

Amended on August 12, 2021 to add second round of CDBG CARES Act funding to the PY2019 Annual Action Plan, the CV3 allocation.

## **Executive Summary**

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

#### **1. Introduction**

In 2006, the United States Department of Housing and Urban Development (HUD) identified the Village of Hoffman Estates as a Community Development Block Grant (CDBG) entitlement community. The Annual Action Plan (AAP) is a one-year plan that provides a detailed description of resources to be used and projects to be undertaken by the Village in effort to address the priority needs and specific objectives that were identified within the Village's 2015-2019 CDBG Consolidated Plan.

In 2014, the Village joined the Cook County's HOME Consortium. As a result of this coordination between the Village, Cook County, and other HOME Consortium communities, the Village's Consolidated Plan for Program Years 2015-2019 is part of the larger Cook County Consolidated Plan for those years. This current Annual Action Plan (AAP) is based on the goals set forth in that Consolidated Plan. Although the Village participates in the HOME Consortium, it still receives a direct allocation of CDBG funding from HUD each year in order to address projects within the Village of Hoffman Estates.

This Annual Action Plan lists the activities to be carried out using CDBG funds during Program Year (PY) 2019, which runs from October 1, 2019 through September 30, 2020. PY 2019 marks the 14th year that the Village has participated in the CDBG program, and it is the final year of the Village's 5-year Consolidated Plan. The Village anticipates an allocation of \$245,931 in grant money for the upcoming year. The Village proposes to use the CDBG funds for two public facility infrastructure projects, a single family rehabilitation program, administration of the CDBG program, and a public infrastructure project coordinated as part of the Village's 2020 Street Revitalization program.

The proposed \$245,931 allocation is an increase of \$2,757 over the current program year. It is important to note however that overall, CDBG funding for the Village has continued to diminish over the course of the past fourteen years. Village staff continues to work within the parameters of increasing program requirements and diminishing funds.

In April 2020, the Village of Hoffman Estates was notified that it will receive a special allocation of CDBG funds (CDBG-CV1) to be used to prevent, prepare for, and respond to the Coronavirus. This special allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law on March 27, 2020.

In September 2020, the Village of Hoffman Estates was notified that it will receive an additional special allocation of CDBG funds (CDBG-CV3) to be used to prevent, prepare for, and respond to the Coronavirus. Both CV1 and CV3 allocations have been combined for budgeting and distribution purposes. The total CDBG-CV allocations amount to \$433,435.00.

At this time, the Village is proposing to amend the Consolidated and the Annual Action Plan to include:  
\$246,758.60 for Public Services including PPE, utility and rental assistance, and health and human services.

\$100,000 for Public Facilities Improvements to prevent, prepare for, and respond to the Coronavirus.

\$86,676.40 for administration and planning.

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic 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 identified two original objectives for the 2015-2019 Consolidated Plan. A third and fourth objective were included for use of CDBG-CV1 and CV3 funds. 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. The Village proposes to assist public facility and public infrastructure projects within eligible CDBG neighborhoods or utilized primarily by low-moderate income individuals and families.

**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.

**Objective 3:** Provide services and personal protective equipment (PPE) for low and moderate income residents affected by the Covid-19 pandemic. Projects may include public services that provide for utility and/or rental assistance, or for health and human services, including services such as Covid-19 vaccination and counseling. Projects may also include the purchase of PPE or equipment to allow

services to be provided remotely or in alternative environments due to local and State Coronavirus restrictions and CDC guidelines.

**Objective 4:** Provide improvements to public infrastructure and public facilities in order to prevent, prepare for, and respond to the Coronavirus. Projects may include improvements that enhance sanitation, safety, spacing, air quality, and access to buildings, facilities, or other eligible infrastructure which provide services to the public or eligible CDBG clientele or neighborhoods.

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

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Throughout the past thirteen years, the Village has diligently invested CDBG funds in accordance with HUD policies and procedures in order to meet the two key objectives. CDBG funds have been used to finance critical public infrastructure improvements in CDBG-eligible low to moderate-income neighborhoods. During PY 2018, nearly \$180,000 of CDBG funding is being utilized for street rehabilitation of Atlantic and Pacific Avenues. Through years of economic distress, the Village has relied on CDBG funds to address such infrastructure projects in a timely fashion.

The Village continues to partner with the North West Housing Partnership (NWHP) for the administration of the Single Family Rehabilitation (SFR) program. 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. During PY 2016 two residents were aided by the SFR program, and in PY 2017 three homes were rehabilitated, meeting the annual program goal. PY 2018 saw continued interest in the program, but a lack of completed projects.

The Village has utilized CDBG funding for infrastructure repairs at the Children's Advocacy Center (CAC), which is located in a Village-owned building. In PY 2015 the Village replaced the CAC's leaking flat roof with CDBG funds. In PY 2017 the Village teamed with Cook County and four other entitlement communities (Arlington Heights, Mount Prospect, Palatine and Schaumburg) to utilize combined CDBG funds for large-scale infrastructure repairs to the CAC facility. The Joint CAC Project, as the project has been informally named, has made critical repairs to the 150 year old building. PY 2017 activities included replacement of the facility's windows, siding, gutters, and main roof. In PY 2018, the CAC's aging HVAC components were replaced with modern, energy-efficient units.

### **4. Summary of Citizen Participation Process and consultation process**

## Summary from citizen participation section of plan.

The current 5-year Consolidated Plan was developed based on input from the public during the 2015 Consolidated Plan process. More detailed information regarding that process can be located in the Citizen Participation Plan section of the Consolidated Plan.

The Village's public hearing regarding the development of the PY 2019 Annual Action Plan took place on June 27, 2019. A public hearing is held annually to obtain comments on the Draft Annual Action Plan as well as to obtain feedback on community needs and how they might be addressed through the CDBG funding.

The PY 2019 Draft Annual Action Plan was available for public review and comment from May 27, 2019 to June 27, 2019, and open for discussion at the Planning, Building and Zoning (PBZ) Committee public meeting on July 8, 2019. The public comment period, public hearing, and public meeting were noticed on the Village Website and in the Daily Herald, the local newspaper. The Draft Plan document was available for public viewing at Village Hall and on the Village Website during the entire public comment period. The Village also made the Draft Plan known to local organizations and stakeholders through the means of a traditional mailing to approximately 140 recipients, which was mailed on May 20, 2019.

With respect to the Village's CDBG initial Covid 19 (CDBG-CV1) funding, the Village sought information from Village departments and the Village's 2019 CDBG subrecipients on the needs they were experiencing related to the Covid 19 virus. The Village followed HUD procedures in amending its Citizen Participation Plan, 2015-2019 Consolidated Plan, and 2019 Annual Action Plan utilizing the HUD waivers associated with the Covid 19 funds. The HUD waivers allowed for a shortened, 5-day comment period and virtual public hearings during the pandemic. The 5-day public comment period was offered for the Covid 19-related amendments to the Citizen Participation Plan and substantial amendments to the Consolidated Plan and Annual Action Plan as required by HUD.

For the Village's second of CDBG-CV funding (CV3), public outreach included a public notice in the Daily Herald, notices on the website, a mailing to over 120 interested parties, a 14-day comment period, and an application for CV funding. A public hearing was hosted by Village staff at Village Hall took place on June 2, 2021.

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

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Detail of the public comments during the June 27, 2019 public hearing can be found in the attached meeting minutes. No public comments were addressed at the PBZ meeting on July 8, 2019.

During the public comment period, the Village received interest for CDBG program funds from the Hoffman Estates Park District, for the STAR program. The STAR program provides before and after school care tuition to eligible families, and a letter outlining the \$21,870 request is attached.

North West Housing Partnership (NWHP) has also expressed interest in further CDBG funds, approximately \$8,000 per year, to administer the Senior Handyman Program for Village residents. This program subsidizes handyman work by the hour for residents over 60 years in age. The Executive Director of NWHP attended the Public Hearing on June 27, and explained that CDBG funding does present additional obstacles for administering the program as opposed to direct municipal funding, as CDBG projects must strictly adhere to detailed and time-consuming background checks. Further detail can be found in the public comments found in the attached June 27, 2019 public hearing meeting minutes and the attached email from NWHP's Executive Director.

The first CDBG-CV allocation (CV1) was subject to a 5-day public comment period and three agencies came forward and requested Covid-related funding. These requests were brought to the PBZ Committee and Village Board meetings on June 6, 2020 and were subsequently approved by the Board. The June 6, 2020 PBZ Memo attached to the Amended 2015-2019 Consolidated Plan includes the funding requests.

During the CV3 public comment period, two non-profit organizations submitted applications for CV funding. Staff conducted a public hearing at Village Hall on June 2, 2021, but the meeting did not have any attendees.

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

N/A

**7. Summary**

The Village of Hoffman Estates will continue to pursue the goal of aiding low to moderate-income residents through the use of its allocated CDBG funds. The two primary objectives of the Village's 2015-2019 Consolidated Plan will be carried into the PY 2019 Annual Action Plan, which is the fifth year of the current Consolidated Plan and the fifth year of the Village's membership in the Cook County HOME Consortium.

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

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

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

| Agency Role        | Name            | Department/Agency    |
|--------------------|-----------------|----------------------|
| CDBG Administrator | HOFFMAN ESTATES | Development Services |

Table 1 – Responsible Agencies

### Narrative

For the past thirteen years, individuals in the Hoffman Estates Development Services (DS) Department have administered the CDBG program. The DS Department 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 divisions within the Development Services department which perform services related to HUD priorities include the Planning Division, the Engineering and Transportation Division, the Code Enforcement Division, and the Economic Development Division. The Village’s Health and Human Services (HHS) Department located at Village Hall as well as the Village’s Police Department perform many of the responsibilities related to social services.

### Consolidated Plan Public Contact Information

## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The Village consulted with a number of local social service agencies that serve Hoffman Estates in order to identify and prioritize needs for inclusion in the 2015-2019 Consolidated Plan. These 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. Please view the Citizen Participation Plan section of the Consolidated Plan for more details. The 2015-2019 Consolidated Plan is available at Village Hall, and online at: [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg).

The Village maintains a database of approximately 140 public, private, and nonprofit stakeholder organizations and individuals that fit into these and other categories. This database is included as an attachment. These organizations have either opted in or are critical to informing policy decisions regarding decent housing, suitable living environments, and expanded economic opportunity. These groups and individuals provide input both individually and through the general citizen participation process. They receive mailings on all annual CDBG planning and reporting functions.

In 2015, key agencies from this list of stakeholders were individually consulted in order to ensure their challenges and needs were considered in the development of the 2015-2019 Consolidated Plan, and this provides a framework for the current Draft Annual Plan. On May 20, 2019 the Village conducted a traditional mailing to the list of stakeholders and organizations to make the proposed PY 2019 Annual Action Plan known to them.

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

The Village does not contain any public housing properties within its jurisdiction. However, Village staff reached out to the Housing Authority of Cook County (HACC) during the creation of the 2015-2019 Consolidated Plan to determine the needs of public housing residents using Housing Choice Vouchers in Hoffman Estates. During that same period the Village also consulted with condominium associations and property owner associations to assess challenges faced by these individuals. Membership in the Cook County HOME Consortium has also positioned the Village to be part of the regional discussion with public and assist housing providers as well as other municipalities to help coordinate services.

The Village's Health and Human Services (HHS) 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. For the 2015-2019 Consolidated Plan, Village staff consulted with Alexian Brothers Memorial Hospital, the Children's Advocacy Center (CAC) 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.**

In 2015, 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, during the creation of the current consolidated plan in 2015, 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.

In addition, the Village is a member of the Association of Homeless Advocates in the North District (AHAND). 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. Please refer to the 2015-2019 Consolidated Plan for further details.

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

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 current Consolidated Plan.

**2. Agencies, groups, organizations and others who participated in the process and consultations**



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

|   |  |   |
|---|--|---|
| 1 | <b>Agency/Group/Organization</b>   | NORTH WEST HOUSING PARTNERSHIP  |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Public Housing Needs<br>Market Analysis<br>Lead-based Paint Strategy   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. 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 ten 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. |

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

There were not any agencies or Agency Types that were intentionally omitted during creation of the Consolidated Plan or this Annual Action Plan. The Annual Mailing, website notices, and Public Notice placed in the local newspaper help to ensure that all Agency Types are aware of the Annual Action Plan Public Hearing and Public Comment Period each year.

**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 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. |

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

**Narrative**

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

As a recipient of CDBG 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 can be found in the 2015-2019 Consolidated Plan document. Citizen comments pertaining to this Annual Action Plan can be found in the attached CDBG and PBZ hearing minutes, and in the Summary of Public Comments section in the AP-05 Executive Summary of this Annual Action Plan.

Given a population of 53,000, the Village has focused on various modes to generate participation for this Annual Plan, including a public hearing, a public meeting, a public notification article in the Daily Herald newspaper, a 30-day public comment period, a traditional mailing, and postings on the Village website and Village Facebook social media account.

**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<br>Persons with disabilities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing | Public Hearing on June 27, 2019. See attached Minutes. | The Executive Director of a local non-profit organization (NWHP) attended the meeting and discussed interest in CDBG or Village funding for a Senior Handyman Program. Further details available in the attached Meeting Minutes. | N/A  | <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   | <p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> | <p>Planning, Building, and Zoning Meeting on July 8, 2019.</p> | <p>No comments.</p>   | <p>N/A</p>                                   | <p><a href="http://www.hoffmanestates.org/cdbg">www.hoffmanestates.org/cdbg</a></p> |
| 3          | Newspaper Ad     | <p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> | <p>Daily Herald Ad Notice published on May 20, 2019</p>        | <p>Representatives of NWHP and the Hoffman Estates Park District expressed interest in Village CDBG funding and sent letters, which are attached.</p> | <p>N/A</p>                                   |   |

| 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)  |
|------------|-------------------|---|--|------------------------------|--|--|
| 4          | Internet Outreach | Minorities<br>Persons with disabilities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing | Village CDBG webpage, updated to include the Draft Annual Action Plan on May 20, 2019.                               | No comments.                 | N/A  | <a href="http://www.hoffmanestates.org/cdbg">www.hoffmanestates.org/cdbg</a> |
| 5          | Social Media      | Minorities<br>Persons with disabilities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing | Village Facebook page posting that the Draft Annual Plan was available for review and highlighting the CDBG webpage. | No comments.                 | N/A  | <a href="http://www.facebook.com">www.facebook.com</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) |
|------------|---------------------|--|--|--|--|---------------------|
| 7          | Traditional Mailing | Interested Organizations and Individuals | Mailing with the Draft Annual Action Plan Public Notice sent to approximately 140 individuals and organizations. | No comments.   | N/A  |                     |
| 8          | Public Meeting      | Non-targeted/broad community             | Public Meeting about the CDBG-CV funds on June 6, 2020.  | See PBZ Memo attached to the Amended 2015-2019 Consolidated Plan | N/A  |                     |
| 9          | Newspaper Ad        | Non-targeted/broad community             | Daily Herald newspaper notice of 5-day public comment period for the Village's CDBG-CV funds                     | N/A  | N/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)  |
|------------|-------------------|------------------------------|--|------------------------------|--|--|
| 10         | Internet Outreach | Non-targeted/broad community | On June 1, 2020 a public notice was posted in the Daily Herald to announce a 5-day public comment period regarding the Village's allocation of CDBG-CV funds and proposed activities. The updated documents, including the proposed Citizen Participation Plan, Consolidated Plan, and PY 2019 Annual Action Plan were posted to the Village CDBG webpage. | N/A                          | N/A  | <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)  |
|------------|---------------------|--|---|--|--|--|
| 11         | Traditional Mailing | Non-targeted/broad community<br><br>Interested Organizations and Individuals | No comments   | N/A                                    |  |  |
| 12         | Public Meeting      | Non-targeted/broad community   | Public Hearing about the CDBG-CV3 funds held on June 2, 2021.   | No comments                            | N/A  |  |
| 13         | Newspaper Ad        | Non-targeted/broad community   | Daily Herald newspaper notice on May 14, 2021 of 14-day public comment period for the Village's CDBG-CV3 funds. | No comments                            | N/A  |  |
| 14         | Internet Outreach   | Non-targeted/broad community   | May 14, 2021 Notice of CV funding on Village website. CV Application included. Screenshot attached.             | Two applications for funding received. | N/A  | <a href="http://www.hoffmanestates.org/cdbg">www.hoffmanestates.org/cdbg</a> |

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 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.

In April 2020, the Village of Hoffman Estates was notified that it will receive a special allocation of CDBG funds (CDBG-CV) to be used to prevent, prepare for, and respond to the Coronavirus. This special allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law on March 27, 2020. The amount of CDBG-CV funding for the Village is anticipated at \$145,053. The funds are now part of a substantial amendment for the 2015-2019 Consolidated Plan and the 2019 Annual Action Plan. The Citizen Participation Plan has also been amended to allow for HUD waiver use.

In September 2020, the Village of Hoffman Estates was notified that it will receive a second special allocation of CDBG funds (CDBG-CV3) to be used to prevent, prepare for, and respond to the Coronavirus. This special allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law on March 27, 2020. The amount of CDBG-CV funding for the Village is anticipated at \$288,382.00. The funds are now part of a substantial amendment for the 2015-2019 Consolidated Plan and the 2019 Annual Action Plan. Total CV funding for the Village will be \$433,435.00.

#### Anticipated Resources

| Program | Source | Uses of Funds | Expected Amount Available Year 1 | Expected | Narrative Description |
|---------|--------|---------------|----------------------------------|----------|-----------------------|
|---------|--------|---------------|----------------------------------|----------|-----------------------|

|       | of Funds         |  | Annual Allocation:<br>\$ | Program Income:<br>\$ | Prior Year Resources:<br>\$ | Total:<br>\$ | Amount Available Remainder of ConPlan<br>\$ |  |
|-------|------------------|--|--------------------------|-----------------------|-----------------------------|--------------|---|--|
| CDBG  | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 245,931                  | 0                     | 51,517                      | 297,448      | 297,448                                     | One challenge with projecting available funds is the irregularity with which program income is received. The Village has more than 40 outstanding loans through its single family rehabilitation program and these could be repaid to the Village at any time. The estimated remainder is based on at least 1 of these loans being paid off during the current 5-year Consolidated Plan period |
| Other | public - federal | Other  | 433,435                  | 0                     | 0                           | 433,435      | 0   | CDBG funds to be used to prevent, prepare for and respond to the Coronavirus.  |

Table 5 - Expected Resources – Priority Table

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

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. This includes reconstruction of Village streets within CDBG-eligible neighborhoods, and the infrastructure repairs at the CAC facility, a property that is owned and leased out by the Village.

**Discussion**

## 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     | Non-Housing Community Development |                 | Improving Public Facilities and Infrastructure | CDBG: \$144,448    | Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 200 Households Assisted    |
| 2          | Owner Occupied Rehabilitation                   | 2015       | 2019     | Affordable Housing                |                 | Reducing the Housing Cost Burden               | CDBG: \$75,000     | Homeowner Housing Rehabilitated: 3 Household Housing Unit  |
| 3          | Public Facilities Improvements                  | 2015       | 2019     | Non-Housing Community Development |                 | Improving Public Facilities and Infrastructure | CDBG: \$29,000     | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted |
| 4          | Public Services - Covid-response                | 2020       | 2021     | Non-Homeless Special Needs        |                 | Social Service Needs- Other                    | CDBG-CV: \$246,759 | Public service activities other than Low/Moderate Income Housing Benefit: 35 Persons Assisted                    |
| 5          | Public Facilities Improvements - Covid-response | 2020       | 2021     | Non-Homeless Special Needs        |                 | Improving Public Facilities and Infrastructure | CDBG-CV: \$100,000 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 35 Persons Assisted |

Table 6 – 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. This may include planning activities for projects that will eventually be completed with CDBG funding.  |
| 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 publicly owned facilities, community centers, and parks. The Village will continue to pool its funds dedicated to the Children’s Advocacy Center (CAC) rehabilitation project for a regional CDBG collaboration with Cook County and neighboring entitlement communities for larger-scale repairs at the aging facility. The Village will also dedicate a portion of its CDBG funding for a regional collaboration with Cook County and neighboring entitlement communities for a large-scale construction project for JOURNEYS facility in Palatine, Illinois, which serves Village of Hoffman Estates residents, if the project is ready to fund with CDBG funds. |
| 4 | <b>Goal Name</b>        | Public Services - Covid-response  |
|   | <b>Goal Description</b> | Provide financial assistance, personal protective equipment (PPE), and health and human services in response to the Covid pandemic. (CDBG-CV)   |

|   |                         |  |
|---|-------------------------|--|
| 5 | <b>Goal Name</b>        | Public Facilities Improvements - Covid-response  |
|   | <b>Goal Description</b> | Provide improvements to public infrastructure and public facilities in order to prevent, prepare for, and respond to the Coronavirus. Projects may include improvements that enhance sanitation, safety, spacing, air quality, and access to buildings, facilities, or other eligible infrastructure which provide services to the public or eligible CDBG clientele or neighborhoods. |

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

### Introduction

During the 2019-2020 program year, the Village proposes using funds for public infrastructure, public facilities, single family rehabilitation, planning and administration, and Covid response.

| # | Project Name  |
|---|---|
| 1 | Public Infrastructure Improvements - Street Reconstruction                      |
| 2 | Public Facilities Improvement - Children's Advocacy Center (CAC) Rehabilitation |
| 3 | Public Facilities Improvement - JOURNEY's Rehabilitation                        |
| 4 | Single Family Home Rehabilitation (SFR)   |
| 5 | Planning and Administration   |
| 6 | CV-Public Services - Utility and/or Rental Assistance                           |
| 7 | CV-Public Services - Health & Human Services                                    |
| 8 | CV-Planning and Administration  |
| 9 | CV-Public Facilities Improvement  |

**Table 7 – Project Information**

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



**AP-38 Project Summary**  
**Project Summary Information**

|          |  |  |
|----------|--|--|
| <b>1</b> | <b>Project Name</b>  | Public Infrastructure Improvements - Street Reconstruction   |
|          | <b>Target Area</b>   |  |
|          | <b>Goals Supported</b>   | Public Infrastructure Improvements   |
|          | <b>Needs Addressed</b>   | Improving Public Facilities and Infrastructure   |
|          | <b>Funding</b>   | CDBG: \$144,448  |
|          | <b>Description</b>   | In the 2019-2020 program year, the Village will budget its limited CDBG towards the rehabilitation planning or construction activities pertaining to a public street or parking lot located in a CDBG-eligible neighborhood, most likely during the summer of 2020. The exact street or parking lot to be rehabilitated will be determined at a later point. |
|          | <b>Target Date</b>   | 9/30/2020  |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 200 Low to Moderate Income families.   |
|          | <b>Location Description</b>  | CDBG eligible neighborhood   |
|          | <b>Planned Activities</b>  | Reconstruction of a street or public parking lot in a CDBG eligible neighborhood.  |
| <b>2</b> | <b>Project Name</b>  | Public Facilities Improvement - Children's Advocacy Center (CAC) Rehabilitation  |
|          | <b>Target Area</b>   |  |
|          | <b>Goals Supported</b>   | Public Facilities Improvements   |
|          | <b>Needs Addressed</b>   | Improving Public Facilities and Infrastructure   |
|          | <b>Funding</b>   | CDBG: \$4,000  |
|          | <b>Description</b>   | Building infrastructure repair at Children's Advocacy Center (CAC) facility in the Village of Hoffman Estates.   |
|          | <b>Target Date</b>   | 9/30/2020  |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted   |
|          | <b>Location Description</b>  | CAC Facility   |

|          |  |   |
|----------|--|---|
|          | <b>Planned Activities</b>  | Likely activities will include building renovation, improvements to ADA accessibility, and repairs to the Village-owned facility which is now leased to the Children's Advocacy Center (CAC) of North and Northwest Cook County. The Village funding will be used to finalize work on the collaboration with other entitlement communities and Cook County to finish any large scale repairs. |
| <b>3</b> | <b>Project Name</b>  | Public Facilities Improvement - JOURNEY's Rehabilitation  |
|          | <b>Target Area</b>   |   |
|          | <b>Goals Supported</b>   | Public Infrastructure Improvements  |
|          | <b>Needs Addressed</b>   | Improving Public Facilities and Infrastructure  |
|          | <b>Funding</b>   | CDBG: \$25,000  |
|          | <b>Description</b>   | Building infrastructure construction at the JOURNEY'S facility in Palatine, Illinois.   |
|          | <b>Target Date</b>   | 9/30/2020   |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted  |
|          | <b>Location Description</b>  | JOURNEY's Facility in Palatine, Illinois.   |
|          | <b>Planned Activities</b>  | Likely activities may include building activities for this facility operated by the non-profit JOURNEY'S organization. Village funding will be used as part of a collaboration with other entitlement communities and Cook County for large scale rehabilitation and construction activities.   |
| <b>4</b> | <b>Project Name</b>  | Single Family Home Rehabilitation (SFR)   |
|          | <b>Target Area</b>   |   |
|          | <b>Goals Supported</b>   | Owner Occupied Rehabilitation   |
|          | <b>Needs Addressed</b>   | Reducing the Housing Cost Burden  |
|          | <b>Funding</b>   | CDBG: \$75,000  |
|          | <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.   |
|          | <b>Target Date</b>   | 9/30/2020   |

|   |  |   |
|---|--|---|
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 3 Low/Moderate Income Housing Units   |
|   | <b>Location Description</b>  | At the homes of residents that qualify for the program.   |
|   | <b>Planned Activities</b>  | Single family home rehabilitation loans issued with CDBG funds, in order to reduce the cost burden for low to moderate residences. Loans are intended to be used to make code updates to the homes. Northwest Housing Partnership will continue to administer this program with the Village.  |
| 5 | <b>Project Name</b>  | Planning and Administration   |
|   | <b>Target Area</b>   |   |
|   | <b>Goals Supported</b>   |   |
|   | <b>Needs Addressed</b>   |   |
|   | <b>Funding</b>   | CDBG: \$49,000  |
|   | <b>Description</b>   | This funding is allocated toward 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 Assessment of Fair Housing (AFH), Citizen Participation Plan, and Annual Action Plans.   |
|   | <b>Target Date</b>   | 9/30/2020   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | N/A   |
|   | <b>Location Description</b>  | Throughout the course of this program year, the Village intends to use funds for planning and administration related to the administration of the CDBG program. This includes ongoing administration of the CDBG program, coordination of the Joint CAC Repair Project, 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 (AFH), CAPER, and Annual Action Plans. |
|   | <b>Planned Activities</b>  | Planning and Administration   |
| 6 | <b>Project Name</b>  | CV-Public Services - Utility and/or Rental Assistance   |
|   | <b>Target Area</b>   |   |

|          |  |   |
|----------|--|---|
|          | <b>Goals Supported</b>   | Public Services - Covid-response  |
|          | <b>Needs Addressed</b>   | Reducing the Housing Cost Burden  |
|          | <b>Funding</b>   | CDBG-CV: \$173,860  |
|          | <b>Description</b>   | Provide financial assistance to residents impacted by the Covid-19 pandemic in the form of rental and/or utility assistance.  |
|          | <b>Target Date</b>   | 9/30/2022   |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Public Services for Low/Moderate Individuals Benefit: 10 Persons Assisted   |
|          | <b>Location Description</b>  | Village wide  |
|          | <b>Planned Activities</b>  | Public services: financial relief. The program will include utility and/or rental assistance, in response to the Covid pandemic. The program may be administered by the Village directly through Health and Human Services (HHS) Department and the Development Services Department, and/or outside agencies. |
| <b>7</b> | <b>Project Name</b>  | CV-Public Services - Health & Human Services  |
|          | <b>Target Area</b>   |   |
|          | <b>Goals Supported</b>   | Public Services - Covid-response  |
|          | <b>Needs Addressed</b>   | Social Service Needs- Other   |
|          | <b>Funding</b>   | CDBG-CV: \$72,898   |
|          | <b>Description</b>   | Provide financial assistance, personal protective equipment (PPE), and health and human services in response to the Covid pandemic. (CDBG-CV)   |
|          | <b>Target Date</b>   | 9/30/2022   |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Public Services for Low/Moderate Individuals Benefit, or for other CDBG Eligible Individuals: 25 Persons Assisted   |
|          | <b>Location Description</b>  | Village Wide  |

|   |  |  |
|---|--|--|
|   | <b>Planned Activities</b>  | Public services: health and human services. The program will include counseling, referrals, purchase of PPE, and other resident assistance in response to the Covid pandemic. The program may be administered by the Village directly through Health and Human Services (HHS) Department and the Development Services Department, and/or outside agencies.   |
| 8 | <b>Project Name</b>  | CV-Planning and Administration   |
|   | <b>Target Area</b>   |  |
|   | <b>Goals Supported</b>   |  |
|   | <b>Needs Addressed</b>   |  |
|   | <b>Funding</b>   | CDBG-CV: \$86,676  |
|   | <b>Description</b>   | Throughout the course of this program year, until the CDBG-CV funding expires September 30, 2022, the Village intends to use funds for planning and administration related to the administration of the CDBG program for Covid response. This includes ongoing administration of the CDBG program, monitoring of Covid public service programs, and the creation of substantial amendments to the Citizen Participation Plan, the Consolidated Plan, and the 2019 Annual Action Plan for Covid response. |
|   | <b>Target Date</b>   | 9/30/2022  |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | N/A  |
|   | <b>Location Description</b>  | Village Wide   |
|   | <b>Planned Activities</b>  | Planning and Administration for Covid CDBG-CV funds  |
| 9 | <b>Project Name</b>  | CV-Public Facilities Improvement   |
|   | <b>Target Area</b>   |  |
|   | <b>Goals Supported</b>   | Public Facilities Improvements - Covid-response  |
|   | <b>Needs Addressed</b>   | Improving Public Facilities and Infrastructure   |
|   | <b>Funding</b>   | CDBG-CV: \$100,000   |

|  |  |
|--|--|
| <b>Description</b>   | Provide improvements to public infrastructure and public facilities in order to prevent, prepare for, and respond to the Coronavirus. Projects may include improvements that enhance sanitation, safety, spacing, air quality, and access to buildings, facilities, or other eligible infrastructure which provide services to the public or eligible CDBG clientele or neighborhoods. |
| <b>Target Date</b>   | 9/30/2022  |
| <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Covid-response Public Facility improvements for 35 Individuals that are Low/Moderate Income, or meet other CDBG-Eligibility, including Presumed Benefit.   |
| <b>Location Description</b>  | Village Wide   |
| <b>Planned Activities</b>  | Provide improvements to public infrastructure and public facilities in order to prevent, prepare for, and respond to the Coronavirus. Projects may include improvements that enhance sanitation, safety, spacing, air quality, and access to buildings, facilities, or other eligible infrastructure which provide services to the public or eligible CDBG clientele or neighborhoods. |

**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**

As part of the public infrastructure improvement, the Village will consider street ratings in CDBG eligible neighborhoods and divert funds to assist infrastructure that is in need of rehabilitation.

**Geographic Distribution**

| Target Area | Percentage of Funds |
|-------------|---------------------|
|             |                     |

**Table 8 - Geographic Distribution**

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

**Discussion**





## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

### **Discussion**

## **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 2019-2020 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.

The Village is in the process of collaborating on the regional Joint CAC Project, to provide safe housing for children that utilize the services at that facility.

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

During the 2019-2020 Program Year, the Village intends to continue 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. The Village's CDBG webpage also hosts a selection of links to organizations that provide housing assistance, including down payment relief programs.

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

During the 2019-2020 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 planned during the 2019-2020 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 2019-2020 Program Year, the Village will continue its effort to identify priority needs. Consideration of HUD priorities, particularly as they relate to housing, will remain a priority of the Village. A strong and updated Comprehensive Plan has improved 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 2019-2020 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        |
| <b>Total Program Income:</b>   | <b>0</b> |

#### Other CDBG Requirements

|   |         |
|---|---------|
| 1. The amount of urgent need activities   | 0       |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

## **Discussion**

One year



**Original CDBG PY2019 Annual Action Plan (AAP) – Citizen Participation**  
**Attachment Materials**

Village of Hoffman Estates

**Attached:**

Public Notice in Daily Herald newspaper – May 20, 2019

CDBG AAP Notification Letter – May 20, 2019

Public Hearing Notice text

Village Website with draft AAP posted – May 20, 2020

Village Website Calendar indicating June 27, 2019 Public Hearing

Village Website Calendar detail about the June 27, 2019 Public Hearing

Hoffman Estates Park District funding request letter dated June 27, 2019

NWHP funding request email and Handyman Flyer attachment - May 17, 2019

Public Hearing Agenda – June 27, 2019

Public Hearing Sign In Sheet - June 27, 2019

Public Hearing Minutes – June 27, 2019

Planning, Building & Zoning (PBZ) Committee Memo – July 8, 2019



**PUBLIC HEARING NOTICE**  
**Public Hearing and Notice of Availability of the**  
**Community Development Block Grant (CDBG)**  
**2019 Annual Action Plan: Proposed Use of Funds for**  
**Program Year 14**

The Village of Hoffman Estates seeks citizen input for its 2019 CDBG Annual Action Plan. The 2019 Program Year begins on October 1, 2019 and ends on September 30, 2020. This will be the 5th Annual Action Plan within the Village's 2015-2019 CDBG Consolidated Plan. The Annual Action Plan is a document 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. Development of the Annual Action 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 an estimated \$51,517 in unused funds from prior years' allocations, the Village of Hoffman Estates anticipates an allocation of approximately \$245,931 in CDBG funds during the 2019 Program Year. The Action Plan will include the activities the Village proposes to complete with anticipated CDBG funds to benefit persons of low and moderate income and meet Consolidated Plan objectives.

Prior and Proposed activities include:  
**SOURCES** (all source values are estimates)  
 2019/2020 allocation \$245,931  
 Unexpended funds from previous years' allocations \$51,517

**TOTAL SOURCES \$297,448**

**USES**  
 Infrastructure improvements \$144,448  
 Private property rehabilitation \$75,000  
 Public facility infrastructure improvements \$29,000  
 Planning and administration \$49,000  
**TOTAL FUNDS BUDGETED \$297,448**

A public hearing to obtain citizen comments and suggestions will be held on June 27, 2019 at 4:00 p.m. in the Frank Alexa Training Room, Hoffman Estates Municipal Building, 1900 Hassell Road, Hoffman Estates, Illinois. All interested citizens and organizations are invited to attend and participate at this meeting.

Copies of the draft Annual Action Plan will be available for a public review period beginning May 27, and ending June 27. Copies may also be obtained from the Village of Hoffman Estates Planning Division, 1900 Hassell Road, Hoffman Estates, Illinois 60169, or by calling (847) 781-2660. The draft Annual Action Plan will also be posted on the website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg).

Written comments and suggestions regarding the Annual Action Plan may be submitted to the Planning Division, 1900 Hassell Road, Hoffman Estates, IL 60169, emailed to [Planning@hoffmanestates.org](mailto:Planning@hoffmanestates.org), or faxed to (847) 781-2679 no later than June 27. For additional information you may call the Planning Division at 847-781-2660.

If special accommodations are needed for the June 27, 2019 public hearing, such as the need for a translator, please contact the Planning Division at 847-781-2660.

Published in Daily Herald May 20, 2019 (4525050)

**CERTIFICATE OF PUBLICATION**

**Paddock Publications, Inc.**

**Daily Herald**

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin, Antioch, Arlington Heights, Aurora, North Aurora, Bannockburn, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Campton Hills, Carpentersville, Cary, Crystal Lake, Deerfield, Deer Park, Des Plaines, Elburn, East Dundee, Elgin, South Elgin, Elk Grove Village, Fox Lake, Fox River Grove, Franklin Park, Geneva, Gilberts, Glenview, Grayslake, Green Oaks, Gurnee, Hainesville, Hampshire, Hanover Park, Hawthorn Woods, Highland Park, Highwood, Hoffman Estates, Huntley, Inverness, Island Lake, Kildeer, Lake Bluff, Lake Forest, Lake in the Hills, Lake Villa, Lake Zurich, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Melrose Park, Montgomery, Morton Grove, Mt. Prospect, Mundelein, Niles, Northbrook, Northfield, Northlake, Palatine, Park Ridge, Prospect Heights, River Grove, Riverwoods, Rolling Meadows, Rosemont, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake Park, Schaumburg, Schiller Park, Sleepy Hollow, St. Charles, Streamwood, Sugar Grove, Third Lake, Tower Lakes, Vernon Hills, Volo, Wadsworth, Wauconda, Waukegan, West Dundee, Wheeling, Wildwood, Wilmette

County(ies) of Cook, Kane, Lake, McHenry and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the **DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published 20-MAY-19 in said **DAILY HERALD**.

IN WITNESS WHEREOF, the undersigned, the said **PADDOCK PUBLICATIONS, Inc.**, has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

**PADDOCK PUBLICATIONS, INC.**  
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 Authorized Agent

Control # 4525050



# HOFFMAN ESTATES

GROWING TO GREATNESS

May 20, 2019

## **NOTICE OF PROGRAM YEAR 2019 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN**

To All Interested Parties:

The Village of Hoffman Estates has developed the Community Development Block Grant Annual Action Plan 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 2019 Annual Action Plan is the Village's 14<sup>th</sup> Annual Plan, running October 1, 2019 through September 30, 2020. Public input or questions regarding these documents are welcome.

A draft copy of the Plan is available on the Village's website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg) for the public comment period that runs through June 27, 2019. Since public input is an essential part of the Plan, a Public Hearing will be held on **Thursday, June 27 at 4:00 p.m. in the Frank Alexa Training Room of the Village Hall, 1900 Hassell Road.**

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,

A handwritten signature in blue ink, appearing to read 'Ryan N. Johnson', is written over a light blue circular stamp.

Ryan N. Johnson

Management Analyst- Development Services Department

## PUBLIC HEARING NOTICE

### **Public Hearing and Notice of Availability of the Community Development Block Grant (CDBG) 2019 Annual Action Plan: Proposed Use of Funds for Program Year 14**

The Village of Hoffman Estates seeks citizen input for its 2019 CDBG Annual Action Plan. The 2019 Program Year begins on October 1, 2019 and ends on September 30, 2020. This will be the 5<sup>th</sup> Annual Action Plan within the Village's 2015-2019 CDBG Consolidated Plan. The Annual Action Plan is a document 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. Development of the Annual Action 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 an estimated \$51,517 in unused funds from prior years' allocations, the Village of Hoffman Estates anticipates an allocation of approximately \$245,931 in CDBG funds during the 2019 Program Year. The Action Plan will include the activities the Village proposes to complete with anticipated CDBG funds to benefit persons of low and moderate income and meet Consolidated Plan objectives.

Prior and Proposed activities include:

**SOURCES** (all source values are estimates)

|   |                  |
|---|------------------|
| 2019/2020 allocation                              | \$245,931        |
| Unexpended funds from previous years' allocations | \$51,517         |
| <b>TOTAL SOURCES</b>                              | <b>\$297,448</b> |

**USES**

|   |                  |
|---|------------------|
| Infrastructure improvements                 | \$144,448        |
| Private property rehabilitation             | \$75,000         |
| Public facility infrastructure improvements | \$29,000         |
| Planning and administration                 | \$49,000         |
| <b>TOTAL FUNDS BUDGETED</b>                 | <b>\$297,448</b> |

A public hearing to obtain citizen comments and suggestions will be held on June 27, 2019 at 4:00 p.m. in the Frank Alexa Training Room, Hoffman Estates Municipal Building, 1900 Hassell Road, Hoffman Estates, Illinois. All interested citizens and organizations are invited to attend and participate at this meeting.

Copies of the draft Annual Action Plan will be available for a public review period beginning May 27, and ending June 27. Copies may also be obtained from the Village of Hoffman Estates Planning Division, 1900 Hassell Road, Hoffman Estates, Illinois 60169, or by calling (847) 781-2660. The draft Annual Action Plan will also be posted on the website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg).

Written comments and suggestions regarding the Annual Action Plan may be submitted to the Planning Division, 1900 Hassell Road, Hoffman Estates, IL 60169, emailed to [Planning@hoffmanestates.org](mailto:Planning@hoffmanestates.org), or faxed to (847) 781-2679 no later than June 27. For additional information you may call the Planning Division at 847-781-2660.

If special accommodations are needed for the June 27, 2019 public hearing, such as the need for a translator, please contact the Planning Division at 847-781-2660.

To be published by Paddock Publications on May 20, 2019

# Draft Annual Action Plan (AAP) on the Village of Hoffman Estates website, posted May 20, 2019

www.hoffmanestates.org/cdbg

The screenshot shows a web browser window with the URL [www.hoffmanestates.org/government/development-services/planning/housing-support-services](http://www.hoffmanestates.org/government/development-services/planning/housing-support-services). The navigation menu includes: **UPDATES**, **RESIDENTS**, **BUSINESS**, **VISITORS**, and **GOVERNMENT**. A sidebar on the left lists various services such as Human Services, Resources, Information Systems, Works, and more. The main content area features a section titled **Cook County HOME Consortium** with a paragraph about the investment partnerships program. Below this is a prominent heading: **2019-2020 CDBG Annual Action Plan Draft Available for comment**. The text under this heading describes a public hearing on Thursday, June 27, 2019, at 4:00 p.m. in the Frank Alexa Training Room at Village Hall. It also states that a 30-day public comment period begins on May 27, 2019, and provides contact information for Ryan Johnson at 847-781-2669. A link for the [Draft PY 2019 Annual Action Plan](#) is provided. At the bottom, there is a section titled **Current CDBG Documents** with a list of links to various reports and plans, including the Submitted 2017 Consolidated Annual Performance and Evaluation Report (CAPER), the 2018 Annual Action Plan (October 1, 2018 - September 30, 2019), the 2016 Consolidated Annual Performance and Evaluation Report (CAPER), the 2017 Annual Action Plan (October 1, 2017-September 30, 2017), and the 2015 Consolidated Annual Performance and Evaluation Report (CAPER).

# Public Hearing - Village Website Calendar:

[tates.org/updates/calendar-of-events/-curdate-6-27-2019/-curm-6/-cury-2019](#)

[Vision Admin](#)
[Bookmarks](#)
[Patch](#)
[village-green-live \[...\]](#)
[Low- and Moderate...](#)
[Fitness Dashboard](#)
[Hoffman Estates Dir...](#)

[Hoffman Estates ILLINOIS](#)
**UPDATES**
RESIDENTS
BUSINESS
VISITORS
GOVERNMENT

<< Previous Month
 **JUNE 2019**
Next Month >>

| SUNDAY  | MONDAY  | TUESDAY  | WEDNESDAY   | THURSDAY  | FRIDAY  | SATURDAY |
|---|---|--|---|---|---|----------|
| 26  | 27  | 28   | 29  | 30  | 31  | 1        |
| 2<br>1:00 PM<br><a href="#">Veteran's Flag Rotation Ceremony</a>  | 3<br>3:30 PM<br><a href="#">Children's Clinic</a><br>5:30 PM<br>60th Anniversary Commission Meeting<br>7:00 PM<br><a href="#">Village Board Meeting</a><br>7:00 PM<br><a href="#">Standing Committee Meetings</a> | 4<br>4:00 PM<br><a href="#">Celtic Fest Commission Meeting</a><br>7:15 PM<br><a href="#">Cultural Awareness Commission Meeting</a>   | 5<br><a href="#">Planning and Zoning Commission Meeting</a>   | 6<br>7:00 PM<br><a href="#">Summer Sounds on the Green</a>  | 7   | 8        |
| 9<br>1:00 PM<br><a href="#">Veteran's Flag Rotation Ceremony</a>  | 10<br>7:00 PM<br><a href="#">Standing Committee Meetings</a>  | 11<br>10:00 AM<br><a href="#">Hoffman Baby Clinic</a><br>3:00 PM<br><a href="#">Historical Sites Commission Meeting</a><br>5:30 PM<br><a href="#">Commission for Senior Citizens Meeting</a> | 12<br>12:00 PM<br><a href="#">Adult Health Clinic</a>   | 13<br>4:00 PM<br><a href="#">4th of July Commission Meeting</a><br>7:00 PM<br><a href="#">Summer Sounds on the Green</a>  | 14<br>12:00 PM<br><a href="#">Children's Entertainment Series - Steve Belliveau, Magician</a> | 15       |
| 16<br>1:00 PM<br><a href="#">Veteran's Flag Rotation Ceremony</a> | 17<br>6:00 PM<br><a href="#">Commission for People with Disabilities Meeting</a><br>7:00 PM<br><a href="#">Village Board Meeting</a>  | 18<br>7:00 PM<br><a href="#">Sister Cities Commission Meeting</a>  | 19<br><a href="#">Planning and Zoning Commission Meeting</a><br>8:00 PM<br><a href="#">Heartsaver AED CPR Class</a> | 20<br>3:00 PM<br><a href="#">Museum Board Meeting</a><br>6:30 PM<br><a href="#">Youth Commission Meeting</a><br>7:00 PM<br><a href="#">Summer Sounds on the Green</a> | 21  | 22       |
| 23<br>1:00 PM<br><a href="#">Veteran's Flag Rotation Ceremony</a> | 24<br>4:00 PM<br><a href="#">Platzkonzert Commission Meeting</a><br>7:00 PM<br><a href="#">Standing Committee Meetings</a>  | 25<br>7:00 PM<br><a href="#">Arts Commission Meeting</a>   | 26<br>5:30 PM<br><a href="#">Celebrations Commission Meeting</a>  | 27<br>4:00 PM<br><a href="#">CDBG Annual Action Plan Public Hearing</a><br>7:00 PM<br><a href="#">Summer Sounds on the Green</a>                                      | 28  | 29       |
| 30<br>1:00 PM<br><a href="#">Veteran's Flag Rotation Ceremony</a> | 1   | 2  | 3   | 4   | 5   | 6        |

# Public Hearing - Calendar Detail:

The screenshot shows a web browser window displaying the Hoffman Estates website. The address bar shows the URL: <https://www.hoffmanestates.org/Home/Components/Calendar/Event/15823/50?curdate=6-27-2019&curm=6&cury=2019>. The website header includes the Hoffman Estates logo and navigation links: Agendas & Minutes, Employment, Municipal Code, Contact Us, and Login. A search bar and a translate dropdown are also present. The main navigation menu has tabs for UPDATES, RESIDENTS, BUSINESS, VISITORS, and GOVERNMENT. The content area is titled "Calendar of Events" and features a public hearing event: "CDBG Annual Action Plan Public Hearing". The event details are: Date: 06/27/2019 4:00 PM - 6:00 PM; Location: Hoffman Estates Village Hall, 1900 Hassell Road, Hoffman Estates, Illinois 60169. There is an "Add to my Calendar" button and a note that the meeting agenda is attached in PDF format. The agenda link is "Public Hearing Agenda for 2019 CDBG Annual Plan". A "Return to full list >>" link is also visible. The footer contains contact information for the Village of Hoffman Estates and social media icons for Facebook, LinkedIn, Twitter, and YouTube. The Windows taskbar at the bottom shows the time as 2:32 PM on 5/30/2019.

Calendar of Events

Font Size: + - + Share & Bookmark Feedback Print

### CDBG Annual Action Plan Public Hearing

Date: 06/27/2019 4:00 PM - 6:00 PM  
Location: Hoffman Estates Village Hall  
1900 Hassell Road  
Hoffman Estates, Illinois 60169

[Add to my Calendar](#)

Please find Meeting Agenda attached. Document is in PDF format.

Agenda: [Public Hearing Agenda for 2019 CDBG Annual Plan](#)

[Return to full list >>](#)

Village of Hoffman Estates | 1900 Hassell Road, Hoffman Estates, IL 60169  
Phone: 847-882-9100 | [Hours](#) | [Employees](#)  
Website Design by Granicus - Connecting People and Government

Facebook LinkedIn Twitter YouTube

2:32 PM 5/30/2019

TO: Village of Hoffman Estates – Planning, Building & Zoning Committee  
FROM: Craig Talsma, Executive Director  
Alisa Kapusinski, Director of Recreation  
DATE: June 27, 2019  
RE: Community Development Block Grant (CDBG) funding proposal

The Hoffman Estates Park District (HE Parks) currently provides \$25,000 in annual scholarships through the Friends of HE Parks Foundation. Scholarship recipients are awarded a pre-approved percentage discount off one program per season (4 per year) based on their income level. Scholarships are given to each child with a maximum of \$300 per season.

As HE Parks staff plan for the future, goals have been established to provide more to those families in our community that are low-income, high-risk. The National Park & Recreation Association's (NRPA) has three national pillars: Health & Wellness, Conservation & Social Equity. HE Parks is looking to expand our initiative for meeting Social Equity needs in the upcoming years.

Currently, the Friends of HE Parks Foundation does not provide scholarship dollars for children participating in the STAR Before & After School program. Due to the higher cost of tuition for this program, scholarship dollars are dedicated to recreation programs and not this child care program.

HE Parks is submitting a proposal to the Village of Hoffman Estates to request funding through CDBG to implement a scholarship program for children to participate in the STAR program for families who may not be able to afford this quality child care held at the children's school. By providing before & after school care to children who may be not currently in a safe atmosphere during out-of-school hours, children will be provided a safe, positive environment at no cost to the family.

HE Parks is requesting an initial funding support of \$21,870. Before & after school care tuition for a child in School District 54 is \$324 per month. By accepting 15 children into this new STAR scholarship program, HE Parks is requesting the Village to support 50% of the tuition costs through CDBG funding.

Families will need to apply for the funding. Once approved, they would be provided the STAR program for the upcoming school year.



## Ryan Johnson

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**From:** Robyn Sandys <robysandys@nwHP.net>  
**Sent:** Friday, May 17, 2019 3:04 PM  
**To:** Ryan Johnson  
**Subject:** NWHP Handyman Program  
**Attachments:** Handyman Report dec 2014-March 2019-Newest-4-9-19.xlsx; FLYER SENIOR HANDYMAN FLYER updated pricing 5-17-19-2.pptx

Hi Ryan,

I hope all is well with you. Long time since we talked. I think a while back we discussed our handyman program. Now that we have been running the program for over five years, I wanted to provide you with an update and also see if Hoffman Estates would like to be included in this program.

The way we have added other communities is for them to provide some funding through their social service dollars. Not sure if you guys have that type of funding pool or not. Or if you have discretionary funds.

Basically it only costs about \$8,000 a year to add the program to your community. The client fees which are based on income (up to \$35 an hour up to 2 hours). We have a grant through Age Options which would allow portions of Hoffman Estates in Palatine township to receive the services for free if household income is below \$18,000 a year. Currently client fees pay for about 55 percent of the cost of the handyman services. And, NWHP admin is only \$2,000 a year. So the \$6,000 would cover the majority of the gap we have from the fees collected per community.

For the past 2 years Des Plaines has funded the program so we could add them. Currently the program is in all of Wheeling and Palatine Township and Des Plaines.

Please see the attached material for more information (go to the summary tab for an overview on the spread sheet some Hoffman residents have used the program). I would be happy to set up a time for us to meet.

Thanks much,  
Robyn

*Robyn Sandys*

*Executive Director*

*North West Housing Partnership*

*1701 E. Woodfield Dr., Suite 203*

*Schaumburg, IL 60173*

*w- 847-969-0561*

*c- 440-823-2653*

[www.nwhp.net](http://www.nwhp.net)

<https://www.facebook.com/nwhp1701/>





# DO YOU NEED HELP WITH SIMPLE HOME MAINTENANCE? IF YOU ARE 60 OR OLDER GIVE NWHP A CALL.

## SENIOR HANDYMAN PROGRAM

The Northwest Suburban Housing Collaborative (NWSHC) in 2014 developed and partnered with NWHP to administer the Handyman Program for Arlington Heights, Buffalo Grove, Mount Prospect, Palatine and Rolling Meadows.

**In 2017, NWHP expanded** this program to include Des Plaines and all communities in Palatine and Wheeling Townships. In addition, with Age Options funding some income qualified residents can obtain these services at no charge.

If you are unsure which township you are in, NWHP can assist you.



### Eligibility requirements:

- 60+ years of age
- Only minor home repairs
- All income levels welcome

**Fees are either \$15, \$25 or \$35 an hour depending on income. Repairs done by insured, and reliable professionals.**

**\*NO EMERGENCY REPAIRS**

### Examples of Eligible Work:

- |                    |                    |
|--------------------|--------------------|
| • Grab bars        | Sink Repair        |
| • Hanging curtains | Soffit Repair      |
| • Attic Stairs     | Toilet Repair      |
| • Disposal Repair  | Window Repair      |
| • Door Locks       | Drain              |
| • Ceiling Fan      | Gutters cleaning   |
| • Light Fixture    | Shower Door        |
| • Screen Repair    | Hanging Pictures   |
| • Faucet Repair    | Putting up Shelves |

**Contact NWHP for more information (847) 969-0561**

Mon-Fri –9am-5pm

[www.nwhp.net](http://www.nwhp.net) - [dawnmocko@nwhp.net](mailto:dawnmocko@nwhp.net)

NWHP is a HUD **APPROVED** housing counseling agency.

Funding for portions of the Senior Handyman Program is provided by:



**NORTH WEST  
HOUSING  
PARTNERSHIP**

**NWHP has other home repair programs for seniors and the disabled, call 847-969-0561 to inquire.**

## **Public Hearing Agenda**

**June 27, 2019**

**4:00 PM**

**Hoffman Estates Village Hall  
Frank Alexa Training Room  
1900 Hassell Road  
Hoffman Estates, IL 60169**

**Village of Hoffman Estates  
Community Development Block Grant (CDBG)  
2019 -2020 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 Draft CDBG Annual Action Plan**
- 7. Audience Participation**
- 8. Adjournment**

# Public Hearing Sign-In Sheet

June 27, 2019

1900 Hassell Road

Hoffman Estates, IL 60169

Village of Hoffman Estates

Community Development Block Grant (CDBG)

2019-20 Annual Action Plan

| Name            | Address/Organization                     | City/Zip               | Email Address         |
|-----------------|--|------------------------|-----------------------|
| Rebyn Sandys    | NWHP<br>1701 E. Woodfield<br>Schauenburg | Schauenburg<br>60173 2 | rebyn.sandys@nwhp.net |
| Mo Khan         | Village of<br>Hoffman Estates            |                        |                       |
| MATTHEW GAYOWAY | VILLAGE OF HOFFMAN ESTATES               |                        |                       |
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# **CDBG ANNUAL ACTION PLAN PUBLIC HEARING**

**VILLAGE OF HOFFMAN ESTATES**  
**FRANK ALEXA TRAINING ROOM**  
**1900 HASSELL ROAD**  
**HOFFMAN ESTATES, IL 60169**

**MINUTES – JUNE 27, 2019**

## **STAFF PRESENT:**

Ryan N. Johnson, Management Analyst  
Mo Kahn, Associate Planner  
Matthew Galloway, Administrative Intern

## **OTHERS PRESENT:**

Robin Sandys, Executive Director, North West Housing Partnership

## **1. CALL TO ORDER**

The Public Hearing for the Village of Hoffman Estates' proposed Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2019 – October 1, 2019 through September 30, 2020 – was called to order at 4:05 p.m. by Ryan Johnson, Management Analyst of for the Village of Hoffman Estates.

## **2. INTRODUCTIONS**

Mr. Johnson introduced himself to the audience. Mr. Johnson serves as the Management Analyst in the Village's Development Services Department, and the Village's CDBG Administrator.

## **3. LEGAL NOTICE AND MAILINGS**

Mr. Johnson explained that the public comment period and public hearing for the draft Annual Action Plan (AAP) were publicized via a legal notice in the Daily Herald and notification letters sent to approximately 140 organizations and interested individuals. The draft Annual Action Plan was available for viewing at Village Hall, and on the Village's Housing webpage.

## **4. OVERVIEW OF CURRENT PROGRAM PROJECTS**

Mr. Johnson summarized the ongoing CDBG projects, including street infrastructure and single-family home rehabilitation. Mr. Johnson noted that the Village is on course to fulfil current Annual Action Plan items, with street rehabilitation of Atlantic and Pacific Avenues nearing completion, and stated that further reconstruction projects at the Children's Advocacy Center (CAC) facility were planned for the coming months, during the current program year.

**5. OVERVIEW OF CONSOLIDATED PLAN**

Mr. Johnson explained that the current Consolidated Plan was finalized in 2015 and includes two Objectives: improvements to public infrastructure and public facilities, and the provision of decent housing through maintenance and rehabilitation services.

**6. OVERVIEW OF ANNUAL ACTION PLAN**

Mr. Johnson shared the proposed projects and the budgeted allocations for each item in the Draft PY 2019 Annual Action Plan, and how each correlated to the two Consolidated Plan Objectives. Mr. Johnson explained that the Village had received letters of interest from North West Housing Partnership (NWHP) for their Senior Handyman program, and the Hoffman Estates Park District, for their STAR scholarships.

**7. AUDIENCE PARTICIPATION**

Ms. Sandys, Executive Director at NWHP, expressed interest in the Village’s CDBG funds for the Senior Handyman Program. This program could also be supplemented with the Capable Demonstration Project, a pilot program that NWHP administers with the goal of helping individuals live independently in their home. Ms. Sandys explained that CDBG funding does present additional obstacles for administering the program as opposed to direct municipal funding, as CDBG projects must adhere to detailed and time-consuming background checks. Ms. Sandys stated that Village residents living in Palatine Township are already eligible for the Handyman Program. Ms. Sandys asked Mr. Johnson to share the information and funding request with the Village’s Health and Human Services Department. Mr. Johnson explained that such program could be added to the 5-year Consolidated Plan through a Substantial Amendment process.

**8. ADJOURNMENT**

Hearing no further comments, the Public Hearing was adjourned at 4:45 p.m.

Minutes transcribed by:



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Ryan N. Johnson, Management Analyst  
Department of Development Services

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval of the Community Development Block Grant (CDBG) Annual Action Plan for Program Year 14 (2019-2020)

**MEETING DATE:** July 8, 2019

**COMMITTEE:** Planning, Building & Zoning

**FROM:** Ryan Johnson

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**REQUEST:** Request approval of the Community Development Block Grant (CDBG) Annual Action Plan for Program Year 14 (2019-2020).

**BACKGROUND:** The Village will be entering Program Year 14 under the CDBG program. The Annual Action Plan (AAP) identifies the Village's specific strategy each year to address affordable housing, infrastructure improvements, supportive services, and community development needs of low and moderate income residents. Each Annual Action Plan must be drafted and approved individually to reflect the community's specific goals and the annual CDBG funding allocation. The Village of Hoffman Estates' program year runs from October 1 to September 30, therefore, HUD's deadline for submission of the Village's Annual Plan is mid-August every year. This program year will be the last within the 2015-19 Consolidated Plan. Next year will require the development of a new five-year plan, in combination with the 2020 Action Plan.

**DISCUSSION:** For Program Year 14, the Village of Hoffman Estates will receive a HUD allocation of approximately \$245,931, an increase of \$2,738 over the current program year.

The program year will mark the fifth year of the Village's membership in the Cook County HOME Consortium. As part of this membership, Cook County will receive the Village's HOME allocation from HUD, along with allocations from other suburban Cook County communities, for housing-related programs that Hoffman Estates residents may be eligible for.

Consistent with previous years, the proposed annual plan includes funding for a Housing Rehabilitation Program, Neighborhood Infrastructure Projects, and Program Administration costs. The Plan also includes CDBG funding for Public Facility Improvements at the regional Children's Advocacy Center (CAC), and at the Journey's facility in Palatine.

**DISCUSSION (Continued):*****Consolidated Plan 2015-2019***

Development of the 5-year Consolidated Plan began in December 2014, and included opportunities for public input, consultative interviews with stakeholders, and data analysis on the Village's socio-economic status. Based upon the needs assessment, the following objectives were identified:

**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.

***Annual Action Plan 2019-2020***

For Program Year 14, the Village of Hoffman Estates will be allocated \$245,931. The Village estimates that an additional \$51,000 of unused funds from the 2018-2019 Program Year will be available, equaling a total of \$297,448 in available funds. The individual projects identified in the Annual Action Plan are based upon the two Consolidated Plan Objectives listed above and include the following:

- ◆ Neighborhood Infrastructure Projects (\$144,448) - CDBG funding for a public street or parking lot improvement in an eligible neighborhood. The project will be selected based upon considerations including annual pavement ratings and presented to the Capital Improvements Board later in the year. The funds may be used towards preliminary planning and engineering for a project that will follow the next program year.
- ◆ Public Facility Improvements (\$4,000) - Utilization of \$4,000 in carry-over CDBG funds to continue building renovations at the CAC. This will be the final allocation of Village CDBG funding toward CAC rehabilitations, and will complete the Joint CAC Project.
- ◆ Public Facility Improvements (\$25,000) – It is proposed that the Village will contribute to a new regional public facilities improvement, a joint CDBG project to fund construction activities at the Journeys facility in Palatine. Journeys is a non-profit organization that provides services for Village of Hoffman Estates residents. The collaboration is based upon the framework of the Joint CAC Project, and is planned to include CDBG contributions from Cook County and the municipalities of Palatine, Mount Prospect, Schaumburg and Arlington Heights. If this project does not materialize, the Village funds will be reallocated to one or more of the following activities, depending on demand for these funds: street rehabilitation, single family rehabilitation, or the CAC project.
- ◆ Housing Rehabilitation Program (\$75,000) - As in previous years, it is proposed that the Village contract with North West Housing Partnership (NWHP) for administration of this zero-interest loan program for low to moderate income residents to obtain home repairs and renovations. The single-family rehabilitation (SFR) program has seen a number of applications from Village homeowners over the past three years.
- Program Administration (\$49,000) - Funds are allocated to offset administrative costs of the program up to the allowable 20% limit. The proposed allocation for administration is

20% of the grant total, and reflects funding for staff time, materials, travel, training, and project planning efforts.

**FINANCIAL IMPACT:**

The CDBG allocation of Federal funds for Program Year 14 is \$243,193. Changes to Federal rules and regulations continue to require significant investments of staff time to administer the CDBG program. The CDBG budget contained within the proposed plan will be incorporated into the Village's Annual Budget and Capital Improvements Plan.

**RECOMMENDATION:**

Approval of the Community Development Block Grant (CDBG) Annual Action Plan for Program Year 14, October 1, 2019 to September 30, 2020.

Attachment



## **CDBG-CV Amendment – Citizen Participation Attachment Materials**

Amendment Approved by Village Board July 6, 2020

### **Attached:**

Public Notice in Daily Herald newspaper – July 1, 2020

Public Notice text

Village Website with Draft Amendments posted – July 1, 2020

Memo for Planning, Building & Zoning (PBZ) Committee – July 6, 2020

Memo to PBZ Committee with CDBG-CV Grant Funding Requests – July 6, 2020

Citizen Participation Plan with Approved changes – July 6, 2020

**Public Notice of CDBG-CV Public Hearing, and Substantial Amendments to the Community Development Block Grant (CDBG) Consolidated Plan, Annual Action Plan, and Citizen Participation Plan**

The Village of Hoffman Estates seeks citizen input on a proposed Substantial Amendment to the CDBG Consolidated Plan 2015-2019 and the Annual Action Plan for 2019. These plans identify the Village's specific strategy to address affordable housing, infrastructure improvements, supportive services, and community development needs of low and moderate income residents. The existing plans were completed and approved as required of the Village as a recipient of CDBG funds. The Citizen Participation Plan is a policy required for CDBG entities and which identifies the manner in which the Village will engage citizens in CDBG planning activities.

The Village of Hoffman Estates was notified that it will receive a special allocation of CDBG funds (CDBG-CV) to be used to prevent, prepare for, and respond to the Coronavirus. This special allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law on March 27, 2020. The Village's expected allocation of CDBG-CV funds is \$145,053. The funds must be expended by September 30, 2022.

At this time, the Village is proposing to amend the Consolidated and the Annual Action Plan to include \$58,000 for utility or rent assistance, \$58,053 for health and human services, and \$29,000 for administration and planning. The Citizen Participation Plan is also being amended to support the CDBG-CV waivers provided by U.S. Department of Housing and Urban Development (HUD), including a minimum 5-day public comment period and allowing the public hearing to be held via remote access. Copies of the Amendments to the Consolidated Plan, Annual Action Plan, and Citizen Participation Plan will be available beginning July 1, 2020, for a 5-day review period. Copies may be obtained from the Village of Hoffman Estates Planning Department, 1900 Hassell Road, Hoffman Estates, IL 60169, or by calling 847-781-2660. The plan amendments will be posted on the website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg)

The Village of Hoffman Estates is seeking citizen input on the proposed amendments. All interested citizens are invited to submit written comments and can be submitted to the Planning Department, 1900 Hassell Road, Hoffman Estates, IL 60169, emailed to [Planning@hoffmanestates.org](mailto:Planning@hoffmanestates.org), or faxed to 847-781-2679 no later than July 6, 2020. Any additional questions or comments can be directed to Ryan Johnson at 847-781-2669. A public hearing will be held at the Planning, building and Zoning Committee on Monday July 6, 2020 at 7 p.m. The Village Board is expected to make a decision regarding the amendments immediately following the public hearing.

Published in Daily Herald July 1, 2020 (4547298)

## CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

# Daily Herald

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin, Antioch, Arlington Heights, Aurora, North Aurora, Bannockburn, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Campton Hills, Carpentersville, Cary, Crystal Lake, Deerfield, Deer Park, Des Plaines, Elburn, East Dundee, Elgin, South Elgin, Elk Grove Village, Fox Lake, Fox River Grove, Franklin Park, Geneva, Gilberts, Glenview, Grayslake, Green Oaks, Gurnee, Hainesville, Hampshire, Hanover Park, Hawthorn Woods, Highland Park, Highwood, Hoffman Estates, Huntley, Inverness, Island Lake, Kildeer, Lake Bluff, Lake Forest, Lake in the Hills, Lake Villa, Lake Zurich, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Melrose Park, Montgomery, Morton Grove, Mt. Prospect, Mundelein, Niles, Northbrook, Northfield, Northlake, Palatine, Park Ridge, Prospect Heights, River Grove, Riverwoods, Rolling Meadows, Rosemont, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake Park, Schaumburg, Schiller Park, Sleepy Hollow, St. Charles, Streamwood, Sugar Grove, Third Lake, Tower Lakes, Vernon Hills, Volo, Wadsworth, Wauconda, Waukegan, West Dundee, Wheeling, Wildwood, Wilmette

County(ies) of Cook, Kane, Lake, McHenry and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the **DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published 07/01/2020 in said **DAILY HERALD**.

IN WITNESS WHEREOF, the undersigned, the said **PADDOCK PUBLICATIONS, Inc.**, has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

**PADDOCK PUBLICATIONS, INC.**  
**DAILY HERALD NEWSPAPERS**

BY   
Authorized Agent

Control # 4547298

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The Citizen Participation Plan is also being amended to support the CDBG-CV waivers provided by U.S. Department of Housing and Urban Development (HUD), including a minimum 5-day public comment period and allowing the public hearing to be held via remote access.

Copies of the Amendments to the Consolidated Plan, Annual Action Plan, and Citizen Participation Plan will be available beginning July 1, 2020, for a 5-day review period. Copies may be obtained from the Village of Hoffman Estates Planning Department, 1900 Hassell Road, Hoffman Estates, IL 10169, or by calling 847-781-2660. The plan amendments will be posted on the website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg)

The Village of Hoffman Estates is seeking citizen input on the proposed amendments. All interested citizens are invited to submit written comments and can be submitted to the Planning Department, 1900 Hassell Road, Hoffman Estates, IL 60169, emailed to [Planning@hoffmanestates.org](mailto:Planning@hoffmanestates.org), or faxed to 847-781-2679 no later than July 6, 2020. Any additional questions or comments can be directed to Ryan Johnson at 847-781-2669. A public hearing will be held at the Planning, building and Zoning Committee on Monday July 6, 2020 at 7 p.m. The Village Board is expected to make a decision regarding the amendments immediately following the public hearing.

To be published by Paddock Publications on July 1, 2020.

# CDBG-CV Public Notice of Amendments on Village Website 7/1/2020:

The screenshot shows a web browser window with the URL [hoffmanestates.org/government/development-services/planning/housing-support-services](http://hoffmanestates.org/government/development-services/planning/housing-support-services). The page features a dark blue navigation bar with the Hoffman Estates logo and menu items: UPDATES, RESIDENTS, BUSINESS, VISITORS, and GOVERNMENT. A left sidebar lists various village services such as Health & Human Services, Police, and Public Works. The main content area displays three public notices. The first notice, titled "Cook County HOME Consortium", describes a funding program for housing development. The second notice, "Covid Response: Proposed Amendment to Program Year 2015-2019 CDBG Consolidated Plan, 2019 Annual Action Plan, Citizen Participation Plan Available for Comment", details a public comment period for amendments to address COVID-19 needs. The third notice, "Program Year 2020-2024 CDBG Draft Consolidated Plan and 2020 Annual Action Plan Available for Comment", announces a public hearing and comment period for a new five-year plan. The Windows taskbar at the bottom shows the time as 12:32 PM on 7/1/2020.

Hoffman Estates ILLINOIS

UPDATES RESIDENTS BUSINESS VISITORS GOVERNMENT

+ Health & Human Services  
+ Human Resources Management  
+ Information Systems  
+ Police  
+ Public Works  
Municipal Facilities  
Compensation & Benefits  
Transparency of Information  
Village Organization Chart  
+ Employee Resources

**Cook County HOME Consortium**  
The Village joined the Cook County HOME Investment Partnerships Program in October 2015. This combined funding effort can be used for low to moderate income housing development, housing assistance and support, residential rehabilitation, or down-payment assistance.

**Covid Response: Proposed Amendment to Program Year 2015-2019 CDBG Consolidated Plan, 2019 Annual Action Plan, Citizen Participation Plan Available for Comment**  
The Village seeks input on Substantial Amendments to the CDBG five-year Consolidated Plan 2015-2019 and Annual Action Plan for 2019. The proposed Amendments allow the Village to add public service activities into the current plans and identify the Village's strategy to address Covid response needs of low and moderate income residents.  
A public meeting to to discuss and consider the proposed amendments will take place during the Planning, Building and Zoning (PBZ) Standing Committee meeting Monday, July 6, at 7:00 p.m. in the Hoffman Estates Municipal Building, 1900 Hassell Road, Hoffman Estates, Illinois. All interested citizens are invited to attend and participate at this meeting.  
The Plans are available for a 5-day public comment period beginning July 1, 2020 and ending July 6, 2020. The PDF version of the amendment documents and the public notice text can be found just below. Copies are also available for review by calling the number below. Comments and suggestions regarding the Plans may also be submitted to the Planning Division via mail or email no later than July 6, 2020. Contact [Ryan Johnson](#) at 847-781-2669.  
[Public Notice text for Daily Herald publication on July 1, 2020](#)  
[Draft Citizen Participation Plan \(CPP\) Amendment](#)  
[Draft 2015-2019 Consolidated Plan Amendment](#)  
[Draft 2019 Annual Action Plan \(AAP\) Amendment](#)

**Program Year 2020-2024 CDBG Draft Consolidated Plan and 2020 Annual Action Plan Available for Comment**  
The Village seeks input on the draft CDBG five-year Consolidated Plan 2020-2024 and Annual Action Plan for 2020-2021. The Plans identify the Village's 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 and an Annual Action Plan for each year of the Consolidated Plan is required of the Village as a recipient of CDBG funds.  
A public hearing to obtain comments and suggestions will be held Tuesday, July 14, at 4:00 p.m. in the Hoffman Estates Municipal Building, 1900 Hassell Road, Hoffman Estates, Illinois. All interested citizens are invited to attend and participate at this meeting.  
The Plans are available for a 30-day public comment period beginning June 19, 2020 and ending July 20, 2020. The PDF version of the document can be found just below. Copies are also available for review by calling the number

12:32 PM  
7/1/2020

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval of an amendment to the Community Development Block Grant (CDBG) Citizen Participation Plan, and substantial amendments to the Village's Consolidated Plan 2015-2019 and Annual Action Plan 2019, to include CDBG Covid (CDBG-CV) funding and activities.

**MEETING DATE:** July 6, 2020

**COMMITTEE:** Planning, Building & Zoning

**FROM:** Ryan Johnson

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**REQUEST:** Request approval of an amendment to the Community Development Block Grant (CDBG) Citizen Participation Plan, and substantial amendments to the Village's Consolidated Plan 2015-2019 and Annual Action Plan 2019, to include CDBG Covid (CDBG-CV) funding and activities.

**BACKGROUND:** In April 2020, the Village of Hoffman Estates was notified by the Department of Housing and Urban Development (HUD) that it would receive a special allocation of CDBG funds (CDBG-CV) to be used to prevent, prepare for, and respond to the Coronavirus. This special allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law on March 27, 2020. The Village's anticipated allocation of CDBG-CV funds is \$145,053. The funds must be expended by September 30, 2022.

**DISCUSSION:** Certain CDBG requirements were waived by HUD in order to expedite the use of the CDBG-CV funds:

- ◆ The public comment period was reduced to no less than five days;
- ◆ Virtual public hearings were allowed when necessary to protect public health;
- ◆ The 15% public services cap was suspended for CDBG-CV funds;
- ◆ CDBG entities, such as the Village, may reimburse costs of eligible activities incurred for pandemic response regardless of the date.

Draft amendments have been made to three CDBG plans in order to program the additional CDBG-CV funds. These amendments, once approved by the Village, will be submitted to HUD for expedited review and ultimately the release of the CDBG-CV funds. The three amended documents are attached and include the Village's Citizen Participation Plan, five-year Consolidated Plan 2015-2019, and the Annual Action Plan 2019. Text changes are highlighted and underlined in each of the three attached documents.

**DISCUSSION (Continued):*****Citizen Participation Plan***

The Village's current Citizen Participation Plan was adopted in 2015. The proposed Citizen Participation Plan has been amended to acknowledge potential changes in Federal regulations pertaining to public notice and comment periods. The plan therefore recognizes HUD's CARES Act waiver of a 30-day public comment period for a five-day public comment period.

The proposed draft also amends the Criteria for Substantial Amendments. The current criteria require substantial amendments to transfer CDBG funds from one activity to another, or to make a budget change to an activity when the amount is over \$20,000. The added criterion allows the Village to transfer funding between the proposed CDBG-CV public service activities as needed in order to provide flexibility to best respond to Covid-related needs:

- ◆ In the case of CDBG-CV funding, a substantial change will be defined as a modification that would result in the allocation of CDBG-CV funds to a new Consolidated Plan goal (ex. housing, infrastructure, public facilities, etc.). Reallocating CDBG-CV funds among activities within a Consolidated Plan goal (ex. public services) shall not be considered a substantial amendment.

***Consolidated Plan 2015-2019***

The Village's current 5-year Consolidated Plan has been amended to include one additional Objective for Covid-response activities:

- ◆ **Objective 3:** Provide services for low and moderate income residents affected by the Covid pandemic. Projects may include public services that provide for utility or rental assistance, or for health and human services, including services such as counseling.

***Annual Action Plan 2019***

The Village's current Annual Action Plan 2019 has been amended to include three CDBG-CV projects based upon the Consolidated Plan Objective listed above:

- ◆ Public Services – Utility and/or rental assistance (\$58,053) - This program will include utility and/or rental assistance, in response to the Covid pandemic. The program may be administered by the Village directly through Health and Human Services (HHS) Department and the Development Services Department, and/or outside agencies. Utility assistance may include payment of overdue water bills for eligible applicants affected by the Covid pandemic.
- ◆ Public services – Health and human services (\$58,000) - This program will include counseling, referrals, and assistance for residents affected by the Covid pandemic. The program may be administered by the Village directly through Health and Human Services (HHS) Department and the Development Services Department, and/or outside agencies.

**DISCUSSION (Continued):**

- ◆ Program Administration (\$29,000) - Funds are allocated to offset administrative costs of administering the CDBG-CV activities indicated above. The proposed allocation includes ongoing administration of the CDBG program, monitoring of Covid public service programs, and the creation of substantial amendments to the Citizen Participation Plan, the Consolidated Plan, and the 2019 Annual Action Plan for Covid response. The amount reflects the allowable 20% limit of total CDBG-CV funding. It is noted that the regulatory requirements of the HUD CDBG Program require extensive staff resources to ensure each program structure and monitoring meet all Federal guidelines.

**FINANCIAL IMPACT:**

The CDBG-CV allocation of Federal funds totaling \$145,053 would be added to the Village's current CDBG Annual Action Plan allocation of \$245,931. The CDBG budget contained within the proposed plans would be incorporated into the Village's Annual Budget and Capital Improvements Plan.

**RECOMMENDATION:**

Approval of the amendment to the Community Development Block Grant (CDBG) Citizen Participation Plan, and Substantial Amendments to the Village's Consolidated Plan 2015-2019 and Annual Action Plan 2019, to include CDBG Covid (CDBG-CV) funding and activities.

Attachments

# VILLAGE OF HOFFMAN ESTATES

## Memo

**TO:** President & Board of Trustees  
**CC:** Jim Norris, Peter Gugliotta  
**FROM:** Ryan Johnson  
**RE:** **CDBG-CV Grant Funding Requests**  
**Planning, Building and Zoning Committee, New Business Agenda**  
**Item 1**  
**DATE:** July 6, 2020

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During the five-day public comment period from July 1, 2020 through July 6, 2020, three grant funding requests were received for a portion of the Village's Community Development Block Grant (CDBG) Covid allocation (CDBG-CV). The requests are attached, and are as follows:

- **The Children's Advocacy Center (CAC) of North and Northwest Cook County:** \$4,500 for personal protective equipment (PPE) for use at their facility, including face shields, air purifiers, and cleaning supplies.
- **Clearbrook:** \$16,640 for the purchase of tablets, and in order to contract virtual medial services for their group home residents.
- **WINGS Program, Inc:** \$5,000 to provide therapeutic services and advocacy, and for PPE associated with these services.



CHILDREN'S ADVOCACY CENTER OF NORTH AND NORTHWEST COOK COUNTY  
REQUEST TO THE VILLAGE OF HOFFMAN ESTATES FOR CDBG-COVID RESPONSE  
FUNDING

Statement of Problem

Each year, more than 500 children in the north and northwest suburbs of Cook County disclose that they have been victims of sexual abuse or severe physical abuse, or witnesses to domestic violence and other crimes. The Children's Advocacy Center (CAC) provides a coordinated, child focused response to these reports and offers immediate and on-going support for children and their families. The Center's services include evidence-based, trauma informed individual and family therapy, offered in English and in Spanish, and provided at no cost to the family.

Beginning with the State of Illinois "stay at home" order, the CAC transitioned to offering on-going support and therapy services through a telehealth model. The agency's therapists have used telephone and video sessions to safely continue their work, and for most clients, this approach has been successful. However, there are clients who, due to the level of trauma, their current circumstances, or other issues, have not been able to successfully utilize these services.

Proposal

The CAC is proposing to again offer face-to-face therapy sessions, on a limited basis, for those clients. To do so safely, the CAC therapists and their clients would use Personal Protective Equipment, including masks and face shields. In addition, the CAC would purchase four (4) plexiglass shields (measuring 48" x 36") and four (4) Alen BreatheSmart Air Purifiers for use during client therapy sessions. The cost for each of the shields is \$413.09, and for each of the Air Purifiers is \$649.

The CAC is requesting a total of \$4,500 for the four shields (total \$1,652.36) and the Air Purifiers (total \$2,596) with the remaining \$251.64 allocated to purchasing cleaning supplies needed to maintain a clean and safe environment for clients and staff members.

## Ryan Johnson

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**From:** Bev Saiz <bsaiz@clearbrook.org>  
**Sent:** Monday, July 6, 2020 4:54 PM  
**To:** Jim Norris  
**Cc:** Ryan Johnson; bsaiz@clearbrook.org  
**Subject:** CDBG COVID Funding Opportunity - Clearbrook  
**Attachments:** COVID-19 CDBG Providing Help List of Activities-FY'21.docx

July 6, 2020

Dear Mr. Norris,

Clearbrook strives to offer opportunities to its clients to be as independent as possible and has directly served residents of Hoffman Estates, who have Intellectual and Developmental Disabilities (I/DD), for more than two decades. Our CILA program serves a critical need by providing for their basic needs so they can remain in their home and community for as long as possible. Unfortunately, due to the COVID-19 pandemic, integration with their community or communicating with their neighbors is not and has not been possible.

To ensure the health and safety of our clients and staff members, Clearbrook had to close its day programs and has required all CILA residents to "shelter in place". This has been tremendously hard and taken its toll on both our clients and their family members as neither the families, guardians nor friends of CILA residents are allowed to visit or spend time with their loved one. In March (2020), Clearbrook purchased iPads so that CILA residents could communicate with their family members and friends via Skype or Zoom. This has been a huge success and shown to be vitally important in connecting those in our care with the outside world and their families.

In the near future, Clearbrook's clinicians, with the use of iPads and tablets, will provide counseling and therapy (i.e., Telehealth services), to our residents to help alleviate their feelings of isolation, depression and anxiety. Through these sessions, our clients will become more knowledgeable about their symptoms (e.g., "triggers"), and response to daily activities and other individuals. Clinical staff will assist them in developing coping skills, through the development of treatment planning and delivery of therapeutic services. The remaining component of Clearbrook's plan to provide holistic, wrap-around services for its residents is to provide the means to care for their physical health. This project will also deliver Station MD Telemedicine services to our CILA residents. The project, once fully implemented, will serve all 24 Hoffman Estates CILA residents.

Residents will be prioritized according to their medical fragility, age, mental health needs and regularity of illness occurrence. Those who are older or have underlying medical concerns and are at a greater risk of becoming ill with COVID-19 (or other diseases/medical disorders), will be enrolled first. CILA homes do not have on-site nursing services which often results in an overuse of ER or treatment centers as a precautionary and/or a protective measure. These visits may result in unnecessary hospitalization. This can be very traumatic for individuals with I/DD as well as those with a dual diagnosis that includes mental illness. Often, physicians in those settings are unfamiliar with treating individuals with I/DD. Seeking medical care on a recurring basis via the ER or Urgent Care Center becomes costly to both the provider, the agency and Medicaid as it is not uncommon for the visit to be medically unnecessary. During the COVID-19 pandemic, Urgent Care and ER facilities are primarily used for the care of those who are sick with the virus and are often less likely to treat individuals with a lesser concern. It is expected that residents enrolled in Telehealth and/or Station MD Telemedicine will experience a decrease in ER and treatment center visits, will experience a decrease in trauma related to those visits and will experience improved health outcomes. Clearbrook will experience a decrease in costs related to transporting, nursing support and attending to ill clients.

Implementation of the Station MD Telemedicine program, adapted specifically for individuals with I/DD, will ensure that their needs and concerns are fully addressed and will alleviate current health disparities. Under the guidance and direction of the medical team associated with Station MD, CILA staff will also work with the residents to change behaviors and attitudes regarding eating healthy foods, increasing activities to increase the duration and frequency of exercising, getting more sleep, brushing one's teeth, spending time in group recreational activities. All program activities will be measured and will contribute to working towards acquiring good health. Educational moments or brief, daily discussions with the residents of what they can do and what changes they can make will be included in the "Let's Get Healthy" curriculum created for this program. Preventative measures will help to decrease the number of instances that medical consultation and care are needed. It is expected that as the project progresses, staff and residents will develop new and fun activities to help clients achieve and maintain good optimum mental and physical health.

It is expected that at least 80% of the 24 residents will attain better mental and physical health. It is expected that individuals enrolled in Station MD Telemedicine will experience a significant decrease in ER and treatment center visits, will experience a decrease in trauma related to these visits and will experience improved health outcomes. It is further expected that Clearbrook will experience a 20% decrease in costs related to client care.

Clearbrook respectfully requests funding to provide direct care and comfort for our residents of Hoffman Estates CILA homes throughout this very difficult time. Thank you.

Sincerely,

Sheila Lullo  
Executive Vice President/Program Services  
Clearbrook  
1835 W. Central Road  
Arlington Heights, IL 60005

Ph: 847-385-5015  
Fax: 847-870-7741  
[SLULLO@Clearbrook.org](mailto:SLULLO@Clearbrook.org)  
[www.clearbrook.org](http://www.clearbrook.org)



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## Providing Help During COVID-19

| ACTIVITY                             | PURPOSE  | TIME FRAME            | COST   | EXPECTED OUTCOME   |
|--------------------------------------|--|-----------------------|--|--|
| Telehealth/Behavioral Health Program | Behavioral Health Clinic therapists and clinicians provide mental health and behavioral health treatment to CILA residents to alleviate stress, fear and anxiety, feelings of isolation and depression | July 2020 – June 2021 | \$3200 – iPads/tablets<br><br>Total=\$3200   | Each CILA home (4) will receive an iPad/tablet and Behavioral Health Clinic therapist will receive a device. Clinical staff will work with clients on how best to cope and understand their “triggers” and behavior towards others and specific events during their time in shelter and once shelter is lifted.  |
| Station MD                           | Contract with Station MD to provide medical counsel and care for CILA residents and staff  | July 2020-June 2021   | \$360/client x 24 clients = \$8640<br><br>\$1200/home x 4 homes = \$4800<br><br>Total = \$13,440 | It is expected that individuals enrolled in Station MD Telemedicine will experience a decrease in Emergency Room and Treatment Center visits, will experience a decrease in trauma related to those visits and will experience improved health outcomes. It is further expected that Clearbrook will experience a decrease in costs related to staff transporting and attending to clients for Emergency Room and Treatment Center visits and in costs for nursing supports. |

## Ryan Johnson

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**From:** Lucia Fiorito <lfiorito@wingsprogram.com>  
**Sent:** Monday, July 6, 2020 4:49 PM  
**To:** Jim Norris  
**Cc:** Ryan Johnson; lfiorito@wingsprogram.com  
**Subject:** WINGS Public Comments

**Importance:** High

Good Afternoon,

I would like to speak on behalf of WINGS Program, Inc. (WINGS) requesting funds related to COVID-19. WINGS has served the North and Northwest are of Cook County for 35 years. WINGS Mission is to provide housing, integrated services, education and advocacy to end domestic violence. WINGS accomplishes this mission every day through our 2 emergency shelters; one is in Northwest Cook County and the other is located in the city of Chicago. Each shelter can house 45 adults and children. WINGS also has 54 units used for Transitional or Permanent Support Housing. This past year, WINGS served 1,045 adults and children through housing, clinical and Community Based Services. WINGS Community Based Services Team provides services at local community centers and at two local hospitals. WINGS does not discriminate against anyone fleeing domestic violence regardless of their age, gender, race, ethnicity, limited – non-English Speaking, disability or income level.

Since COVID-19 the domestic violence hotline has seen a 70% increase in calls. Due to COVID-19 and sheltering in place adults and children are at the mercy of their abuser because they may have lost their job, the victim may have lost their job, children have not had educational systems to reach out to, victims were unable to reach out to their faith community and so on. During COVID-19 timeframe of 3.20.2020 – 6.30.2020 WINGS has served 28 Hoffman Estates residents (23 received housing (10 in Hoffman Estates Apartments) and clinical services and 5 requested only clinical services through Community Based Services Team). These 28 Hoffman Estates residents received approximately 100 hours of counseling at a rate of \$35 per hour totaling \$3,500. These services are not covered by any other funding. WINGS is requesting \$5,000 to continue providing therapeutic services (individual, group, child) and advocacy to the 28 residents of Hoffman Estates along with the PPE protection (gloves, masks and cleaning supplies).

Additionally, WINGS, as many other agencies we are sure, has experienced great loss due to COVID-19. WINGS had to cancel its two spring fundraisers due to limited capacity and the risk of spreading COVID-19. WINGS greatly appreciates the opportunity to express our need to continue services in the Hoffman Estates community. Please feel free to reach out to me for any questions or comments. WINGS Administrative office is still working remotely, so I can best be reached at 773.771.0175.

Thank you for your time.



Luticia Fiorito, MS  
Government Relations Manager

**WINGS Program, Inc.**  
P.O. Box 95615 | Palatine, IL 60095  
Phone: 847-519-7820 x232 | Fax: 847-519-7821  
[www.wingsprogram.com](http://www.wingsprogram.com)



**Approved 7/6/2020 Changes highlighted and underlined**

## **Village of Hoffman Estates Community Development Block Grant (CDBG) Citizen Participation Plan**

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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**

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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  
Hoffman Estates, IL 60169

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. The Village will conduct public hearings in a manner consistent with pertinent Federal regulation

### Public Comments

The Village will provide a period of at least 30 days to receive comments from citizens on each proposed plan, unless otherwise specified under the pertinent Federal regulation. 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

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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.
- In the case of CDBG-CV funding, a substantial change will be defined as a modification that would result in the allocation of CDBG-CV funds to a new Consolidated Plan goal (ex. housing, infrastructure, public facilities, etc.). Reallocating CDBG-CV funds among activities within a Consolidated Plan goal (ex. public services) shall not be considered a substantial amendment.

### 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 or other minimum number of days as permitted under Federal regulations. In the case of CDBG-CV funds, HUD approved a waiver reducing the minimum public comment period to five days 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. These notices will not be mailed when special CDBG funding is made available, such as the case of CDBG-CV funding made available during the Covid pandemic. 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). The Village will conduct public hearings in a manner consistent with pertinent Federal regulation. In the case of CDBG-CV funds, HUD issued a waiver of in-person public hearings, allowing for virtual public hearings.

### 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, unless otherwise specified under the pertinent Federal regulation. 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**

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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](http://www.hoffmanestates.org). 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,



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**

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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

# **CDBG-CV 3 Amendment**

## **Citizen Participation Attachment Materials**

Amendment Approved by Village Board June 21, 2021

### **Attached:**

Public Notice in Daily Herald newspaper – May 14, 2021

Public Notice text

Letter from Mailing – mailed on May 14, 2021

Mailing List

Village Website with Draft CV 3 Amendments posted

Public Hearing on Village Website

Public Hearing Agenda – June 2, 2021

Public Hearing Sign-In Sheet – June 2, 2021

Agenda for Planning, Building & Zoning (PBZ) Committee meeting – June 14, 2021

Memo for PBZ Committee – June 14, 2021

**PUBLIC HEARING NOTICE**

**Public Notice of CDBG-CV Public Hearings, and Substantial Amendments to the Community Development Block Grant (CDBG) Consolidated Plan and Annual Action Plan**

The Village of Hoffman Estates seeks citizen input on a proposed Substantial Amendment to the CDBG Consolidated Plan 2015-2019 and the Annual Action Plan for 2019. These plans identify the Village's specific strategy to address affordable housing, infrastructure improvements, supportive services, and community development needs of low and moderate income residents. The existing plans were completed and approved as required of the Village as a recipient of CDBG funds.

The Village of Hoffman Estates was notified that it will receive a second special allocation of CDBG funds (CDBG-CV) to be used to prevent, prepare for, and respond to the Coronavirus. This special allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law on March 27, 2020. The Village's expected second allocation of CDBG-CV funds is \$288,382. This second CDBG-CV allocation brings the total CDBG-CV allocation amount to \$433,435.00. These funds must be expended by September 30, 2022.

At this time, the Village is proposing to amend the Consolidated and the Annual Action Plan to include: \$246,758.60 for Public Services including PPE, utility and rental assistance, and health and human services. \$100,000 for Public Facilities Improvements to prevent, prepare for, and respond to the Coronavirus. \$86,676.40 for administration and planning.

Copies of the Amendments to the Consolidated Plan and Annual Action Plan will be available beginning May 19, 2021, for a 14-day review period. On this date, copies may be obtained from the Village of Hoffman Estates Planning Department, 1900 Hassell Road, Hoffman Estates, IL 60169, or by calling 847-781-2660, or from the website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg)

The Village of Hoffman Estates is seeking citizen input on the proposed amendments along with applications for funding. All interested citizens and organizations are invited to submit written comments and completed applications to the Planning Department, 1900 Hassell Road, Hoffman Estates, IL 60169, or emailed to [Planning@hoffmanestates.org](mailto:Planning@hoffmanestates.org) no later than June 2, 2021.

Any additional questions or comments can be directed to Ryan Johnson at 847-781-2669 or Matthew Galloway at 847-781-2613. There will be a public hearing for questions and comments on the amended plans on June 2, 2021 at 2 p.m.

Published in Daily Herald on May 14, 2021 (4563695)

**CERTIFICATE OF PUBLICATION**

**Paddock Publications, Inc.**

**Daily Herald**

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin, Antioch, Arlington Heights, Aurora, North Aurora, Bannockburn, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Campton Hills, Carpentersville, Cary, Crystal Lake, Deerfield, Deer Park, Des Plaines, Elburn, East Dundee, Elgin, South Elgin, Elk Grove Village, Fox Lake, Fox River Grove, Franklin Park, Geneva, Gilberts, Glenview, Grayslake, Green Oaks, Gurnee, Hainesville, Hampshire, Hanover Park, Hawthorn Woods, Highland Park, Highwood, Hoffman Estates, Huntley, Inverness, Island Lake, Kildeer, Lake Bluff, Lake Forest, Lake in the Hills, Lake Villa, Lake Zurich, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Melrose Park, Montgomery, Morton Grove, Mt. Prospect, Mundelein, Niles, Northbrook, Northfield, Northlake, Palatine, Park Ridge, Prospect Heights, River Grove, Riverwoods, Rolling Meadows, Rosemont, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake Park, Schaumburg, Schiller Park, Sleepy Hollow, St. Charles, Streamwood, Sugar Grove, Third Lake, Tower Lakes, Vernon Hills, Volo, Wadsworth, Wauconda, Waukegan, West Dundee, Wheeling, Wildwood, Wilmette

County(ies) of Cook, Kane, Lake, McHenry and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the DAILY HERALD is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published 05/14/2021 in said DAILY HERALD.

IN WITNESS WHEREOF, the undersigned, the said PADDOCK PUBLICATIONS, Inc., has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

PADDOCK PUBLICATIONS, INC.  
DAILY HERALD NEWSPAPERS

BY                     *Daula Baltz*                      
Authorized Agent

Control # 4563695

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To be published by Paddock Publications on May 14, 2021.



# HOFFMAN ESTATES

GROWING TO GREATNESS

May 13, 2021

## NOTICE OF AMENDMENTS TO PROGRAM YEAR 2019 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN AND 2015-2019 CONSOLIDATED PLAN

To All Interested Parties:

The Village of Hoffman Estates has developed amendments to the Community Development Block Grant Annual Action Plan 2019 and Consolidated Plan 2015-2019 that identifies the Village's specific strategy to administer special Community Development Block Grant Cares Act (CDBG-CV) allocations to be used to prevent, prepare for, and respond to the Coronavirus. The Village was notified about a second special allocation in September 2020. This special allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law on March 27, 2020.

A draft copy of the amended Plans will be available May 19, 2021 on the Village's website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg) for the public comment period that runs through June 2, 2021. Since public input is an essential part of the amended Plans, a Public Hearing will be held on **Wednesday, June 2, at 2:00 p.m. at Village Hall, 1900 Hassell Road.**

Applications for funding through this Cares Act (CDBG-CV) program will be made available in conjunction with the amendments. Completed applications for funding are due on **Wednesday, June 2, by 4:00 p.m.**

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,

Ryan N. Johnson

Management Analyst- Development Services Department

**See back of page for Public Notice**



## PUBLIC HEARING NOTICE

### **Public Notice of CDBG-CV Public Hearing, and Substantial Amendments to the Community Development Block Grant (CDBG) Consolidated Plan and Annual Action Plan**

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To be published by Paddock Publications on May 14, 2021.

## **Mailing list 5/19/2021**

Brookdale Plaza Hoffman Estates  
Attn: Director/Administrator  
1515 Barrington Road  
Hoffman Estates, IL 60169

Evergreen HOA  
P.O. Box 3172  
Barrington, IL 60011

Moon Lake Village Condos  
Attn: Michael Molda  
1884 Jennifer Lane  
Hoffman Estates, IL 60169

Enclave Apartments of Hoffman  
Est.  
Attn: Toni Turner, Property Mgr.  
700 Salem Drive, #116  
Hoffman Estates, IL 60169

Prestwick Place  
c/o Property Specialists  
Attn: Brittany Kojzarek  
5999 New Wilke Road, Suite 108  
Rolling Meadows, IL 60008

Haven Hoffman Estates  
Attn: Ola Alimi  
725 Bode Circle  
Hoffman Estates, IL 60169

The Reserves at Hoffman Estates  
Attn: Dorothy Wierzbicka  
875 Pacific Avenue  
Hoffman Estates, IL 60169

The Villas of Casey Farms HOA  
c/o Real Manage Illinois  
Attn: Audrey Ehrmann  
890 E. Higgins Road, Suite 154  
Schaumburg, IL 60173

Barrington Square #7 & 8  
c/o Real Manage Illinois  
Attn: Jen James  
890 E. Higgins Road, Suite 154  
Schaumburg, IL 60173

Poplar Creek Clubhomes  
c/o American Community Mgmt.  
Attn: Property Manager  
3041 Woodcreek Drive #100  
Downers Grove, IL 60148

Village Park of Hoffman Estates  
Attn: Property Manager  
985 Grand Canyon Pkwy  
Hoffman Estates, IL 60169

Charter Senior Living HE LLC  
Attn: Director  
2150 W. Golf Road  
Hoffman Estates, IL 60169

Hilldale Condo Association  
Attn: Bill Fullerton, Property Mgr.  
PO Box 957843  
Hoffman Estates, IL 60195-7843

Lillian Mosier  
Sister Cities Comm. Chair  
14062 Francesca Cove  
Huntley, IL 60142

Arthur Wittkamp  
Chair Bicycle & Ped. Committee  
1570 Poplar Creek Drive  
Hoffman Estates, IL 60169

Anna Newell  
Capital Improvements Board Chair  
1900 Hassell Road  
Hoffman Estates, IL 60169

Nancy Lyons  
Historical Sites Comm. Chair  
1025 Hermitage Lane  
Hoffman Estates, IL 60169

Eva Combs  
Planning & Zoning Chair  
3860 Bernay Lane  
Hoffman Estates, IL 60169

Mike Cooper  
Youth Commission Chair  
395 Bode Road  
Hoffman Estates, IL 60169

Joanmarie Wermes  
Utility Comm. Chair  
510 Washington Blvd.  
Hoffman Estates, IL 60169

Pat Barch  
Local Historian  
550 Briarcliff  
Hoffman Estates, IL 60107

Gary and Michelle Pilafas  
705 Alcoa Lane  
Hoffman Estates, IL 60169

Pearl Henderson  
Cultural Awareness Chair  
770 Evanston Street  
Hoffman Estates, IL 60169

Les Montag  
Veterans Memorial Comm. Chair  
80 West Thacker  
Hoffman Estates, IL 60169

Korean Church of Chicago  
1500 Algonquin Road  
Hoffman Estates, IL 60192

Life Changers Int'l Church  
2500 Beverly Road  
Hoffman Estates, IL 60169

Beth Tikvah Congregation  
300 Hillcrest Boulevard  
Hoffman Estates, IL 60169

First Baptist Church of HE  
325 Illinois Boulevard  
Hoffman Estates, IL 60169

Destiny Church  
325 Illinois Boulevard  
Hoffman Estates, IL 60169

Shree Jalaram Mandir  
425 Illinois Blvd.  
Hoffman Estates, IL 60169

Church of the Cross  
475 W. Higgins Road  
Hoffman Estates, IL 60169

Alliance Fellowship Church  
665 Grand Canyon  
Hoffman Estates, IL 60169

St. Hubert Catholic Church  
729 Grand Canyon Street  
Hoffman Estates, IL 60169

Hoffman Estates Police Department  
411 West Higgins Road  
Hoffman Estates, IL 60169

Hoffman Estates Public Works  
2305 Pembroke Avenue  
Hoffman Estates, IL 60169

Monica Saavedra  
Hoffman Estates HHS Department  
1900 Hassell Road  
Hoffman Estates, IL 60169

Alexian Brother Behavior Health  
ATTN: Chief Financial Officer  
1650 Moon Lake Blvd.  
Hoffman Estates, IL 60169

St. Alexius Medical Center  
ATTN: Chief Financial Officer  
1555 N. Barrington Road  
Hoffman Estates, IL 60169

Roy Manning  
Re: Evergreen HOA  
1190 W. Tamarack Drive  
Hoffman Estates, IL 60169

Sue Pampano, McGill Mgmt.  
Re: Blackberry Creek Townhomes  
1314 North Rand Road  
Arlington Heights, IL 60004

McGill Mgmt.  
Re: Beacon Pointe HOA  
1314 North Rand Road  
Arlington Heights, IL 60004

Jean Dziedzic  
Re: Breton Pointe/Charlemagne HOA  
1650 Brittany Lane  
Hoffman Estates, IL 60192

Shannon Ortiz, ABC Property Managers  
Re: The Villas of Casey Farms HOA  
1732 W. Wise Road  
Schaumburg, IL 60193

Lynn O'Halloran  
Re: Hilldale Condominiums  
1750 N. Manchester Drive  
Hoffman Estates, IL 60169

Karen Mills  
Re: Barrington Square Townhomes  
1800 Williamsburg Drive  
Hoffman Estates, IL 60169

Don Howard, President  
Re: Haverford Place HOA  
1859 Hampshire  
Hoffman Estates, IL 60192

Norma Bergland  
Re: Moon Lake Village Condos  
1885 Jennifer Lane  
Hoffman Estates, IL 60169

Property Manager  
Re: Barrington Lakes  
2200 Hassell Rd  
Hoffman Estates, IL 60169

Rachel Baylen  
Re: Barrington Square #7 & 8  
25 N. Northwest Point Blvd., #330  
Elk Grove Village, IL 60007

Lieberman Mgmt. Services  
25 Northwest Point Blvd. Suite 330  
Elk Grove Village, IL 60007

Mary Carpenter, American Comm.  
Mgmt. Re: Townhomes of Princeton  
3041 Woodcreek Dr. Suite 100  
Downers Grove, IL 60515

Valerie Hodge, American Comm. Mgmt.  
Re: Barrington Square V Condo Assn  
3041 Woodcreek Dr. Suite 100  
Downers Grove, IL 60515

~~Leah, Vanguard Com. Mgmt.  
Re: Haverford Place HOA  
50 E. Commerce, Suite 110  
Schaumburg, IL 60173~~

~~Greg O'Hara, Vanguard Comm. Mgmt  
Re: Castleford/Hearthstone Townhomes  
50 E. Commerce, Suite 110  
Schaumburg, IL 60173~~

Scott Schlemmel, Hillcrest Prop. Mgmt.  
Re: Poplar Creek Clubhomes  
55 W. 22nd Street #310  
Lombard, IL 60148

Val Trif  
Re: Salem Ridge Apts.  
5515 N. Francisco  
Chicago, IL 60625

Property Manager  
Re: Steeple Hill Condominiums  
580 Mesa  
Hoffman Estates, IL 60169

Pam Moros, Property Specialists, Inc.  
Re: Yorkshire Woods HOA  
5999 S. New Wilke Rd., #108  
Rolling Meadows, IL 60008

Linda Ney, Property Specialists, Inc.  
Re: Prestwick Place  
5999 S. New Wilke Rd., #108  
Rolling Meadows, IL 60169

Property Manager  
Highland Crossing Condos  
700 Knoll Drive  
Hoffman Estates, IL 60169

KC Williams  
Re: Autumn Chase  
725 Bode Circle  
Hoffman Estates, IL 60169

Norma Bergland, NW Property Mgmt  
Re: Moon Lake Village Condos  
780 Tek Drive  
Crystal Lake, IL 60014

Debbie Duffy  
Re: Winston Knolls HOA  
875 Harrison Lane  
Hoffman Estates, IL 60192

Property Manager  
Re: Berkshire of Hoffman Estates  
875 Pacific Place  
Hoffman Estates, IL 60169

Matt Web  
Re: Village Park of Hoffman Estates  
990 Evanston #8  
Hoffman Estates, IL 60169

Evergreen HOA  
P.O. Box 3172  
Barrington, IL 60010

The Devonshire of Hoffman Estates  
ATTN: Director/Administrator  
1515 Barrington Road  
Hoffman Estates, IL 60169

Alden/Poplar Creek Rehabilitation  
Director/Administrator  
1545 Barrington Rd.  
Hoffman Estates, IL 60169

Director Emeritus at Hoffman Estates  
2150 W. Golf Road  
Hoffman Estates, IL 60169

Poplar Creek Village  
Director/Administrator  
2250 W. Golf Road  
Hoffman Estates, IL 60169

The Honorable Fred Crespo  
State Representative 44th District  
1014 E. Schaumburg Road  
Streamwood, IL 60107

The Honorable Thomas Morrison  
State Representative-54th District  
117 East Palatine Road, Suite 106  
Palatine, IL 60067

The Honorable Michelle Mussman  
State Representative-56th District  
15 W. Weathersfield Way  
Schaumburg, IL 60193

The Honorable Cristina Castro  
State Senator – 22nd District  
164 Division Street, Suite 102  
Elgin, IL 60120

The Honorable Michelle Mussman  
State Representative-56th District  
257-S Stratton Office Bldg  
Springfield, IL 62706

The Honorable Thomas Morrison  
State Representative-54th District  
234-N Stratton Office Building  
Springfield, IL 62706

The Honorable Fred Crespo  
State Representative 44th District  
245-S Stratton Office Building  
Springfield, IL 62706

The Honorable Cristina Castro  
State Senator – 22nd District  
M121 Capitol Building  
Springfield, IL 62706

The Honorable Laura Murphy  
State Senator-28th District  
880 Lee Street, Suite 100  
Des Plaines, IL 60016

The Honorable Laura Murphy  
State Senator-28th District  
M118 Capitol Building  
Springfield, IL 62706

Marisa Krawiec  
Village of Schaumburg  
101 Schaumburg Court  
Schaumburg, IL 60193

Director of Administration  
Village of Barrington Hills  
112 Algonquin Road  
Barrington Hills, IL 60010

Village Administrator  
Village of East Dundee  
120 Barrington Ave.  
East Dundee, IL 60118

Village Administrator  
Village of Inverness  
1400 Baldwin Road  
Inverness, IL 60067

City Manager  
City of Elgin  
150 Dexter Ct  
Elgin, IL 60120

Lyn Bremanis  
Village of Palatine  
200 E. Wood Street  
Palatine, IL 60067

Village Manager  
Village of Arlington Heights  
33 S Arlington Heights Road  
Arlington Heights, IL 60005

Michael Bartholomew  
City of Des Plaines  
1420 Miner Street  
Des Plaines, IL 60016

Village Manager  
Village of Mount Prospect  
50 S. Emerson Drive  
Mount Prospect, IL 60056

Village Manager  
Village of Skokie  
5127 Oakton Street  
Skokie, IL 60077

Village Administrator  
Village of South Barrington  
30 South Barrington Road  
South Barrington, IL 60010

Village Manager  
Village of Streamwood  
301 E. Irving Park Road  
Streamwood, IL 60107

Palatine Township H.S. District 211  
Attention: Superintendent  
1750 South Roselle Road  
Palatine, IL 60067

Dom Tocci, Deputy Director Cook  
County Dept of Planning & Development  
69 W Washington, Suite 2900  
Chicago, IL 60602

Deanna Durica Cook County  
Department of Public Health  
15900 S. Cicero Ave- Building E  
Oak Forest, IL 60452

Harper College  
Attn: President  
1200 W. Algonquin Rd.  
Palatine, IL 60067

Director of Branches  
Schaumburg Township Library  
130 S. Roselle Rd.  
Schaumburg, IL 60193

Schaumburg Township District Library  
1550 Hassell Road  
Hoffman Estates, IL 60195

Craig Talsma  
Hoffman Estates Park District  
1685 W. Higgins Road  
Hoffman Estates, IL 60195

Elgin Community College  
Attn: President  
1700 Spartan Drive  
Elgin, IL 60123

Gail Borden Public Library District  
270 North Grove Avenue  
Elgin, IL 60120

Community Unit S.D. 300  
Attn: Superintendent  
300 Cleveland Ave.  
Carpentersville, IL 60110

Community School District 220  
Attention: Superintendent  
310 E. James Street  
Barrington, IL 60010

School District U-46  
Attn: Superintendent  
355 E. Chicago Street  
Elgin, IL 60120

Barrington Area Library  
505 N. Northwest Highway  
Barrington, IL 60010

School District 54  
Attention: Superintendent  
524 E. Schaumburg Road  
Schaumburg, IL 60194

Cook County Forest Preserve Dist.  
Attn: General Superintendent  
536 North Harlem Ave.  
River Forest, IL 60305

Community Consolidate S.D. 15  
Attention: Superintendent  
580 N. First Bank Drive  
Palatine, IL 60067

Palatine Public Library District  
700 N. Court  
Palatine, IL 60067

Community Development Program Mgr.  
Kane County Development Dept.  
719 Batavia Avenue  
Geneva, IL 60134

Maria Brooks  
1165 Meadow Lane, Apt. 301  
Hoffman Estates, IL 60169

Patricia Reed  
1959 Swindon Place  
Hoffman Estates, IL 60169

Stu Chapman  
2027 Garden Terrace  
Hoffman Estates, IL 60169

Sheila Schwartz  
689 Partridge Drive  
Hoffman Estates, IL 60169

Jennifer Hill, Executive Director  
Alliance to End Homelessness  
4415 Harrison St., Suite 228  
Hillside, IL 60162

Chief Executive Officer  
Kenneth Young Center  
1001 Rohlwing Road  
Elk Grove Village, IL 60007

Executive Director  
JOURNEYS- The Road Home  
1140 E. Northwest Highway  
Palatine, IL 60074

Executive Director  
Northwest Compass  
1300 Northwest Highway  
Mt. Prospect, IL 60056

Georgeanna Mehr, President  
Hoffman Estates Comm. Bank  
1375 Palatine Road  
Hoffman Estates, IL 60192

Executive Director  
Shelter, Inc.  
1616 N. Arlington Heights Road  
Arlington Heights, IL 60005

Robyn Sandys, Executive Director  
North West Housing Partnership  
1701 E. Woodfield Road Suite 203  
Schaumburg, IL 60173

Executive Director  
Little City Foundation  
1760 West Algonquin Road  
Palatine, IL 60067

CEO  
Leyden Family Service - SHARE  
1776 Moon Lake Blvd.  
Hoffman Estates, IL 60169

Director, NW Suburban Senior Services  
Catholic Charities  
1801 W Central Rd  
Arlington Heights, IL 60005

President  
Clearbrook Center  
1835 West Central Road  
Arlington Heights, IL 60005

Director  
Forest View Education Center  
2121 G. Goebbert Road  
Arlington Heights, IL 60005

Executive Director  
H.E. Chamber of Commerce  
2200 W. Higgins Rd., Ste. 201  
Hoffman Estates, IL 60169

Chief Operating Officer  
Access to Care  
2225 Enterprise Dr. – Suite 2507  
Westchester, IL 60154

Executive Director  
Centro de Informacion  
2380 Glendale Terrace #8  
Hanover Park, IL 60103

Executive Director  
Mark Parr Children's Advocacy Center  
640 Illinois Boulevard  
Hoffman Estates, IL 60169

Reg. Vice President,  
NW Suburban Region Children's Home  
& Aid Society of IL  
721 S. Quentin Road  
Palatine, IL 60067

Executive Director  
The Bridge Youth & Family Svcs.  
721 South Quentin Road  
Palatine, IL 60067

Northwest Employment & Trng. Center  
723 West Algonquin Road  
Arlington Heights, IL 60005

Executive Director  
WINGS  
P. O. Box 95615  
Palatine, IL 60095

Executive Director  
Community Crisis Center  
P.O. Box 1390  
Elgin, IL 60121

Debbie Flader  
2134 Baldwin Ct.  
Hanover Park, IL 60133

Executive Director  
Renz Addiction Counseling Center  
Two American Way  
Elgin, IL 60120

Schaumburg Township  
1 Illinois Blvd.  
Hoffman Estates, IL 60169

Barrington Township  
602 South Hough  
Barrington, IL 60010

Dundee Township Supervisor  
611 E. Main Street #101  
East Dundee, IL 60118

Palatine Township  
721 South Quentin  
Palatine, IL 60067

Hanover Township  
8N180 Route 59  
Bartlett, IL 60103

## CV 3 Amendment Notice on Village of Hoffman Estates Website

[www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg)

Screenshot on 5/27/2021

ent/development-services/planning/housing-support-services

DATES RESIDENTS BUSINESS VISITORS **GOVERNMENT**

The Village joined the Cook County HOME Investment Partnerships Program in October 2015. This combined funding effort can be used for low to moderate income housing development, housing assistance and support, residential rehabilitation, or down-payment assistance.

---

### CDBG Covid Response: 2021 Amendment to CDBG Consolidated Plan & Annual Action Plan - CV3

The Village will receive a second allocation of CDBG Covid response funding from HUD, named **CDBG-CV3**. The Village will once again amend its 2015-2019 Consolidated Plan and 2019 Annual Action Plan to add Covid-related activities. This amendment process will include unspent funding from the Village's CV1 allocation. The Amendment process will include a 14 public comment period from May 19, 2021 through June 2, 2021. Interested agencies may submit an Application, found below. A public hearing for interested citizens will take place at Village Hall on June 2, 2021 at 2:00 PM. Village staff will review and summarize all received public comments and Applications and then include this information in the final draft Plans that will be presented at an upcoming Planning, Building and Zoning (PBZ) Committee, most likely in June.

The PDF versions of the public notice text and amended documents can be found below. Contact [Ryan Johnson](#) with any questions at 847-781-2669.

[Public Notice text for Daily Herald publication on May 14, 2021](#)

[Draft CV3 2015-2019 Consolidated Plan Amendment](#)

[Draft CV3 Annual Action Plan Amendment](#)

[Application](#) (PDF format)

[Application](#) (Word format)

---

### CDBG-CV1 Covid Response: July 2020 Amendment to CDBG Consolidated Plan, Annual Action Plan, and Citizen Participation Plan

The Village has received HUD approval of Substantial Amendments to the CDBG five-year Consolidated Plan 2015-2019 and Annual Action Plan for 2019. The Amendments allow the Village to add public service activities into the current Plans and identify the Village's strategy to address Covid response needs of low and



11:33 AM  
5/27/2021



# Village of Hoffman Estates

## CDBG-CV3 Amendment Public Hearing

Public Hearing on Village Website Calendar on 5/28/2021:

|  <span style="background-color: #4F81BD; color: white; padding: 2px 10px;">UPDATES</span> <span style="background-color: #4F81BD; color: white; padding: 2px 10px;">RESIDENTS</span> <span style="background-color: #4F81BD; color: white; padding: 2px 10px;">BUSINESS</span> <span style="background-color: #4F81BD; color: white; padding: 2px 10px;">VISITORS</span> <span style="background-color: #4F81BD; color: white; padding: 2px 10px;">GOVERNMENT</span> |  |  |  |   |               |          |
|---|--|--|--|---|---------------|----------|
| (All Categories) ▾  |  | (All Departments) ▾  |  |   |               |          |
| << Previous Month   |  | JUNE 2021  |  |   | Next Month >> |          |
| SUNDAY  | MONDAY   | TUESDAY  | WEDNESDAY  | THURSDAY  | FRIDAY        | SATURDAY |
| 30  | 31   | 1<br>4:00 PM<br><a href="#">Celtic Fest Commission Meeting</a><br><br>6:00 PM<br><a href="#">Sustainability Commission Meeting</a><br><br>7:15 PM<br><a href="#">Cultural Awareness Commission Meeting</a> | 2<br>2:00 PM<br><a href="#">Economic Development Commission Meeting</a><br><br>2:00 PM<br><a href="#">CDBG Public hearing for CV Funding Amendment</a> <br><br>7:00 PM<br><a href="#">Planning and Zoning Commission Meeting</a> | 3   | 4             | 5        |
| 6   | 7<br>7:00 PM<br><a href="#">Village Board Meeting</a>  | 8<br>3:00 PM<br><a href="#">Historical Sites Commission Meeting</a>  | 9<br>7:00 PM<br><a href="#">Sister Cities Commission Meeting</a>   | 10  | 11            | 12       |
| 13  | 14<br>4:00 PM<br><a href="#">Piatzkonzert Commission Meeting</a><br><br>7:00 PM<br><a href="#">Standing Committee Meetings</a> | 15   | 16<br>7:00 PM<br><a href="#">Planning and Zoning Commission Meeting</a>  | 17<br>6:30 PM<br><a href="#">Youth Commission Meeting</a> | 18            | 19       |
| 20  | 21<br>7:00 PM<br><a href="#">Village Board Meeting</a>   | 22<br>7:00 PM<br><a href="#">Arts Commission Meeting</a>   | 23   | 24  | 25            | 26       |
| 27  | 28<br>7:00 PM<br><a href="#">Standing Committee Meetings</a>   | 29   | 30   | 1   | 2             | 3        |

Public Hearing Calendar Page with Meeting Agenda:



Translate

Search...



UPDATES

RESIDENTS

BUSINESS

VISITORS

GOVERNMENT

## Calendar of Events

Font Size: [+](#) [-](#) [+](#) [Share & Bookmark](#) [Feedback](#) [Print](#)

### **CDBG Public hearing for CV Funding Amendment CARES Act (CV) Amendment to the 2015 Consolidated Plan and 2019 Annual Action Plan**

**Date:** 06/02/2021 2:00 PM - 4:00 PM  
**Location:** Village Hall Council Chambers  
[1900 Hassell Road](#)  
[Hoffman Estates, Illinois 60169](#)

[Add to my Calendar](#)

Public Hearing Agenda  
June 2, 2021  
2:00 PM

Hoffman Estates Village Hall  
Helen Wozniak Council Chambers  
1900 Hassell Road  
Hoffman Estates, IL 60169

Village of Hoffman Estates  
Community Development Block Grant (CDBG)  
CARES Act (CV) Amendment to the 2015 Consolidated Plan and 2019 Annual Action Plan

1. Call to Order
2. Introductions
3. Legal Notice and Mailings
4. Overview of Current CDBG-CV Program Projects
5. Overview of Draft CV Amendments
6. Audience Participation
7. Adjournment

[Return to full list >>](#)

## **Public Hearing Agenda**

**June 2, 2021**

**2:00 PM**




**Hoffman Estates Village Hall  
Helen Wozniak Council Chambers  
1900 Hassell Road  
Hoffman Estates, IL 60169**

**Village of Hoffman Estates  
Community Development Block Grant (CDBG)  
CARES Act (CV) Amendment to the 2015 Consolidated Plan and 2019 Annual Action Plan**

- 1. Call to Order**
- 2. Introductions**
- 3. Legal Notice and Mailings**
- 4. Overview of Current CDBG-CV Program Projects**
- 5. Overview of Draft CV Amendments**
- 6. Audience Participation**
- 7. Adjournment**

**Village of Hoffman Estates**  
**Community Development Block Grant (CDBG)**  
**Amendment to the 2015 Consolidated Plan and 2019 Annual Action Plan**  
**Public Hearing**  
**2:00 p.m. in Helen Wozniak Council Chambers**

**SIGN IN SHEET**  
**(Please Print Clearly)**

| NAME   | STREET ADDRESS / ORGANIZATION                        | CITY<br>Zip code       |
|--|--|------------------------|
| Ryan Johnson<br>                        | VOHE, 1900 Hassell Rd.<br>Village of Hoffman Estates | Hoffman Estates, 60169 |
| Matthew Galloway<br>                    | VOHE, 1900 Hassell Rd.<br>Village of Hoffman Estates | Hoffman Estates, 60169 |
| Stone Miller <del>(Signature)</del><br> | VOHE   | Hoffman Estates, 60169 |
|  |  |                        |
|  |  |                        |
|  |  |                        |
|  |  |                        |
|  |  |                        |

*This meeting is being held via telephonic attendance.*

**AGENDA**  
**PLANNING, BUILDING AND ZONING COMMITTEE**  
**Village of Hoffman Estates**  
**June 14, 2021**

**7:00 P.M. - Helen Wozniak Council Chambers**

|                 |                                   |                               |
|-----------------|-----------------------------------|-------------------------------|
| <b>Members:</b> | <b>Gary Stanton, Chairman</b>     | <b>Anna Newell, Trustee</b>   |
|                 | <b>Karen Arnet, Vice-Chairman</b> | <b>Gary Pilafas, Trustee</b>  |
|                 | <b>Karen Mills, Trustee</b>       | <b>Michael Gaeta, Trustee</b> |
|                 |                                   | <b>William McLeod, Mayor</b>  |

**I. Roll Call**

**II. Approval of Minutes - May 10, 2021**

**NEW BUSINESS**

1. Request by DPIF3 IL 10 2800 Forbs, LLC for approval of an Ordinance supporting a Cook County Class 6B classification for property tax assessment purposes for the re-occupancy of the industrial building Located at 2800 Forbs Avenue.
2. Presentation of the draft Barrington Road I-90 Sub-Area Plan by Farr Associates.
3. Request approval of a substantial amendment to the Village's Community Development Block Grant (CDBG) Consolidated Plan 2015-2019 and Annual Action Plan 2019, to include the second allocation of CDBG Covid (CDBG-CV) funding and activities.
4. Request approval of an extension of the temporary site plan authorization procedures for outdoor dining areas and moratorium on the enforcement of certain temporary sign requirements through December 31, 2021.

**REPORTS (INFORMATION ONLY)**

1. Planning Division monthly report.
2. Code Enforcement Division monthly report.
3. Economic Development and Tourism monthly report.
4. Development Services/CDBG monthly report.

**III. President's Report**

**IV. Other**

**V. Items in Review**

**VI. Adjournment**

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval of a substantial amendment to the Village's Community Development Block Grant (CDBG) Consolidated Plan 2015-2019 and Annual Action Plan 2019, to include the second allocation of CDBG Covid (CDBG-CV) funding and activities

**MEETING DATE:** June 14, 2021

**COMMITTEE:** Planning, Building & Zoning

**FROM:** Matthew Galloway, Management Analyst 

**REQUEST:** Request approval of a substantial amendment to the Village's Community Development Block Grant (CDBG) Consolidated Plan 2015-2019 and Annual Action Plan 2019, to include the second allocation of CDBG Covid (CDBG-CV) funding and activities.

**BACKGROUND:** In September 2020, the Village of Hoffman Estates was notified by the Department of Housing and Urban Development (HUD) that it would receive a second special allocation of CDBG funds (CDBG-CV3) to be used to prevent, prepare for, and respond to the Coronavirus. This special allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law on March 27, 2020. The Village's anticipated second allocation of CDBG-CV funds is \$288,382. This funding is in addition to the first allocation of \$145,053, which brings the total CDBG-CV allocation to \$433,435. The majority of the funds must be expended by September 30, 2022.

**DISCUSSION:** Certain CDBG requirements were waived by HUD in order to expedite the use of the CDBG-CV funds:

- ◆ The public comment period was reduced to no less than five days;
- ◆ Virtual public hearings were allowed when necessary to protect public health;
- ◆ The 15% public services cap was suspended for CDBG-CV funds;
- ◆ CDBG entities, such as the Village, may reimburse costs of eligible activities incurred for pandemic response regardless of the date.

Draft amendments have been made to two CDBG plans in order to program the additional CDBG-CV funds. These amendments, once approved by the Village, will be submitted to HUD for expedited review and ultimately the release of the CDBG-CV funds. The two amended documents are attached and include the Village's five-year Consolidated Plan 2015-2019 and the Annual Action Plan 2019. Text changes are highlighted in each of the attached documents.

**DISCUSSION:** (Cont'd)***Consolidated Plan 2015-2019***

The Consolidated Plan establishes the general categories within which funds will be spent. The Village's 2015-2019 Consolidated Plan has been amended to include two additional Objectives for Covid-response activities:

- ◆ **Objective 3:** Provide services and personal protective equipment (PPE) for low and moderate income residents affected by the Covid-19 pandemic. Projects may include public services that provide for utility and/or rental assistance, or for health and human services, including services such as Covid-19 vaccination and counseling. Projects may also include the purchase of PPE or equipment to allow services to be provided remotely or in alternative environments due to local and state Coronavirus restrictions and CDC guidelines.
- ◆ **Objective 4:** Provide improvements to public infrastructure and public facilities in order to prevent, prepare for, and respond to Covid-19. Projects may include improvements that enhance sanitation, safety, spacing, air quality, and access to buildings, facilities, or other eligible infrastructure which provide services to the public or eligible CDBG clientele or neighborhoods.

***Annual Action Plan 2019***

The Annual Plan provides specific details on how funds will be spent and what the amounts are. The Village's current Annual Action Plan 2019 has been amended to include three CDBG-CV projects based upon the Consolidated Plan Objective listed above:

- ◆ **Public Services - (\$246,758.60)** - This program will include public services that provide for utility and/or rental assistance and health and human services, including services such as Covid-19 vaccination and counseling. Projects may also include the purchase of PPE or equipment to allow services to be provided remotely or in alternative environments due to local and state Coronavirus restrictions and CDC guidelines. The program may be administered by the Village directly through Health and Human Services (HHS) Department and the Development Services Department, and/or outside agencies.
- ◆ **Public Facilities - (\$100,000)** - This program will include improvements to public infrastructure and public facilities in order to prevent, prepare for, and respond to the Covid-19 pandemic. Projects may include improvements that enhance sanitation, safety, spacing, air quality, and access to buildings, facilities, or other eligible infrastructure which provide services to the public or eligible CDBG clientele or neighborhoods. The program may be administered by the Village directly through Health and Human Services (HHS) Department and the Development Services Department, and/or outside agencies.



**DISCUSSION:** (Cont'd)

- ◆ Program Administration (\$86,676.40) - Funds are allocated to offset administrative costs of administering the CDBG-CV activities indicated above. The proposed allocation includes ongoing administration of the CDBG program, monitoring of Covid public service programs, and the creation of substantial amendments to the Citizen Participation Plan, the Consolidated Plan, and the 2019 Annual Action Plan for Covid response. The amount reflects the allowable 20% limit of total CDBG-CV funding. It is noted that the regulatory requirements of the HUD CDBG Program require extensive staff resources to ensure each program structure and monitoring meet all Federal guidelines. The Village regularly spends more staff time than it receives reimbursement for.

***Outreach***

Prior to holding the public comment and application period for this second round of funding, staff reached out to organizations that would qualify and/or have worked with CDBG funding before. Staff received several preliminary project proposals from this process.

***Dedicated and Available Funds***

Funds from the first round of CDBG-CV funding totaling \$26,140 were previously dedicated, by Village Board, to three approved projects in 2020. Each of these projects are CDBG eligible and prepare, prevent, or respond to the COVID-19 pandemic:

- ◆ WINGS: \$5,000
- ◆ Clearbrook: \$16,640
- ◆ Children's Advocacy Center (CAC): \$4,500

Including the second allocation of CDBG-CV funds, the remaining available funding for Public Services and Public Facilities is \$320,618. Staff has worked with HHS to identify needed funding to respond to COVID-19.

***Public Notice and Comment Period***

A public notice about the additional CV funding, plan amendments, and application for funding was published in the Daily Herald on May 14, 2021. Staff mailed the public notice to 129 interested organizations and individuals on May 19, 2021. The public notice was also posted to the Village website. The Village was required by HUD to conduct a 5-day public comment period for feedback on the proposed plan amendments. The Village conducted a 14-day public comment and application period in order to provide interested parties ample time to provide comment and submit a completed application for funding. A public hearing on the amendments took place at the Village Hall on June 2, 2021.

***Applications***

During the 14-day public comment and application period conducted between May 19 and June 2, 2021, the Village received two (2) applications from Clearbrook and North West Housing Partnership (NWHP). Both applications are from CDBG eligible organizations that are familiar with CDBG funding and have history of successfully working with the Village. Clearbrook has proposed a project for the renovation of their facilities (Public Facilities funds) in Hoffman Estates to create a cleaner and safer environment for their residents and guests in response to the COVID-19 pandemic. NWHP has proposed an extensive rental and utility assistance program (Public Services funds) for Hoffman Estates residents. Staff is reviewing the proposed projects for CV eligibility and negotiating the amounts of funding for these projects.



**DISCUSSION: (Cont'd)**

Along with these proposed projects, the Village will set aside funding for the Health and Human Services Department for potentially reimbursable items such as vaccine clinic staff, software updates for providing telehealth services, and air filters for offices. Staff anticipates that subrecipient agreements with the outside agencies for the allocation of funds will be presented to the Village Board for approval in August.

**FINANCIAL IMPACT:**

This second allocation of CDBG-CV funds is \$288,382. This funding is in addition to the first allocation of \$145,053, which brings the total CDBG-CV allocation to \$433,435. This funding would be added to the Village's 2019 CDBG Annual Action Plan allocation of \$245,931. The CDBG budget contained within the proposed plans would be incorporated into the Village's Annual Budget and Capital Improvements Plan.

**RECOMMENDATION:**

Approval of approval of a substantial amendment to the Village's Community Development Block Grant (CDBG) Consolidated Plan 2015-2019 and Annual Action Plan 2019, to include the second allocation of CDBG Covid (CDBG-CV) funding and activities.

Attachments

**Original CDBG PY2019 Annual Action Plan (AAP) SF-424s & Certifications**

Village of Hoffman Estates

**Attached:**

Signed SF-424

Signed Certifications

Signed SF-424D

**Application for Federal Assistance SF-424**

|   |   |  |
|---|---|--|
| <b>* 1. Type of Submission:</b><br><input type="checkbox"/> Preapplication<br><input checked="" type="checkbox"/> Application<br><input type="checkbox"/> Changed/Corrected Application | <b>* 2. Type of Application:</b><br><input checked="" type="checkbox"/> New<br><input type="checkbox"/> Continuation<br><input type="checkbox"/> Revision | <b>* If Revision, select appropriate letter(s):</b><br><input type="text"/><br><b>* Other (Specify):</b><br><input type="text"/> |
|---|---|--|

|   |   |
|---|---|
| <b>* 3. Date Received:</b><br><input type="text" value="08/15/2019"/> | <b>4. Applicant Identifier:</b><br><input type="text" value="B-19-MC-17-0040"/> |
|---|---|

|   |  |
|---|--|
| <b>5a. Federal Entity Identifier:</b><br><input type="text"/> | <b>5b. Federal Award Identifier:</b><br><input type="text"/> |
|---|--|

**State Use Only:**

|  |  |
|--|--|
| <b>6. Date Received by State:</b> <input type="text"/> | <b>7. State Application Identifier:</b> <input type="text"/> |
|--|--|

**8. APPLICANT INFORMATION:**

|   |
|---|
| <b>* a. Legal Name:</b> <input type="text" value="Village of Hoffman Estates"/> |
|---|

|   |  |
|---|--|
| <b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b><br><input type="text" value="36-2434131"/> | <b>* c. Organizational DUNS:</b><br><input type="text" value="0744393080000"/> |
|---|--|

**d. Address:**

|   |
|---|
| <b>* Street1:</b> <input type="text" value="1900 Hassell Road"/>    |
| <b>Street2:</b> <input type="text"/>                                |
| <b>* City:</b> <input type="text" value="Hoffman Estates"/>         |
| <b>County/Parish:</b> <input type="text" value="Cook"/>             |
| <b>* State:</b> <input type="text" value="IL: Illinois"/>           |
| <b>Province:</b> <input type="text"/>                               |
| <b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>   |
| <b>* Zip / Postal Code:</b> <input type="text" value="60169-6308"/> |

**e. Organizational Unit:**

|  |  |
|--|--|
| <b>Department Name:</b><br><input type="text" value="Development Services"/> | <b>Division Name:</b><br><input type="text" value="Planning"/> |
|--|--|

**f. Name and contact information of person to be contacted on matters involving this application:**

|  |  |
|--|--|
| <b>Prefix:</b> <input type="text" value="Mr."/>            | <b>* First Name:</b> <input type="text" value="Ryan"/> |
| <b>Middle Name:</b> <input type="text" value="Nathaniel"/> |  |
| <b>* Last Name:</b> <input type="text" value="Johnson"/>   |  |
| <b>Suffix:</b> <input type="text"/>                        |  |

|   |
|---|
| <b>Title:</b> <input type="text" value="Management Analyst"/> |
|---|

|   |
|---|
| <b>Organizational Affiliation:</b><br><input type="text" value="Development Services"/> |
|---|

|  |   |
|--|---|
| <b>* Telephone Number:</b> <input type="text" value="847-781-2669"/> | <b>Fax Number:</b> <input type="text"/> |
|--|---|

|  |
|--|
| <b>* Email:</b> <input type="text" value="ryan.johnson@hoffmanestates.org"/> |
|--|

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14-218

CFDA Title:

Community Development Block Grant (CDBG)

**\* 12. Funding Opportunity Number:**

B-19-MC-17-0040

\* Title:

Community Development Block Grant Program

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Community Development Block Grant (CDBG) program for Federal Year 2019.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

|                     |   |
|---------------------|---|
| * a. Federal        | <input type="text" value="245,931.00"/> |
| * b. Applicant      | <input type="text" value="0.00"/>       |
| * c. State          | <input type="text" value="0.00"/>       |
| * d. Local          | <input type="text" value="0.00"/>       |
| * e. Other          | <input type="text" value="0.00"/>       |
| * f. Program Income | <input type="text" value="0.00"/>       |
| * g. TOTAL          | <input type="text" value="245,931.00"/> |

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:


\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 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 (0348-0042), 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.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

|  |                              |
|--|------------------------------|
| SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL<br> | TITLE<br>Village President   |
| APPLICANT ORGANIZATION<br>Village of Hoffman Estates   | DATE SUBMITTED<br>08/15/2019 |

**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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

*Xavier Williams D. McLeod*      *7-19-2019*  
Signature of Authorized Official      Date

*Village President*  
Title



## Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan 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 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2019 [a period specified by the grantee 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.

In addition, 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 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.

X William A. McLeod  
Signature of Authorized Official

7-22-2019  
Date

Village President  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.

**CDBG-CV Amendment – SF-424s & Certification Attachment Materials**

Village of Hoffman Estates

Amendment Approved by Village Board July 6, 2020

**Attached:**

Signed SF-424

Signed Certifications

Signed SF-424D

### Application for Federal Assistance SF-424

|  |  |  |
|--|--|--|
| * 1. Type of Submission:<br><input type="checkbox"/> Preapplication<br><input checked="" type="checkbox"/> Application<br><input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application:<br><input checked="" type="checkbox"/> New<br><input type="checkbox"/> Continuation<br><input type="checkbox"/> Revision | * If Revision, select appropriate letter(s):<br><input type="text"/><br>* Other (Specify):<br><input type="text"/> |
|--|--|--|

|  |  |
|--|--|
| * 3. Date Received:<br><input type="text" value="07/31/2020"/> | 4. Applicant Identifier:<br><input type="text"/> |
|--|--|

|  |   |
|--|---|
| 5a. Federal Entity Identifier:<br><input type="text"/> | 5b. Federal Award Identifier:<br><input type="text" value="B-20-MW-17-0040"/> |
|--|---|

**State Use Only:**

|   |   |
|---|---|
| 6. Date Received by State: <input type="text"/> | 7. State Application Identifier: <input type="text"/> |
|---|---|

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

|  |   |
|--|---|
| * b. Employer/Taxpayer Identification Number (EIN/TIN):<br><input type="text" value="36-2434131"/> | * c. Organizational DUNS:<br><input type="text" value="0744393080000"/> |
|--|---|

**d. Address:**

\* Street1:   
Street2:   
\* City:   
County/Parish:   
\* State:   
Province:   
\* Country:   
\* Zip / Postal Code:

**e. Organizational Unit:**

|   |  |
|---|--|
| Department Name:<br><input type="text" value="Development Services"/> | Division Name:<br><input type="text"/> |
|---|--|

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

Title:

Organizational Affiliation:

\* Telephone Number:  Fax Number:

\* Email:

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14-218

CFDA Title:

Community Development Block Grant (CDBG)

**\* 12. Funding Opportunity Number:**

B-20-MW-17-0040

\* Title:

Community Development Block Grant Program - CARES Funding

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Village PY 2019 CDBG Amendment to include CARES Act Covid-response funding (CDBG-CV) in the amount of \$145,053.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

|                     |   |
|---------------------|---|
| * a. Federal        | <input type="text" value="145,053.00"/> |
| * b. Applicant      | <input type="text" value="0.00"/>       |
| * c. State          | <input type="text" value="0.00"/>       |
| * d. Local          | <input type="text" value="0.00"/>       |
| * e. Other          | <input type="text" value="0.00"/>       |
| * f. Program Income | <input type="text" value="0.00"/>       |
| * g. TOTAL          | <input type="text" value="145,053.00"/> |

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

**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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

X *William B. McLeod*  
Signature of Authorized Official

7-28-2020  
Date

*Village President*  
Title



## Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan 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 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2019, 2020, 2021 [a period specified by the grantee 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.

In addition, 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 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.

X William B. McLeod  
Signature of Authorized Official

7-28-2020  
Date

Village President  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 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 (0348-0042), Washington, DC 20503.

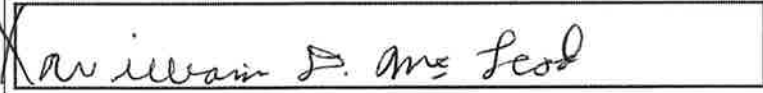
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

|  |                              |
|--|------------------------------|
| SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL<br> | TITLE<br>Village President   |
| APPLICANT ORGANIZATION<br>Village of Hoffman Estates   | DATE SUBMITTED<br>07/31/2020 |

# **CDBG - CV3**

## **SF-424s & Certification Attachment Materials**

Village of Hoffman Estates

Amendment Approved by Village Board July 6, 2021

### **Attached:**

Signed SF-424

Signed Certifications

Signed SF-424D

**Application for Federal Assistance SF-424**

\* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

\* 2. Type of Application:

- New
- Continuation
- Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

07/27/2021

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

B-20-MW-17-0040

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

Village of Hoffman Estates

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

36-2434131

\* c. Organizational DUNS:

0744393080000

**d. Address:**

\* Street1:

1900 Hassell Road

Street2:

\* City:

Hoffman Estates

County/Parish:

\* State:

IL: Illinois

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

60169-6308

**e. Organizational Unit:**

Department Name:

Development Services

Division Name:

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

Mr.

\* First Name:

Ryan

Middle Name:

Nathaniel

\* Last Name:

Johnson

Suffix:

Title:

Management Analyst

Organizational Affiliation:

Development Services

\* Telephone Number:

847-781-2669

Fax Number:

\* Email:

ryan.johnson@hoffmanestates.org

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14-218

CFDA Title:

Community Development Block Grant (CDBG)

**\* 12. Funding Opportunity Number:**

B-20-MW-17-0040

\* Title:

Community Development Block Grant Program - CARES Funding

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Village PY 2019 CDBG Amendment to include CARES Act Covid-response funding (CDBG-CV) in the amount of \$288,382.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments



**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

|                     |   |
|---------------------|---|
| * a. Federal        | <input type="text" value="433,435.00"/> |
| * b. Applicant      | <input type="text" value="0.00"/>       |
| * c. State          | <input type="text" value="0.00"/>       |
| * d. Local          | <input type="text" value="0.00"/>       |
| * e. Other          | <input type="text" value="0.00"/>       |
| * f. Program Income | <input type="text" value="0.00"/>       |
| * g. TOTAL          | <input type="text" value="433,435.00"/> |

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

## 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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

*William A. McLeod*  
Signature of Authorized Official

*7-29-2021*  
Date

*Village President*  
Title

## Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan 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 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2019, 2020, 2021 [a period specified by the grantee 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.

In addition, 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 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.

*William B. McLeod*  
Signature of Authorized Official

*7-29-2021*  
Date

*Village President*  
Title

**OPTIONAL Community Development Block Grant Certification**

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 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 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.

William D. McLeod  
Signature of Authorized Official

7-29-2021  
Date

Village President  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 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 (0348-0042), Washington, DC 20503.

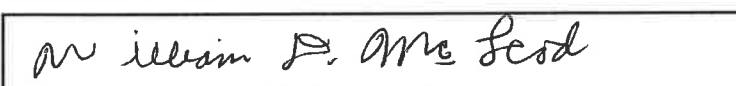
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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|  |                              |
|--|------------------------------|
| SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL<br> | TITLE<br>Village President   |
| APPLICANT ORGANIZATION<br>Village of Hoffman Estates   | DATE SUBMITTED<br>07/27/2021 |