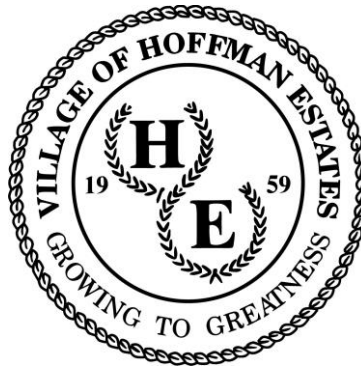


# CDBG Consolidated Plan 2015-2019

## Annual Action Plan 2015-2016



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# Executive Summary

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

### 1. Introduction

The Consolidated Plan is required by the U.S. Department of Housing and Urban Development (HUD) for municipalities that participate in the Community Development Block Grant (CDBG) program. The plan is a comprehensive strategy developed by the Village of Hoffman Estates to address the affordable housing and community development needs present within the community. HUD asks each community to state how it plans to achieve local objectives in accordance with the statutory goals of all federally funded community development programs to (a) provide decent housing, (b) create a sustainable living environment, and (c) expand economic opportunity. The Consolidated Plan outlines five-year priorities and identifies where HUD funds will be allocated to address the most important needs.

This plan will span the five-year period beginning October 1, 2015 (PY10) and ending September 30, 2019 (PY14). In 2014, the Village amended its previous Consolidated Plan to end one year early so that it could join the Cook County HOME Consortium for this five-year plan. As a result of this coordination between the Village, Cook County, and other HOME Consortium communities, Cook County's Consolidated Plan will be referenced in various sections and their data will be referenced. In the Needs Assessment and Market Analysis, data for Hoffman Estates is summarized. Data is also aggregated with Cook County in their Consolidated Plan.

In addition to the five-year Consolidated plan, the Village has drafted the 2015-2016 Annual Action Plan, which provides a budget and describes actions, programs, and projects the Village will undertake during the 2015-2016 Program Year with CDBG funding.

### 2. Summary of the objectives and outcomes identified in the Plan

Based on the needs assessment and market analysis, as well as consideration of the limited anticipated resources, the Village developed a strategic plan to use CDBG funds to meet its priority housing, homeless, and community development needs. The Village of Hoffman Estates has identified two objectives for the 2015-2019 Consolidated Plan. Within these objectives are individual goals, projects, and performance measures to ensure progress towards addressing priority needs. These objectives are described in greater detail in the Strategic Plan.

**Objective 1:** Provide improvements to public infrastructure and public facilities in order to create a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability in existing neighborhoods. Over the course of the five-year plan, the Village proposes to assist five public facility or public infrastructure projects within eligible CDBG neighborhoods or utilized primarily by low-moderate income individuals and families. Projects may include buildings, roads,

sidewalks, water or sewer, lighting, pedestrian and bicycle pathways, facilities or other eligible infrastructure.

**Objective 2:** Provide decent housing through access to affordable housing services and programs, including housing maintenance and rehabilitation services to limited-income individuals and households, in order to maintain affordability and accessibility in home ownership.

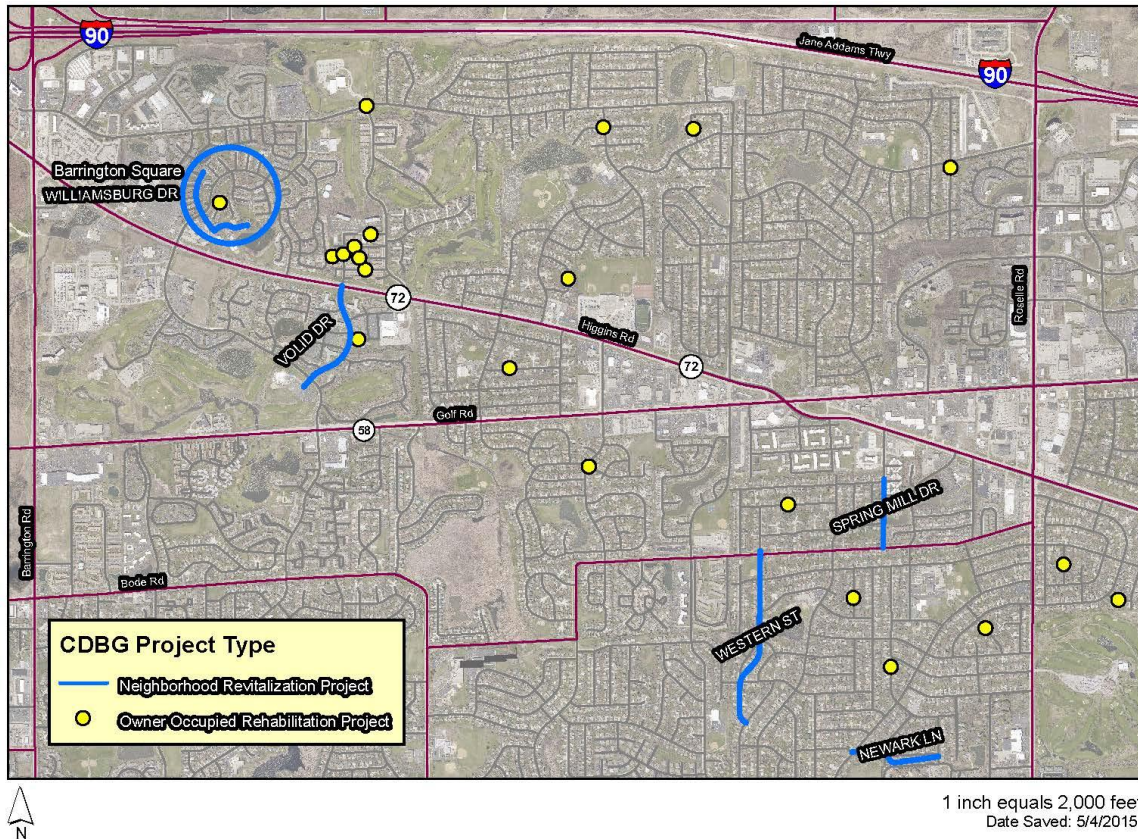
### **3. Evaluation of past performance**

The Village is nearing completion of the first nine years of its CDBG program. Throughout the course of nine years, the Village has diligently invested nearly \$2.5 million in CDBG funds all in accordance with HUD policies and procedures towards two key objectives. Attached is a map of central Hoffman Estates, which shows the distribution of projects in this part of the Village.

Of this amount, 54% or \$1.41 million has been used to finance public infrastructure improvements in CDBG-eligible low to moderate-income neighborhoods. These projects have been part of the Village's larger Neighborhood Revitalization Program and included street reconstruction, lighting, and pedestrian improvements. During the most recent five-year plan, the Village completed four neighborhood infrastructure improvements. These included reconstruction of Williamsburg Drive, Volid Drive, and Newark Drive as well as street light improvements in the Barrington Square neighborhood. Through years of economic distress, the Village has relied on CDBG funds to address these infrastructure projects in a timely fashion.

Approximately 30% or \$675,000 in CDBG funds has been used to rehabilitate 35 homes as part of the Village's continued partnership with the North West Housing Partnership (NWHP). The goal of this rehabilitation activity has been to allow recipients to maintain their own homes, improve their individual environments, and contribute to the overall sustainability of affordable neighborhoods. The program provides a zero-interest deferrable loan in an amount up to \$25,000 to income eligible residents who hold equity in their home. One additional home participated in the Village's Emergency Housing Repair Program that provides assistance in the form of a \$5,000 forgivable loan for residents that are upside down in their mortgage, income-eligible, and face immediate danger to their health and safety. In PY9, the Village saw fewer houses go through the program than in previous years. This may have been a result of an improved housing market and could necessitate additional marketing or adjusted program rules to expand participating clientele in future program years. Considering this decrease, the Village has lowered the goal for this five-year plan from 25 to 15 homes, and allocated additional funding to infrastructure improvements.

## Community Development Block Grant Projects 2006-2014



### CDBG Projects 2006-2014

#### 4. Summary of citizen participation process and consultation process

The Consolidated Plan was developed through comprehensive consultation and a citizen participation process led by the Village's Planning Division. As part of the update to the Consolidated Plan, the Village updates its Citizen Participation Plan to ensure residents and other interested parties have access to the planning process and a means to participate in it. The Village has used traditional mediums like public hearings, Village Commissions, public meetings, and public notices through the Daily Herald, the local newspaper, to get information about the Consolidated Plan and Annual Action Plans to the Village constituency. New mediums like the Village website and social media also provide opportunities for citizen participation. For an undertaking as extensive as the Consolidated Plan, Village staff also provided an article in the Hoffman Estates Citizen, the Village's monthly newsletter that is circulated by mail to every household and business within the municipal boundary. Finally, the Village's new arrangement with Cook County through the HOME Consortium allows it to take advantage of the extensive citizen participation that they carried out in developing their Consolidated Plan. Stakeholders the County consulted with as well as goals they identified are common to the Village.

In addition to the citizen participation process, the Village has individually consulted with multiple public, private, and nonprofit stakeholders to ensure the needs of everyone are considered in the construction of this Consolidated Plan. These consultations included communication the Cook County Housing Authority, the Alliance to End Homelessness in Suburban Cook County, other housing service providers, business and civic leaders, social service providers, as well as those responsible for public infrastructure and facilities.

The citizen participation process and consultation process is detailed in “The Process” section of the Consolidated Plan and a full listing of public comments, and other related documents can be found as an attachment with the Citizen Participation Plan.

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

**This section will need revisited, after everything else is complete.** The Village received X comments from individuals on the plan. A full listing of public comments can be found as an attachment with the Citizen Participation Plan.

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

The Village accepted all comments that were received on the Consolidated Plan, but was required to consider them in the context of available funding, as well as the needs assessment and market analysis. A full listing of public comments can be found as an attachment with the Citizen Participation Plan.

## **7. Summary**

Because of the Village’s decision to join the Cook County HOME Consortium, this Consolidated Plan contains substantially less data than the previous two. The Village contributed to and relied extensively on Cook County’s Needs Assessment and Market Analysis as it related to housing data. Although the Village was not required to submit individualized versions of these two sections, the Village did share information with Cook County to contribute to their plan, which validates the need for housing goals, and objectives the Village has identified in this plan.

To substantiate the objectives that have been identified, there are several items that are attached. In addition to the public comments and Citizen Participation Plan, attached in the appendix is the Village’s Analysis of Impediments, recently updated in 2013. The Village has continued to use the AI to make progress towards fair housing challenges facing the community. Additional information on the Village’s efforts to affirmatively further fair housing is on the Village’s website at [www.hoffmanestates.org/fairhousing](http://www.hoffmanestates.org/fairhousing).

Also attached is the housing chapter of a longer Existing Conditions Report, which is the first step of an update to the Village’s Comprehensive Plan, which will take place throughout 2015 and 2016. The full report and progress on the Comprehensive Plan can be found at [www.hoffmanestates.org/compplan](http://www.hoffmanestates.org/compplan).

Finally, attached is the Village's recently updated ADA Transition Plan. This report contains findings on ADA accessibility barriers to Village infrastructure, facilities, and services. Details on the Village is doing to ensure accessibility is at [www.hoffmanestates.org/ada](http://www.hoffmanestates.org/ada).



# The Process

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

### 1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

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

Agency Role	Name	Department/Agency
CDBG Administrator	HOFFMAN ESTATES	Planning Division

Table 1– Responsible Agencies

### Narrative

For the past nine years, individuals in the Hoffman Estates Planning Division have administered the CDBG program. The Planning Division is part of the Village's Development Services Department which consists of four divisions that coordinate all aspects of residential and commercial development in Hoffman Estates. The department works with residents and existing businesses on property improvements, and with the development community to bring new businesses to Hoffman Estates. The department provides information and professional services to residents, developers, realtors, contractors, governmental agencies, and other interested parties on a variety of topics.

The Planning Division guides developers through the Village's development review process and assists residents with variances. Planning is responsible for the Village's Comprehensive Plan, which is currently being updated as well as the Village's Zoning Ordinance and Sign Code. Planning also coordinates long range or area-wide improvement plans and assists the Village's Planning and Zoning Commission.

The other divisions within the Development Services department which perform services related to HUD priorities include the Engineering and Transportation Division, the Code Enforcement Division, and the Economic Development Division. The Health and Human Services Department located at Village Hall as well as the Police Department perform many of the responsibilities related to social services.

### Consolidated Plan Public Contact Information

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## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The Village consulted with a number of local social service agencies that serve Hoffman Estates in order to identify and prioritize needs to include in the Consolidated Plan. These individuals included housing service agencies, health services, social services related to children, agencies that serve the homeless, school districts, business and civic leaders, the Cook County Health Department, neighboring municipalities, and the Housing Authority of Cook County.

The Village maintains a database of 150 public, private, and nonprofit stakeholder organizations and individuals that fit into these and other categories. This database is included as an attachment with the Citizen Participation Plan and comments. These organizations have either opted in or are critical to informing policy decisions regarding decent housing, suitable living environments, and expanded economic opportunity. These individuals were invited to consult individually with the Village and to provide input through the general citizen participation process. They regularly receive mailings on all critical CDBG planning and reporting functions.

Key agencies from this list of 150 were individually consulted in order to ensure their challenges and needs were considered in the development of the Consolidated Plan. This section summarizes those discussions.

### **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)).**

The Village does not contain any public housing properties within its jurisdiction. However, Village staff reached out to the Housing Authority of Cook County (HACC) to determine the needs of public housing residents using Housing Choice Vouchers in Hoffman Estates. The Housing Choice Voucher Program provides rental assistance to help low income persons afford decent and safe rental housing. Under the program, the family is required to pay approximately 30% of adjusted monthly income towards rent and utilities while the rest is subsidized. The Village also consulted with condominium associations and property owner associations to assess challenges faced by these individuals. Finally, membership in the Cook County HOME Consortium positions the Village to be part of the regional discussion with public and assisted housing providers as well as other municipalities to help coordinate services.

The Village's Health and Human Services Department provides professional and affordable physical and mental health services to residents in the Village of Hoffman Estates. It serves as the primary point of contact for coordination with other private health, mental health, and social service agencies. Among the services they provide are immunizations, health screenings, TB testing, and individual/family counseling. The Department's capacity is greatly limited, and therefore coordination with other providers is crucial. In situations where the Department is not able to directly provide services for

foreclosure counseling, medical needs, financial assistance, food pantry, and youth services, the Department will refer clients to appropriate care providers. Village staff consulted with Alexian Brothers Memorial Hospital, the Children's Advocacy Center of North and Northwest Cook County, the Alliance to End Homeless in Suburban Cook County, and other care providers to raise awareness of available services and to coordinate service provision.

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

The Village coordinated with the local Continuum of Care to assess the urgency of addressing homelessness in the Village of Hoffman Estates. While the Village is not required to compile and submit a full homeless needs assessment due to its membership in the HOME Consortium, staff reached out to the Alliance to End Homelessness in Suburban Cook County as well as other social service agencies to understand the extent of homelessness in the Village.

The Alliance advocates for the needs of the homeless and at-risk households in the region and in the implementation of proven and promising solutions around homelessness. Ms. Jennifer Hill, Executive Director, provided the Village with estimated homelessness population data in suburban Cook County for the period October 1, 2012 through September 30, 2013, as well as point in time count data from 2013. Approximately 1% of total homeless clients served in suburban Cook County reported Hoffman Estates as their last permanent address. These clients have been served by any Emergency Shelter, Street Outreach, Safe Haven, or Transitional Housing project, and any client entering a permanent housing project during the period from a homeless situation. Ms. Hill spoke highly of the efforts by Cook County to coordinate suburban Cook County communities around funding and collaboration with social service agencies to reduce grant reporting burdens for both municipalities and social service agencies.

In addition, the Village is a member of the Association of Homeless Advocates in the North District (AHAND) and attends and participates in meetings of the group. Key members of the Association include social service agencies, the Continuum of Care, health service providers and other entities. The group serves an advocate for homelessness awareness in Northern Cook County and regularly distributes program information and meeting notices to members and policy makers.

**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**

Although the Village does not receive ESG funds, as discussed in the previous answer, the Village consulted individually with the Continuum of Care to assess homelessness in the Village and determine how to address it in the Consolidated Plan.

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

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

1	<b>Agency/Group/Organization</b>	Alliance to End Homelessness in Suburban Cook County
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Alliance provided the Village with data on the extent of homelessness in the Village of Hoffman Estates. While the Village has not historically used CDBG for homeless services, the Village proposed to continue support and coordination, referral, and cooperation with the Continuum of Care efforts to promote access to transitional and permanent housing with supportive services for homeless individuals and families. Continued participation in AHAND and adoption of strategies developed by the Alliance will help facilitate better coordination.
2	<b>Agency/Group/Organization</b>	Journeys from PADS to HOPE
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless

	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Public Housing Needs  Homelessness Strategy  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Market Analysis</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>JOURNEYS  The Road Home has previously attended CDBG public hearings and requested an interest to be contacted for future plans. JOURNEYS is an emergency shelter that provides case management, homeless prevention, mental health counseling and other services. Staff reached out to JOURNEYS to quantify how many clients they have assisted in the Village of Hoffman Estates.</p>
<p>3</p>	<p><b>Agency/Group/Organization</b></p>	<p>Housing Authority of Cook County (HACC)</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing  PHA  Services - Housing  Services-Children  Services-Elderly Persons  Services-Persons with Disabilities  Services-Persons with HIV/AIDS  Services-Victims of Domestic Violence  Services-homeless  Services-Health  Services-Education  Services-Employment  Service-Fair Housing</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Public Housing Needs  Homelessness Strategy  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Non-Homeless Special Needs  Market Analysis</p>

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff reached out to the HACC to understand needs of the population that use the voucher program and to raise awareness of the program.
4	<b>Agency/Group/Organization</b>	HOFFMAN ESTATES
	<b>Agency/Group/Organization Type</b>	Health Agency Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Three departments, Village Commissions, and the ADA Transition Team were consulted in order to identify key needs that the Village is responsible for. Over the next several years, the Village has a number of infrastructure and facility needs related to ADA accessibility, street reconstruction, and neighborhood improvements. The Police Department also has a number of needs related to social work and youth engagement. Although funding is limited to address all infrastructure, facility, and social service needs, the Village will use CDBG funds for neighborhood revitalization infrastructure projects.
5	<b>Agency/Group/Organization</b>	Children's Advocacy Center
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Services - Victims Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs Market Analysis

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The CAC coordinates services for children that are victims of sexual or physical abuse in partnership with local law enforcement agencies and the Illinois Department of Children and Family Services (DCFS). All cases of such type in the northern and northwestern Cook County suburbs pass through the CAC in Hoffman Estates or its satellite location in Northbrook. The Village of Hoffman Estates leases an old Village Hall building to the Childrens Advocacy Center at an annual rate of \$1 per year. This arrangement allows the CAC to direct funding to direct provision of services and not on capital infrastructure needs. The age of the building necessitates ongoing repairs and weatherization to correct ADA deficiencies and keep the building in compliance with Village Code. The Village has proposed to use CDBG funds to address inaccessibility and repairs to this crucial public facility.
6	<b>Agency/Group/Organization</b>	NORTH WEST HOUSING PARTNERSHIP
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	NWHP has been a sub-recipient of CDBG funds from the Village for the past nine years. The agency provides a number of programs for low to moderate income residents in the northwest suburbs. The Village continued to seek their input on this Consolidated Plan and will continue to fund the single family rehabilitation program through CDBG funds. The agency also proposed using funds for a handyman program that mirrors the program they are doing in other communities.
7	<b>Agency/Group/Organization</b>	Illinois Department of Human Rights
	<b>Agency/Group/Organization Type</b>	Housing Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Village staff attended a workshop with IDHR staff to understand challenges with fair housing at the local level. The workshop was an opportunity for the Village to hear fair housing concerns, discuss best practices related to fair housing, and consider its existing Analysis of Impediments. Among the concerns identified in the Analysis of Impediments were a lack of local capacity and coordination, a lack of public awareness, and disparate treatment in the rental market. The Villages Fair Housing Liaison, Dr. Algean Garner, reports and refers incoming fair housing complaints to the Illinois Department of Human Rights. The Village also regularly posts and shares information related to fair housing through various communication mediums including multi-lingual posters, on its website, and through its monthly newsletter. A number of recommendations for municipalities came out of the meeting in order to continue furthering fair housing and addressing challenges identified in the Analysis of Impediments.</p>
8	<p><b>Agency/Group/Organization</b></p>	<p>Various Cook County Departments</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Other government - County</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Lead-based Paint Strategy</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Village staff contacted the Cook County Department of Public Health to understand the extent of lead based paint hazards in the community. During this five year plan, the Village will continue to work with the Department and the Illinois Health Department to monitor lead-based paint hazards in the community. In addition, from this conversation, the Village has identified three areas for potential coordination. These include educating the Village's ethnic community on lead poisoning hazards, ensuring contractors that are going to be working around lead based surfaces have ample certifications, and the Village's rental inspection program considers lead in home as part of the inspection process.</p>



9	<b>Agency/Group/Organization</b>	Barrington Square Improvement Association
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-homeless Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Village has previously funded public infrastructure improvements in this neighborhood and spoke with the Association to identify any additional needs and continue coordination. A number of needs were identified that are common among the Village's housing association community that will continue to be addressed through coordination.
10	<b>Agency/Group/Organization</b>	Hilldale Condominiums
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Civic Leaders Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff consulted with the Condominium Association since several condominiums in this neighborhood have been rehabilitated through the Village's single family rehabilitation program. The Condominium Association is responsible for maintaining private infrastructure and does have challenges financing it. A number of households have also taken advantage of the single family rehabilitation program.

11	<b>Agency/Group/Organization</b>	Alexian Brothers Medical Center
	<b>Agency/Group/Organization Type</b>	Services-Health Services-Education Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As the primary health service provider in Hoffman Estates and the region, the Village included Alexian Brothers in consultation to identify institutional gaps in the service provision agency as well as challenges they face serving low to moderate income clientele.
12	<b>Agency/Group/Organization</b>	Schaumburg HOME Consortium Member
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Village of Schaumburg shares a significant boundary with the Village of Hoffman Estates. They are also a CDBG entitlement community and member of the Cook County HOME Consortium. The Village consulted in order to identify areas for potential collaboration around CDBG programs and services. Schaumburg also provides a single family owner occupied home rehabilitation program through the North West Housing Partnership. Since Hoffman Estates residents often work, shop, and socialize in Schaumburg and vice versa, opportunities for coordination, joint marketing, and promotion were discussed.

13	<b>Agency/Group/Organization</b>	Palatine HOME Consortium Member
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Village of Palatine is a neighboring municipality to the Village of Hoffman Estates, a CDBG entitlement community, and member of the Cook County HOME Consortium. The Village consulted in order to identify areas for potential collaboration around CDBG programs and services.
14	<b>Agency/Group/Organization</b>	School District 54
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Village of Hoffman Estates sponsors a Community Resource Center with School District 54 that is ran out of the Village's police station. The center provides after school services and programs for approximately 2 to 4 hours to parents and children. Programs include an effective parenting program, support groups for women, an English as a Second Language program, a computer literacy course, as well as child immunizations and adult health clinics. The Village consulted with the Police Department and the CRC in order to identify gaps in service provision and seek opportunities for additional coordination.

15	<b>Agency/Group/Organization</b>	Hoffman Estates Community Bank
	<b>Agency/Group/Organization Type</b>	Business Leaders Civic Leaders Business and Civic Leaders Private Sector Banking / Financing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Hoffman Estates Community Bank has a number of programs that they provide to limited income individuals including a "Save and Borrow Loan" and an emergency loan. The Bank wants to be involved in educating Hoffman Estates residents on needs, and with the Village on community development, senior housing, and low income projects.
16	<b>Agency/Group/Organization</b>	Remax
	<b>Agency/Group/Organization Type</b>	Business Leaders Civic Leaders Business and Civic Leaders Private Sector Banking / Financing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Mr. Krettler, Broker Associate with Remax, is a member of the Village's Planning and Zoning Commission and was contacted for information related to real estate trends among the Village's low income population.
17	<b>Agency/Group/Organization</b>	Mount Prospect HOME Consortium Member
	<b>Agency/Group/Organization Type</b>	Other government - Local

<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis
<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Mt. Prospect was consulted as a fellow HOME Consortium member and nearby municipality. Continued coordination between Mount Prospect and Hoffman Estates is anticipated as a result of joint membership in the consortium.

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

There were no any agencies or agency types that were intentionally not consulted. Staff individually consulted with a wide array of agency types to ensure all were considered.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Alliance to End Homelessness in Suburban Cook County	The Alliance's current strategic plan was developed in 2014 and contains a number of strategies to coordinate social services towards ending homelessness in Cook County. While the Village has not traditionally allocated its limited funds towards homelessness and social service agencies, opportunities for coordination are identified in the plan that will help ensure alignment and collaboration.
Planning for Progress	Cook County	As the lead agency for the Cook County HOME Consortium, Cook County's Department of Planning and Development developed Planning for Progress which outlined four key priority objectives, all of which are also important to the Village of Hoffman Estates. Among these goals were infrastructure and housing, both of which the Village intends to address through CDBG funds.
Village of Hoffman Estates Comprehensive Plan	Village of Hoffman Estates	The Village is currently going through an update to its 2007 Comprehensive Plan. Affordable, decent housing is a priority of both plans, and data from the Consolidated Plan is used to inform policies in the Comprehensive Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
ADA Transition Plan	Village of Hoffman Estates	The Village's ADA Transition Plan, developed in 2015, quantified the need for accessibility improvements to the Village's infrastructure, facilities, and services. Neighborhood revitalization improvements addressed through CDBG funds will be targeted in those in-need areas identified through the ADA Transition Plan.
GoTo2040	CMAP	Being spread across several government jurisdictions and sharing borders with 8 other municipalities means Hoffman Estates must be viewed in a regional context. CMAP's GOTO2040 regional vision contains four broad themes and twelve recommendation areas. All of these themes relate to Hoffman Estates to varying degrees but all have at least some importance.
Analysis of Impediments to Fair Housing Choice	Village of Hoffman Estates	The Village's AI assesses the level of fair housing choice within the Village's jurisdiction, identifies potential impediments to fair housing choice, and recommends actions that the Village and partners can take to eliminate or remedy improvements. The Village continues to make progress towards action items identified in the 2013 AI update.
Village of Hoffman Estates Flexible Transit Service Operation Plan	Village of Hoffman Estates	The Village recently published a flexible transit service operations plan through the Regional Transit Authority which included consultation with various transit service providers. CDBG funds were previously considered for the Village's taxi coupon discount program which provides taxi services for the disabled, low income, and elderly population. The plan identifies other transit needs and areas for coordination.
Fair Housing and Equity Assessment	CMAP	This report concludes that housing continues be segregated by race in the Chicago region and is having a negative impact on numerous sectors throughout the region. The report contains strategies developed specifically for suburban Chicago to encourage diversity and investment in disinvestment communities.

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

**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))**

The Village's decision to join the Cook County HOME Consortium enables better collaboration and coordination with other public entities that receive and administer HUD funds. The six other member municipalities are similar in many ways to the Village of Hoffman Estates and membership not only allows residents to receive funds from Cook County's HOME program, but also gives the Village the opportunity to learn from how other communities are administering CDBG funds.

In developing the County's Consolidated Plan as part of a larger regional vision, the Cook County Department of Planning and Development was able to utilize resources across the region to convene, connect, and collaborate with stakeholders. Given limited resources, this consultation is far beyond what the Village would be capable of doing on its own and invites perspectives from all types of stakeholders.

In terms of adjacent units of general local government, all eight municipalities that share a border with the Village of Hoffman Estates were invited to consult in the implementation of the Consolidated Plan. The Village regularly communicates with the Village of Schaumburg as both have historically provided an owner-occupied single family rehabilitation program through the same subrecipient, the Northwest Housing Partnership. The Village also consulted individually with the Villages of Palatine and Mount Prospect. Considering that eligible residents in all of these communities regularly work, shop, and socialize in the other community, cooperation among the communities where possible saves time and valuable resources.

**PR-15 Citizen Participation - 91.401, 91.105, 91.200(c)**

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

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

As a recipient of Community Development Block Grant funds, the Village of Hoffman Estates is required to adopt a Citizen Participation Plan that sets policies and procedures for citizen participation in the development and administration of its Consolidated Plan. The Citizen Participation Plan must provide for and encourage citizens to participate in the development of the Consolidated Plan, the Annual Action Plan, any substantial amendments to the plans, and the annual performance report. The Village’s Citizen Participation Plan has been attached along with citizen comments.

Given a population of 53,000 and a limited response to the survey used in the development of the 2011-2014 Consolidated Plan, the Village focused primarily on using various other modes to generate participation this cycle including public hearings, public meetings, an article in the Village newsletter, and postings on the website and social media.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Public Hearing			<a href="http://www.hoffmanestates.org/cdbg">www.hoffmanestates.org/cdbg</a>



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Planning, Building, and Zoning Meeting			<a href="http://www.hoffmanestates.org/cdbg">www.hoffmanestates.org/cdbg</a>
3	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Daily Herald Ad			
4	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Village CDBG webpage			<a href="http://www.hoffmanestates.org/cdbg">www.hoffmanestates.org/cdbg</a>
5	Village Newsletter	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Newsletter Mailing to all 53,000 residents and 20,000 households in the Village of Hoffman Estates			<a href="http://www.hoffmanestates.org/citizen">www.hoffmanestates.org/citizen</a>
6	Public Meeting	Persons with disabilities	Village Disability Commission			

**Table 4– Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The Village has slowly grown from 49,650 in the 2000 Census to 51,608 in the 2009-2013 ACS. Likewise, the number of households has increased from 17,138 in the 2000 Census to 18,060 in the 2009-2013 ACS. Approximately 4,725 of the 18,060 households in Hoffman Estates meet HUD's definition of extremely low, low, or moderate-income and are thus eligible to receive assistance from CDBG programs. A majority of these households are owner-occupied with the largest subsets being small family and elderly households.

#### Housing Problems

HUD has identified four conditions that constitute housing problems among this population. These are lack of kitchen facilities, lack of complete plumbing facilities, overcrowded conditions, and cost burden.

As identified through local data and consultation, cost burden continues to be the greatest of these challenges for Hoffman Estates residents across household type and income level. Cost burden is an indicator that housing demand for the area exceeds current supply. Alleviation of this housing burden will need addressed by the Village in its strategic plan, while overcrowded and substandard conditions are less of a concern. The greatest cost burden challenge is on owners spending more than 50% of their income on monthly housing related costs. Addressing this cost burden for both small family households and elderly households is an important goal that the Village will need to address as it has historically done through its owner-occupied residential rehabilitation program.

An additional 600 renters at the same income levels are spending more than 50% of their income on monthly housing related costs, and another 585 renters are spending more than 30%. Rental assistance has not historically been prioritized as high as owner-occupied rehabilitation, but given changes in the housing market it is increasingly becoming an issue particularly for small-related families.

#### Disproportionately Greater Need

As compared to its demographic and ethnic composition, the CDBG low to moderate-income population that faces the greatest housing challenges is slightly disproportionate. Of the 3,535 households with more one or more of the four housing problems, 52% are white compared to 64% of the Village's composition. 22% are Asian compared to 23% of the population. 7% are black compared to 5% of the population. 19% are Hispanic compared to 17% of the population.

#### Homeless Needs Assessment

According to the Alliance, the Hoffman Estates homeless population served by the Continuum of Care is approximately 1.0% of the homeless population of suburban Cook County. Suburban homeless are often described as “hidden” denoting a primary difference between these men, women, and children and their urban counterparts. Due to the varying landscapes of a suburban region, the suburban homeless often gather in less visible areas- i.e. forest preserves, abandoned buildings, large parking lots, etc. Those in the homeless services field must work harder to find the homeless in suburban areas.

Non-Homeless Special Needs Assessment

Some non-homeless populations require supportive services to maintain a standard quality of life. The Village’s various departments maintain relationships with agencies that provide housing, food pantry, transit, educational, drug/alcohol addition, HIV/AIDS, and other services and guides individuals to services that are necessary. Strong partnerships exist between governmental units, nonprofit organizations, and the private sector in Hoffman Estates and all strive to make certain that there is as little duplication of services as possible while providing accessible care to all clients.

FY 2015 Income Limits Summary

FY 2015 Income Limit Area	Median Income <b>Explanation</b>	FY 2015 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Cook County	\$76,000	Very Low (50%) Income Limits (\$) <b>Explanation</b>	26,600	30,400	34,200	<b>38,000</b>	41,050	44,100	47,150	50,200
		Extremely Low Income Limits (\$)* <b>Explanation</b>	16,000	18,250	20,550	<b>24,250</b>	28,410	32,570	36,730	40,890
		Low (80%) Income Limits (\$) <b>Explanation</b>	42,600	48,650	54,750	<b>60,800</b>	65,700	70,550	75,400	80,300

**HUD Income Limits (March 2015)**

**NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)- NO NARRATIVES NECESSARY**

**Summary of Housing Needs**

<b>Demographics</b>	<b>Base Year: 2000</b>	<b>Most Recent Year: 2011</b>	<b>% Change</b>
Population	49,650	51,608	4%
Households	17,138	18,052	5%
Median Income	\$65,937.00	\$78,274.00	19%

**Table 5 - Housing Needs Assessment Demographics**

**Data Source:** 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

**Number of Households Table**

	<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>
Total Households *	1,010	1,205	2,510	1,545	11,790
Small Family Households *	300	500	1,130	730	6,955
Large Family Households *	150	205	240	280	1,150
Household contains at least one person 62-74 years of age	235	140	485	320	1,775
Household contains at least one person age 75 or older	180	220	309	85	475
Households with one or more children 6 years old or younger *	165	209	299	235	1,230
* the highest income category for these family types is >80% HAMFI					

**Table 6 - Total Households Table**

**Data Source:** 2007-2011 CHAS

## Housing Needs Summary Tables

### 1. Housing Problems (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	25	25	10	0	60	0	0	10	0	10
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	20	40	15	0	75	0	10	0	10	20
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	40	35	40	35	150	0	70	100	35	205
Housing cost burden greater than 50% of income (and none of the above problems)	350	190	60	0	600	335	275	715	185	1,510
Housing cost burden greater than 30% of income (and none of the above problems)	0	185	400	120	705	20	145	410	220	795
Zero/negative Income (and none of the above problems)	115	0	0	0	115	70	0	0	0	70

**Table 7 – Housing Problems Table**

Data Source: 2007-2011 CHAS

### 2. 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	435	290	125	35	885	335	355	830	230	1,750
Having none of four housing problems	10	185	605	400	1,200	40	370	960	875	2,245
Household has negative income, but none of the other housing problems	115	0	0	0	115	70	0	0	0	70

**Table 8 – Housing Problems 2**

Data Source: 2007-2011 CHAS

3. 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
NUMBER OF HOUSEHOLDS								
Small Related	155	220	240	615	40	165	620	825
Large Related	65	115	0	180	80	65	209	354
Elderly	135	15	115	265	204	175	233	612
Other	85	130	130	345	33	45	160	238
Total need by income	440	480	485	1,405	357	450	1,222	2,029

**Table 9 – Cost Burden > 30%**

Data Source: 2007-2011 CHAS

4. 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
NUMBER OF HOUSEHOLDS								
Small Related	155	90	65	310	40	150	460	650
Large Related	65	50	0	115	80	15	79	174
Elderly	135	15	10	160	185	85	130	400
Other	85	75	0	160	29	35	75	139
Total need by income	440	230	75	745	334	285	744	1,363

**Table 10 – Cost Burden > 50%**

Data Source: 2007-2011 CHAS

5. 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	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	60	75	55	35	225	0	80	100	45	225
Multiple, unrelated family households	0	0	0	0	0	0	0	0	0	0
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	60	75	55	35	225	0	80	100	45	225

Table 11 – Crowding Information – 1/2

Data 2007-2011 CHAS  
Source:

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

### 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	800	25	185
White	475	25	80
Black / African American	35	0	0
Asian	210	0	40
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	55	0	55

**Table 12 - Disproportionally Greater Need 0 - 30% AMI**

Data 2007-2011 CHAS  
Source:

\*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%

### 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	975	225	0
White	425	165	0
Black / African American	95	0	0
Asian	190	40	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	255	0	0

**Table 13 - Disproportionally Greater Need 30 - 50% AMI**

Data 2007-2011 CHAS  
Source:

\*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%



**50%-80% 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	1,760	750	0
White	925	569	0
Black / African American	130	50	0
Asian	370	29	0
American Indian, Alaska Native	0	10	0
Pacific Islander	0	0	0
Hispanic	345	85	0

**Table 14 - Disproportionally Greater Need 50 - 80% AMI**

Data 2007-2011 CHAS  
Source:

\*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%

**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	610	930	0
White	290	515	0
Black / African American	80	80	0
Asian	110	105	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	135	235	0

**Table 15 - Disproportionally Greater Need 80 - 100% AMI**

Data 2007-2011 CHAS  
Source:

\*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%

**NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205  
(b)(2)**

**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	775	50	185
White	455	45	80
Black / African American	35	0	0
Asian	210	4	40
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	55	0	55

**Table 16 – Severe Housing Problems 0 - 30% AMI**

Data 2007-2011 CHAS  
Source:

\*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%

**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	645	555	0
White	325	265	0
Black / African American	65	30	0
Asian	75	155	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	170	85	0

**Table 17 – Severe Housing Problems 30 - 50% AMI**

Data 2007-2011 CHAS  
Source:

\*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%

**50%-80% 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	950	1,560	0
White	475	1,020	0
Black / African American	15	165	0
Asian	220	179	0
American Indian, Alaska Native	0	10	0
Pacific Islander	0	0	0
Hispanic	245	185	0

**Table 18 – Severe Housing Problems 50 - 80% AMI**

Data 2007-2011 CHAS  
Source:

\*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%

**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	265	1,280	0
White	130	670	0
Black / African American	10	150	0
Asian	70	145	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	55	315	0

**Table 19 – Severe Housing Problems 80 - 100% AMI**

Data 2007-2011 CHAS  
Source:

\*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%

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	2,085	1,670	2,305	185
White	7,920	1,835	1,475	80
Black / African American	339	270	120	0
Asian	2,475	640	525	40
American Indian, Alaska Native	10	0	10	0
Pacific Islander	0	0	0	0
Hispanic	1,240	440	365	55

**Table 20 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2007-2011 CHAS

## NA-35 Public Housing – 91.205(b)

### 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	1,651	11,832	64	11,594	91	54	0

Table 21 - 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)

### 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	10,627	13,418	14,350	13,395	13,647	11,962	
Average length of stay	0	0	7	8	0	8	0	5	
Average Household size	0	0	1	2	1	2	1	4	
# Homeless at admission	0	0	9	21	0	3	16	2	
# of Elderly Program Participants (>62)	0	0	897	2,179	42	2,120	12	0	
# of Disabled Families	0	0	491	2,337	2	2,268	48	12	

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program
# of Families requesting accessibility features	0	0	1,651	11,832	64	11,594	91	54
# 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 22 – Characteristics of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

**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	705	1,981	19	1,913	27	14	0
Black/African American	0	0	900	9,786	43	9,620	62	40	0
Asian	0	0	44	37	2	34	1	0	0
American Indian/Alaska Native	0	0	0	15	0	15	0	0	0
Pacific Islander	0	0	2	13	0	12	1	0	0
Other	0	0	0	0	0	0	0	0	0

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

**Table 23 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

## Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	33	321	0	311	2	5	0
Not Hispanic	0	0	1,618	11,511	64	11,283	89	49	0

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

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

Data Source: PIC (PIH Information Center)

## **NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)**

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

During 2014 and 2015, the Village's ADA Transition Team conducted an accessibility inventory of all 12 facilities that the Village is responsible for maintaining. While primary Village buildings like the Village Hall, Police Station, and Fire Station are generally accessible, other outdated buildings remain inaccessible to the public. Because these buildings would be costly to rehabilitate but still serve an important Village function, renovations have been postponed until funding is available to replace or substantially renovate buildings.

The only building where immediate needs exist is the old Village Hall building located at 640 Illinois Boulevard. The Village leases this building to the Children's Advocacy Center of Northwest Cook County (CAC) at an extremely low annual rent. The CAC coordinates local law enforcement agencies in the Northwest suburbs and the Illinois Department of Children and Family Services to investigate instances of child sexual and physical abuse. By keeping the rent low, the agency is able to focus limited state, federal, and private foundation funding towards its mission.

The age of the building does necessitate ongoing repairs and weatherization in order to correct ADA deficiencies and keep the building in compliance with Village code. Maintenance of the facility remains the responsibility of the Village. Among the needs at the building are windows, heating, and air conditioning as well as repairs to a leaky roof and accessibility improvements. While the facility is well-suited for the CAC's services, these substantial renovations and repairs are important to create a safe, healthy, and comfortable environment for their at risk clientele.

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

These needs were identified through extensive consultation with the Village's Americans with Disabilities Act Transition Team and the Children's Advocacy Center. Code Enforcement staff also conducted an inspection of the facility to inventory potential needs.

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

Given the high cost of maintaining public infrastructure and the increasing demand on public funds, the Village has historically used CDBG funds for infrastructure improvements. These needs were once again identified during this plan update. Since the last Consolidated Plan was developed, the Village Board, citing a major need for public improvements, adopted new local funding sources to finance an annual neighborhood revitalization project. The Village carried out \$6 million street revitalization programs in 2014 and 2015 and has plans for doing a similar program annually over the next five years. These improvements reconstruct crumbling streets, bring sidewalks into compliance with ADA accessibility requirements, and often include streetlights and other utilities to improve public health and safety.



Over the next five years, approximately nine streets fall in eligible CDBG low to moderate income neighborhoods and are in a condition that necessitates reconstruction. CDBG funding allows the Village to ensure these low to moderate income neighborhoods are not neglected when streets are selected for the annual street project.

Bike facilities and drainage improvements continue to be a major need for CDBG eligible neighborhoods, but limited funding make these less of a priority than street reconstruction, pedestrian improvements, and street light projects.

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

These needs were identified through extensive consultation with property owner associations and various Village departments.

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

The Village is fortunate to have an active Health and Human Services Department (HHS) that works with area stakeholders and coordinates public services for the elderly, disabled, abused, homeless, and other special needs individuals. Among the services for the elderly, frail elderly, and persons with disabilities are Meals-on-Wheels, Senior Lunch programs through area churches, generational in-home care, advocacy and case management, lending closet through HHS, educational programs, counseling, and socialization.

The Village along with townships and partners at Pace Suburban Transit, provide transit services that accommodate low income and disabled individuals. In 2009, the Village initiated its "Taxi Coupon Discount Program", which provides vouchers to individuals that qualify based on age, disability, or income. To date more than 400 individuals are registered through the program and using taxis to satisfy basic needs. There is continued interest in expanding this program and it was initially considered for CDBG funding, but HUD requirements remain too restrictive to allow for CDBG funds towards this purpose. The Village also shares area with four townships, all of which provide some form of transit services.

Despite this coordination and abundance of services provided through social service agencies and directly by the Village, there are still some institutional gaps where additional services would be of benefit to residents. One such service would be counseling services in the Village's Police Department (PD). While HHS provides financial, family, and other counseling services, other neighboring municipalities have an on-staff counselor who provides assistance to individuals that PD identify that have been victims of domestic abuse or drug use. This individual would also provide referral services for these individuals if they were not able to provide assistance directly. Other individuals are not able to afford the \$5 counseling services fee minimum required by HHS.

However, given limited funding through CDBG and other priorities identified in the areas of housing, public facilities, and public infrastructure, public services will likely be easier addressed through continued coordination of public services by the Village rather than selecting a public service that is more in need than another.

**How were these needs determined?**

These needs were identified through consultation and citizen participation efforts with social service providers identified in PR-10 and PR-15 as well as the Village’s Health and Human Services Department.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

The Village of Hoffman Estates, incorporated in 1959, is located approximately thirty miles northwest of Chicago. The Village occupies a land area of approximately 22 square miles mostly located within Cook County with a small portion located in Kane County.

In the 1960's and 1970's the Village grew with the construction of single-family homes and multi-family developments. The early 1990's saw a shift from residential to commercial development. Small office buildings were built in 1980 followed by major complexes including Ameritech's 1.2 million square foot regional headquarters in 1991, and Sears, Roebuck and Company's 1.9 million square foot headquarters in 1992. These two businesses have been the Village's largest employers for the last couple decades. Recently, a number of residential developers have contacted the Village about new developments that are more compact and adaptive to a post-recession economy. These will further diversify and modernize the housing that is available in the Village.

### *Number of Housing Units*

According to the 2009-2013 ACS, there are 18,378 homes in the Village. This represents a slight increase from the 2010 Census, which estimated the total number at 18,132. The increase is a result of single-family housing developments in the northern and western parts of the Village. One of the most significant demographic shifts has been an increase in the median age from 33.6 in 2000 to 37.7 in 2013. This increase suggests a growing number of "empty nest" family households.

### *Cost of Housing*

The ratio of rented units to homeowner units has increased since the last consolidated plan. Occupied, owned single-family homes have decreased from 79.7% in the 2005-2009 ACS to 77.3% in the 2009-2013 ACS. The number of rented, occupied housing units has increased from 20.2% to 22.7%. This data tells us that the number of rental units has begun to increase in proportion to the construction of additional single family homes. In 2014, the Village initiated its residential rental licensing and inspection program which enabled it to better monitor the state of the Village's rental housing and require improvements to protect neighborhoods and renters.

### *Condition of Housing*

Seventy-two percent of housing units in Hoffman Estates were built between 1960-1989. Two-thirds were built before 1979, meaning they could potentially contain lead paint hazards. These units are at least 35 years old meaning substantial rehabilitation may be needed. Only 16% of the housing stock has

been added since 2000. Consultation with the Cook County Department of Public Health identified a number of ways the Village could coordinate education and renovation efforts around lead in homes, especially those where children are present.

### *Barriers to Affordable Housing*

The greatest barrier to affordable housing in the Village is cost. A variety of issues are responsible for this barrier. A decrease in recent home values is offset by the difficulty in homebuyers acquiring a home loan. Alternatively, homeowners who lost a home during the economic downturn are now utilizing rental properties, driving up demand and rental costs. Costs for new housing include land, construction, development fees, financing, and developer profit. The Village will continue to participate in regional discussions on how various barriers can be addressed without sacrificing housing quality or health, safety and welfare standards. Some approaches that could reduce housing costs for special needs and low-income housing include continued code enforcement, use of the residential rental inspection program, and the single-family rehabilitation program.

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	10,946	58%
1-unit, attached structure	2,714	14%
2-4 units	900	5%
5-19 units	2,097	11%
20 or more units	2,239	12%
Mobile Home, boat, RV, van, etc	23	0%
<b>Total</b>	<b>18,919</b>	<b>100%</b>

Table 25 – Residential Properties by Unit Number

Data Source: 2007-2011 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	13	0%	126	3%
1 bedroom	314	2%	1,545	37%
2 bedrooms	2,395	17%	1,420	34%
3 or more bedrooms	11,113	80%	1,126	27%
<b>Total</b>	<b>13,835</b>	<b>99%</b>	<b>4,217</b>	<b>101%</b>

Table 26 – Unit Size by Tenure

Data Source: 2007-2011 ACS

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Cost of Housing

	Base Year: 2000	Most Recent Year: 2011	% Change
Median Home Value	176,500	284,400	61%
Median Contract Rent	845	982	16%

Table 27 - Cost of Housing

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	90	2.1%
\$500-999	2,141	50.8%
\$1,000-1,499	1,332	31.6%
\$1,500-1,999	372	8.8%
\$2,000 or more	282	6.7%
<b>Total</b>	<b>4,217</b>	<b>100.0%</b>

Table 28 - Rent Paid

Data Source: 2007-2011 ACS

### Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	50	No Data
50% HAMFI	80	190
80% HAMFI	1,525	1,440
100% HAMFI	No Data	2,550
<b>Total</b>	<b>1,655</b>	<b>4,180</b>

Table 29 - Housing Affordability

Data Source: 2007-2011 CHAS

## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	4,110	30%	1,559	37%
With two selected Conditions	185	1%	187	4%
With three selected Conditions	0	0%	25	1%
With four selected Conditions	0	0%	0	0%
No selected Conditions	9,540	69%	2,446	58%
<b>Total</b>	<b>13,835</b>	<b>100%</b>	<b>4,217</b>	<b>100%</b>

**Table 30 - Condition of Units**

Data Source: 2007-2011 ACS

### Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	1,184	9%	246	6%
1980-1999	3,488	25%	1,074	25%
1950-1979	8,971	65%	2,850	68%
Before 1950	192	1%	47	1%
<b>Total</b>	<b>13,835</b>	<b>100%</b>	<b>4,217</b>	<b>100%</b>

**Table 31 – Year Unit Built**

Data Source: 2007-2011 CHAS

### Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	9,163	66%	2,897	69%
Housing Units build before 1980 with children present	943	7%	360	9%

**Table 32 – Risk of Lead-Based Paint**

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

## MA-25 Public and Assisted Housing – 91.210(b)

### 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	2,067	12,596	58	12,538	931	335	711
# of accessible units									

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

**Table 33 – Total Number of Units by Program Type**

Data Source: PIC (PIH Information Center)



## MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

### Introduction

The Village of Hoffman Estates has a number of community development assets in terms of available jobs and a highly skilled workforce. This section summarizes data related to business activity and identifies needs of the business community related to workforce development and infrastructure.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	26	14	0	0	0
Arts, Entertainment, Accommodations	2,264	1,848	10	7	-3
Construction	742	505	3	2	-1
Education and Health Care Services	3,674	8,862	17	32	15
Finance, Insurance, and Real Estate	1,871	1,278	9	5	-4
Information	645	3,107	3	11	8
Manufacturing	2,490	857	11	3	-8
Other Services	878	465	4	2	-2
Professional, Scientific, Management Services	3,349	6,718	15	25	10
Public Administration	0	0	0	0	0
Retail Trade	2,910	2,312	13	8	-5
Transportation and Warehousing	1,146	173	5	1	-4
Wholesale Trade	1,951	1,224	9	4	-5
Total	21,946	27,363	--	--	--

**Table 34 - Business Activity**

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

#### Labor Force

Total Population in the Civilian Labor Force	29,920
Civilian Employed Population 16 years and over	27,735
Unemployment Rate	7.30
Unemployment Rate for Ages 16-24	10.61
Unemployment Rate for Ages 25-65	5.91

**Table 35 - Labor Force**

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	8,291
Farming, fisheries and forestry occupations	1,328
Service	1,946
Sales and office	8,033
Construction, extraction, maintenance and repair	1,159
Production, transportation and material moving	1,241

**Table 36 – Occupations by Sector**

Data Source: 2007-2011 ACS

### Travel Time

Travel Time	Number	Percentage
< 30 Minutes	14,385	55%
30-59 Minutes	8,860	34%
60 or More Minutes	2,967	11%
<b>Total</b>	<b>26,212</b>	<b>100%</b>

**Table 37 - Travel Time**

Data Source: 2007-2011 ACS

### 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	1,396	251	635
High school graduate (includes equivalency)	4,442	358	743
Some college or Associate's degree	6,726	693	828
Bachelor's degree or higher	11,236	477	2,324

**Table 38 - Educational Attainment by Employment Status**

Data Source: 2007-2011 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	30	205	490	470	371
9th to 12th grade, no diploma	533	287	269	561	384
High school graduate, GED, or alternative	1,167	1,356	1,248	2,939	1,465
Some college, no degree	1,538	1,433	1,310	3,127	716

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Associate's degree	238	509	644	1,224	285
Bachelor's degree	601	2,525	2,108	4,638	766
Graduate or professional degree	69	1,412	1,430	1,924	481

**Table 39 - Educational Attainment by Age**

Data Source: 2007-2011 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	22,265
High school graduate (includes equivalency)	35,694
Some college or Associate's degree	39,314
Bachelor's degree	53,826
Graduate or professional degree	75,910

**Table 40 – Median Earnings in the Past 12 Months**

Data Source: 2007-2011 ACS

### Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The major employment sectors within the Village of Hoffman Estates are professional services, information, education and health services, and retail trade. The largest employers are Sears Holdings Corp., AT&T, and St. Alexius Medical Center. Recent changes in the employment market in the form of AT&T cutting jobs and CareerEd relocating from Hoffman Estates to Schaumburg do suggest that information and education services job numbers are lower than those in the above tables. The Village is also home to several advanced manufacturing employers, which make the numbers in the business activity table somewhat misleading. While there is an abundance of workers, there is not an abundance of manufacturing workers skilled for the types of jobs that are being created. Finally, the economic downturn left an oversupply of workers in the area of entertainment, arts, accommodations, construction, finance, and real estate but not an ample number of jobs to fill.

### Describe the workforce and infrastructure needs of the business community:

In talking to the business community, the greatest workforce needs are a lack of individuals trained in advanced manufacturing and a lack of younger employees. The Village of Hoffman Estates does not have a housing stock that accommodates this type of entry level, small family, and moderate-income worker. These advanced manufacturing employers have adequate access to land, transportation, and utilities making workforce their greatest family. Their typical employee prefers an active lifestyle with ready access to rail transportation, mixed-use development, and entertainment options. The Village has recognized these challenges and is actively working on a number of developments to address this workforce shortage and create opportunities for these individuals.

The Village's major infrastructure is strong as its location next to a major highway gives it a number of opportunities. The Village of Hoffman Estates in partnership with the Illinois Department of Transportation and the Illinois Tollway is working on making the Interstate 90, Barrington Road interchange fully accessible from all directions. This is sure to create new development opportunities and would give the Village two fully accessible interchanges. Within the Village, there are a number of local and State routes in need of repair and reconstruction to reduce congestion and improve commutes.

**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. Describe any needs for workforce development, business support or infrastructure these changes may create.**

The Village does anticipate major changes in its job market over the next five years. AT&T continues to reduce jobs and will eventually move from their campus and other major employers continue to cut jobs. This will have an impact on local tax revenues from hotels and restaurants, leaving the Village looking for new and alternative sources of funding.

However, there are several positive developments that will affect job and business growth during the planning period. A number of entertainment and retail development are developing in the western part of the Village that will create jobs for 100 to 150 individuals each. This part of the Village was home to a number of office buildings in the early 1990's but has begun to see growth in entertainment and commercial uses. There are a number of vacant parcels in this part of the Village with a potential for high end use, and with development picking up on the heels of the economic downturn, there is likely to be new opportunities throughout the planning period.

Additionally, there are currently two housing developments in the works that would accommodate the workforce that major employers in the Village are looking for. These developments will require the Village to alter zoning to accommodate mixed use and could lend themselves to changing demographics by the time the planning period is over.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

There are several significant gaps between the Village's workers and the jobs that are available. There is an undersupply of workers to fill professional service and health service jobs, but an oversupply of lower skilled workers for the positions available. An additional discrepancy in the data is the high number of workers qualified for manufacturing positions, but the small number of jobs available. Due to the changing manufacturing sector, many of the jobs available are advanced manufacturing and the skillsets are not suited for the positions.

**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 Village of Hoffman Estates is located along what has been called the Golden Corridor. The term describes the area around the Jane Addams Memorial Tollway (Interstate 90). It is coined as it such since the corridor generates a “gold” mine of economic profit for communities in the area. Several Fortune 500 company headquarters, office parks, industrial parks, exhibition and entertainment centers, hotels, shopping centers, and restaurants are located along the Golden Corridor.

One of the greatest priorities of the Golden Corridor Advanced Manufacturing Partnership (GCAMP) is convening advanced manufacturing employers along the corridor and partnering with area high schools and community colleges to advance the profession and train a workforce to fill the jobs that are available. The Village of Hoffman Estates along with its neighbors in Schaumburg and Elk Grove Village regularly work together on GCMAP projects to promote this regional workforce growth. The local workforce development board supports the work of GCAMP.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDs)?**

The Village of Hoffman Estates regularly contributes to Cook County’s Comprehensive Economic Development Strategy. The Village works with the County on a number of initiatives including their property tax incentive programs and regularly meets with individuals at the County to promote the vision from their CEDs. However, given the sheer size of the County, also relies extensively on other local and regional economic development planning efforts.

**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 initiatives that impact economic growth.**

The Village is currently going through an update to its Comprehensive Plan, last updated in 2007 and anticipates its completion later in 2015 or early in 2016. Since the last plan was done before the economic downturn, there a number of changes that will be made as part of the update, including subarea maps that identify local development visions.

Additionally, the Village developed an economic development plan in 2007. While many of the individual tasks in this plan are dated, a number of the principles remain important. The Village wants a diverse housing stock in order to attract a wide range of individuals. Additionally, the Village has a number of high potential, tax producing properties where it is important that the Village seek out the best possible opportunity for its residents.

Finally, the Village's Transportation Division has developed a Comprehensive Bicycle Plan and a Transit Development Plan. Both are aimed around generating economic growth that creates jobs and improves connectivity between the Village and the larger region.

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

According to CPD Maps, and confirmed through consultation with stakeholders, a majority of households with multiple housing problems are concentrated in the central part of the Village where the oldest homes exist. Seeing as this is the part of the Village where most of the low to moderate-income individuals reside, 50% of extremely low income individuals have a housing problem, as well as 60.74% of low income individuals, and 31.65% of moderate income individuals.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

In considering concentration of ethnic minorities, it is important to consider the three largest minority populations, African American, Asian, and Hispanic. A majority of the Village's black and Hispanic population is concentrated in the central part of the Village around the aforementioned affordable, older, housing stock.

The largest concentration of African Americans residents is in Census Tract 8047.01, which is 11% African American accounts for 17.5% of the Village's African American population compared to only 4% of the area population as a whole. There are several tracts where relatively few African Americans reside. The largest concentrations of Hispanic residents are in Census Tracts 8047.15, 8044.03, and 8046.03 where 26%, 29%, and 27% of residents are Hispanic compared with 13% of the overall Village population. The Asian population is better dispersed across the Village with five of the nineteen census tracts where the tract percentage exceeds the overall population percentage.

A majority of low to moderate-income families is also concentrated in the central part of the Village, in areas where ethnic minorities are also prevalent. Individuals in this part of the Village have a median household income of \$38,000 to \$61,000 while other residents in the central part of the Village make \$61,000 to \$93,000 and in the northern and western parts of the Village have a median household income greater than \$93,000.

### **What are the characteristics of the market in these areas/neighborhoods?**

Neighborhoods with a higher concentration of housing problems, minorities, and low-income families are also where most of the affordable housing stock exists and where a majority of rental units are found. Additionally, all of the Village's multifamily apartment complexes are also located in these census tracts. Overcrowding and cost burden can pose a challenge for residents. This part of the Village generally has a higher crime rate, a higher portion of the Village's senior and disabled population, as well as a majority of routine code enforcement violations.

### **Are there any community assets in these areas/neighborhoods?**

Among the housing associations in this part of the community are the Barrington Square Condominiums and the Hilldale Condominiums. Both condominium associations have invested in improved amenities for residents in these areas and have benefited from the Village's CDBG single-family rehabilitation program and neighborhood revitalization program. Additionally, the neighborhoods are located in close proximity to the St. Alexius Medical Center for access to medical needs.

The Village Hall, Health and Human Services Department, and Police Department are also located within these areas. A number of the Village provided public services identified throughout the plan are located in these areas including the Community Resource Center at the Police Station, afterschool programs for youth in the Barrington Square neighborhood, and senior citizen and disability programs and services at Village Hall.

Finally, these neighborhoods benefit from various public transit services through the Village of Hoffman Estates, local townships, and Pace regional transit. The Village's taxi coupon discount program provides subsidized taxi services to disabled, elderly, and low-income residents with a majority of them in this part of town. Schaumburg Township provides food pantry, employment assistance, and transit services.

### **Are there other strategic opportunities in any of these areas?**

Closer coordination of social services in these areas is the most important strategic opportunity. While these areas have a number of programs and services that are provided, participation in them can vary. Identifying ways to increase participation in the single-family owner occupied residential rehabilitation program, expanding and coordinating existing transit services, and finding ways to improve infrastructure to reduce the housing and transportation cost burden for these residents are among the most important strategic opportunities in these areas.



# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

The Consolidated Plan has thus far described the state of affordable housing, public housing, homelessness, special needs, non-housing community development, neighborhood revitalization and other actions that were identified through consultation, citizen participation, the needs assessment, and the market analysis. In developing the strategic plan, the Village has prioritized these needs and identified strategies for spending HUD funds and allocating Village resources to address those issues that were identified. All needs are considered in the context of available limited funds. The CDBG projects and programs identified from these components are addressed by through specific potential and planned actions that may be undertaken to meet the chosen program objectives.

The following two objectives have been adopted for the CDBG Consolidated Plan 2015-2019, Program Years 10 through 14:

**Objective 1:** Provide improvements to public infrastructure and facilities in order to sustain a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability in existing neighborhoods.

**Objective 2:** Provide access to affordable housing services and programs, including housing maintenance and rehabilitation services to limited-income individuals and households, in order to maintain affordability and accessibility in home ownership.

While these are the two objectives that will be supported through CDBG funding, the strategic plan identifies efforts that will be taken to address other needs that were prioritized lower that will not be addressed through CDBG funds.

## **SP-10 Geographic Priorities - 91.415, 91.215(a)(1)**

### **General Allocation Priorities**

The Village does not have HUD designated neighborhood revitalization strategy areas.

### **Describe the basis for allocating investments geographically within the state**

Despite the fact the Village does not have HUD designated neighborhood revitalization strategy areas, revitalization of areas that have a concentration of substandard housing, low-income residents with housing problems, and low-income minority residents is a high priority for the Village. In previous years, the Village has concentrated several infrastructure improvements in the Barrington Square neighborhood, and there may be opportunities to continue improvements there. The highest priority, however will be effectively putting CDBG funds to the most beneficial use, whether in the same neighborhood or in another area in need.

## SP-25 Priority Needs - 91.415, 91.215(a)(2)

### Priority Needs

Table 41 – Priority Needs Summary

1	<b>Priority Need Name</b>	Improving Public Facilities and Infrastructure
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Families with Children
	<b>Geographic Areas Affected</b>	N/A
	<b>Associated Goals</b>	Public Facilities Improvements Public Infrastructure Improvements
	<b>Description</b>	Provide improvements to public infrastructure and facilities in order to sustain a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability in existing neighborhoods. Potential infrastructure improvements include but are not limited to streets, sidewalks, street lighting, flood and drainage improvements, community centers, and parks
	<b>Basis for Relative Priority</b>	The basis for CDBG funding recommendations within the plan are based on a number of factors including availability of other funding sources, capacity of staff, and level of need determined through the needs assessment, consultation, and public participation process. While private needs and social services have an assortment of funding options available to them in the form of banks, grants, and private funding, the Village of Hoffman Estates is solely responsible for making improvements to public infrastructure. In a competitive funding environment, CDBG funds can be used to ensure that infrastructure improvements are included in the Village’s annual Neighborhood Revitalization Program. It can also ensure that accessibility improvements to public facilities are not postponed indefinitely until funding is available.
2	<b>Priority Need Name</b>	Reducing the Housing Cost Burden
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly
	<b>Geographic Areas Affected</b>	N/A
	<b>Associated Goals</b>	Owner Occupied Rehabilitation
	<b>Description</b>	Provide access to affordable housing services and programs, including housing maintenance and rehabilitation services to limited-income individuals and households, in order to maintain affordability and accessibility in home ownership. The single family owner occupied home rehabilitation program would increase the availability of housing in standard condition for low-income homeowners, especially elderly and disabled households living on fixed incomes. It provides financial assistance to existing homeowners to preserve and increase the number of owner-occupied units in standard condition. It is available to extremely low to moderate homeowners earning less than 80% of the HAMFI. Eligible costs include labor, materials, supplies, and soft costs necessary to bring the unit into compliance with building codes, address lead-based paint hazards and make other necessary improvements.
	<b>Basis for Relative Priority</b>	Given consultation and market analysis, cost burden has again been identified as the single greatest priority facing residents across the Village. This challenge is greatest for single-family home owners, but is also an issue among the elderly and among renters. Continuing programs like the owner-occupied single family rehabilitation program and considering other ways to reduce the cost burden will be an important objective of this consolidated plan.
<b>3</b>	<b>Priority Need Name</b>	Social Service Needs- Homelessness
	<b>Priority Level</b>	Low

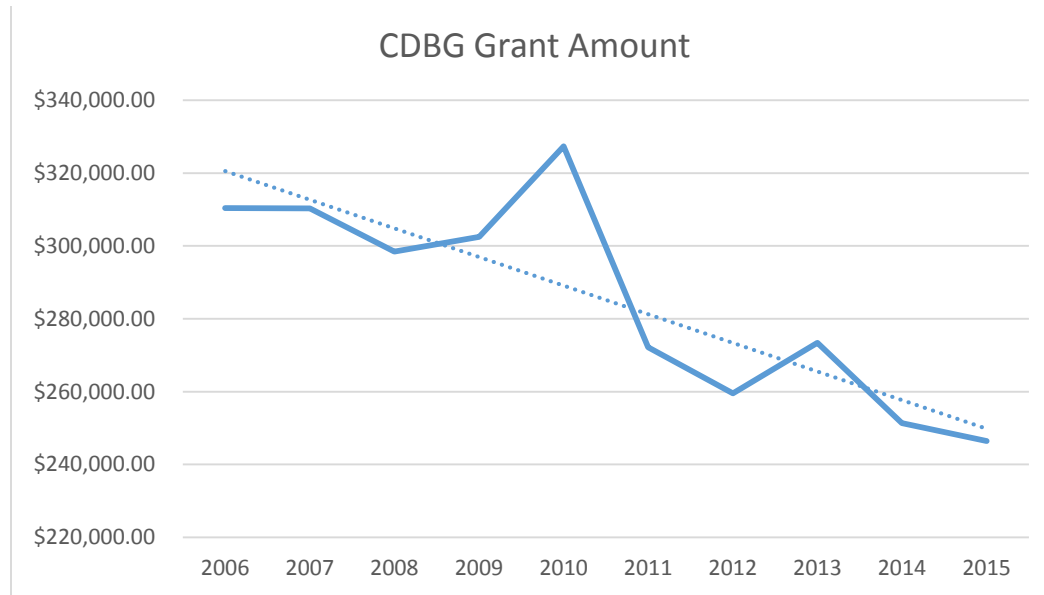
	<b>Population</b>	Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	N/A
	<b>Associated Goals</b>	N/A
	<b>Description</b>	To better facilitate coordination, the Village will continue to adopt the strategies developed by the Alliance to End Homeless in Suburban Cook County as identified in their strategic plan ( <a href="http://suburbancook.org/strategicplan2014">http://suburbancook.org/strategicplan2014</a> ). While the Village does not plan to use CDBG for homeless projects, the Village proposes to continue support and coordination, referral, and cooperation with the Continuum of Care efforts to promote access to transitional and permanent housing with supportive services for homeless individuals and families. Maintaining membership in the Association of Homeless Advocates in the North District (AHAND) and actively participating in the group’s mission could contribute to the Village’s efforts to prevent homelessness.
	<b>Basis for Relative Priority</b>	Given limited funds, the 15% social services cap, the needs assessment, and the additional administrative burden incurred by utilizing CDBG funds for social services, the Village will continue to provide support to social service agencies through means outside of HUD funds.
4	<b>Priority Need Name</b>	Non-Housing Economic Development Needs
	<b>Priority Level</b>	Low
	<b>Population</b>	Non-housing Community Development
	<b>Geographic Areas Affected</b>	N/A
	<b>Associated Goals</b>	N/A

	<b>Description</b>	<p>The primary department responsible for addressing these needs is the Village’s Development Services Department. Over the next five years, the Department is focused on updating the Village’s Comprehensive Plan, moving forward economic development opportunities in the western part of the Village, and reviewing development projects throughout the Village.</p> <p>Ongoing activities include participating in the efforts to complete the Barrington Road interchange and leveraging expansion of transit services related to the interchange. The Department’s Code Enforcement Division will continue to streamline the inspection of rental housing through the Village’s rental housing registration and inspection program. The Economic Development Division will also continue to work with adjoining communities, the business community, and community colleges on the Golden Corridor Advanced Manufacturing Partnership to provide workforce development opportunities for area high school and college students. They will also continue to provide assistance to small business owners in the form of tax breaks and incentives in order to keep local business and employment strong.</p>
	<b>Basis for Relative Priority</b>	The Village is already actively providing services through its Development Services Department. Although an expansion of services would result in more needs being addressed, the need is not as great as those ranked at a higher priority level.
5	<b>Priority Need Name</b>	Social Service Needs- Other
	<b>Priority Level</b>	Low
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	N/A
	<b>Associated Goals</b>	N/A
	<b>Description</b>	This refers to housing and supportive service needs of persons who are not homeless but may require supportive housing. These populations include elderly, frail elderly, persons with disabilities (including mental, physical and developmental), persons with alcohol or other drug addiction, and persons with HIV/AIDS and their families.
	<b>Basis for Relative Priority</b>	The Village is already actively providing services through its Health and Human Services Department and Police Department to address these needs. Although an expansion of services would result in more needs being addressed, the need is not as great as those ranked at a higher priority level. The Village will continue to collaborate with the service providers who serve these populations, to the extent possible with limited funding, to meet the needs of this sub-population.

## SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

### Introduction

The Village has steadily received fewer CDBG entitlement community funds each year since it began receiving funds in 2006. Although the funding levels are decreasing, the need for CDBG related programs and projects remain. Infrastructure improvements and single family owner occupied rehabilitation programs create direct long-lasting benefits through a one-time infusion of capital. Ensuring funds are used on projects that are sustainable is of high priority. After regularly receiving approximately \$300,000 to \$310,000 for the first five years of the program, the Village's 2015 allocation is its smallest to date at \$246,000. The Village also regularly carries over a small balance from previous years and inconsistently receives money in the form of loan repayments for the outstanding single family rehabilitation program loans.



**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	246,395	0	133,023	379,418	980,000	One challenge with projecting available funds is the irregularity with which program income is received. The Village has 34 outstanding loans through its single family rehabilitation program and these could be paid off at any time. The estimates are based on at least two of these loans being paid off during this Consolidated Plan period.

**Table 42 - Anticipated Resources**

**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 Village will continue to support various programs as they are able to satisfy needs. However, CDBG funds will not be used to directly leverage additional funds as no matching funds are required.

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

The Village intends on allocating CDBG funds towards improvements to public infrastructure and facilities that will directly lead to accomplishment of said goals.

**Discussion**



The Village has established the attached budget for the five year Consolidated Plan based on allocation estimates and estimates related to program income. The budget will remain flexible as some funds may be moved to another priority if it becomes more important.

Total Revenues	2015	2016	2017	2018	2019	2020
Carry over funds	\$133,023.00	\$ 15,139.00	\$ 144,139.00	\$ 23,139.00	\$142,139.00	\$31,139.00
Grant	\$246,395.00	\$240,000.00	\$ 235,000.00	\$230,000.00	\$225,000.00	
Program Income	\$ -	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	
Total Available Funds	\$379,418.00	\$280,139.00	\$ 379,139.00	\$278,139.00	\$367,139.00	
Available funds	2015	2016	2017	2018	2019	2020
Infrastructure Improvements	\$200,000.00	\$ -	\$ 200,000.00		\$200,000.00	
Single Family Rehab	\$ 91,000.00	\$ 91,000.00	\$ 91,000.00	\$ 91,000.00	\$ 91,000.00	
Other housing projects	\$ -	\$ -	\$ -	\$ -	\$ -	
Facility Improvements	\$ 24,000.00	\$ -	\$ 20,000.00	\$ -	\$ -	
Planning and Admin	\$ 49,279.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	
Total Expenditures	\$364,279.00	\$136,000.00	\$ 356,000.00	\$136,000.00	\$336,000.00	

## SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Hoffman Estates- HOME Consortium Member	Local Government	Planning, Public Facilities and Infrastructure	Jurisdiction
North West Housing Partnership	Non-Profit Organizations	Affordable Housing- Owner	Region

**Table 43 - Institutional Delivery Structure**

### Assess of Strengths and Gaps in the Institutional Delivery System

The Village's status as a Home Rule Municipality in the State of Illinois has allowed it to be flexible in the context of ongoing needs. However, given the economic downturn and the steady recovery, it has been difficult for the Village to raise enough funds to keep up with an increasing number of needs. The Village was forced to make a number of reductions to staff and services from 2009 to 2010 and levels have not increased to pre-recession numbers. The amount of CDBG funds available for administration and planning continues to decrease leading to less staff available to administer the program. At present, one staff person has 30% of their time allocated to the program with limited support from other personnel.

In 2013, the Village Board adopted five new taxes and fees that would add to local government revenues and allow the Village to address infrastructure needs. Although the new revenue sources have enabled the Village to begin addressing streets and sidewalks, the need is growing at a rate faster than revenues are available. However, the fact that the Village has an annual street program saves CDBG resources as staff can simply add a street in a low income neighborhood to the existing program.

The North West Housing Partnership has been a valuable partner for the Village throughout its administration program. Its professionalism and expertise related to easing the cost burden for home owners has been invaluable and is something that the Village is not able to provide in-house. However, NWHP has experienced turnover in executive leadership and saw a steady decline in the number of households participating in their single family rehabilitation programs. Ensuring NWHP has resources available to market the program has been a challenge in recent program years.

The Village's Code Enforcement Division has increased their level of property maintenance enforcement through their rental housing registration and inspection program. The program has registered more than 3,000 properties to date and has been very self-sufficient with revenues from registration covering administration and inspections. Leveraging this program further to improve the Village's rental housing stock may be hindered by the available revenues through registrations and available staff time.

Interviews with the Village's Health and Human Services Department and Police Department yielded a common finding. The Police Department would benefit from a full time staff person dedicated to social

work and counseling as is the case in neighboring municipalities. While HHS has staff committed to this, they are not always accessible when the police department comes across a person in need. Both departments provide active youth engagement, senior citizen, and disabled citizen services, but filling this need for social work and counseling is a priority during the five year plan that will better address some of the unfunded priority needs.

Although it would be of benefit to provide funds to address all gaps in the institutional delivery structure, the number of potential projects and needs identified through the extensive needs assessment and market analysis unfortunately continues to exceed available funds provided by HUD.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	Yes	Yes	No
Legal Assistance	Yes	No	No
Mortgage Assistance	Yes	No	No
Rental Assistance	Yes	No	No
Utilities Assistance	Yes	No	No
<b>Street Outreach Services</b>			
Law Enforcement	Yes	Yes	Yes
Mobile Clinics	Yes	No	No
Other Street Outreach Services	Yes	Yes	Yes
<b>Supportive Services</b>			
Alcohol & Drug Abuse	Yes	Yes	No
Child Care	Yes	No	No
Education	Yes	Yes	No
Employment and Employment Training	Yes	Yes	No
Healthcare	Yes	Yes	No
HIV/AIDS	Yes	Yes	No
Life Skills	Yes	Yes	No
Mental Health Counseling	Yes	Yes	No
Transportation	Yes	No	No
<b>Other</b>			

**Table 44 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

All of the aforementioned services are available to everyone and are not specifically targeted to any single demographic. Although they are not targeted to a specific demographic, ensuring that everyone has equitable access to them is important.

The Continuum of Care operates in the community and coordinates providers of homeless services and strives to make sure these services are provided to the area's homeless population. The partnership is among care providers and municipalities and is designed to raise awareness and coordinate services. Among the service providers that provide assistance to Hoffman Estates residents as it relates to this table are Alexian Brothers Behavior Health Hospital, Northwest Compass, New Foundation Center, Catholic Charities, Fellowship Housing, Journeys The Road Home, Shelter, Inc., and WINGS.

One example of the Village's coordination of services is the partnership that exists between the Village and the CAC. By leasing a public building to the agency at an extremely low rate, the organization is able to keep capital costs down and use them towards their mission of providing services to sexually and physically abused children throughout the northwest suburbs. Identifying other areas where the Village can coordinate may help strengthen the service delivery system further.

**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**

While a number of services are available, the Alliance, through their Strategic Plan, has identified a number of gaps in the service delivery system. One of the greatest needs is identifying funding and directing it to those who need it the most. Because data related to the extent of homelessness can be difficult to obtain, they encourage agencies to invest in and use data to drive decision-making on homelessness both for the overarching plan and annual allocation decisions.

**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**

The Village will continue to coordinate with services providers and the Continuum of Care. Strategies include

- Adopting and pursuing the strategies identified in the Alliance to End Homelessness in Suburban Cook County's Strategic Plan 2014-2017.
- Maintaining membership with the Alliance of Homelessness Advocates in the North District (AHAND).

- Working with new, compact, mixed use developers to modernize and diversify the Village's housing stock
- Working with the County as they develop HOME programs that are available to the Village's residents.
- Sharing information and referrals when in-need individuals are identified
- Continuing to address barriers to fair housing choice identified in the 2013 Analysis of Impediments

## SP-45 Goals - 91.415, 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Infrastructure Improvements	2015	2019	Non-Housing Community Development	N/A	Improving Public Facilities and Infrastructure	\$600,000 on 3 projects	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 300 households assisted
2	Owner Occupied Rehabilitation	2015	2019	Affordable Housing	N/A	Reducing the Housing Cost Burden	\$455,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit
3	Public Facilities Improvements	2015	2019	Non-Housing Community Development	N/A	Improving Public Facilities and Infrastructure	\$44,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted
4	Planning and Administration	2015	2019	Planning/Admin	N/A	Planning and Admin	\$229,279	N/A

Table 45 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Public Infrastructure Improvements
	<b>Goal Description</b>	Provide improvements to public infrastructure in order to sustain a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability in existing neighborhoods. Potential infrastructure improvements include but are not limited to streets, sidewalks, street lighting, flood and drainage improvements. Over the course of the five year plan, the Village expects to invest approximately \$600,000 in three infrastructure projects.
2	<b>Goal Name</b>	Owner Occupied Rehabilitation
	<b>Goal Description</b>	Provide access to affordable housing services and programs, including housing maintenance and rehabilitation services to limited-income individuals and households, in order to maintain affordability and accessibility in home ownership.
3	<b>Goal Name</b>	Public Facilities Improvements
	<b>Goal Description</b>	Provide improvements to public facilities in order to sustain a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability. Potential infrastructure improvements include but are not limited to publically owned facilities, community centers, and parks. Over the course of the five year plan, the Village expects to invest approximately \$44,000 in two projects, likely related to rehabilitation of the Village-owned facility that is leased to the Children’s Advocacy Center of North and Northwest Cook County.
4	<b>Goal Name</b>	Planning and Administration
	<b>Goal Description</b>	Throughout the course of this five year plan, the Village intends on using \$229,279 for planning and administration related to the administration of the CDBG program. This includes ongoing administration of the CDBG program as well as funds used to update various plans related to HUD priorities including the Village’s Comprehensive Plan, the Analysis of Impediments to Fair Housing Choice, and Annual Action Plans.

## **SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

Homes built before 1978 are at risk for containing some levels of lead paint. According to available data, nearly two-thirds of owner-occupied and rental homes in Hoffman Estates were built before 1979, meaning they could potentially contain lead hazards. All CDBG-funded housing activities are subject to the Lead Safe Housing Rule. The housing rehabilitation program funded by CDBG dollars 2015-2019 will test for lead based paint on all homes built prior to 1979. Any home found to be positive for lead will have the lead remediated and deemed safe for habitation before resuming work on the housing structure. Most testing for lead poisoning in children occurs through the schools, however, not all providers perform or report testing.

Through consultation with the Cook County Department of Public Health, the Village identified other potential ways to coordinate lead-based efforts including education of the Village's ethnic population, incorporation of lead testing into the Village's rental inspection program, and review of certifications to ensure contractors are certified when disturbing a lead based surface.

The Department also provided the Village with data on elevated blood lead (EBL) test results for Hoffman Estates. This reflects actual numbers of tests done on children living in Hoffman Estates in the years below. Children at levels of 5-9 are affected, but services aren't available for them yet – state law mandates intervention at 10. These are numbers of positive tests – not total numbers of kids with lead poisoning each year (some kids identified in previous years may still be exposed, for instance, or some kids with lead poisoning aren't tested so they are not identified).

	2009	2010	2011	2012	2013
EBL 5-9	94	77	69	82	50
EBL 10>	3	2	0	1	4

### **How are the actions listed above integrated into housing policies and procedures?**

The Village's Residential Rental License and Inspection Program was initiated in 2014. Staff that initiate the program have begun to streamline parts of the program in order to place the focus on certain components of the inspection process. Identifying ways to incorporate lead testing into the program will be explored.

Policies for the Owner-Occupied, Single Family Rehabilitation Program that the Village provides through the North West Housing Partnership contain detailed processes for handling



rehabilitation of homes built prior to 1979 so that lead testing is done properly.

## **SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

The Village has several programs and strategies in place to reduce poverty. The following are operated in cooperation with local supportive service providers:

**Networking:** Provide information and referral support services for low-income individuals and families by supportive service providers in the community. Programs meeting this need include the Village's Health and Human Services Department, Planning Division, Schaumburg, Palatine, Barrington, and Hanover Townships.

**Emergency Assistance:** Support services that provide for urgent family needs including housing and nutrition services. Programs serving this need include the Village Health and Human Services Department as well as the Village Police Department. Services have also been provided in the recent past by the Village associated Townships, Food Pantry, and religious institutions.

**Housing:** Assist low-income homeowners with housing rehabilitation. The Village has established a rehabilitation loan program for limited income households.

**Income Management:** Support programs that provide family stabilization such as family budgeting, financial management, credit counseling, and income tax preparation. Local non-profit credit counselors, local lending institutions, and Northwest Compass, assist with residential and commercial financial management.

**Nutrition and Health:** Support health and nutrition programs including direct client services, referrals, counseling and educational programs. The Village's Department of Health and Human Services as well as St. Alexius Hospital and affiliated health providers offer these services. Local school districts provide breakfast and lunch programs for students from income-eligible families.

**Self-sufficiency:** Support comprehensive, family case management programs that promote, empower and nurture individuals and families toward self-sufficiency and help to break generational cycles that poverty. A variety of providers meet this need, depending upon the circumstances.

Hoffman Estates will attempt to reduce the number of poverty level families by making available funding or providing referrals to programs and services targeted at the demographic groups most likely to be below the poverty level. In addition to these public service programs, the Village will fund code enforcement and single-family housing rehabilitation. Housing problems experienced by low-moderate income households may be assisted by these programs and potentially reduce costs of home ownership. Additionally, the Village will continue to provide information resources and referrals to programs that may assist homeowners and renters with housing and utility costs, as well as health and transportation programs. The

Health and Human Services and Police Departments will continue to help direct services by providing information and referrals to a variety of social service agencies.

In addition, updates to the Village's Comprehensive Plan will focus on the need for diversity in location and type of residential land uses. Focus upon mixed, higher density residential and commercial uses with an emphasis on accessible transportation and services will create potential for greater opportunities for mixed-income housing through inclusionary zoning.

**How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

As discussed at length, the greatest barrier to affordable housing in the Village is housing cost burden and a variety of issues are responsible for this barrier. Identifying policies and programs that can address this issue and reduce poverty is of priority.

## **SP-80 Monitoring - 91.230**

**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**

The Village will monitor its performance through the Consolidated Annual Performance and Evaluation Report (CAPER). Each year the Village will review and report the progress it has made in carrying out its Strategic Plan and Annual Action Plan. The CAPER will include a description of resources made available, investment of available resources, geographic distribution and location of investments, results/outcomes, actions taken to affirmatively further fair housing and any other actions taken during the program year as outlined in the Action Plan.

Throughout the program year, the Village will utilize the Integrated Disbursement and Information System (IDIS) for setting up, funding, drawing down and reporting Community Development Block Grant and other funds as required. IDIS reports will be incorporated into the CAPER and made available to the public as required.

The Village will utilize a performance measurement system to ensure accurate reporting of results in IDIS and in the CAPER for the programs and projects undertaken by the Village during the program year.

The Village will annually monitor sub-recipients, which received CDBG funds, to ensure compliance with requirements outlined in the agreements. The monitoring will include site visits and a review of files, including documentation of federal overlay requirements. The sub-recipient will be required to submit monthly activity reports. Village staff, after reviewing quarterly report(s), may conduct an interim monitoring of sub-recipients to ensure compliance with agreement requirements.

## Expected Resources

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

#### Introduction

This Action Plan lists the activities to be carried out using Community Development Block Grant (CDBG) funds during Program Year 10 that runs from October 1, 2015 through September 30, 2016. The Village’s allocation is \$246,000 for Fiscal Year 2015. The Village proposes to use CDBG funds for a single family rehabilitation program, a large infrastructure improvement as part of the 2016 street revitalization program, a facilities improvement, and administration of the CDBG program.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	246,395	0	133,023	379,418	980,000	One challenge with projecting available funds is the irregularity with which program income is received. The Village has 34 outstanding loans through its single family rehabilitation program and these could be paid off at any time. The estimates are based on at least two of these loans being paid off during this Consolidated Plan period.

Table 46 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The Village is not required to satisfy matching requirements through CDBG.

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

The Village will be using funds to rehabilitate the old Village Hall building at 640 Illinois Blvd. which is currently leased to the CAC.

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Infrastructure Improvements	2015	2019				\$200,000	
2	Public Facility Improvements	2015	2019				\$24,000	
3	Owner Occupied Rehabilitation	2015	2019				\$91,000	
4	Planning and Administration	2015	2019				\$49,279	

Table 47 – Goals Summary

#### Goal Descriptions

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

#	Project Name
1	Street TBD Reconstruction
2	Children’s Advocacy Center Rehabilitation
3	Owner Occupied Rehabilitation
4	Planning and Administration

Table 48 – Project Information

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

Infrastructure improvements continue to be the highest priority need for the Village during this annual action plan. Nine street segments that are likely in CDBG neighborhoods are in need of revitalization in the near future, and several are being considered for this particular plan.

In addition, due to fiscal constraints, the Village has delayed renovations to the old Village Hall building which is leased to the Children’s Advocacy Center of Northwest Illinois. This planning period offers the Village an opportunity to continue these changes.

Single family home rehabilitation continues to be of high priority in order to reduce the cost burden. Participation in the program has been slow and is hindered by the fact that several homeowners do not have equity in their home or would lose all equity in their home as a result of accepting a single family rehabilitation loan. The Village will continue to offer this program and will begin exploring new program rules or complimentary housing programs to offer throughout this Consolidated Plan to satisfy the home ownership cost burden need.

Finally, after joining the HOME Consortium in 2014 and spending much of the 2014-2015 program year using admin time and resources on the unforeseen Consolidated Plan update that would result, the Village would like to use CDBG admin funds to strengthen its monitoring practices and its own policies and procedures.



## **AP-38 Project Summary**

### **Project Summary Information**

This section will automatically populate.

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

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

**Geographic Distribution**

Target Area	Percentage of Funds

Table 49 - Geographic Distribution

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

**Discussion**

Although the Village does not have any specific areas given limited funds, the Village will identify a street for reconstruction purposes as appropriate data is collected.

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

### **Introduction**

This section discusses actions that the Village will take to address needs outside of those directly addressed through CDBG funds.

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

While a lack of funding continues to be a challenge to address all of the needs identified in the Consolidated Plan, the Village will continue to partner and coordinate services wherever possible.

During the 2015-2016 Program Year, continued consultation with stakeholders will remain important to ensuring the most important needs are identified and strategies for addressing them are developed and pursued.

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

During the 2015-2016 Program Year, the Village intends on accommodating mixed use development that is currently underway in two parts of town as well as continuing to make funds available for the Village's owner-occupied, single family home rehabilitation program. The Village will also continue to ensure rental housing is maintained and renter's rights protected through its residential rental license and inspection program.

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

During the 2015-2016 Program Year, the Village plans on continuing coordination with the Cook County Department of Public Health to address lead-based paint hazards in the Village. As the State moves closer to decreasing the lead concentration threshold for children, the Village will continue to educate residents of potential hazards and provide lead hazard mitigation services wherever possible.

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

The Village will continue to work with its business community and the State of Illinois to improve job training to close the gap between the jobs that are available in the community and the skillsets of residents. Among actions during the 2015-2016 Program Year are continued collaboration with the Golden Corridor Advanced Manufacturing Partnership, provision and coordination of transit services, and the provision of health services through the Health and

Human Services Department.

**Actions planned to develop institutional structure**

During the 2015-2016 Program Year, the Village will be continuing its effort to identify priority needs through an update to its Comprehensive Plan. Consideration of HUD priorities will be included in this update, particularly as they relate to housing. A strong and updated Comprehensive Plan will improve the Village's ability to be responsive to needs through an improved institutional structure. Continued participation in the regional housing discussion through Cook County and the Continuum of Care will be important as well.

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

During the 2015-2016 Program Year, the Village will continue to address priority needs identified through consultation with housing associations. The owner-occupied single family home rehabilitation program will help reduce the cost burden for these individuals. Additionally, coordination of youth services, senior citizen services, and transit services will be a priority of Village Departments that provide them.

**Discussion**

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income	

#### Other CDBG Requirements

1. The amount of urgent need activities	\$0
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#### Discussion

## **Appendix A: Citizen Participation Plan (2015-2019)**

- Citizen Participation Plan
- Citizen Participation Documentation
- Citizen Participation Comments
- Consultation Database

## Citizen Participation Plan

As a recipient of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD), the Village of Hoffman Estates is required to adopt a plan that sets policies and procedures for citizen participation in the development and administration of its consolidated plan. The citizen participation plan must provide for and encourage citizens to participate in the development of the consolidated plan, the annual action plan, any substantial amendments to the consolidated plan, and the annual performance report. The plan is designed especially to encourage participation by low- and moderate-income persons, particularly:

- those living in slum and blighted areas,
- in areas where CDBG funds are proposed to be used,
- residents of predominantly low- and moderate-income neighborhoods,
- residents of public and assisted housing developments, and
- residents of targeted revitalization areas in which the developments are located.

The Village must follow its citizen participation plan. The requirements for citizen participation do not restrict the responsibility or authority of the Village for the development and execution of its consolidated plan. The Village must provide citizens with a reasonable opportunity to comment on the original citizen participation plan and on amendments to the citizen participation plan, and must make the citizen participation plan public. The citizen participation plan must be in a format accessible to persons with disabilities, upon request.

## The Consolidated Plan & Annual Action Plan

Every five years the Village develops a long-term strategic plan called the consolidated plan. The consolidated plan guides the programs that the Village will undertake. In addition, the Village must prepare an annual action plan that describes the actions to be taken in a specific program year. To ensure public participation in the development of the consolidated plan and annual action plan, the Village will hold a public hearing, accept public comment, and issue public notices.

## Public Notice & Publication

The Village will publish a public notice in the Daily Herald a minimum of two weeks before each hearing. The notice will include the start and completion dates for the public comment period, a summary of the plan, the amount of assistance the Village expects to receive, the estimated amount that will benefit persons of low- and moderate-income, any estimated program income, activities that may be undertaken, and a list of the locations where copies of the entire plan may be examined. The Village will also maintain a mailing list of interested parties and send information to all members of the mailing list.

To be added to the mailing list call 847/781-2669 or  
write to: Village of Hoffman Estates  
ATTN: Planning Division-CDBG  
1900 Hassell Road

The Village is required to publish each proposed plan in a manner that affords citizens, public agencies, and other interested parties a reasonable opportunity to examine its contents and to submit comments. Copies of each plan will be available for review at the Village Hall and on the Village website at [www.hoffmanestates.org](http://www.hoffmanestates.org). The Village will provide a reasonable number of free copies of the plan to citizens and groups that request it. Visitors to the Village website are permitted to make their own printed copies of the posted plans and reports.

### **Public Hearings**

The Village will hold at least two public hearings per year to be conducted at two different stages of the program year. One hearing will be during the development of the annual action plan and one will be held to discuss the Consolidated Annual Performance and Evaluation Report (CAPER). At least one of the public hearings will coincide with the development of the five-year Consolidated Plan. The purpose of the public hearings is to obtain citizens' views, respond to proposals, and answer questions. The hearings will address housing and community development needs, proposed activities, and review of program performance. At least one of these hearings is held before the proposed plan is published for comment.

All public hearings will be held at the Village Hall, located at 1900 Hassell Road, Hoffman Estates, IL 60169 or at another location accessible to the general public.

Upon request, the Village will provide for translation services to meet the needs of non-English speaking residents when a significant number of non-English speaking residents can be reasonably expected to participate. The Village will also take whatever actions are appropriate to serve the needs of persons with disabilities.

### **Public Comments**

The Village will provide a period of at least 30 days to receive comments from citizens on each proposed plan. The Village will consider any comments or views of citizens received in writing, or orally at the public hearings, in preparing the final adopted plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final adopted plan.

### **Program Income**

The Village will make available to citizens, public agencies, and other interested parties information that includes the amount of assistance the Village expects to receive, including grant funds and program income, and range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-income.

At this time, the Village's only expected program income is the amount of the loans established through single-family housing rehabilitation projects. Each loan will be repaid to the Village upon the sale of the



rehabilitated home. The sale of these homes, and therefore receipt of program income, is not able to be determined at this time. All program income received will be returned to the single-family housing rehabilitation program less administration costs and will be documented in all applicable reports.

## **Plan Amendments**

In the course of administering the CDBG program, the Village may need to amend the consolidated plan or an annual action plan. When the amendment is significant and meets the criteria set forth below, the change will be considered a substantial amendment and the Village will undertake additional actions to ensure citizens have an opportunity to comment. Records of all amendments will be maintained at the Village for public review and will be fully described in the annual performance report submitted to HUD.

### **Criteria for Substantial Amendments**

If a plan amendment meets any of the following criteria, the Village will consider the amendment to be substantial and undertake the additional steps described in this section to ensure public participation:

- a change in funding allocation priorities described in the consolidated plan,
- a new activity not previously described in an annual action plan,
- a change in the use of CDBG funds from one eligible activity to another, or
- a budget amendment of more than \$20,000.00.

### **Public Notice & Publication**

In the case of any proposed substantial amendment, the Village will publish a public notice in the Daily Herald a minimum of two weeks before each public hearing and public comment period. The notice will include a summary of the amendment and a list of the locations where copies of the amendment may be examined. The Village will also maintain a mailing list of interested parties and send information regarding the amendment to all members of the mailing list. The Village will hold at least two public hearings per year to be conducted at two different stages of the program year. Typically, one hearing will be held during the development of the annual action plan and one will be held to discuss the Consolidated Annual Performance and Evaluation Report (CAPER).

### **Public Comments**

The Village will provide a period of at least 30 days to receive comments on the substantial amendment before the amendment is implemented. The Village will consider any comments or views of citizens received in writing, or orally at public hearings, if any, when adopting the amendment. The Village will attach a summary of these comments and the Village's response to the final adopted amendment.

## **Performance Reports**

Each year the Village must submit a Consolidated Annual Performance and Evaluation Report (CAPER) to HUD. This report is due 90 days after the close of the program year. To ensure public participation in the review of the performance report, the Village will issue public notices, hold a public hearing, and accept public comment.

## **Public Notice & Publication**

The Village will publish a public notice in the Daily Herald a minimum of two weeks before each hearing and public comment period. The Village will also maintain a mailing list of interested parties and send information to all members of the mailing list. Copies of all reports and plans will be available for review and distribution at the Village Hall, 1900 Hassell Road, and on the Village website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg). Visitors to the Village website are permitted to make their own printed copies of the posted plans and reports. Additionally, the Village will make copies of performance reports and the consolidated plan available to the general public upon request. The Village may also use other communication methods such as the Village newsletter or cable television to post public notices as appropriate.

## **Public Hearings**

The Village will hold at least two public hearings per year to be conducted at two different stages of the program year. One hearing will be during the development of the annual action plan and one will be held to discuss the Consolidated Annual Performance and Evaluation Report (CAPER). At least one of the public hearings will coincide with the development of the five-year Consolidated Plan. The purpose of the public hearings is to obtain citizens' views, answer questions, address housing and community development needs, and review program performance. All public hearings will be held at the Village Hall, located at 1900 Hassell Road, Hoffman Estates, Illinois 60169. Upon request, the Village will provide for translation services to meet the needs of non-English speaking residents when a significant number of non-English speaking residents can be reasonably expected to participate. The Village will also take whatever actions are appropriate to serve the needs of persons with disabilities.

## **Public Comments**

The Village will provide a period of at least 15 days to receive comments on the annual report before the report is submitted to HUD. The Village will consider any comments or views of citizens received in writing, or orally at public hearings, if any, when preparing the final report. The Village will attach a summary of these comments and the Village's response to the final annual report.

## **Access to Meetings and Records**

In addition to providing participation in the development of plans and the review of the annual report, the Village must provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records relating to the consolidated plan and the use of CDBG funds. The Village will provide access to records for the current program year and previous five program years. These records include but are not limited to the citizen participation plan, the consolidated plan as adopted, annual action plans, performance reports, and any substantial amendments. The Village will make these records available in a form accessible to persons with disabilities, upon request. Records are maintained at the Village Hall, 1900 Hassell Road, in the Planning Division.

The Village will also provide citizens with reasonable and timely access to information regarding local meetings and the activities undertaken as part of the consolidated plan.

## Technical Assistance

The Village must provide for technical assistance to groups representative of persons of low- and moderate-income that request such assistance in developing proposals for funding assistance under any of the programs covered by the consolidated plan.

Requests for assistance should be addressed to: Village of Hoffman Estates

ATTN: Planning Division-CDBG  
1900 Hassell Road  
Hoffman Estates, IL 60169

## Complaints

The Village will maintain a file that documents all citizen complaints and the Village's response for any complaints related to the consolidated plan, amendments, and performance report. The Village will provide a substantive written response to every written citizen complaint within 15 working days of the receipt of the complaint. In addition, the Village will consider these complaints when evaluating program performance as part of the annual report to HUD.

Citizen complaints should be addressed to:

Village of Hoffman Estates  
ATTN: Planning Division-CDBG  
1900 Hassell Road  
Hoffman Estates, IL 60169

## Displacement

Displacement occurs when an individual, family, partnership, association, corporation, or organization moves from their home, business, or farm, or moves their personal property as a direct result of a federally-funded acquisition, demolition or rehabilitation. Generally, displacement does not include persons displaced temporarily from their dwelling for less than 12 months while it is being rehabilitated. Displaced persons and entities are eligible for relocation assistance under federal law.

As a part of this plan, the Village is required to describe its plans to minimize displacement of persons and to specify the types and levels of assistance the Village will make available to persons displaced. To minimize displacement, the Village will not acquire or demolish occupied structures. When displacement is necessary and unavoidable, the Village will offer the following types of assistance.

For Residential Displacements

- Provide relocation advisory services to displaced tenants and owner occupants
- Provide a minimum 90 days written notice to vacate prior to requiring possession
- Reimburse for moving expenses
- Provide payments for the added cost of renting or purchasing comparable replacement housing

For Nonresidential Displacements (businesses, farms, and nonprofit organizations)

- Provide relocation advisory services
- Provide a minimum 90 days written notice to vacate prior to requiring possession
- Reimburse for moving and reestablishment expenses

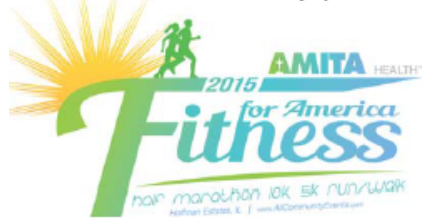
# Hoffman Estates Citizen

June 2015

## Community briefs

### Athletes: save the date!

The Fitness For America Sports Festival, sponsored by AMITA Health, will be held from July 25 to July 26 in Hoffman Estates. Look for more information in July.



### Consolidated plan available for comment

Through the U.S. Department of Housing and Urban Development, the Village receives a limited amount of funding each year to put towards community development projects that benefit low- to moderate-income individuals. Every five years, the Village publishes a plan that assesses affordable housing, market conditions and community development needs to better serve this population. The proposed plan is available for comment at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg) throughout June, and has prioritized neighborhood revitalization projects, owner-occupied home rehabilitation and improvements to public facilities for the next five years. Copies of the plan are also available at Village Hall.

### Computer animation class for kids

The Youth Commission is offering two free "Project Alice" computer animation classes for children ages seven to 13 (beginner level). Both take place on Saturday, June 27. The first session begins at 9 a.m., and the second session begins at 11 a.m. Classes are at the Village Hall, 1900 Hassell Road. Registration is required as space is limited to 10

### Seasonal brush drop-off program continues

In addition to the annual brush/branch pickup programs occurring this year, the Village will again offer seasonal brush drop-off opportunities for residents on the first and third Saturday of each month beginning in June and ending in September. Brush may be brought to the Public Works Vehicle Maintenance Facility, 2405 Pembroke Ave., from 8 a.m. to 1 p.m. free of charge. We will be accepting residential brush/branches only (no commercial loads), and proof of residency is required. Drop-off dates are as follows: June 6, June 20, July 18, Aug. 1, Aug. 15, Sept. 5 and Sept. 19. For more information, call 847-490-6800.

### Social event for adults with disabilities

A social for disabled adults 14 and older is being held on Friday, June 5, from 6:30 p.m. to 8:30 p.m. at the Vogeley Barn Teen Center, 650 W. Higgins Road. Admission is free! Pizza will be served for \$2 a slice, but popcorn and lemonade are complimentary. For more information, contact the Commission for Disabled Citizens at 847-781-4850.



### Welcome new businesses!

**AT&T Authorized Retailer**  
2505 W. Golf Road

**Center for Health Services**  
2505 W. Golf Road

### Questions to Code

*Q: I have a lot of outdoor projects that I hope to get done this summer. How do I know which ones I need a permit for?*

*A:* The Village requires permits for most home improvement projects, including those to your exterior property. These include (but are not limited to) patios, driveways, underground sprinklers, natural gas barbecues, stoops, lighting systems, outdoor fire places and fire pits, as well as accessory structures like sheds, decks, swimming pools and fences. A list of projects that require permits as well as project guidelines and applications is at [www.hoffmanestates.org/permits](http://www.hoffmanestates.org/permits). Applications are also available at the Village Hall. If you are not sure if your project requires a permit, call the Code Enforcement Division at 847-781-2631.

Send your code questions to [buildingpermits@hoffmanestates.org](mailto:buildingpermits@hoffmanestates.org).

### Noteables 10th anniversary concert

The Noteables community choir has been singing throughout the northwest suburbs for 10 years. They will celebrate their 10th anniversary with a free spring concert on Tuesday, June 2, at 7 p.m. at the Village Hall. This event will also feature a bake sale, as well as a visit from the Music Makers Symphony, a children's choir from School District 54. While there is no cost to attend, the Noteables kindly ask for a voluntary donation of a nonperishable food item that will benefit local food pantries. If you are interested in joining the Noteables for their fall season starting in September, email them at [thenoteables@att.net](mailto:thenoteables@att.net), and check out their website at [www.thenoteableschoir.com](http://www.thenoteableschoir.com).

## **Public Hearing Agenda**

**June 24, 2015**

**1900 Hassell Road**

**Hoffman Estates, IL 60169**

**Village of Hoffman Estates**

**Community Development Block Grant Program**

**2015-2019 Consolidated Plan**

**2015 Annual Action Plan**

- 1. Call to Order**
- 2. Introductions**
- 3. Legal Notice and Mailings**
- 4. Overview of Current Program Projects**
- 5. Overview of Consolidated Plan**
- 6. Overview of Annual Action Plan**
- 7. Audience Participation**
- 8. Adjournment**

# **Public Hearing Minutes**

**June 24, 2015**

**1900 Hassell Road**

**Hoffman Estates, IL 60169**

**Village of Hoffman Estates**

**Community Development Block Grant Program**

**2015-2019 Consolidated Plan**

**2015 Annual Action Plan**

## Public Hearing Sign In Sheet

June 24, 2015  
1900 Hassell Road  
Hoffman Estates, IL 60169

Village of Hoffman Estates  
Community Development Block Grant Program  
2015-2019 Consolidated Plan  
2015 Annual Action Plan

Name	Address/Organization	City/Zip	Email Address

June 1, 2015

**NOTICE OF 2015-2019 COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED PLAN & 2015 ANNUAL ACTION PLAN**

To All Interested Parties:

The Village of Hoffman Estates has developed the Community Development Block Grant Consolidated Plan for 2015-2019 that identifies the Village's specific strategy to address affordable housing, infrastructure improvements, supportive services, and community development needs of low and moderate income residents. The Village's 2015 Annual Action Plan for Program Year 10 – October 1, 2015 through September 30, 2016 is included within this Consolidated Plan. Public input or questions regarding these documents are welcome.

A draft copy of the Plan is available on the Village's website at [hoffmanestates.org/cdbg](http://hoffmanestates.org/cdbg) beginning June 1, 2015. Since public input is an essential part of the Plan, a Public Hearing will be held on **Wednesday, June 24 at 4:00 p.m. in the Helen Wozniak Council Chambers of the Village Hall, 1900 Hassell Road.**

The Village of Hoffman Estates complies with the Americans with Disability Act (ADA). For accessibility assistance, please call the ADA coordinator at 847-882-9100. If you have any questions regarding this information, please contact the Planning Division at 847-781-2660.

Sincerely,

Clayton M. Black  
Management Analyst- Development Services Department



**Public Hearing Notice**

**Public Hearing and Notice of Availability of the Community Development Block Grant (CDBG)  
2015-2019 Consolidated Plan and 2015 Annual Action Plan: Proposed Use of Funds  
for Program Year 10**

The Village of Hoffman Estates seeks citizen input on the new CDBG five-year Consolidated Plan and the Annual Action Plan for 2015, which is Program Year 10 of the 2015-2019 Consolidated Plan. The Plans are documents that identify the Village’s specific strategy to address affordable housing, infrastructure improvements, supportive services, and community development needs of low and moderate income residents. Development of a five-year Consolidated Plan and an Annual Action Plan for each year of that Consolidated Plan is required of the Village as a recipient of CDBG funds. The CDBG program is a federally funded program intended to develop a viable community, a suitable living environment, and expanded economic opportunities principally for low and moderate income residents of Hoffman Estates.

In addition to \$133,023 (estimated) in unused funds from prior years’ allocations, the Village expects to receive \$246,395 in CDBG funds for Fiscal Year 2015/2016, which begins on October 1, 2015. The Action Plan will include the activities the Village proposes to complete with anticipated CDBG funds to benefit persons of low and moderate income persons and will also address the Consolidated Plan objectives.

Prior and Proposed activities include:

<b><u>Available Funds</u></b>	
Carry over funds	\$133,023
2015/2016 Allocation	\$246,395
Anticipated Program Income	\$0
<b><u>TOTAL FUNDS AVAILABLE</u></b>	<b>\$379,418</b>
<b><u>2015/2016 Expenditures</u></b>	
Infrastructure Improvements	\$2000,000
Facility Improvements	\$24,000
Private Property Rehabilitation	\$91,000
Planning & Administration	\$49,279
Unallocated	\$15,139
<b><u>TOTAL FUNDS BUDGETED</u></b>	<b>\$379,418</b>

The Village of Hoffman Estates is seeking citizen input for the Annual Action Plan 2015. A public hearing to obtain citizen comments and suggestions will be held on Wednesday, June 24, at 4:00 p.m. in the Helen Wozniak Council Chambers, Hoffman Estates Municipal Building, 1900 Hassell Road, Hoffman Estates, Illinois. All interested citizens are invited to attend and participate at this meeting.

Copies of the Annual Action Plan and Consolidated Plan will be available beginning June 1, 2015, for a 30-day review period ending June 30, 2015. Copies may be obtained from the Village of Hoffman Estates Planning Division, 1900 Hassell Road, Hoffman Estates, Illinois 60169, or by calling 847.781.2669. The Annual Action Plan will be posted on the website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg).

Written comments and suggestions regarding the Annual Action Plan 2015 or Consolidated Plan may also be submitted to the Planning Division, 1900 Hassell Road, Hoffman Estates, IL 60169, or faxed to 847.781.2679 no later than July 1, 2015. For additional information you may call the Planning Division at 847.781.2669. The Village of Hoffman Estates complies with the Americans with Disability Act (ADA). For accessibility assistance, please call the ADA coordinator at 847-882-9100.

To be published by Paddock Publications on Monday, June 8, 2015.

**Public Hearing Publication Notice in Daily Herald**

## Citizen Comments

## Outreach Database

Name	Name- Other	Category
Lillian Mosier	Sister Cities Comm. Chair	Boards/Commission
Arthur Wittkamp	Chair Bicycle & Ped Committee	Boards/Commission
Anna Newell	Green Initiatives Commission	Boards/Commission
Rica Cuff	Fire & Police Comm. Chair	Boards/Commission
Marilyn Lind	Historical Sites Comm. Chair	Boards/Commission
George Moser	Economic Dev. Comm. Chair	Boards/Commission
Ms. Eva Combs	Planning & Zoning Chair	Boards/Commission
Mike Cooper	Youth Commission Chair	Boards/Commission
Joanmarie Werms	Utility Comm. Chair	Boards/Commission
Pat Barch	Local Historian	Boards/Commission
Mr. Dan Callender	4 <sup>th</sup> of July Comm. Chair	Boards/Commission
Mr. and Mrs. Gary and Michelle Pilafas		Boards/Commission
Ms. Beth Raffety	Celtic Fest Commission Chair	Boards/Commission
Pearl Henderson	Cultural Awareness Chair	Boards/Commission
Mr. Les Montag	Veterans Memorial Comm. Chair	Boards/Commission
Bob Podgorski	Environmental Comm. Chair	Boards/Commission
Korean Church of Chicago		Churches
Life Changers Int'l Church		Churches
Beth Tikvah Congregation		Churches
First Baptist Church of HE		Churches
Destiny Church		Churches
Shree Jalaram Mandir		Churches
Church of the Cross		Churches
Alliance Fellowship Church		Churches
Summit View Christian Church		Churches
St. Hubert Catholic Church		Churches
Hoffman Estates Development Services		Department
Hoffman Estates Police Department		Department
Hoffman Estates Public Works		Department
Hoffman Estates HHS		Department
Chief Financial Officer	Alexian Brother Behavior Health	Hospitals
Chief Financial Officer	St. Alexius Medical Center	Hospitals
Roy Manning	Re: Evergreen HOA	Housing
Jeremy Quattrochi, c/o Stellar Properties	Re: Canterbury Fields HOA	Housing
Sue Pampano, McGill Mgmt.	Re: Blackberry Creek Townhomes	Housing
McGill Mgmt.	Re: Beacon Pointe HOA	Housing
Roy Settler, McGill Management Inc.	Re: Hilldale Green HOA	Housing
Jean Dziedzic	Re: Breton Pointe/Charlemagne HOA	Housing
Shannon Ortiz, ABC Property Managers	Re: The Villas of Casey Farms HOA	Housing
Lynn O'Halloran	Re: Hilldale Condominiums	Housing
Michael Schultz, Assoc. Pres.	Re: Twelve Oaks at Morningside	Housing
Karen Mills	Re: Barrington Square Townhomes	Housing
Don Howard, President	Re: Haverford Place HOA	Housing
Norma Bergland	Re: Moon Lake Village Condos	Housing
Property Manager	Re: Barrington Lakes	Housing
Rachel Baylen	Re: Barrington Square #7 & 8	Housing
	Lieberman Mgmt. Services	Housing
Mary Carpenter, American Comm. Mgmt.	Re: Townhomes of Princeton	Housing
Valerie Hodge, American Comm. Mgmt.	Re: Barrington Square V Condo Assn	Housing
Sheryl Taylor, Vanguard Com. Mgmt.	Barrington Square 1 Condo Assoc.	Housing

Leah, Vanguard Com. Mgmt.	Re: Haverford Place HOA	Housing
Michael Donnell, Vanguard Com. Mgmt.	Re: Estates of Deer Crossing HOA	Housing
Greg O'Hara, Vanguard Community Mgmt	Re: Castleford/Hearthstone Townhomes	Housing
Scott Schlemmel, Hillcrest Prop. Mgmt.	Re: Poplar Creek Clubhomes	Housing
Val Trif	Re: Salem Ridge Apts.	Housing
Property Manager	Re: Steeple Hill Condominiums	Housing
Pam Moros, Property Specialists, Inc.	Re: Yorkshire Woods HOA	Housing
Linda Ney, Property Specialists, Inc.	Re: Prestwick Place	Housing
Melinda Jara, Property Specialists, Inc.	Re: Devonshire Woods Estates	Housing
Property Manager	Highland Crossing Condos	Housing
Dina Nunez	Re: Salem Ridge Apts.	Housing
KC Williams	Re: Autumn Chase	Housing
Norma Bergland, NW Property Management	Re: Moon Lake Village Condos	Housing
Marshall Kim, Caruso Mgmt.	Re: Spring Mill Townhomes	Housing
Debbie Duffy	Re: Winston Knolls HOA	Housing
Property Manager	Re: Berkshire of Hoffman Estates	Housing
Matt Web	Re: Village Park of Hoffman Estates	Housing
Evergreen HOA		Housing
Director/Administrator	The Devonshire of Hoffman Estates	Housing- Senior
Director/Administrator	Alden/Poplar Creek Rehabilitation	Housing- Senior
Director	Emeritus at Hoffman Estates	Housing- Senior
Director/Administrator	Poplar Creek Village	Housing- Senior
The Honorable Matt Murphy	State Senator – 27 <sup>th</sup> District	Legislators
The Honorable Fred Crespo	State Representative 44 <sup>th</sup> District	Legislators
The Honorable Matt Murphy	State Senator – 27 <sup>th</sup> District	Legislators
The Honorable Thomas Morrison	State Representative-54 <sup>th</sup> District	Legislators
The Honorable Michelle Mussman	State Representative-56 <sup>th</sup> District	Legislators
The Honorable Michael Noland	State Senator – 22 <sup>nd</sup> District	Legislators
The Honorable Michelle Mussman	State Representative-56 <sup>th</sup> District	Legislators
The Honorable Thomas Morrison	State Representative-54 <sup>th</sup> District	Legislators
The Honorable Fred Crespo	State Representative 44 <sup>th</sup> District	Legislators
The Honorable Michael Noland	State Senator – 22 <sup>nd</sup> District	Legislators
The Honorable Daniel Kotowski	State Senator-28 <sup>th</sup> District	Legislators
The Honorable Dan Kotowski	State Senator-28 <sup>th</sup> District	Legislators
Marisa Warneke	Village of Schaumburg	Municipality
Director of Administration	Village of Barrington Hills	Municipality
Village Administrator	Village of East Dundee	Municipality
Village Administrator	Village of Inverness	Municipality
City Manager	City of Elgin	Municipality
Lyn Bremanis	Village of Palatine	Municipality
Village Administrator	Village of South Barrington	Municipality
Village Manager	Village of Streamwood	Municipality
Palatine Township H.S. District 211	Attention: Superintendent	Other Public Body
Jennifer Miller, Program Manager	Cook County Department of Planning and Development	Other Public Body
Deanna Durica	Cook County Department of Public Health	Other Public Body
Harper College	Attn: President	Other Public Body
Director of Branches	Schaumburg Township Library	Other Public Body
Schaumburg Township District Library		Other Public Body
Mr. Gary Buczkowski	Hoffman Estates Park District	Other Public Body
Mr. Dean Bostrom	Hoffman Estates Park District	Other Public Body
Elgin Community College	Attn: President	Other Public Body
Gail Borden Public Library District		Other Public Body
Community Unit S.D. 300	Attn: Superintendent	Other Public Body

Community School District 220	Attention: Superintendent	Other Public Body
School District U-46	Attn: Superintendent	Other Public Body
Barrington Area Library		Other Public Body
School District 54	Attention: Superintendent	Other Public Body
Cook County Forest Preserve Dist.	Attn: General Superintendent	Other Public Body
Community Consolidate S.D. 15	Attention: Superintendent	Other Public Body
Palatine Public Library District		Other Public Body
Community Development Program Mgr.	Kane County Development Dept.	Other Public Body
Ms. Maria Brooks		Resident
Patricia Reed		Resident
Mr. Stu Chapman		Resident
Sheila Schwartz		Resident
Jennifer Hill, Executive Director	Alliance to End Homelessness	Social Services
Chief Executive Officer	Kenneth Young Center	Social Services
Executive Director	JOURNEYS- The Road Home	Social Services
Executive Director	Northwest Compass	Social Services
Georgeanna Mehr, President	Hoffman Estates Comm. Bank	Social Services
Executive Director	Shelter, Inc.	Social Services
Open Door Clinic		Social Services
Robyn Sandys, Executive Director	North West Housing Partnership	Social Services
Executive Director	Little City Foundation	Social Services
CEO	Leyden Family Service - SHARE	Social Services
Director, NW Suburban Senior Services	Catholic Charities	Social Services
President	Clearbrook Center	Social Services
Willow Creek Community Care Center		Social Services
Director	Forest View Education Center	Social Services
Executive Director	H.E. Chamber of Commerce	Social Services
Chief Operating Officer	Access to Care	Social Services
Executive Director	Centro de Informacion	Social Services
Home of the Sparrow	Administrative Offices	Social Services
Executive Director	Children's Advocacy Center	Social Services
Kathy Kohlstedt	Community Resource Center	Social Services
Reg. Vice President, NW Suburban Region	Children's Home & Aid Society of IL	Social Services
Executive Director	The Bridge Youth & Family Svcs.	Social Services
Northwest Employment & Training Center		Social Services
Executive Director	WINGS	Social Services
Executive Director	Community Crisis Center	Social Services
Professional Officer	Far NW Suburban United Way	Social Services
Debbie Flader		Social Services
Anne Marquez	Life Span-Director of Development	Social Services
Executive Director	Renz Addiction Counseling Center	Social Services
Schaumburg Township		Townships
Barrington Township		Townships
Dundee Township	Supervisor	Townships
Palatine Township		Townships
Hanover Township		Townships

## **Appendix B: Other Attachments**

- Consultative Interview Minutes
- Homes for a Changing Region Toolkit data/Existing Conditions Report
- Analysis of Impediments
- ADA Transition Plan



## **Appendix C: Certifications [24 CFR 91.225]**

As part of the CDBG program, the Village is required to provide certifications that certain conditions are followed both within the Village in general and in reference to the CDBG program specifically. The subjects of these certifications are listed below and attached.

Affirmatively Furthering Fair Housing  
Anti-displacements and Relocation Plan  
Anti-Lobbying  
Authority of Jurisdiction  
Consistency with Plan  
Acquisition and Relocation  
Section 3  
Citizen Participation

Community Development Plan  
Following a Plan  
Use of Funds  
Excessive Force  
Compliance with Antidiscrimination laws  
Compliance with Lead Based Paint Procedures  
Compliance with Laws

## CERTIFICATIONS

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

**Affirmatively Further Fair Housing --** The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan --** It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

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

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

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

**Consistency with plan --** The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3 --** It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

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Signature/Authorized Official

Date

## Specific CDBG Certifications

The Entitlement Community certifies that:

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

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) \_\_\_\_\_ , \_\_\_\_\_ (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

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

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

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

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING:**

#### **A. Lobbying Certification**

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

**APPLICATION FOR  
FEDERAL ASSISTANCE**

<b>1. TYPE OF SUBMISSION:</b> Application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		<b>2. DATE SUBMITTED</b>	Applicant Identifier
Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier
		<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier

**5. APPLICANT INFORMATION**

Legal Name:		<b>Organizational Unit:</b>	
Organizational DUNS:		Department:	
<b>Address:</b>		Division:	
Street:		<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b>	
City:		Prefix:	First Name:
County:		Middle Name	
State: Zip Code		Last Name	
Country:		Suffix:	
		Email:	

<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> □□-□□□□□□□□	Phone Number (give area code)	Fax Number (give area code)
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<b>8. TYPE OF APPLICATION:</b> <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) <input type="checkbox"/> <input type="checkbox"/> Other (specify)	<b>7. TYPE OF APPLICANT:</b> (See back of form for Application Types) Other (specify)
<b>9. NAME OF FEDERAL AGENCY:</b>	

<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> TITLE (Name of Program):    □□-□□□□	<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b>
--	--

<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b>
--

<b>13. PROPOSED PROJECT</b> Start Date:    Ending Date:	<b>14. CONGRESSIONAL DISTRICTS OF:</b> a. Applicant    b. Project
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<b>15. ESTIMATED FUNDING:</b>	<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>
a. Federal    \$    .00	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:
b. Applicant    \$    .00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372
c. State    \$    .00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
d. Local    \$    .00	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>
e. Other    \$    .00	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input type="checkbox"/> No
f. Program Income    \$    .00	
g. TOTAL    \$    .00	

**18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.**

<b>a. Authorized Representative</b>		
Prefix	First Name	Middle Name
Last Name		Suffix
b. Title		c. Telephone Number (give area code)
d. Signature of Authorized Representative		e. Date Signed

## INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

This is a standard form used by applicants as a required face sheet for pre-applications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

Item:	Entry:	Item:	Entry:																
1.	Select Type of Submission.	11.	Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project.																
2.	Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable).	12.	List only the largest political entities affected (e.g., State, counties, cities).																
3.	State use only (if applicable).	13.	Enter the proposed start date and end date of the project.																
4.	Enter Date Received by Federal Agency Federal identifier number: If this application is a continuation or revision to an existing award, enter the present Federal Identifier number. If for a new project, leave blank.	14.	List the applicant's Congressional District and any District(s) affected by the program or project																
5.	Enter legal name of applicant, name of primary organizational unit (including division, if applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, e-mail and fax of the person to contact on matters related to this application.	15.	Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15.																
6.	Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.	16.	Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.																
7.	Select the appropriate letter in the space provided. <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">A. State</td> <td style="width: 50%;">I. State Controlled Institution of Higher Learning</td> </tr> <tr> <td>B. County</td> <td>J. Private University</td> </tr> <tr> <td>C. Municipal</td> <td>K. Indian Tribe</td> </tr> <tr> <td>D. Township</td> <td>L. Individual</td> </tr> <tr> <td>E. Interstate</td> <td>M. Profit Organization</td> </tr> <tr> <td>F. Intermunicipal</td> <td>N. Other (Specify)</td> </tr> <tr> <td>G. Special District</td> <td>O. Not for Profit Organization</td> </tr> <tr> <td>H. Independent School District</td> <td></td> </tr> </table>	A. State	I. State Controlled Institution of Higher Learning	B. County	J. Private University	C. Municipal	K. Indian Tribe	D. Township	L. Individual	E. Interstate	M. Profit Organization	F. Intermunicipal	N. Other (Specify)	G. Special District	O. Not for Profit Organization	H. Independent School District		17.	This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.
A. State	I. State Controlled Institution of Higher Learning																		
B. County	J. Private University																		
C. Municipal	K. Indian Tribe																		
D. Township	L. Individual																		
E. Interstate	M. Profit Organization																		
F. Intermunicipal	N. Other (Specify)																		
G. Special District	O. Not for Profit Organization																		
H. Independent School District																			
8.	Select the type from the following list: <ul style="list-style-type: none"> <li>• "New" means a new assistance award.</li> <li>• "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date.</li> <li>• "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision enter the appropriate letter: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">A. Increase Award</td> <td style="width: 50%;">B. Decrease Award</td> </tr> <tr> <td>C. Increase Duration</td> <td>D. Decrease Duration</td> </tr> </table> </li> </ul>	A. Increase Award	B. Decrease Award	C. Increase Duration	D. Decrease Duration	18.	To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)												
A. Increase Award	B. Decrease Award																		
C. Increase Duration	D. Decrease Duration																		
9.	Name of Federal agency from which assistance is being requested with this application.																		
10.	Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.																		