

PROJECT INFORMATION

SIGNED LETTER OF TRANSMITTAL PREPPED BY CITY STAFF



City of Evanston
2100 Ridge Ave.
Evanston, IL, 60201-2798
T 847.448.4311
www.cityofevanston.org

Director's Office
Illinois Department of Commerce and Economic Opportunity
607 East Adams
Springfield, Illinois 62701

June 28, 2024

Dear Director:

The City of Evanston is submitting an application for a Shelter Construction grant under the Community Development Block Grant-Coronavirus program (CDBG-CV). The grant request is in the amount of \$2,000,000 to be used to rehabilitate Connections for the Homeless's 30-bed homeless shelter (Hilda's Place) into a permanent fixed-site, year-round shelter that provides emergency and interim housing for individuals and families experiencing homelessness. Based upon the U.S. Department of Housing and Urban Development's definition of "limited clientele" the benefit to low-to-moderate-income individuals is 100%. Connections for the Homeless will contribute \$1,998,196 from Congressional Appropriation facilitated by Rep. Jan Schakowsky's office toward the completion of the project.

I certify that this application will address the purpose of CDBG-CV funds by preventing, preparing for, or responding to Coronavirus.

Very truly yours,

Luke Stowe
City Manager
City of Evanston

UNIFORM GRANT AGREEMENT



**Illinois
Department of Commerce
& Economic Opportunity**

Uniform Application for State Grant Assistance

Agency Completed Section

1. Type of Submission:

Pre-Application

Application

Changed/Corrected Application

2. Type of Application:

New

Continuation (i.e. Multiple Year Grant)

Revision (Modification to Initial Application)

3. Date/Time Received By State (Completed by
State Agency Upon Receipt of Application)

4. Name of Awarding Agency Department of Commerce and Economic Opportunity

5. Catalog of State Financial Assistance (CSFA) Number 420-75-3351

6. CSFA Title Community Development Block Grant-Coronavirus Urban Shelter Program

Federal Assistance Listing Not Applicable (No Federal Funding)

7. Assistance Listing Number #1 14.228

8. Assistance Listing Program Title #1 Community Development Block Grants/State's progra

9. Assistance Listing Number #2

10. Assistance Listing Program Title #2

Additional Assistance Listing Number,
if required

Additional Assistance Listing Program
Title, if required

Funding Opportunity Information

11. Funding Opportunity Number 3351-2722

12. Funding Opportunity Title FY24-1

Competition Identification



Not Applicable

13. Competition Identification Number Not Applicable

14. Competition Identification Title Not Applicable

Applicant Completed Section

Applicant Information

15. Legal Name City of Evanston

16. Common Name (DBA)

17. Employer/Taxpayer Identification Number 36-6005870
(EIN, TIN)

18. Organizational DUNS Number (optional)

19. SAMS Unique Entity Identifier (UEI) XKVUMP8PBN1

20. Business Address 2100 Ridge Avenue

City Evanston

State IL

County Cook

Zip + 4 60201-2798

Applicant's Information

21. Department Name Community Development Department

22. Division Name Housing & Grants

Applicant's Name and Contact Information for Person to be Contacted for *Program/Project* Matters Involving This Application

23. First Name Jessica
24. Last Name Wingader
25. Suffix
26. Title Senior Grant Compliance Specialist
27. Organizational Affiliation City of Evanston
28. Telephone Number (847) 859-7889
29. Fax Number
30. Email Address jwingader@cityofevanston.org

Applicant's Name and Contact Information for Person to be Contacted for *Business/Administrative Office* Matters Involving This Application

31. First Name Marion
32. Last Name Johnson
33. Suffix
34. Title Housing & Grants Supervisor
35. Organizational Affiliation City of Evanston
36. Telephone Number (847) 448-8679
37. Fax Number
38. Email Address marionjohnson@cityofevanston.org

Areas Affected

39. Areas Affected by the Project (cities, counties, state-wide) Evanston, IL; Cook County, IL

40. Legislative and Congressional Districts of Applicant Illinois's 9th congressional district

41. Legislative and Congressional Districts of Program/Project Illinois's 9th congressional district

Applicant's Program/Project

42. Descriptive Title of Program/Project Hilda's Place Shelter Renovation

43. Proposed Program/Project Term Start Date: 1/1/25

End Date: 12/31/26

44. Estimated Funding (include all that apply)

Amount Requested from the State Applicant \$ 2,000,000.00

Contribution (e.g. in kind, matching)

Local Contribution

Other Sources of Contribution \$ 1,998,196.00

Program Income

Total Program/Project Amount (calculated)

\$ 3,998,196.00

Applicant Certification:

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 18, Section 1001)

(*) The list of certification and assurances, or an internet site where you may obtain this list is contained in the Notice of Funding Opportunity. If a NOFO was not required for the award, the state agency will specify required assurances and certifications as an addendum to the application.



I agree

Authorized Representative

45. First Name Luke

46. Last Name Stowe

47. Suffix

48. Title City Manager

49. Telephone Number (847) 448-8177

50. Fax Number

51. Email Address Istowe@cityofevanston.org

52. Signature of Authorized Representative *Luke Stowe*

53. Date Signed *6/27/2024*

Save as PDF

CDBG-CV APPLICANT PROJECT INFORMATION

I. PROJECT BENEFIT INFORMATION - Provide the following:

PROJECT LOCATION (Address):

Street: 1458 Chicago Ave.

City: Evanston, IL Zip Code: 60201-4768

The project location will be utilized to verify inclusion in an opportunity zone and/or DCEO underserved area.

CENSUS TRACT(s) and /BLOCK GROUP NUMBER(s) of project area

CT 8087.02	CT 8088 BG 1-2	CT 8089 BG 1-3	CT 8090 BG 1-4	CT 8091 BG 1-3
CT 8092 BG 1-4	CT 8093 BG 1-3	CT 8094.01 BG 1-2	CT 8094.02 BG 1-2	CT 8095 BG 2-3
CT 8096 BG 1-3				

TOTAL SHELTER CAPACITY ON JANUARY 1, 2020:
18 year-round beds

TOTAL ANTICIPATED CAPACITY AS A RESULT OF THIS PROJECT:
30 year-round beds

II. APPLICANT INFORMATION

Applicant Phone	847-448-7889
Applicant E-Mail	Jwingader@cityofevanston.org
Fiscal Year End Date	12/31
Applicant UEI #	XKVUMPN8PBNI

III. APPLICATION WRITER

First Name	Jessica		
Last Name	Wingader		
Title	Senior Grant & Compliance Specialist		
Agency Name	Community Development, City of Evanston		
Agency Type	Government		
Mailing Address	2100 Ridge Ave. Evanston, IL 60201		
Telephone	847-448-7889	Email	Jwingader@cityofevanston.org
Federal Employer Identification Number of Application Writer		36-6005870	
RACF ID Number (if applicable)			

IV. PROJECT ENGINEER or ARCHITECT

First Name	Jackie		
Last Name	Davis		
Title	Architect		
Agency Name	Canopy / Architecture + Design, LLC		
Agency Type	Architectural and Design Firm		
Mailing Address	180 West Washington Street Suite 200 Chicago Illinois 60602		
Telephone	312-763-8005 x106	Email	jdavis@canopy-chicago.com
Federal Employer Identification Number of Engineer or Architect		27-0669657	

PROJECT SUMMARY

The City of Evanston is working with Connections for the Homeless, a housing and homeless service provider, to renovate a permanent fixed-site shelter that provides emergency and interim housing for individuals and families experiencing homelessness. The project involves the rehabilitation of a former congregate shelter space, located at 1458 Chicago Avenue in Evanston, IL 60201.

The shelter launched operations in October of 1984 when a group of local faith leaders in the community identified the need for shelter space for some unhoused neighbors. When opened, the shelter, “Hilda’s Place” provided 18 beds for male-identifying adults. The space remained as a congregate shelter and daytime drop-in site until March of 2020, when the operation was forced to close due to State of Illinois COVID-19 mandate.

Connections, along with shelter providers across the country, quickly responded to the closedown of congregate shelters by launching a novel, non-congregated shelter model: hotel-based shelters. Communities have emerged from the public health emergency but are now facing an increase in homelessness. Evanston and Northern Cook County are no exception and according to the Alliance to End Homelessness in Suburban Cook County there are more than 1,100 individuals that experience homelessness annually and a need for nearly 140 shelter beds in Evanston.

Proposed activities under this application include the rehabilitation of Connections for the Homeless’ shelter (Hilda’s Place), allowing the relaunch of pre-pandemic shelter beds in Evanston, IL whilst expanding Hilda’s Place shelter capacity from 18 to 30 year-round beds. The shelter will provide emergency and interim housing for individuals and families experiencing homelessness and the renovations will allow to maintain operations as a day use center, which assures participants access to basic necessities such as: showers, free behavioral and physical healthcare, clothing, food, and case management. This would help prevent and prepare for Coronavirus by ensuring access to healthcare and reducing the reliance on other shelter options located in rotating donated spaces staffed by volunteers.

The proposed rehabilitation project construction activities will ensure a warm, safe and accessible fixed site shelter and day-use facility. Construction activities will include:

- New one-story entry vestibule, stair, and concrete walkway at north end
- New 3-stop elevator, providing access to all floors
- Selective demo of existing interior partitions, ceilings, finishes, and lighting
- Demo existing toilet/shower rooms (including elevated slabs) and provide new Men’s, Women’s and two unisex toilet/shower rooms
- Lower existing slab 12” at “cage” area to create additional sleeping room
- Provide new congregate sleeping rooms for occupancy up to 30 beds
- Provide new lobby/reception and staff office areas
- Renovation of existing kitchen on first floor
- New mechanical ventilation

- New lighting throughout

A more detailed cost estimate of proposed activities can be reviewed within this application. All proposed activities are eligible activities, under the HUD-defined activity code: 03C Homeless Facilities (not operating costs) for construction, conversion, renovation, or rehabilitation of shelters for the homeless, including shelters for domestic violence victims.

The relaunch of these congregate shelter beds will ensure the community a year-round shelter solution for individuals and families in-need. Moreso, staying at Hilda's connects those in-need to essential services and a dedicated team of skilled professionals. In partnership with Connections for the Homeless, who will serve as the housing and supportive service provider, we are confident that we are supporting the needs of the community, ultimately providing paths out of homelessness and into long-term housing solutions.

PROJECT SUMMARY

PROJECT LOCATION

The location of the proposed project is 1458 Chicago Ave. in the City of Evanston, which is a community of more than 75,000 residents. The City borders Lake Michigan to the East, The City of Chicago to the South, and various suburban communities to the West and North.

The proposed project location is in the 4th Ward of Evanston, which is a blended residential and commercial ward. The surrounding area of the proposed project is rich with attributes and resources for individuals staying at Hilda's Place. The property is situated within 3 blocks of the public library, and within a neighbors with many places of worship which provide weekly soup kitchen meals for those in need. Connections for the Homeless works closely with Interfaith Action of Evanston which operates year-round rotating food pantries and shelters in the community. The space will be co-located with a daytime drop-in center which offers onsite healthcare, case management, as well as food, and clothing.

Within a half-mile radius, there are multiple public transit options linking residents to resources outside of the immediate community, including CTA bus lines 93, 201, 208, 213, 250, 422, CTA purple line, and the Metra UP-N line. There are Fire Stations and the Evanston Police Station located within blocks of the Margarita, with whom Connections for the Homeless staff maintain strong working relationships. Endeavor Health Evanston Hospital and St. Francis offer local hospital system supports, with numerous outpatient offices throughout the area for those with medical insurance coverage.

The Evanston community has many resources available for those experiencing or at-risk of experiencing homelessness. City staff and partner providers are encouraged at the opportunity to relaunch the community asset of Hilda's Place, as a key resource for our unhoused neighbors. We do not anticipate challenges to the project, given the longstanding presence Connections for the Homeless has had within the 1458 Chicago Ave. location, operating the space as a daytime drop-in space and congregate shelter for many years.

PUBLIC HEALTH & SAFETY IMPACTS

According to the HUD 2023 Annual Homeless Assessment Report, approximately 653,100 people were experiencing homelessness on a single night in 2023, which is a 12% increase (or about 70,650 more people) from 2022. According to 2024 PIT data, there were 1188 individuals experiencing homelessness in Suburban Cook County, about 39% of those in the North Suburbs.

Housing is widely recognized as a core Social Determinant of Health[1]. We know that periods of homelessness lead to worst health outcomes, and for some, long-term trauma. According to Evanston's EPLAN[2], Housing is identified as one of the community's most significant challenges, and subsequently, a key area for action. Specifically, the plan identifies: A key goal to: Support housing and cost of living affordability to retain residents of all socioeconomic statuses. The EPLAN measures health against the World Health Organization's definition as "a

PROJECT SUMMARY

state of complete physical, mental and social wellbeing and not merely the absence of disease or infirmity.” The plan, overall, states the importance of suitable housing stock within the community at-large. We know that the road to long term housing is not identical for all people. For many, the first step into securing housing, is a short-term transitional shelter stay.

The renovated Hilda’s Place will allow for increased capacity that leads to further housing stability as well as increased support services for individuals and families in crisis, ultimately improving public health and safety for the community overall. With on-site healthcare services, our physician and medical staff see increased rates of chronic health conditions such as high blood pressure and diabetes, due to the inaccessibility of services and inability to store medications properly. Behavioral health issues such as depression, alcoholism, or other substance use disorders can develop and/or are made worse, especially if there is no solution in sight: our onsite behavioral health and case management staff help stabilize and plan for long term solutions alongside those receiving services at Hildas, or in the future, might be staying at Hilda’s. A stay at Hilda’s will enable people and households to stabilize whilst benefiting from a wide array of other onsite and offsite support, facilitated by linkages through Connections for the Homeless and partner providers.

The U.S. Interagency Council on Homelessness states that housing stability is essential to strong and healthy communities. The shelter operation under this proposal directly supports the Housing First model – which prioritizes housing over all other social determinants of health, according to a report by the Interagency Council on Homelessness, “This framework recognizes that housing provides a secure platform that supports recovery from trauma and homelessness. When communities offer a range of housing options that have varying levels of tolerance for substance use, this provides a safer environment for people experiencing homelessness who are often marginalized, stigmatized, and vulnerable because of poverty and behavioral health disorders.”[3]

Investing in the long-term infrastructure of Hilda’s Place will ultimately support the larger community’s health needs by providing appropriate spaces to enable the provision of care.

NECESSITY FOR PROJECT COMPLIANCE WITH STATE OR FEDERAL REGULATIONS

Within its current scope, this project is not required to comply with State or Federal regulations.

PROJECT READINESS SUMMARY
OPTION TO PURCHASE / PROPERTY OWNERSHIP

The proposed project will require a construction permit from the Building Inspection Department of the City of Evanston. City and Connections staff met earlier this spring and reviewed zoning processes for the proposed site. Presently, the 1458 Chicago Ave. site is zoned as a Religious Institution, as the occupied space is within the sublevel of Lake Street Church. As identified in the Lease Document provided within this application (see pages). Staff are familiar with related permitting requirements and will abide with the local permitting process upon notice of grant award.

STATUS OF PROPERTY OWNERSHIP

Lake Street Church, LLC is the sole owner of the proposed project location. Connections for the Homeless is a tenant of the space and has been for 39 years. Proof of tenancy can be located within documentation provided in this application The project will be shovel ready, and therefore may be initiated upon execution of a grant proposed agreement.

ADDITIONAL FUNDING COMMITMENTS

Connections for the Homeless has a \$2,000,000 Congressional Appropriation facilitated by Rep. Jan Schakowsky’s office committed to this project. \$1,982,962.00 of this funding is committed to project to cover the cost of renovation. Proof of committed funds can be reviewed in the award letter, located within this application package.

DISCLOSURE OF READINESS WITHIN A PHASED PROJECT

<u>Stage of Project</u>	<u>Status</u>
Site Control	Connections is currently under lease within the space, as demonstrated within the included lease agreement.
Cost Estimation	Completed as part of CDBG-CV Urban Shelter application alongside Berglund Construction
Procurement	Potential General Contractor identified through cost estimating; procurement for actual construction will be done per requirements of the grant funding and City of Evanston.
Award Notice	By November 1, 2024
Release of Funds	By January 1, 2025
Environmental Review	Environmental to be completed per requirements.
Permit	Permit will be attained upon award notice.
Construction Activities	Construction Activities will begin upon release of funds.

PHASED PROJECT APPLICABILITY

The proposed work within this project is not part of a phase project.

CURRENT LEASE FOR LOCATION

CURRENT LEASE FOR LOCATION

Fourth Rider to the December 10, 2019 Space Sharing Agreement between

Lake Street Church of Evanston

And

Connections for the Homeless

January 29, 2022

1. Lake Street Church of Evanston (“LSC”) reaffirms its commitment to the ministry of Connections for the Homeless (“Connections”) and to their mission to “serve and catalyze our community to end homelessness, one person at a time.
2. This rider shall extend the December 10, 2019 space-sharing agreement between Lake Street Church of Evanston and Connections for the Homeless for a five-year period beginning 1/1/22 and ending 12/31/26 and add additional space to the space sharing agreement per item #5 below.
3. LSC and Connections shall continue to share the space identified in Exhibit B (attached) identified as Lower Level, Kitchen, and Dining Room in accordance to the agreed upon hours and terms in that exhibit.
4. The financial contribution of Connections for the Homeless for the Exhibit B Space shall be as below:
 - 1/1/22 – 12/31/22 \$60,471 annually, \$5,039 monthly
 - 1/1/23 – 12/31/23 \$62,285 annually, \$5,190 monthly
 - 1/1/24 – 12/31/24 \$64,153 annually, \$5,346 monthly
 - 1/1/25 – 12/31/25 \$66,078 annually, \$5,506 monthly
 - 1/1/26 – 12/31/26 \$68,060 annually, \$5,671 monthly
5. In addition to the Exhibit B space, LSC shall provide Connections with Additional Space shown below on either a shared or exclusive basis:
 - Room 205 (former Yoga space) and 205 Lobby (approximately 3,153 rentable sq.ft.); exclusive basis.
 - Room 103; exclusive basis.
 - Dining Room (8:30 a.m. – 5:30 p.m. Monday – Friday); shared basis
 - Library (8:30 a.m. – 5:30 p.m. Monday – Friday); shared basis.
6. Additional Space will be used for office and staff meeting facilities. Staff may enter by the Courtyard entry door.
7. Connections understands that additional space is not “air-conditioned”.

DK

CURRENT LEASE FOR LOCATION

8. For shared spaces, LSC and Connection will utilize scheduling software and work together to accommodate each other's needs. LSC House Committee shall assist as requested to establish cooperative working procedures.
9. The financial contribution of Connections for the Homeless for the additional item #5 space above shall be as follows:
 - Room 205 (exclusive). \$20.00 psf x 3,153 sq. ft. \$63,060 annually; \$5,255 monthly.
 - Room 103 (exclusive). \$20.00 psf x 322 sq. ft. 6,440 annually; \$535 monthly.
 - Dining Room (shared). 10.00 psf x 713 sq. ft. \$7,130 annually; \$595 monthly.
 - Library (shared) . 10.00 psf x 300 sq. ft. \$3,000 annually; \$250 monthly.
 - **Total. \$79,630 annually; \$6,635 monthly.**
10. In addition to the above, Connections shall contribute **\$250 monthly** to cover the **additional** utility costs (gas, electric, water, sewer) to Lake Street Church including utility cost of Connections-provided air conditioning should this be added. If, in the future, either Lake Street Church or Connections for the Homeless believes that **the additional utility costs** are less than or exceeds this amount, they will jointly review the evidence and mutually agree to an adjustment.
11. The financial contribution of Connections for the Homeless for the Additional Space shall be as follows:
 - 2/1/22 – 12/31/22 \$82,620 annually, \$6,885 monthly
 - 1/1/23 – 12/31/23 \$85,099 annually, \$7,690 monthly
 - 1/1/24 – 12/31/24 \$87,651 annually, \$7,304 monthly
 - 1/1/25 – 12/31/25 \$90,281 annually, \$7,523 monthly
 - 1/1/26 – 12/31/26 \$92,989 annually, \$7,749 monthly
12. LSC shall deliver the space "as is", on or before January 31, 2022. Connections financial contribution for the Additional Space shall commence on **February 1, 2022**. LSC shall clear the space of its furniture and equipment by March 1, 2022.
13. LSC shall be responsible for cleaning of all common and new shared space. Connections shall be responsible for cleaning of their new exclusive space.
14. Connections shall submit building renovation and change plans to LSC House Committee for approval not to be unreasonably withheld or delayed. LSC shall work with Connections to facilitate the renovations and changes and to minimize the impact on other building users. Renovations shall be at Connections cost.
15. All other provisions of the December 10, 2019 space sharing agreement shall remain in effect. In conflict, provisions of this rider shall prevail.

CURRENT LEASE FOR LOCATION



2/28/22



1/29/2022

David Reed, House Committee,

Date

Betty Bogg, Executive Director

Date

ZONING ADMINISTRATOR'S PACKAGE

ZONING ADMINISTRATOR'S PACKAGE



Melissa Klotz
Planning & Zoning Division
Community Development
Dept.
2100 Ridge Avenue
Evanston, Illinois 60201
T 847-448-8153
TTY 847-448-8052
www.cityofevanston.org

June 18, 2024

Director's Office
Illinois Department of Commerce and Economic Opportunity
607 East Adams
Springfield, IL 62701

RE: Zoning Verification for Hilda's Place, 607 Lake Street/1458 Chicago Avenue, Evanston

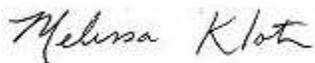
Dear Director,

As Zoning Administrator for the City of Evanston, please consider this letter as verification of zoning for the property located at 607 Lake Street/1458 Chicago Avenue in Evanston, Illinois, commonly known as Hilda's Place. The property is located within the R4 General Residential District. The R4 General Residential District is intended to provide for a mix of residential types at a moderate density including multiple-family dwellings, two-family dwellings, townhomes, and single family detached dwellings.

The property at 607 Lake Street/1458 Chicago Avenue will feature a year-round 30-bed congregate shelter and drop-in space, which is a permitted use as an accessory Transitional Shelter to the Religious Institution, Lake Street Church, which exists at the property in compliance with zoning requirements as a legally nonconforming use in the R4 District. Current zoning will permit the project proposed under the County's application towards the CDBG-CV Urban Shelter grant application.

Please contact me with any questions or concerns at mklotz@cityofevanston.org.

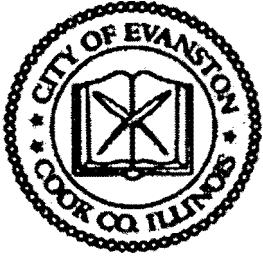
Sincerely,



Melissa Klotz
Zoning Administrator

Attachment

ZONING ADMINISTRATOR'S PACKAGE



City of Evanston, Illinois

CERTIFICATE OF ZONING COMPLIANCE

APPROVED

ZONING CERTIFICATE NUMBER: 19ZONA-0069

DATE ISSUED:

In accordance with Section 6-3-2 of the Zoning Ordinance, the building, structure, and/or use described below complies with the provisions of the Zoning Ordinance governing the proposed use.

PROPERTY ADDRESS: 607 LAKE ST

ZONING DISTRICT: D4

OVERLAY DISTRICT:

USE: Confirmation of zoning approval for principal use and accessory use:

CONDITIONS OR COMMENTS: Confirmation of zoning approval for principal use and accessory use: Lake St. Church - Religious Institution (principal use) Hilda's Place - Transitional Shelter (accessory use)

Per Section 6-18-3 of the Zoning Ordinance, any Religious Institution may have any accessory use or structure, such as a school, daycare center, or dwelling.

Hilda's Place operates as a Transitional Shelter that is an approved accessory use to Lake St. Church.

CERTIFICATE BASED ON: Plans Prepared As:

Plans Dated:

Plans Prepared By:

Plat of Survey Dated:

Plans Originating As:

Related Application ID:

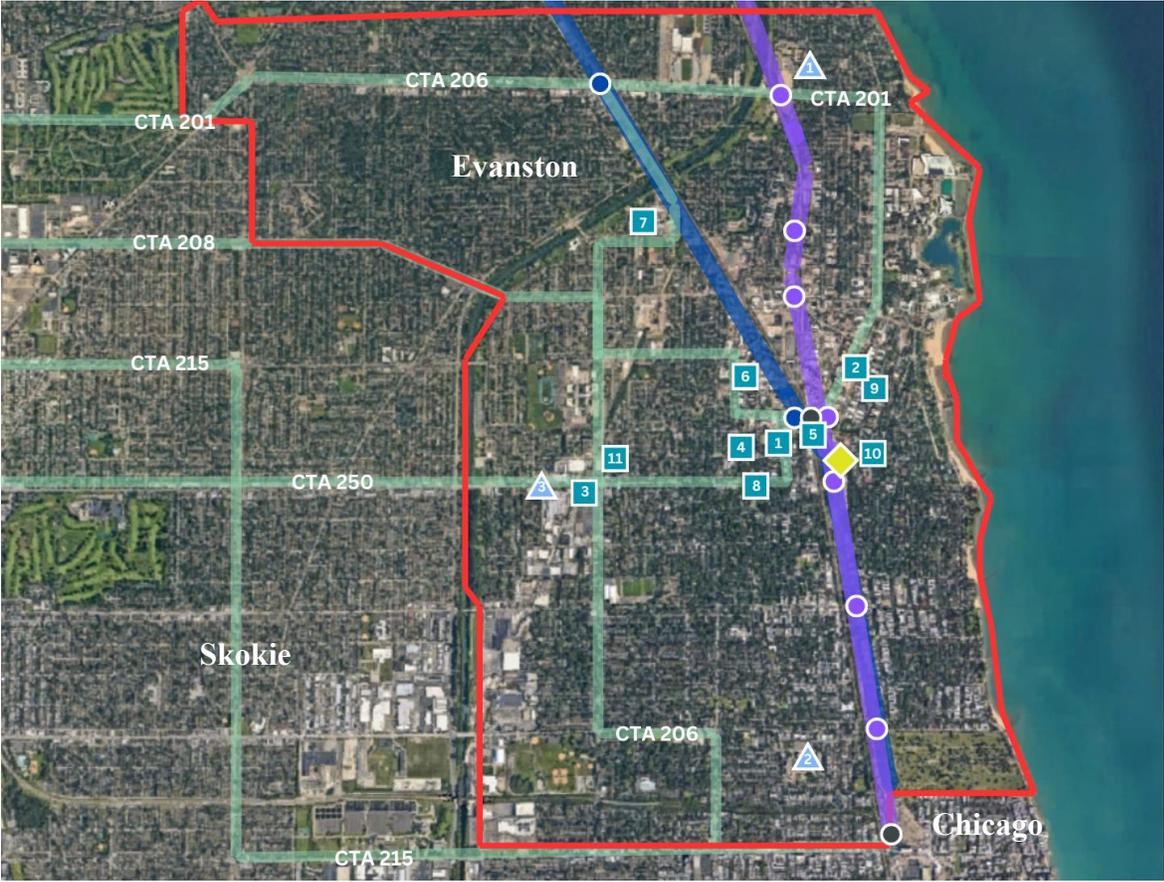
Miscellaneous:

THIS ZONING CERTIFICATE IS NOT A BUILDING PERMIT.

ISSUED BY:

Melissa Klotz 5/3/19 Zoning Officer Melissa Klotz

PROJECT LOCATION MAP



Hilda's Place

◆ 1458 Chicago Ave.
Evanston, IL 60201

Public Transit

- CTA Transit Hubs:
Howard St.
Davis St.
- CTA Purple Line stops
- Metra UPN Line stops
- Pace Lines

Healthcare

- ▲ Hospital & FQHC locations
- 1 Endeavor Health - Evanston Hospital
- 2 Ascension St. Francis Hospital
- 3 Erie Family Health Center - Evanston

Social Supports

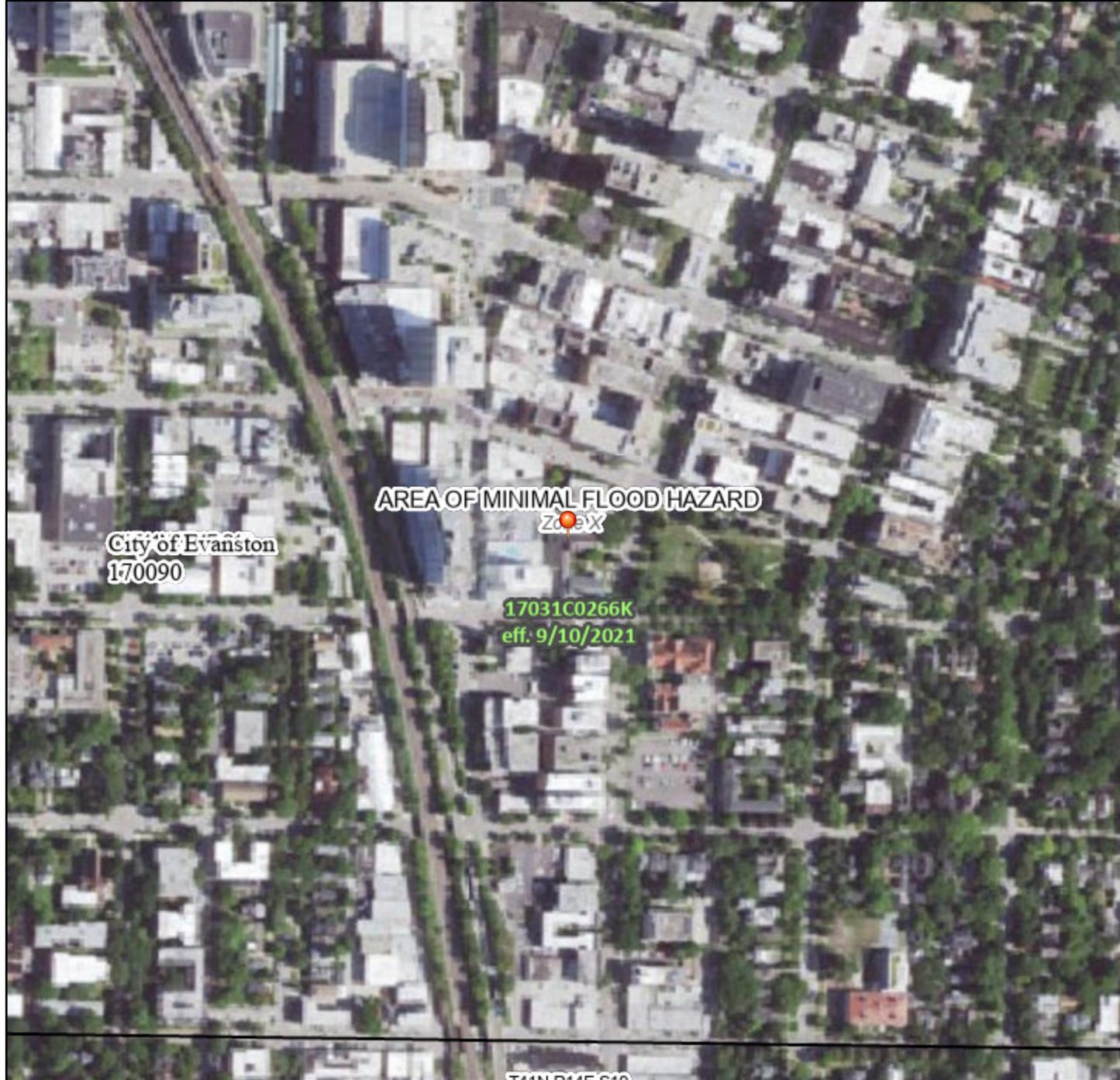
- Food & Other Supportive Providers
- 1 The Margarita Inn
Non-Congregate Shelter
- 2 Public Library
- 3 Moran Center
Free Legal Services
- 4 St. Mark's Episcopal
Drop-in & Soup Kitchen
- 5 PEER Services
Substance Use Treatment & Recovery
- 6 Youth Job Center
Vocational Training
- 7 Dewey Office - CFTH
Food Pantry & Drop-in
- 8 Beth Emet Synagogue
Soup Kitchen
- 9 First United Methodist
Soup Kitchen
- 10 First Congregational
Soup Kitchen
- 10 Infant Welfare Society

FEMA ISSUED FLOODPLAIN MAP
Site coordinates: 42.046290, -87.687289.

National Flood Hazard Layer FIRMMette



87°41'10"W 42°2'54"N



1:6,000

87°40'33"W 42°2'27"N

Basemap Imagery Source: USGS National Map 2023

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) <i>Zone A, V, A99</i>
		With BFE or Depth <i>Zone AE, AO, AH, VE, AR</i>
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile <i>Zone X</i>
		Future Conditions 1% Annual Chance Flood Hazard <i>Zone X</i>
		Area with Reduced Flood Risk due to Levee. See Notes. <i>Zone X</i>
		Area with Flood Risk due to Levee <i>Zone D</i>
OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard <i>Zone X</i>
		Effective LOMRs
GENERAL STRUCTURES		Area of Undetermined Flood Hazard <i>Zone D</i>
		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall
OTHER FEATURES		20.2 Cross Sections with 1% Annual Chance
		17.5 Water Surface Elevation
		Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
MAP PANELS		Coastal Transect Baseline
		Profile Baseline
		Hydrographic Feature
		Digital Data Available
		No Digital Data Available
		Unmapped
		The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.



This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 6/24/2024 at 3:25 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

WORKING COST ESTIMATE

The CDBG-CV Working Cost Estimate should include all funding used to complete the eligible HUD-defined construction activity. The CDBG-CV Working Cost Estimate should include any contract that is paid, in part or in full, with CDBG-CV grant funds. Do not include any contracts for which CDBG-CV funds are not used.

If other funds are necessary to finance the construction contract, identify all activities included within the project and the amount and source of financing. Each activity included in the project must contribute to the benefit of low-to-moderate income persons. CDBG-CV funds can be only to finance activities related to the HUD-defined activity codes indicated in the table below.

Activity Budget	Total Amount	CDBG-CV Request	Other Funds	Identify Other Source(s)
01 Acquisition				
03C Homeless Facilities Construction, Conversion, Renovation or Rehabilitation	\$3,982,962.00	\$2,000,000.00	\$1,982,960	Congressionally Directed Funding
03Q Abused and Neglected Children’s Facilities				
Activity Delivery (up to \$50,000)				
Other				
Other				
Other				
TOTAL	\$3,982,962.00	\$2,000,000.00	\$1,982,960	Congressionally Directed Funding

An Architect or Engineer’s Cost estimate must be submitted and support the numbers above (to be funded in part or in full with CDBG-CV funds) in the working cost estimate; and should include detailed specifications of the project. Do not include any contracts for activities ineligible for CDBG-CV funding. Amounts in the Working Cost Estimate, GATA Budget and Architect or Engineer’s Cost Estimate must align.

ARCHITECT or ENGINEER'S COST ESTIMATE



Department of Commerce & Economic Opportunity
555 W. Monroe St., 12th Floor
Chicago, IL 60661

June 26, 2024

Re: Connections for the Homeless – Hilda’s Place
Evanston, Illinois

To Whom it may Concern,

SMNG A Ltd. is writing to confirm that the attached budget, prepared by Berglund Construction (dated 6/25/24), is accurate for the scope of work currently described on the anticipated timeline for the work to be performed for the rehabilitation of Connections for the Homeless “Hilda’s Place” in Evanston, IL. SMNG A Ltd. (architects) and the Ownership team worked closely with Berglund Construction to review existing conditions, proposed work and refine the attached project budget.

Please reach out to me should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Todd Niemiec'.

Todd Niemiec
Principal
SMNG A Architects, Ltd.
taniemiec@smng-arch.com
312.829.3355x231

Budget

		19,141	
CODE	PROJECT TRADES	COST	\$/SF
01 21 13	Allowances	\$ -	\$ -
02 40 00	Demolition	\$ 165,138	\$ 9
03 30 00	Cast-in-Place Concrete	\$ 194,414	\$ 10
04 00 00	Masonry	\$ 155,958	\$ 8
05 10 00	Structural Steel	\$ 87,775	\$ 5
06 10 00	Carpentry - Rough & Finish	\$ 13,261	\$ 1
06 40 00	Architectural Woodwork	\$ 61,660	\$ 3
07 10 00	Damp proofing & Waterproofing	\$ 21,400	\$ 1
07 20 00	Thermal Insulation	\$ 2,170	\$ 0
07 40 00	Air Barriers	\$ 650	\$ 0
07 40 00	Roofing	\$ 16,860	\$ 1
07 84 13	Penetration Fire Stopping	\$ 9,600	\$ 1
08 10 00	Doors, Frames & Hardware	\$ 37,290	\$ 2
08 40 00	Automatic Doors	\$ 14,850	\$ 1
08 44 13	Aluminum Curtain Wall	\$ 30,695	\$ 2
08 83 00	Glass and Mirrors	\$ 9,134	\$ 0
09 20 00	Drywall	\$ 171,040	\$ 9
09 22 16	Plaster	\$ 25,600	\$ 1
09 30 00	Ceramic Tile	\$ 64,763	\$ 3
09 65 13	Resilient Flooring / Carpeting	\$ 7,864	\$ 0
09 67 23	Epoxy Flooring	\$ 82,360	\$ 4
09 91 23	Painting	\$ 60,436	\$ 3
10 14 23	Signage	\$ 4,611	\$ 0
10 21 23	Toilet Compartments	\$ 8,980	\$ 0
10 28 00	Toilet Accessories	\$ 16,615	\$ 1
10 44 13	Fire Protection Cabinets / Extinguishers	\$ 3,766	\$ 0
11 30 00	Kitchen Area Renovation Allowance	\$ 200,000	\$ 10
14 20 00	Elevators	\$ 224,000	\$ 12
22 00 00	Plumbing	\$ 259,760	\$ 14
23 00 00	HVAC	\$ 295,230	\$ 15
26 00 00	Electrical	\$ 270,182	\$ 14
27 40 00	Voice / Data	\$ 35,000	\$ 2
28 26 09	Access Control / CCTV	\$ 30,000	\$ 2
28 31 00	Fire Alarm	\$ 44,124	\$ 2
31 00 00	Surveying	\$ 4,500	\$ 0
31 00 00	Earthwork	\$ 134,650	\$ 7
31 00 00	Piles	\$ 95,000	\$ 5
31 40 00	Earth Retention	\$ 86,277	\$ 5
32 13 13	Site Concrete	\$ 7,520	\$ 0
32 92 00	Landscape	\$ 5,000	\$ 0
SUBTOTAL		\$ 2,958,133	\$ 154.54
GENERAL CONDITIONS GENERAL REQUIREMENTS INDIRECT COSTS:			
	Preconstruction	\$ -	
	Project Staffing and Support	\$ 180,112	
	Field Office & Equipment	\$ 10,569	
	General Requirements	\$ 7,635	
	Permits	\$ 14,250	
	Temporary Partitions	\$ 18,904	
	Survey & Layout	\$ 3,200	
	Infectious Control & Clean Up	\$ 68,054	
	Builders Risk Insurance	\$ 4,891	
	Subcontractor Default Insurance	\$ 36,977	
	Contingency	\$ 456,031	
	Overhead & Profit	\$ 150,350	
	Insurance	\$ 39,091	
TOTAL		\$ 3,948,196	\$ 206.27



Project Name: Hilda's House									
Estimator: GPG								Form Requirements	
Bid Date: June 25, 2024								<i>hand deliver or email?</i>	
19,141 gross square footage								<i>MBE / WBE</i>	
1.0 months preconstruction duration								<i>Tax exempt</i>	
4.01 months construction duration								<i>Schedule by owner or by BCC</i>	
								<i>Floors?</i>	
								<i>Bid Form?</i>	
								<i>Bid Bond?</i>	
								<i>Schedule?</i>	
								<i>Team</i>	
								<i>addendums</i>	
								<i>estimate template</i>	
								<i>qualifications</i>	
								<i>lead times</i>	
								<i>tax exempt</i>	
Start: 8/1/2024									
Finish: 12/1/2024									
Days: 122									
Weeks: 17.43									
Months: 4.01									

	Trade Description	UoQ	UoM	Unit Cost	Unit Total Cost	Subtotal	Subcontractor	Net Bid
General Conditions & General Requirements								
	Preconstruction					\$0		\$0
	Project Staffing and Support					\$180,112	Berglund	\$180,112
	Field Office & Equipment					\$10,569	Berglund	\$10,569
	General Requirements					\$7,635	Berglund	\$7,635
Misc. Costs								
	Temporary Partitions and Protection					\$18,904	Berglund	\$18,904
	Permits					\$14,250	By owner	\$14,250
	IDPH Permits - By Hospital					\$0	By owner	\$0
	Survey & Layout					\$3,200	Berglund	\$3,200
	Infectious Control & Clean Up					\$68,054	Berglund	\$68,054
	MEP Patch Work					\$0	Berglund	\$0
	Temporary Elevator & Tower Crane					\$0		\$0
	BIM Process & Management					\$0		\$0
	Material Testing / Vibration Monitoring					\$0		\$0
	Heating & Cooling					\$0		\$0
	Winter Conditions					\$0		\$0
	Overtime					\$0		\$0
	Textura Construction Payment - .22% of subcontract value					\$0		\$0
Bid Considerations								
	Penalties					\$0		\$0
	Liquidated damages					\$0		\$0
Bid Allowances & Special Conditions								
	Allowance #1					\$0		\$0
	Allowance #2					\$0		\$0
Subcontractor Dollars								
	Division 2	UoQ	UoM	Unit Cost	Unit Total Cost			
02 40 00	Demolition					\$165,138		\$165,138
	Demolition of floor tiles	3990.00	sf	\$2.15	\$8,579			
	Demolition of walls	337.00	lf	\$18.50	\$6,235			



	Trade Description	UoQ	UoM	Unit Cost	Unit Total Cost	Subtotal	Subcontractor	Net Bid
	Demolition of masonry wall	131.00	lf	\$45.00	\$5,895			
	Demo floor slab at elevator openings	3.00	ea	\$8,500.00	\$25,500			
	Demolition of concrete and materials at cage area	2517.00	sf	\$27.24	\$68,563			
	Demolition of balance of concrete slabs at restroom area and new plumbing underground	1849.00	sf	\$27.24	\$50,367			
	Demo secondary egress at boiler room	1.00	ls	\$6,900.00	\$6,900			
	Division 3	UoQ	UoM	Unit Cost	Unit Total Cost			
03 30 00	Cast-in-Place Concrete					\$194,414		\$194,414
	Boiler room egress corridor foundation walls, stairs, slab	1.00	ea	\$25,000.00	\$25,000			
	New elevator pit footings and concrete	1.00	ea	\$45,400.00	\$45,400			
	Footings, foundation walls, concrete stairs at new vestibule area.	1.00	ea	\$62,980.00	\$62,980			
	New slab on grade Cage Area	2517.00	sf	\$13.98	\$35,185			
	New Slab on grade plumbing areas	1849.00	sf	\$13.98	\$25,849			
					\$0			
					\$0			
					\$0			
03 40 00	Precast Concrete					\$0		\$0
	Division 4	UoQ	UoM	Unit Cost	Unit Total Cost			
04 00 00	Masonry					\$155,958		\$155,958
	New interior masonry lintel installation				\$0			
	New elevator shaft walls	1387.50	sf	\$45.00	\$62,438			
	New basement CMU walls	685.00	sf	\$40.00	\$27,400			
	Tooth in new doors.	4.00	ea	\$4,600.00	\$18,400			
	Infill existing brick openings	2.00	ea	\$3,960.00	\$7,920			
	Tooth in boiler room door opening for egress corridor	1.00	ea	\$5,200.00	\$5,200			
	Exterior vestibule walls	80.00	sf	\$265.00	\$21,200			
	Exterior stone patching at door infill	1.00	ls	\$5,500.00	\$5,500			
	Exterior Stone and brick work for new exit door	1.00	ls	\$7,900.00	\$7,900			
					\$0			
	Division 5	UoQ	UoM	Unit Cost	Unit Total Cost			
05 10 00	Structural Steel					\$87,775		\$87,775
	New elevator structural steel	1.00	ls	\$25,800.00	\$25,800			
	New hand rails.	80.00	lf	\$315.00	\$25,200			
	New vestibule steel.	200.00	sf	\$85.00	\$17,000			
	New roof frame openings.	3.00	ea	\$2,800.00	\$8,400			
	Lintels for new door openings	175.00	lf	\$65.00	\$11,375			
05 50 00	Metal Fabrications					\$0		\$0
	Division 6	UoQ	UoM	Unit Cost	Unit Total Cost			
06 10 00	Carpentry - Rough & Finish					\$13,261		\$13,261



	Trade Description	UoQ	UoM	Unit Cost	Unit Total Cost	Subtotal	Subcontractor	Net Bid
	Blocking	600.00	lf	\$5.25	\$3,150			
	Install office area single doors	12.00	ea	\$842.62	\$10,111			
	Install office area single door with sidelites	3.00	ea	\$983.06				
					\$0			
					\$0			
06 40 00	Architectural Woodwork					\$61,660		\$61,660
	New lavatory counter tops and supports	33.00	lf	\$520.00	\$17,160			
	New restroom vanity counter tops and supports	21.00	lf	\$500.00	\$10,500			
	Reception Desk Allowance	1.00	allow	\$14,000	\$14,000			
	Millwork patching at 1st and 2nd floor	2.00	ea	\$10,000	\$20,000			
	Division 7	UoQ	UoM	Unit Cost	Unit Total Cost			
07 10 00	Damp proofing & Waterproofing					\$21,400		\$21,400
	Waterproof elevator pit and vestibule area	1.00	ls	\$21,400.00	\$21,400			
					\$0			
					\$0			
07 20 00	Thermal Insulation					\$2,170		\$2,170
	Vestibule Wall & Foundation Insulation	280.00	sf	\$7.75	\$2,170			
					\$0			
					\$0			
07 40 00	Air Barriers					\$650		\$650
	Vestibule Air barrier at wall	100.00	sf	\$6.50	\$650			
					\$0			
					\$0			
07 40 00	Roofing					\$16,860		\$16,860
	New vestibule roofing	220.00	sf	\$42.00	\$9,240			
	New penetrations through existing roof	3.00	ea	\$1,860.00	\$5,580			
	Gutter	12.00	lf	\$170.00	\$2,040			
07 42 13	Metal Wall Panels					\$0		\$0
07 81 05	Spray Fireproofing					\$0		\$0
07 84 13	Penetration Fire Stopping					\$9,600		\$9,600
	Floor slab area fire stopping	3.00	ea	\$3,200.00	\$9,600			
					\$0			
					\$0			
07 90 00	Joint Protection					\$0		\$0
	Division 8	UoQ	UoM	Unit Cost	Unit Total Cost			
08 10 00	Doors, Frames & Hardware					\$37,290		\$37,290



	Trade Description	UoQ	UoM	Unit Cost	Unit Total Cost	Subtotal	Subcontractor	Net Bid
	Office Area single doors (mech rooms included)	12.00	ea	\$2,365.00	\$28,380			
	Office area single door with sidelite	3.00	ea	\$2,970.00	\$8,910			
					\$0			
08 30 00	Overhead Doors					\$0		\$0
08 40 00	Automatic Doors					\$14,850		\$14,850
	ADA Auto Operators	3.00	ea	\$4,950.00	\$14,850			
					\$0			
					\$0			
08 44 13	Aluminum Curtain Wall					\$30,695		\$30,695
	Vestibule storefront walls	271.00	sf	\$95.00	\$25,745			
	Store front door area with hardware	1.00	ea	\$4,950.00	\$4,950			
					\$0			
08 50 00	Aluminum Windows					\$0		\$0
08 60 00	Skylights					\$0		\$0
08 83 00	Glass and Mirrors					\$9,134		\$9,134
	New frameless mirror SF	130.00	sf	\$44.60	\$5,798			
	Sidelite Glass	80.00	sf	\$41.70	\$3,336			
					\$0			
	Division 9	UoQ	UoM	Unit Cost	Unit Total Cost			
09 20 00	Drywall					\$171,040		\$171,040
	Full Height Drywall Partitions	27.00	lf	\$125.00	\$3,375			
	Wet Wall Partitions	22.00	lf	\$98.80	\$2,174			
	Chase Wall Partitions	164.00	lf	\$81.07	\$13,295			
	2HR rated drywall partitions	345.00	lf	\$242.55	\$83,680			
	2HR rated drywall ceiling shaft infill	70.00	sf	\$284.93	\$19,945			
	Boiler room Corridor	42.00	lf	\$243.00	\$10,206			
	Shaft chase enclosure from mechanical room to roof.	24.00	lf	\$298.00	\$7,152			
	Elevator furr out 1st and 2nd floors.	56.00	lf	\$81.07	\$4,540			
	Low Height walls with steel support	280.00	lf	\$85.26	\$23,873			
	Drywall ceiling new vestibule	200.00	sf	\$14.00	\$2,800			
09 22 16	Plaster					\$25,600		\$25,600
	Plaster skim at new vestibule	900.00	sf	\$14.00	\$12,600			
	1st and 2nd floor decorative plaster patching	2.00	ea	\$6,500.00	\$13,000			
					\$0			
09 30 00	Ceramic Tile					\$64,763		\$64,763
	Ceramic Floor Tile	1111.04	sf	\$18.80	\$20,888			
	Ceramic Wal Tile	1835.92	sf	\$17.90	\$32,863			



	Trade Description	UoQ	UoM	Unit Cost	Unit Total Cost	Subtotal	Subcontractor	Net Bid
	Waterproof Membrane	1311.92	sf	\$5.50	\$7,216			
	Vestibule Ceramic Tile Flooring	200.88	sf	\$18.90	\$3,797			
09 51 13	Acoustic Ceilings					\$0		\$0
09 64 00	Wood Flooring					\$0		\$0
09 65 13	Resilient Flooring / Carpeting					\$7,864		\$7,864
	Office Carpeting	32.00	sqyd	\$48.00	\$1,536			
	Vinyl Wall Base	1598.00	lf	\$3.96	\$6,328			
					\$0			
09 67 23	Epoxy Flooring					\$82,360		\$82,360
	Basement Epoxy Flooring	5618.00	sf	\$14.66	\$82,360			
					\$0			
					\$0			
09 69 00	Access Flooring					\$0		\$0
09 91 23	Painting					\$60,436		\$60,436
	Paint new and existing walls	18377.00	sf	\$1.90	\$34,916			
	Paint doors	18.00	ea	\$235.00	\$4,230			
	Paint exposed ceilings.	7181.00	sf	\$2.65	\$19,030			
	Touch up allowance	1.00	allow	\$2,260.00	\$2,260			
09 96 00	High Performance Coatings					\$0		\$0
	Division 10	UoQ	UoM	Unit Cost	Unit Total Cost			
10 14 23	Signage					\$4,611		\$4,611
	Room Signage (ADA)	19.00	ea	\$185.00	\$3,515			
	Install Room signage	8.00	hrs	\$137.00	\$1,096			
					\$0			
10 21 13	Cubicle Curtains & Track					\$0		\$0
10 21 23	Toilet Compartments					\$8,980		\$8,980
	Toilet Compartments	4.00	ea	\$2,245.00	\$8,980			
					\$0			
					\$0			
10 28 00	Toilet Accessories					\$16,615		\$16,615
	Grab Bars	2.00	sets	\$120.00	\$240			
	Toilet Paperholders	6.00	ea	\$35.00	\$210			
	Grab Bars for Shower	4.00	ea	\$160.00	\$640			
	ADA Shower Seat	4.00	ea	\$281.00	\$1,124			
	Electric Hand Dryer	7.00	ea	\$505.00	\$3,535			
	Baby Changing Station	2.00	ea	\$296.04	\$592			



	Trade Description	UoQ	UoM	Unit Cost	Unit Total Cost	Subtotal	Subcontractor	Net Bid
	Shower Curtain	10.00	ea	\$445.00	\$4,450			
	Soap Dispensers	9.00	ea	\$22.99	\$207			
	Labor for installation	40.00	hrs	\$140.44	\$5,617			
10 40 00	Wall & Door Protection					\$0		\$0
10 44 13	Fire Protection Cabinets / Extinguishers					\$3,766		\$3,766
	Fire Extinguishers and Cabinets	6.00	ea	\$445.00	\$2,670			
	Receive and installation	8.00	hrs	\$137.00	\$1,096			
					\$0			
10 44 16	Postal Specialties					\$0		\$0
10 44 18	Fixed Sunshades					\$0		\$0
10 51 13	Lockers					\$0		\$0
					\$0			
					\$0			
					\$0			
	Division 11	UoQ	UoM	Unit Cost	Unit Total Cost			
11 30 00	Kitchen Area Renovation Allowance					\$200,000		\$200,000
	Kitchen Renovation Allowance Area	1.00	allow	\$200,000.00	\$200,000			
					\$0			
					\$0			
	Division 12	UoQ	UoM	Unit Cost	Unit Total Cost			
12 20 00	Window Treatments					\$0		\$0
12 30 00	Casework / Countertops					\$0		\$0
12 48 16	Entrance Mats					\$0		\$0
	Division 14	UoQ	UoM	Unit Cost	Unit Total Cost			
14 20 00	Elevators					\$224,000		\$224,000
	MRL - Double Door 4 stop lift	1.00	stops	\$224,000.00	\$224,000			
					\$0			
					\$0			
14 91 00	Facility Chutes					\$0		\$0
	Division 21	UoQ	UoM	Unit Cost	Unit Total Cost			
21 00 00	Fire Sprinkler System					\$0		\$0
	In Add Alternate				\$0			
					\$0			
					\$0			
					\$0			
	Division 22	UoQ	UoM	Unit Cost	Unit Total Cost			
22 00 00	Plumbing					\$259,760		\$259,760
	Demo existing water and waste piping	1.00	ls	\$10,000.00	\$10,000			



	Trade Description	UoQ	UoM	Unit Cost	Unit Total Cost	Subtotal	Subcontractor	Net Bid
	New underground waste piping	1300.00	sf	\$37.00	\$48,100			
	New water piping rough ins	1300.00	sf	\$29.00	\$37,700			
	Water Closets	6.00	ea	\$3,250.00	\$19,500			
	Urinals	2.00	ea	\$2,230.00	\$4,460			
	Showers	10.00	ea	\$1,800.00	\$18,000			
	Lavatories	9.00	ea	\$1,800.00	\$16,200			
	Floor Drain	4.00	ea	\$2,400.00	\$9,600			
	Elevator sump pit.	1.00	ls	\$11,000.00	\$11,000			
	Relocation and rework of existing hot water heater	1.00	ls	\$28,000.00	\$28,000			
	New Drinking Fountains	2.00	ea	\$2,200.00	\$4,400			
	Drains for mechanical room	1.00	ea	\$7,800.00	\$7,800			
	Check existing drains and rod as required	1.00	allow	\$15,000.00	\$15,000			
	Relocate / remove drain basin / plumbing lines near new vestibule	1.00	allow	\$30,000.00	\$30,000			
	Division 23	UoQ	UoM	Unit Cost	Unit Total Cost			
23 00 00	HVAC					\$295,230		\$295,230
	Demolition of existing	1.00	ls	\$12,000.00	\$12,000			
	Ductwork distribution to roof for fresh air and exhaust.	1.00	ls	\$29,000.00	\$29,000			
	New HVAC and distribution in basement.	4900.00	sf	\$8.00	\$39,200			
	New restroom exhaust.	1200.00	sf	\$11.00	\$13,200			
	Relocation of boiler room piping and ductwork for secondary egress.	1.00	ls	\$75,000.00	\$75,000			
	Testing and balancing	4900.00	sf	\$0.70	\$3,430			
	Relocation of boiler lines and piping at perimeter to avoid new elevator installation.	3.00	floors	\$12,800.00	\$38,400			
	New HVAC unit for basement level	1.00	ls	\$85,000.00	\$85,000			
	Roof mounted condensers				\$0			
					\$0			
					\$0			
23 00 00	Temp Controls					\$0		\$0
23 00 00	Test & Balance					\$0		\$0
	Division 26	UoQ	UoM	Unit Cost	Unit Total Cost			
26 00 00	Electrical					\$270,182		\$270,182
	Electrical demolition & temporary power / lighting	1.00	allow	\$15,000.00	\$15,000			
	Electrical redistribution of circuits and conduits at removed walls	4900.00	sf	\$3.00	\$14,700			
	New lighting and controls	4900.00	sf	\$16.75	\$82,075			
	HVAC Power	4900.00	sf	\$6.25	\$30,625			
	New outlets, GFI, Duplex	84.00	ea	\$350.00	\$29,400			
	Exit signage	12.00	ea	\$627.67	\$7,532			
	EM Light fixtures	20.00	ea	\$612.50	\$12,250			
	Relocate existing conduits at elevator and vestibule locations	3.00	ea	\$12,000.00	\$36,000			
					\$0			
	Elevator power	1.00	ls	\$42,600	\$42,600			



	Trade Description	UoQ	UoM	Unit Cost	Unit Total Cost	Subtotal	Subcontractor	Net Bid
	Division 27	UoQ	UoM	Unit Cost	Unit Total Cost			
27 40 00	Voice / Data					\$35,000		\$35,000
	Rework tele-data	1.00	allow	\$35,000	\$35,000			
					\$0			
					\$0			
	Division 28	UoQ	UoM	Unit Cost	Unit Total Cost			
28 26 09	Access Control / CCTV					\$30,000		\$30,000
	Intercomm and Access control system	1.00	ls	\$30,000	\$30,000			
					\$0			
					\$0			
28 31 00	Fire Alarm					\$44,124		\$44,124
	Rework Fire Alarm Devises	16.00	ea	\$894.00	\$14,304			
	Smoke / CO Sensors	30.00	ea	\$994.00	\$29,820			
					\$0			
	Division 31	UoQ	UoM	Unit Cost	Unit Total Cost			
31 00 00	Surveying					\$4,500		\$4,500
	Layout new vestibule and sidewalk	1.00	allow	\$4,500.00	\$4,500			
					\$0			
					\$0			
31 00 00	Temporary Roads					\$0		\$0
31 00 00	Earthwork					\$134,650		\$134,650
	Excavation for vestibule	1.00	cu	\$72,650.00	\$72,650			
	Excavation for new elevator pit	1.00	ls	\$62,000.00	\$62,000			
					\$0			
31 00 00	Tree Removal					\$0		\$0
31 00 00	Piles					\$95,000		\$95,000
	Helical Piles	1.00	ls	\$95,000.00	\$95,000			
					\$0			
					\$0			
31 40 00	Earth Retention					\$86,277		\$86,277
	Underpinning Foundations for new elevator pit.	1.00	ls	\$86,277.00	\$86,277			
					\$0			
					\$0			
31 63 00	Caissons					\$0		\$0
	Division 32	UoQ	UoM	Unit Cost	Unit Total Cost			



	Trade Description	UoQ	UoM	Unit Cost	Unit Total Cost	Subtotal	Subcontractor	Net Bid
32 10 00	Asphalt Paving					\$0		\$0
32 13 13	Site Concrete					\$7,520		\$7,520
	New Concrete Walk	752.00	sf	\$10.00	\$7,520			
					\$0			
					\$0			
32 17 23	Pavement Markings & Signage					\$0		\$0
32 92 00	Landscape					\$5,000		\$5,000
	Landscape patching at new sidewalk and vestibule area	1.00	allow	\$5,000.00	\$5,000			
					\$0			
					\$0			
32 93 10	Green Roof					\$0		\$0
33 00 00	Site Utilities					\$0		\$0
					\$0			
					\$0			
					\$0			
	Subtotal					\$3,260,856		\$3,260,856
0.15%	Builders Risk Insurance (% of Subtotal)							\$4,891
0.00%	Builders Risk Deductible							\$0
1.25%	Subcontractor Default Insurance							\$36,977
13.99%	Contingency			\$456,166.00	\$423,069			\$456,031
4.00%	Overhead & Profit (% of Subtotal)							\$150,350
1.00%	Insurance (% of Subtotal)							\$39,091
	Base Bid							\$3,948,196

GATA BUDGET

STATE OF ILLINOIS		UNIFORM GRANT BUDGET TEMPLATE		Commerce & Economic Opportunity	
Organization Name:	City of Evanston	UEI#	XKVUMP8PBN1	NOFO #	3351-2722
CSFA Number:	420-75-3351	CSFA Description:	CDBG-CV Urban Shelter Program.	Fiscal Year:	2024
SECTION A -- STATE OF ILLINOIS FUNDS				Grant #	24-31xxxx
Revenues				TOTAL REVENUE	
(a). State of Illinois Grant Amount Requested				\$	2,000,000.00
BUDGET SUMMARY STATE OF ILLINOIS FUNDS					
Budget Expenditure Categories		B Uniform Guidance Federal Awards Reference 2 CFR 200		TOTAL EXPENDITURES	
6. Contractual Services & Subawards		200.318 & 200.92		\$	-
8. Construction				\$	1,950,000.00
14. Miscellaneous Costs				\$	50,000.00
15A. Acquisition				\$	-
16. Total Direct Costs (lines 1-15)		200.413		\$	2,000,000.00
18. Total Costs State Grant Funds (16 &17)				\$	2,000,000.00

SECTION - A (continued) Indirect Cost Rate Information

If your organization is requesting reimbursement for indirect costs on line 17 of the Budget Summary, please select one of the following options.

1) Our Organization receives direct Federal funding and currently has a Negotiated Indirect Cost Rate Agreement (NICRA) with our Federal Cognizant Agency. A copy of this agreement will be provided to the State of Illinois' Indirect Cost Unit for review and documentation before reimbursement is allowed. This NICRA will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations.

NOTE: (If this option is selected, please provide basic Negotiated Indirect Cost Rate Agreement information in area designated below)

Your Organization may not have a Federally Negotiated Indirect Cost Rate Agreement. Therefore, in order for your Organization to be reimbursed for Indirect Costs from the State of Illinois, your Organization must either:

- A. Negotiate an Indirect Cost Rate with the State of Illinois' Indirect Cost Unit with guidance from your State Cognizant Agency on an annual basis.
- B. Elect to use the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois Awards.
- C. Use a Restricted Rate designated by programmatic or statutory policy. (See Notice of Funding Opportunity for Restricted Rate Programs)

2a) Our Organization currently has a Negotiated Indirect Cost Rate Agreement with the State of Illinois that will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations. Our Organization is required to submit a new Indirect Cost Rate Proposal to the Indirect Cost Unit within six (6) months after the close of each fiscal year (2 CFR 200 Appendix IV (C)(2)(c)).

NOTE: (If this option is selected, please provide basic Indirect Cost Rate information in area designated below)

2b) Our Organization currently does not have a Negotiated Indirect Cost Rate Agreement with the State of Illinois. Our Organization will submit our initial Indirect Cost Rate Proposal (ICRP) immediately after our Organization is advised that the State award will be made and, in no event, later than three (3) months after the effective date of the State award (2 CFR 200 Appendix IV (C)(2)(b)). The initial ICRP will be sent to the State of Illinois' Indirect Cost Unit.

NOTE: (Check with your State of Illinois Agency for information regarding reimbursement of indirect costs while your proposal is being negotiated)

3) Our Organization has never received a Negotiated Indirect Cost Rate Agreement from either the Federal government or the State of Illinois and elects to charge the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois awards (2 CFR 200.414 (c)(4)(f) & (200.68)).

NOTE: (Your Organization must be eligible, see 2 CFR 200.414 (f), and submit documentation on the calculation of MTDC within your Budget Narrative under Indirect Costs)

4) For Restricted Rate Programs (check one) -- Our Organization is using a restricted indirect cost rate that:

_____ Is included as a "Special Indirect Cost Rate" in our NICRA (2 CFR 200Appendix IV (5) Or;

_____ Complies with other statutory policies (please specify):

The Restricted Indirect Cost Rate is _____%

5) No reimbursement of Indirect Cost is being requested. (Please consult your program office regarding possible match requirements)

Basic Negotiated Indirect Cost Rate Agreement information if Option (1) or (2a) is selected

Period Covered by the NICRA: From: _____ To: _____ (mm/dd/yyyy)

Approving Federal/State agency (please specify): _____

The Indirect Cost Rate is: _____% The Distribution Base is: _____

STATE OF ILLINOIS	UNIFORM GRANT BUDGET TEMPLATE	Commerce & Economic Opportunity
Organization Name: City of Evanston	NOFO # 3351-2722	Fiscal Year 2024
SECTION B -- NON STATE OF ILLINOIS FUNDS		Grant Number: 24-31xxxx
Revenues		TOTAL REVENUE
Grantee Match Requirement	% <i>(Agency to populate)</i>	
(b). -Cash		\$ -
(c). -Non-cash		\$ -
(d). Other Funding & Contributions		\$ 1,982,962.00
<u>NON-STATE Funds Total</u>		\$ 1,982,962.00
BUDGET SUMMARY NON-STATE OF ILLINOIS FUNDS		
Budget Expenditure Categories	B Uniform Guidance Federal Awards Reference 2 CFR 200	TOTAL EXPENDITURES
6. Contractual Services & Subawards	200.318 & 200.92	\$ -
8. Construction		\$ 1,998,196.00
14. Miscellaneous Costs		\$ -
15A. Acquisition		\$ -
16. Total Direct Costs (lines 1-15)	200.413	\$ 1,998,196.00
18. Total Costs NON -State Grant Funds (16 &17)		\$ 1,998,196.00

Section C - Budget Worksheet & Narrative

City of Evanston

6. Contractual Services (2 CFR 200.318) & Subawards (200.92) -- Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of \$150,000 (See 2 CFR 200.88). NOTE : this budget category may include subawards. Provide separate budgets for each subaward or contract, regardless of the dollar value and indicate the basis for the cost estimates in the narrative. Describe products or services to be obtained and indicate the applicability or necessity of each to the project.

Please also note the differences between subaward, contract, and contractor (vendor):

- 1) Subaward (200.92) means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal/State award, including a portion of the scope of work or objectives. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal/State program.
- 2) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
- 3) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

Item	Contractual Services Cost
	\$ -
	\$ -
	\$ -
	\$ -
State Total	\$ -
	\$ -
	\$ -
	\$ -
NON-State Total	\$ -
Total Contractual Services	\$ -

Contractual Services Narrative (State):

Contractual Services Narrative (Non-State) i.e. "Match" or "Other Funding"

Section C - Budget Worksheet & Narrative

City of Evanston

8). Construction-- Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Construction Cost
Demolition	Per GC Cost estimate	\$165,138
Cast-in-Place Concrete	Per GC Cost estimate	\$ 194,414.00
Masonry	Per GC Cost estimate	\$155,958
Structural Steel	Per GC Cost estimate	\$ 87,775.00
Carpentry	Rough and Finish carpentry	\$ 13,261.00
Architectural Woodwork	Per GC Cost estimate	\$ 61,660.00
Damp proofing and Waterproofing	Per GC Cost estimate	\$ 21,400.00
Thermal Insulation	Per GC Cost estimate	\$ 2,170.00
Air Barriers	Per GC Cost estimate	\$ 650.00
Roofing	Per GC Cost estimate	\$ 16,860.00
Fireproofing	Penetration Fire Stopping	\$ 9,600.00
Doors, Frames and Hardware	Per GC Cost estimate	\$ 37,290.00
Automatic Doors	Per GC Cost estimate	\$ 14,850.00
Aluminum Curtain Wall	Per GC Cost estimate	\$ 30,695.00
Glass and Mirrors	Per GC Cost estimate	\$ 9,134.00
Drywall	Per GC Cost estimate	\$ 171,040.00
Plaster	Per GC Cost estimate	\$ 25,600.00
Ceramic Tile	Per GC Cost estimate	\$ 64,763.00
Floor	Resilient Flooring / Carpet	\$ 7,864.00
Floor	Epoxy Flooring	\$ 82,360.00
Painting	Per GC Cost estimate	\$ 60,436.00
Signage	Per GC Cost estimate	\$ 4,611.00
Toilet Compartments	Per GC Cost estimate	\$ 8,980.00
Toilet Accessories	Per GC Cost estimate	\$ 16,615.00
Fire Protection	Cabinets and Extinguishers	\$ 3,766.00
Kitchen Area Renovation	Allowance	\$ 200,000.00
Elevators	Per GC Cost estimate	\$ 224,000.00
Plumbing	Per GC Cost estimate	\$ 259,110.00

State Total \$ 1,950,000.00

Plumbing		\$ 650.00
HVAC	Per GC Cost estimate	\$ 295,230.00
Electrical	Per GC Cost estimate	\$ 270,182.00
Voice/Data	Security system	\$ 35,000.00
Access Control/CCTV	Security system	\$ 30,000.00
Fire Alarm	Per GC Cost estimate	\$ 44,124.00
Surveying		\$ 4,500.00
Earthwork		\$ 134,650.00
Piles		\$ 95,000.00
Earth Retention		\$ 86,277.00
Site Concrete		\$ 7,520.00
Landscape		\$ 5,000.00
Project Staffing and Support		\$ 180,112.00
Field Office and Equipment		\$ 10,569.00
General Requirements		\$ 7,635.00
Permits		\$ 14,250.00
Temporary Partitions		\$ 18,904.00
Survey and Layout		\$ 3,200.00
Infections Control and Clean Up		\$ 68,054.00
Builders Risk		\$ 4,891.00
Subcontractor Default Insurance		\$ 36,977.00
Contingency		\$ 456,031.00
Overhead and Profit		\$ 150,350.00
Insurance		\$ 39,090.00

NON-State Total \$ 1,998,196.00

Total Construction \$ 3,948,196.00

Construction Narrative (State):

The Hilda's Place budget includes a \$1,950,000 request in CDBG CV funds to cover the costs associated with the above mentioned construction. Concept Design plan set dated, 06/10/2024. Cost estimate provided by Berglund Construction for cost estimating based on schematic designs 6/25/2024. The construction project will be bid out per State of Illinois and federal CDBG CV requirements.

Construction Narrative (Non-State) i.e. "Match" or "Other Funding"

The Hilda's Place budget includes a \$1,998,196 request in non-state funds to cover the costs associated with the above mentioned construction. Concept Design plan set dated 06/10/2024. Cost estimate provided by Berglund Construction for cost estimating based on schematic designs 6/25/2024. The construction project will be bid out per State of Illinois and federal CDBG CV requirements.

CERTIFICATION		STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Commerce & Economic Opportunity
Organization Name: City of Evanston	CSFA Description: CDBG-CV Urban Shelter Program.	NOFO # 3351-2722	
CSFA #: 420-75-3351	UEI # XKVUMPN8PBN1	Fiscal Year(s): 2024	

(2 CFR 200.415)

"By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate and that any false, fictitious, or fraudulent information or the omission of any material fact, could result in the immediate termination of my grant award(s).

CITY OF EVANSTON
 Institution/Organization

 Signature
HITESH D DESAI
 Name of Official
CEO / TREASURER
 Title
 Chief Financial Officer (or equivalent)
6/27/2024
 Date of Execution

CITY OF EVANSTON
 Institution/Organization

 Signature
Luke Stowe
 Name of Official
City Manager
 Title
 Executive Director (or equivalent)
6/27/2024
 Date of Execution

Note: The State awarding agency may change required signers based on the grantee's organizational structure. The required signers must have the authority to enter into contractual agreements on behalf of the organization.

DOCUMENTATION OF FUNDING SOURCES

DOCUMENTATION OF FUNDING SOURCES



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WASHINGTON, D.C. 20410-1000

OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT

March 2, 2023

Nia Tavoularis
Connections for the Homeless
2121 Dewey Ave.
Evanston, IL 60201
Email: niat@connect2home.org

Dear Tavoularis:

In the Consolidated Appropriations Act, 2023 (Public Law 117-328) (the FY2023 Act), Congress made funding available \$2,982,285,641 for “grants for the Economic Development Initiative (EDI) for the purposes, and in amounts, specified for Community Project Funding/Congressionally Directed Spending” in the associated table included in the accompanying joint explanatory statement (JES). These “Community Project Funding” or “CPF” awards are administered by the Department of Housing and Urban Development (HUD).

HUD received the below information about your project as listed on the JES, which was printed in the Senate section of the Congressional Record on December 20, 2022 ([CREC-2022-12-20-pt3-PgS9325-2.pdf \(congress.gov\)](https://www.congress.gov/crec-2022-12-20-pt3-PgS9325-2.pdf)). A Grant Number (noted below) has been generated by HUD and will be the unique identifier for your project throughout the grant process.

Grantee:	Connections for the Homeless
Project:	Connections for the Homeless Hilda’s Place Renovations, Evanston, Illinois
Amount:	\$2,000,000
Grant Number	B-23-CP-IL-0584

Pursuant to the requirements associated with the FY2023 Act, this FY2023 Grant Award Letter outlines initial grant award requirements and information needed from you to prepare your FY2023 CPF Grant Agreement for execution. The Grant Award Letter also provides an overview of the steps to execute your Grant Agreement. Further detail is provided within the FY2023 CPF Grant Guide.

This “Grant Award Letter,” is included in the “Grant Award Package” transmitted with the corresponding email. The Grant Award Package also includes:

- the “FY2023 Community Project Funding Grant Guide” (FY2023 CPF Grant Guide),
- your FY2023 Community Project Funding Grant Agreement “FY2023 CPF Grant

DOCUMENTATION OF FUNDING SOURCES

- Agreement,” and
- standard forms required to execute your Grant Agreement.

A brief overview of these documents is below:

- 1) **FY2023 CPF Grant Guide:** The FY2023 CPF Grant Guide provides instructions for completing the requested information and filling out the required administrative forms to initiate your FY2023 CPF Grant Agreement. The FY2023 CPF Grant Guide also provides information on the requirements that will govern these funds, as provided by the FY2023 Act, and the cross-cutting requirements that generally apply to all HUD awards as provided by HUD regulations and other applicable Federal regulations and statutes.

The FY2023 CPF Grant Guide provides guidance and instructions for access to your grant funds and fulfilling the reporting requirements for this award. The FY2023 CPF Grant Guide provides guidance for various grant administration-related actions including the Disaster Recovery Grants Reporting (DRGR) system for the financial management of these grant funds and periodic reporting of project status and accomplishments for this grant. Please refer to this document as it includes important information and forms for accessing DRGR, as well as other information concerning reporting requirements.

- 2) **FY2023 CPF Grant Agreement for this Award:** The FY2023 CPF Grant Agreement specifies the applicable statutory provisions, regulations, and administrative requirements for this award. Please read this FY2023 CPF Grant Agreement carefully, including its incorporated appendices, which contain additional mandatory award terms as well as information specific to your award, such as your organization’s indirect cost information. Please make sure all grantee information and award-specific information is entered completely and accurately before signing this Agreement. The grantee’s Authorized Representative, or legal signatory, must sign and date the FY2023 CPF Grant Agreement. Please retain a “copy” (either electronic and/or printed) of the signed and dated document for your records pending receipt of the countersigned copy from HUD. Please also note that to ensure the Project Narrative and Approved Budget (Appendices 1 and 2) reflect the project and budget as approved by HUD at the time of grant execution, Appendices 1 and 2 will be added by HUD on the date that HUD signs the FY2023 CPF Grant Agreement as stated in Article III, sections A and B of the FY2023 CPF Grant Agreement.

- 3) **Standard Forms and Required Materials:**

- a. Form HUD-1044, Assistance Award/Amendment Form (Attached)
- b. Standard Form–424 Application for Federal Assistance:
<https://www.hudexchange.info/resource/306/hud-form-sf424/>
- c. SF-424-B, Assurances for Non construction Programs, or SF-424-D, Assurances for Construction Programs: <https://www.grants.gov/forms/sf-424-family.html>
- d. SFLLL Disclosure of Lobbying Activities (as applicable):
<https://www.hudexchange.info/resource/308/hud-form-sflll/>
- e. SF-1199A - Direct Deposit Sign-Up Form:
<https://www.hud.gov/sites/documents/attachmentvisf1199A.PDF>

DOCUMENTATION OF FUNDING SOURCES

Evidence of the American Bankers Association (ABA) number for your depository account, such as a VOIDED blank check, a deposit slip, or similar documentation. The SF1199A form is used to collect the information necessary to establish an account for the grantee in HUD's financial system. The form is to be completed by the grantee and grantee's financial institution.

Grant Award Process Overview

Below is a step-by-step walk-through of the process and necessary documents and forms to execute your FY2023 Grant Agreement. This process and the forms are also available in the FY2023 CPF Grant Guide, which can also be found on the program's webpage at:

https://www.hud.gov/program_offices/comm_planning/edi-grants.

Grant Award Process

- 1) HUD will email a Grant Award Package including:
 - a. FY2023 Grant Award Letter (this letter)
 - b. FY2023 CPF Grant Guide
 - c. FY2023 CPF Grant Agreement
 - d. Links to Standard Forms (see list above in number 3)
- 2) Grantee should review the Grant Award Package documents and send HUD the following:
 - a. Signed and dated FY2023 CPF Grant Agreement
 - b. Completed Standard Forms
 - c. Detailed Project Narrative: The detailed project narrative should:
 - i. capture the maximum anticipated scope of the proposal, not just a single activity that the CPF grant is going toward; and
 - ii. include all contemplated actions that are part of the project.
 - d. Line-Item Project Budget: The line-item budget should:
 - i. capture the maximum anticipated scope of the proposal including the use of the FY23 CPF grant funds in context of the full project budget; and
 - ii. include all contemplated actions that are part of the project, not just a single activity that the CPF grant is going toward.
- 3) Grantee should initiate or complete a Federal environmental review: If the grantee has not yet done so, they should initiate an environmental review, as applicable.
- 4) HUD reviews returned Grant Award Package for completeness: Once HUD receives a completed grant award package, HUD will review the project narrative and budget, standard forms, grantee-signed and dated FY2023 CPF Grant Agreement.
 - a. If complete, HUD will execute the FY2023 CPF Grant Agreement.
 - b. If information is missing, HUD will work with grantee to finalize the Grant Award Package.
- 5) Payment Process: Once the Grant Agreement is executed by the Grantee and HUD, HUD will assist the grantee in getting set up in HUD's financial system. Once set up in HUD's financial system, grantees will submit payment requests.

To assist you with understanding the materials that you have received, HUD will host a series of webinars and "office hours" starting the week of March 6, 2023, to review the

DOCUMENTATION OF FUNDING SOURCES

requirements and support grantees through the grant award process and beyond. HUD will send reminder emails prior to each session with the registration link.

Overview of the FY2023 Act

CPF grants are subject to several Federal requirements. HUD will provide additional information and further clarification regarding applicable requirements and the grant award process in upcoming webinars and additional technical assistance. The most essential requirements include:

- **Administrative Requirements:** CPF grants are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Part 200.
- **Environmental Review Requirements:** CPF grants, like all projects funded by HUD, are subject to requirements under the National Environmental Policy Act (NEPA), HUD’s NEPA-implementing regulations at 24 CFR Part 50 or 24 CFR Part 58, and all appropriate federal environmental and historic preservation laws, regulations, and Executive Orders.
 - In keeping with the National Environmental Policy Act (NEPA) and HUD’s NEPA-implementing regulations at 24 CFR Part 50 or 24 CFR Part 58, **environmental reviews must be completed, and a Request for Release of Funds and Certification must be approved by HUD, as applicable, for all projects prior to taking any ‘choice limiting actions.’¹**
 - Environmental reviews must be completed before a grantee can undertake actions that prevent the grantee from taking an alternative action to minimize or avoid environmental harm, or that would have an adverse environmental impact (“choice limiting actions”). This step is required to avoid violations under 24 CFR 58.22 which provides limitations on activities pending clearance, and Section 110(k) of the National Historic Preservation Act which prohibits anticipatory demolition or significant harm of cultural and/or historic resources prior to completion of the historic preservation review process known as Section 106 review.
 - HUD defines the “Federal Nexus” for a program or project as the event that triggers the requirements for federal environmental review under a host of laws, regulations, and Executive Orders, including the prohibition on choice limiting actions.
- To be eligible, expenses must comply with applicable Federal requirements. This includes administrative requirements under 2 CFR Part 200, environmental laws, statutes and Executive Orders, and other “cross-cutting” federal requirements adhered to by HUD. In addition, environmental reviews are required for all HUD funded programs and project activities. This includes soft costs as well as hard costs.
- For FY2023 grants, the date of the FY 2023 Act’s enactment (December 29, 2022) is the date of eligibility for reimbursement for hard and soft costs and the date of the federal nexus

¹ Choice limiting actions constitute work, such as entering construction contract agreements/commitments and earth-moving activities/clearing/grubbing as well as building renovation/upgrades, that can have an adverse impact on cultural and / or historical resources or the environment, or prevent the avoidance, minimization, or mitigation of those impacts. Examples of ‘choice limiting actions’ include, but are not limited to, purchasing land, entering into contracts for property acquisition or construction, or physical work on the project.

DOCUMENTATION OF FUNDING SOURCES

for compliance with all environmental laws. Therefore, reimbursable/eligible hard costs can be incurred after enactment once a full environmental review is completed.

- HUD conducted a nationwide environmental review to clear activities such as administrative, planning, and operations and maintenance costs (including costs to prepare an environmental review).
 - After execution of the FY2023 CPF Grant Agreement, these soft costs may be reimbursed if incurred after December 29, 2022, and the costs would otherwise meet the allowability criteria in 2 CFR 200.403.
 - Hard costs can be reimbursed if incurred after a full environmental review is completed and the costs would otherwise meet the allowability criteria in 2 CFR 200.403.

Further explanation and guidance on choice limiting actions and the environmental review process, including historic preservation review, is included within the FY2023 CPF Grant Guide and on the program's webpage.

All information required for your grant award should be submitted via email to the dedicated mailbox at CPFGrants@hud.gov. In transmitting your information, please copy and paste the bolded information as the subject line of your email: **<Grant Number>: <Grantee Name>: Submission of Required Grant Materials**.

If you, or your staff, have any questions regarding how to complete or submit the required documents or about your grant in general, please feel free to contact Shaina Glover, in CGD at CPFGrants@hud.gov. Please note while your grant officer may change over time, we have a team approach to managing your project. Shaina Glover is the primary point of contact at HUD for this award and will be available to assist you. Include your grant number and grant name in all email correspondence.

We look forward to working with you on this important project!

Sincerely,



Robin J. Keegan
Deputy Assistant Secretary
Economic Development

ATTACHMENTS:

FY2023 Community Project Funding Grant Guide (Version 1)
FY2023 CPF Grant Agreement
Form HUD-1044 – Assistance Award/Amendment Form

**MINORITY BENEFIT/AFFIRMATIVE HOUSING
STATEMENT**

MINORITY BENEFIT/AFFIRMATIVE HOUSING STATEMENT

a. What is the percentage of the minority group(s) population residing in the Census Block geography (i.e. community wide or census tract block group(s).

34.5 %

Identify the characteristics of the population of the project area by specific ethnic group. This information may be obtained from the most recent Census Data for the "applicant community." If submitting an "on behalf of" application for a project in an unincorporated area, use Census Data for the project's County.

Racial Group	Total Persons	# of Hispanic / Latino Ethnicity
White	49,248	4,714
Black/African American	14,348	2,019
Asian	8,550	849
American Indian/Alaskan Native	447	348
Native Hawaiian/Other Pacific Islander	45	20
American Indian/Alaskan Native and White	531	240
Asian and White	1,383	0
Black/African American and White	1,086	0
American Indian/Alaskan Native and Black/African American	86	0
Other Individuals Reporting more than One Race	2,386	588
# of Female Headed Households	11,234	

With the exception of "Female Heads of Households", the above numbers should equal the total number of persons to benefit from the project service area.

b. What is the goal for the percentage of CDBG-CV funded contracts to be awarded to minority contractors?

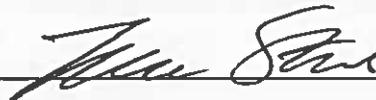
25 %

c. If the percentage goal in *b* is substantially less than the percentage of minorities residing in the community, Please explain.

The City of Evanston has a 25% Minority-Owned, Women-Owned, Disadvantaged-Owned, and Evanston-based business (M/W/D/EBEs) participation goal for all contracts of \$25,000 or more. With permitting being issued through the City's office, the project will abide by this participation standard of at least 25%.

NOTE: This form is utilized to establish the Minority Business Enterprise (MBE) goal for contracting.

Signature of Chief Official: _____



Date

6/27/2024

DOCUMENTATION, CERTIFICATIONS, RESOLUTIONS

LETTERS OF SUPPORT

Housing Forward

Interfaith Action of Evanston

Impact Behavioral Health

Northwest Compass

The Harbour

June 25, 2024

Office of Community Development
Illinois Department of Commerce and Economic Opportunity
500 E Monroe Street
Springfield, IL 62701

Dear Office of Economic Opportunity Review Panel,

I am honored to submit this letter of support on behalf of Housing Forward and share our strong support for of the City of Evanston's application to the Funding Opportunity: CDBG-Coronavirus Urban Shelter Program (CSFA # 420-75-3351) for the renovation and expansion of Hilda's Place congregate shelter space.

This application is being submitted on behalf of Connections for the Homeless, a leader in Suburban Cook County, providing shelter and services within Hilda's Place for 40 years. Hilda's Place launched in 1984 as an 18-bed congregate space for male-identifying adults. Amidst the COVID-19 pandemic, the congregate shelter closed and moved to the Margarita Inn- a hotel-to-shelter non-congregate shelter space. Proposed funding will support the expansion and relaunch of 30+ shelter beds within Hilda's Place, re-enabling pre-COVID shelter beds, and expanding shelter capacity in Cook County and Evanston.

As a long-standing peer housing services provider in suburban Cook County, Housing Forward knows first-hand the importance of this project. We responded to the COVID-19 crisis in a similar manner, by closing our congregate rotating overnight shelter and renting an unused hotel property to provide a safe and stable environment where individuals and families experiencing homelessness could shelter in place. In January, 2023, we re-opened our emergency shelter and now are expanding its capacity to meet the growing need for overnight accommodations for individuals and families experiencing homelessness.

Through the support of Cook County Government, we know own this property and are embarking on a similar project. Your support of the capital needs of this project will enable our community to take strides in its' ongoing effort to end homelessness.

Respectfully,



Lynda Schueler
Chief Executive Officer

LETTER OF SUPPORT



June 7, 2024

Office of Community Development
Illinois Department of Commerce and Economic Opportunity
500 E Monroe Street
Springfield, IL 62701

Dear Office of Economic Opportunity,

I am honored to submit this letter on behalf of Interfaith Action of Evanston and share our unwavering support for of the City of Evanston's application towards the Funding Opportunity: CDBG-Coronavirus Urban Shelter Program (CSFA # 420-75-3351) for the renovation and expansion of Hilda's Place congregate shelter space.

This application is submitted in support of Connections for the Homeless, a leader in Suburban Cook County, providing shelter and services within Hilda's Place for 40 years. Hilda's Place launched in 1984 as an 18-bed congregate space for male-identifying adults. Amidst the COVID-19 pandemic, the congregate shelter closed and moved to the Margarita Inn in a hotel-to-shelter model with non-congregate shelter space. Proposed funding will support the expansion and relaunch of 30+ shelter beds within Hilda's Place, re-enabling pre-COVID shelter beds, and expanding shelter capacity in Cook County and Evanston.

As provider of a seasonal congregate shelter system in the community, Interfaith Action of Evanston knows first-hand the importance of this project. Currently, Interfaith Action and nine rotating faith communities offer seasonal emergency overnight shelter for people experiencing homelessness as well as a year-round morning shelter. Working closely with Connections' staff, each person who comes to our doors is referred to Connections for their wraparound services and the possibility of transitional shelter in the Margarita Inn. Connections also offers Hilda's Place for Interfaith Action's weekend morning shelter, a time when no other alternatives are open in Evanston. Despite our collective efforts, at any point throughout our season (October – May) we still have a waitlist of 50 to 60 people. Based on local Cook County estimates, Evanston needs an additional 185 beds to achieve Functional Zero.

A year-round shelter is the ultimate goal for both Interfaith Action and Connections for the Homeless. Your support for the capital needs of this project will enable our community to work in partnership toward reaching this goal, contributing significantly to its ongoing effort to end homelessness.

Please feel free to reach out to me directly with any questions about our support of this project.

Respectfully,

A handwritten signature in purple ink that reads "Susan Berube".

Susan Murphy Berube
Executive Director
Interfaith Action of Evanston

Office of Community Development
Illinois Department of Commerce and Economic Opportunity
500 E Monroe Street
Springfield, IL 62701

Dear Office of Economic Opportunity Review Panel,

I enthusiastically submit this letter on behalf of Impact Behavioral Health Partners and share our unwavering support for of the City of Evanston's application towards the Funding Opportunity: CDBG-Coronavirus Urban Shelter Program (CSFA # 420-75-3351) for the renovation and expansion of Hilda's Place congregate shelter space.

This application is being submitted on behalf of Connections for the Homeless, a leader in Suburban Cook County, providing shelter and services within Hilda's Place for 40 years. Hilda's Place launched in 1984 as an 18-bed congregate space for male-identifying adults. Amidst the COVID-19 pandemic, the congregate shelter closed and moved to the Margarita Inn- a hotel-to-shelter non-congregate shelter space. Proposed funding will support the expansion and relaunch of 30+ shelter beds within Hilda's Place, re-enabling pre-COVID shelter beds, and expanding shelter capacity in Cook County and Evanston.

As a peer Housing Services provider in Suburban Cook County, we know first-hand the importance of this project. For several years, Impact has collaborated with Connections on housing, clinical, and employment programming. Your support into the capital needs of this project will enable our community in its' ongoing effort to end homelessness.

Please feel free to reach out to me directly with any questions about our support of this project.

Respectfully,



Patti Capouch
Executive Director
Impact Behavioral Health Partners



LETTER OF SUPPORT

1300 W. Northwest Highway • Mount Prospect, IL 60056 • T +1 847 392 2344 • www.NorthwestCompass.org

WHERE CRISIS BECOMES

Opportunity

6/5/2024

Office of Community Development
Illinois Department of Commerce and Economic Opportunity
500 E Monroe Street
Springfield, IL 62701

Dear Office of Economic Opportunity Review Panel,

I enthusiastically submit this letter on behalf of Northwest Compass and share our unwavering support for of the City of Evanston's application towards the Funding Opportunity: CDBG - Coronavirus Urban Shelter Program (CSFA # 420-75-3351) for the renovation and expansion of Hilda's Place congregate shelter space.

This application is being submitted on behalf of Connections for the Homeless, a leader in Suburban Cook County, providing shelter and services within Hilda's Place for 40 years. Hilda's Place launched in 1984 as an 18-bed congregate space for male-identifying adults. Amidst the COVID-19 pandemic, the congregate shelter closed and moved to the Margarita Inn- a hotel-to- shelter non-congregate shelter space. Proposed funding will support the expansion and relaunch of 30+ shelter beds within Hilda's Place, re-enabling pre-COVID shelter beds, and expanding shelter capacity in Cook County and Evanston.

As a peer Housing Services provider in Suburban Cook County, we know first-hand the importance of this project. Connections for the Homeless provides a critical safety net to the northwest suburbs, supporting their clients on the path from crisis to stabilization. They have been one of our most valuable and crucial partner to make homelessness and housing instability a rare and brief occurrence in our community for decades and we are grateful for their years of help and their solid commitment to change and improve lives. I truly believe that they are the cornerstone of our community working tirelessly to prevent and end homelessness and their impact extends far beyond the services they provide. We proudly support their dedication and continued effort to expand their legacy.

Your support into the capital needs of this project will enable our community in its' ongoing effort to end homelessness.

Please feel free to reach out to me directly with any questions about our support of this project.



LETTER OF SUPPORT

www.NorthwestCompass.org

Respectfully,

Sonia Ivanov

Sonia Ivanov

Executive Director

Northwest Compass, Inc

sivanov@northwestcompass.org

LETTER OF SUPPORT



Board of Directors

Martha Spatz, Co-Chair
Savio Lobo, Co-Chair
Sean Willett, Treasurer
Elizabeth Toussaint,
Secretary

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Lesley Prestegaard
Eric Reside
Jacob Sitati
David Studenmund

EXECUTIVE DIRECTOR

Melody Rose, LCSW

Office of Community Development
Illinois Department of Commerce and Economic Opportunity
500 E Monroe Street
Springfield, IL 62701

June 17, 2024

Dear Office of Economic Opportunity Review Panel,

I enthusiastically submit this letter on behalf of the Harbour, Inc, and share our unwavering support for of the City of Evanston's application towards the Funding Opportunity: CDBG-Coronavirus Urban Shelter Program (CSFA # 420-75-3351) for the renovation and expansion of Hilda's Place congregate shelter space.

This application is being submitted on behalf of Connections for the Homeless, a leader in Suburban Cook County, providing shelter and services within Hilda's Place for 40 years. Hilda's Place launched in 1984 as an 18-bed congregate space for male-identifying adults. Amidst the COVID-19 pandemic, the congregate shelter closed and moved to the Margarita Inn- a hotel-to-shelter non-congregate shelter space. Proposed funding will support the expansion and relaunch of 30+ shelter beds within Hilda's Place, re-enabling pre-COVID shelter beds, and expanding shelter capacity in Cook County and Evanston.

As a peer Housing Services and shelter provider in Suburban Cook County, we know first-hand the importance of this project. The Harbour's partnership with Connections for the Homeless is critical for the continuum of care available to all ages impacted by homelessness. Your support into the capital needs of this project will enable our community in its ongoing effort to end homelessness.

Please feel free to reach out to me directly with any questions about our support of this project.

Respectfully,

Melody Rose, LCSW
Executive Director

RESOLUTION OF SUPPORT
Inserted after the public hearing

**CERTIFIED MEETING MINUTES AUTHORIZING APPLICATION and
ATTENDANCE SHEETS**

Inserted after the public hearing

DOCUMENTATION OF MEETING NOTICE

Inserted after the public hearing

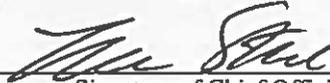
CERTIFICATIONS

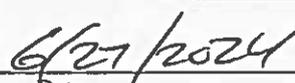
CERTIFICATIONS

On this (date) of (month), (year), the (title and name of the Chief Official) of (Applicant's name t) hereby certifies to the Department of Commerce and Economic Opportunity in regard to an application and award of funds through the Community Development Block Grant – Coronavirus that:

1. It will comply with the National Environmental Policy Act (NEPA) with the submission of this application and it further certifies that no aspect of the project for assistance has or shall commence prior to the award of funds to the community and the receipt of an environmental clearance.
2. It will comply with the Interagency Wetland Policy Act of 1989 including the development of a plan to minimize adverse impacts on wetlands, or providing written evidence that the proposed project will not have an adverse impact on a wetland.
3. It will comply with the Illinois Endangered Species Protection Act and the Illinois Natural Area Preservation Act by completing the consultation process with the Endangered Species Consultation Program of the Illinois Department of Natural Resources, or providing written evidence that the proposed project is exempt.
4. It will identify and document all appropriate permits necessary to the proposed project, including, but not limited to: building, construction, zoning, subdivision, IEPA and IDOT.
5. No legal actions are underway or being contemplated that would significantly impact the capacity of the (Applicant's name) to effectively administer the program, and to fulfill the requirements of the CDBG-CV program.
6. It will coordinate with the County Soil and Water Conservation District regarding standards for surface and sub-surface (tile) drainage restoration and erosion control in the fulfillment of any project utilizing CDBG-CV funds and involving construction.
7. It is understood that the obligation of the State will cease immediately without penalty of further payment being required if in any fiscal year the Illinois General Assembly or federal funding source fails to appropriate or otherwise make available sufficient funds for this agreement.
8. It acknowledges the applicability of Davis-Bacon prevailing wage rate requirements to construction projects; a wage rate determination must be obtained prior to commencement of any construction or equipment installation; and, it shall discuss these requirements with the contractor.
9. It will comply with Section 3 of the Housing and Urban Development Act of 1968 to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing federal, state, and local laws and regulations, be directed to low and very low income persons and businesses.
10. It certifies that no occupied or vacant occupiable low-to-moderate income dwellings will be demolished or converted to a use other than low-to-moderate income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended.
11. It will conduct a Section 504 self-evaluation of its policies and practices to determine whether its employment opportunities and services are accessible to persons with disabilities.
12. It will comply with 2 CFR 200, 24 CFR 570, Part 85, and the Illinois' Grant Accountability and Transparency Act (GATA).
13. The area, in whole or in part, in which project activities will take place, IS or **IS NOT** (circle one) located in a floodplain.

A FEMA Floodplain map is included in the application (as required) and is located on Page _____


Signature of Chief Official


Date

MANDATORY DISCLOSURES

Mandatory Disclosure

Award applicants and recipients of awards from the State of Illinois (collectively referred to herein as "Grantee") must disclose, in a timely manner and in writing to the State awarding agency, all violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the award. See 30 ILCS 708/40; 44 Ill. Admin. Code § 7000.40(b)(4); 2 CFR § 200.113. Failure to make the required disclosures may result in remedial action.

Are there any violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the awarding of a grant to your organization? No Yes

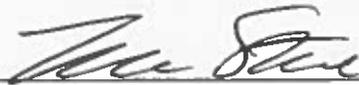
If there any violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the awarding of a grant to your organization, please describe them all here:

Grantee has a continuing duty to disclose to the Department of Commerce and Economic Opportunity (the "Department") all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this grant award.

By signing this document, below, as the duly authorized representative of the Grantee, I hereby certify that:

- All of the statements in this Mandatory Disclosure form are true, complete and accurate to the best of my knowledge. 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 18, Section 1001).
- There is no action, suit or proceeding at law or in equity pending, nor to the best of Grantee's knowledge, threatened, against or affecting the Grantee, before any court or before any governmental or administrative agency, which will have a material adverse effect on the performance required by the grant award.
- Grantee is not currently operating under or subject to any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of the Grantee's knowledge, it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority.
- If Grantee becomes the subject of an action, suit or proceeding at law or in equity that would have a material adverse effect on the performance required by an award, or an investigation by any state or federal regulatory, law enforcement or legal authority, Grantee shall promptly notify the Department in writing.

Grantee Organization (Company Name) City of Evanston



Signature of Authorized Representative
Luke Stowe

6/28/24

Date

Printed Name (Authorized Signator Name)

City Manager

Printed Title (Authorized Signator Title)

420-75-3351

CSFA Number

CONFLICT OF INTEREST DISCLOSURE

Conflict of Interest Disclosure

Award applicants and recipients of awards from the State of Illinois (collectively referred to herein as "Grantee") must disclose in writing to the awarding State agency any actual or potential conflict of interest that could affect the State award for which the Grantee has applied or has received. See 30 ILCS 708/35; 44 Ill. Admin Code § 7000.40(b)(3); 2 CFR § 200.112. A conflict of interest exists if an organization's officers, directors, agents, employees and/or their spouses or immediate family members use their position(s) for a purpose that is, or gives the appearance of, being motivated by a desire for a personal gain, financial or nonfinancial, whether direct or indirect, for themselves or others, particularly those with whom they have a family business or other close associations. In addition, the following conflict of interest standards apply to governmental and non-governmental entities.

Definitions:

Governmental Entity. If the Grantee is a governmental entity, no officer or employee of the Grantee, member of its governing body or any other public official of the locality in which the award objectives will be carried out shall participate in any decision relating to a State award which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or which affects the personal interest of a spouse or immediate family member, or has any financial interest, direct or indirect, in the work to be performed under the State award.

Non-governmental Entity. If the Grantee is a non-governmental entity, no officer or employee of the Grantee shall participate in any decision relating to a State award which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or which affects the personal interest of a spouse or immediate family member, or has any financial interest, direct or indirect, in the work to be performed under the State award.

The Grantee shall also establish safeguards, evidenced by policies, rules and/or bylaws, to prohibit employees or officers of Grantee from engaging in actions, which create or which appear to create a conflict of interest as described herein.

The Grantee has a continuing duty to immediately notify the Department of Commerce and Economic Opportunity (the "Department") in writing of any actual or potential conflict of interest, as well as any actions that create or which appear to create a conflict of interest.

Are there any current potential conflict(s) of interest, or any actions that create or which appear to create a conflict of interest, related to the State award for which your organization has applied?

No

Yes

If there are any current potential conflict(s) of interest, or any actions that create or which appear to create a conflict of interest, related to the State award for which your organization has applied, please describe them all here:

If the Grantee provided information above regarding a current potential conflict of interest or any actions that create or appear to create a conflict of interest, the Grantee must immediately provide documentation to the applicable Department grant manager to support that the potential conflict of interest was appropriately handled by the Grantee's organization. If at any later time, the Grantee becomes aware of any actual or potential conflict of interest, the Grantee must notify the Department's grant manager immediately, and provide the same type of supporting documentation that describes how the conflict situation was or is being resolved.

Supporting documentation should include, but is not limited to, the following: the organization's bylaws; a list of board members; board meeting minutes; procedures to safeguard against the appearance of personal gain by the organization's officers, directors, agents, and family members; procedures detailing the proper internal controls in place; timesheets documenting time spent on the award; and bid documents supporting the selection of the contractor involved in the conflict, if applicable.

By signing this document, below, as the duly authorized representative of Grantee, I hereby certify that:

- All of the statements in this Conflict of Interest Disclosure form are true, complete and accurate to the best of my knowledge. 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 18, Section 1001).
- If I become aware of any situation that conflicts with any of the representations herein, or that might indicate a potential conflict of interest or create the appearance of a conflict of interest, I or another representative from my organization will immediately notify the Department's grant manager for this award.
- I have read and I understand the requirements for the Conflict of Interest Disclosure set forth herein, and I acknowledge that my organization is bound by these requirements.

City of Evanston

Grantee Organization (Company Name): _____

Luke Stowe

Signature of Authorized Representative

6/27/2024

Date

CITY MANAGER

Printed Title (Authorized Signator Title):

LUKE STOWE

Printed Name (Authorized Signator Name):

420-75-3351

CSFA Number

ATTACHMENTS

COPY OF W-9

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. City Of Evanston</p> <p>2 Business name/disregarded entity name, if different from above</p> <p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input checked="" type="checkbox"/> Other (see instructions) ▶ Local Municipal Government</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions. 2100 Ridge Avenue</p> <p>6 City, state, and ZIP code Evanston, IL - 60201</p>	<p>Requester's name and address (optional)</p>
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
-				-					
or									
Employer identification number									
3	6								
-				-					

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	<p>Signature of U.S. person ▶ <i>Hitesh Desai</i></p>	<p>Date ▶ 7/31/2023</p>
------------------	-------------------------------------------------------	--------------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

COPY OF SAM REGISTRATION (CAGE#)



Important Reqs and Certs Update [Show Details](#)
Mar 1, 2024



See All Alerts

Planned Maintenance Schedule [Show Details](#)
May 21, 2024



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< **Entity Workspace**



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Non-Federal Entities

Non-Federal Entities

Filter By

Keyword



Entity



Status



- Work in Progress Registration
- Submitted Registration
- Active Registration
- Inactive Registration
- ID Assigned
- Pending ID Assignment

Expiration Date



FSD Number



Address Update



Reset

< 1 of 1 >

Results per page

25

Sort by

Expiration Date Ascending

CITY OF EVANSTON

Active Registration



Unique Entity ID:
XKVUMP8PBN1

Doing Business As:
(blank)

Purpose of Registration:
Federal Assistance Awards

Expiration Date

Mar 25, 2025

CAGE/NCAGE:
4RWL1

Physical Address:
**2100 RIDGE AVE
EVANSTON, IL 60201-
2716 USA**



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SAM.gov

An official website of the U.S. General Services Administration

COPY OF IRS CERTIFICATION LETTER



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248364843
Aug. 09, 2016 LTR 4076C 0
36-6005870 000000 00

00017967

BODC: TE

CITY OF EVANSTON
% CHIEF ACCOUNTANT
2100 RIDGE AVE
EVANSTON IL 60201

Federal Identification Number: 36-6005870
Person to Contact: Customer Service
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This responds to your request for information about your federal tax status. Our records do not specify your federal tax status. However, the following general information about the tax treatment of state and local governments and affiliated organizations may be of interest to you.

GOVERNMENTAL UNITS

Governmental units, such as States and their political subdivisions, are not generally subject to federal income tax. Political subdivisions of a State are entities with one or more of the sovereign powers of the State such as the power to tax. Typically they include counties or municipalities and their agencies or departments. Charitable contributions to governmental units are tax-deductible under section 170(c)(1) of the Internal Revenue Code if made for a public purpose.

ENTITIES MEETING THE REQUIREMENTS OF SECTION 115(1)

An entity that is not a governmental unit but that performs an essential government function may not be subject to federal income tax, pursuant to Code section 115(1). The income of such entities is excluded from the definition of gross income as long as the income (1) is derived from a public utility or the exercise of an essential government function, and (2) accrues to a State, a political subdivision of a State, or the District of Columbia. Contributions made to entities whose income is excluded income under section 115 may not be tax deductible to contributors.

TAX-EXEMPT CHARITABLE ORGANIZATIONS

An organization affiliated with a State, county, or municipal government may qualify for exemption from federal income tax under section 501(c)(3) of the Code, if (1) it is not an integral part of the government, and (2) it does not have governmental powers inconsistent with exemption (such as the power to tax or to exercise enforcement or regulatory powers). Note that entities may meet the requirements of both sections 501(c)(3) and 115 under certain circumstances. See Revenue Procedure 2003-12, 2003-1 C.B. 316.

002304

0248364843
Aug. 09, 2016 LTR 4076C 0
36-6005870 000000 00
00017968

CITY OF EVANSTON
% CHIEF ACCOUNTANT
2100 RIDGE AVE
EVANSTON IL 60201

Most entities must file a Form 1023, Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code, to request a determination that the organization is exempt from federal income tax under 501(c)(3) of the Code and that charitable contributions are tax deductible to contributors under section 170(c)(2). In addition, private foundations and other persons sometimes want assurance that their grants or contributions are made to a governmental unit or a public charity. Generally, grantors and contributors may rely on the status of governmental units based on State or local law. Form 1023 and Publication 4220, Applying for 501(c)(3) Tax-Exempt Status, are available online at www.irs.gov/eo.

We hope this general information will be of assistance to you. This letter, however, does not determine that you have any particular tax status. If you are unsure of your status as a governmental unit or state institution whose income is excluded under section 115(1) you may seek a private letter ruling by following the procedures specified in Revenue Procedure 2007-1, 2007-1 I.R.B. 1 (updated annually).

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Doris Kenwright, Operation Mgr.
Accounts Management Operations 1

COPY OF GATA REGISTRATION PRINTOUT

Insert GATA Registration Screenshot

Organization: **City of Evanston** [Edit](#)

GATA ID: **674647**

State cognizant agency: **Transportation (494)**

Contact for assistance: DOT.GATA@illinois.gov

You are signed in as: **jwingader (jwingader@cityofevanston.org)**

Parent Organization: **City of Evanston** [View](#)

Notes and Comments

[Add Note](#)

Carissa.Calloway: This is the centralized registration and the following entities fall under this registration per Kate Lewis-Lakin: Police Dept., Fire Dept., Parks, Health and Transportation. All awards to any of these entities must use this FEIN, DUNS. 3/12/18

Post notes for other portal users in your organization. State agency staff can also view and create notes.

Pre-Qualification Status

Your organization is currently in good standing with all pre-qualification requirements.

Requirement	Status	Remediation
SAM.gov Account	Good	Help
Federal Employer ID (FEIN)	Good	Help
Federal Excluded Parties List	Good	Help
Illinois Secretary of State	Good	Help
Illinois Stop Payment List	Good	Help
Illinois DHFS Sanction List	Good	Help

Your organization must remain in good standing in all pre-qualification requirements. The status of these requirements are validated nightly. Notifications when changes occur to the pre-qualification status can be emailed to Grantee Portal Access users by clicking the "Manage" button below.

**COPY OF CURRENT SHELTER FUNDING
STRATEGY**



TROY O'QUIN • CHAIR
CHRISTOPHER O'HARA • VICE CHAIR
SONIA IVANOV • PAST CHAIR
JOHN MCNABOLA • SECRETARY
JENNY HANSEN • TREASURER
JENNIFER C. HILL • EXECUTIVE DIRECTOR

LETTER FROM THE EXECUTIVE DIRECTOR

March 2022

The Alliance is pleased to release the Shelter Redesign Plan completed by Clutch Consulting. The report is both a culmination of many months of work as well as a springboard for the hard work yet to come to design, fund, and implement a homeless crisis response system that meets the needs of this moment as well as for years to come. The pandemic retaught us the lesson that housing is healthcare. Although the whole country experienced dramatic changes to their homeless systems during the COVID-19 pandemic, suburban Cook County's experience is unique in that we lost most of our pre-pandemic shelter system, more than replaced it with hotel-based shelter, and now two years later have no system to go back to until we build it—essentially from the ground up. This Shelter Redesign Plan completed by Clutch Consulting, accompanied by the Vision For Shelter guiding document created by Alliance staff in consultation with our membership, will provide the roadmap for homeless crisis response within suburban Cook County for years to come.

THE PANDEMIC PIVOT

In March 2020, suburban Cook County's emergency shelter system all but disappeared. Prior to the COVID-19 pandemic, our community relied on donated space in churches and synagogues to provide rotating, seasonal, emergency shelter to people experiencing homelessness. Known as the PADS model, this type of shelter represented over 70% of our community's emergency shelter capacity before the pandemic. A half dozen organizations, members of the Alliance to End Homelessness in Suburban Cook County, made the "pandemic pivot" to hotel-based shelter in those first few weeks of the stay-at-home order, at first struggling to get back to the 350-bed capacity that PADS-type shelters previously provided but soon doubling in size to serve 720 shelter guests at its peak in mid-June 2020. After a full year of the pandemic, numbers declined only slightly to about 600 guests in hotel-based shelter and other pandemic-triggered shelter options.

After the murder of George Floyd in the summer of 2020, our homeless system like most of the country faced a racial reckoning that led us to question how our shelter system, which relied on pads on the floor of church basements, was reinforcing inequality, instability, and an inadequate crisis response for people experiencing homelessness, many of whom are Black or Latinx. People of color make up 74% of our shelter guests but only 54% of the general population. Black

Americans are more than three times as likely to experience homelessness compared to people of other races in suburban Cook County.

After losing such a significant portion of our prior emergency shelter capacity, suburban Cook County is setting out to build a stronger, more resilient shelter system. We know this plan will require a mix of modalities, with special attention to the unique needs of families, individuals, and young people, as well as specific targets for each of our three regions—north, west and south.

BUILDING A STRONGER, MORE RESILIENT SHELTER SYSTEM

The solution to homelessness is *housing*. If our system is effective at preventing people from becoming homeless in the first place and efficient in moving as many people out of homelessness into permanent housing as quickly as possible, we will still need some amount of emergency shelter or interim housing to address the immediate crisis of people experiencing literal homelessness.



We engaged Clutch Consulting to scope our community’s need for different crisis housing interventions. We engaged the expertise of our Alliance staff to create guiding principles, best practices, and practical tools toward achieving a crisis response system aligned with our values and vision. We began and will continue a conversation with people with the lived expertise of homelessness to inform program design and scope as we move toward implementation of this vision for shelter.

SHELTER REDESIGN PLAN

The Shelter Redesign Plan created by Clutch Consulting for suburban Cook County places emergency shelter in the middle of an optimized system where diversion and housing placement are working highly effectively. ***The plan envisions a housing pathway for every person and family experiencing homelessness in our community.*** That pathway might include avoiding homelessness altogether; in this optimized model, about 15% of the people who encounter our system are diverted from becoming homeless. Another 50% stay in shelter or transitional housing for a brief period and need no further homeless housing intervention (that is true in our current system as well as in our ideal system). We expect the remaining 35% will need a permanent housing option like rapid re-housing or permanent supportive housing to end their experience of homelessness.

The plan describes a mix of shelter modalities and how certain groups can benefit most from these models. Some of the key takeaways include:

- **Non-congregate** living, similar to hotel-based shelter begun during the pandemic, serves adult-only households especially well, and over half of shelter guests can exit homelessness with no further homeless housing intervention. Medical respite is especially needed for people leaving hospitals with no place to go.
- **Agency-leased apartments** are especially well-suited to families with children, allowing even large families to stay together, have food prep space and storage. The programs may be integrated with rapid re-housing programs to ensure a seamless exit to permanent housing.
- Suburban Cook County should **reimagine the PADS sheltering approach**. Some congregate shelter is still desirable in our system for immediate crisis needs, accommodating overflow and single night stays, for instance. Congregate sites can also provide low barrier access for especially vulnerable populations.
- We should continue the tailored supports for **youth and young adults** we launched in 2020 as part of the Youth Homelessness Demonstration Program (YHDP). This includes system navigation and transitional housing integrated with rapid re-housing for young adults aged 18 to 24.
- **Housing-focused practices** need to be implemented across the system. Through progressive engagement, shelter programs will assist new clients to rapidly resolve their housing crisis. In-depth assessments and more intensive housing interventions are targeted to people who experience homelessness for a longer period of time.

The shelter redesign must happen in the context of robust diversion and housing placement. Emergency shelter capacity has ballooned during the pandemic, and lengths of shelter stay have increased substantially. A system without enough housing resources or that lacks effective diversion practices can make the demand for shelter boundless. **The Clutch Consulting analysis recommends a ratio of 2:1 permanent housing interventions for every new or reconfigured shelter unit.** By appropriately investing in permanent housing solutions and moving people more quickly out of shelter, suburban Cook County need not maintain shelter capacity at the increased levels operating during the pandemic.

Recommended Suburban Cook County Shelter Capacity:

- 564 units of shelter (~648 beds)
- 522 beds for individuals
- 42 units for families (~126 beds)

The Clutch Consulting analysis places an emphasis on rapid re-housing, with very little additional permanent supportive housing recommended. Based on provider input and other analyses the Alliance has done, we believe a balanced system will require significantly more permanent supportive housing opportunities. The Alliance will engage in a strategic planning process later in 2022, in consultation with community stakeholders, and that process will better articulate the

permanent supportive housing gap and how to achieve the recommended 2:1 ratio for permanent housing interventions compared to shelter units.

VISION FOR SHELTER

Our vision for shelter in suburban Cook County is to create person-centered, accessible, trauma-informed shelter that quickly connects people to safe and stable housing in suburban Cook County. Its guiding principles must be:

- Housing First
- Cultural Competence & Humility
- Equitable
- Autonomy & respect
- Trauma-Informed

The Alliance hosted regional planning sessions in the south, west, and north regions which included an articulation of how we achieve this vision for shelter that aligns with these guiding principles and best practices. For each shelter modality—congregate, non-congregate, and agency-leased apartments—we have begun to craft how shelter programs can implement model policies around:

- Immediate and Low Barrier Access
- Safe and Appropriate Diversion
- Housing Focused Services
- Restorative & Transformative Justice
- Data to Measure Performance

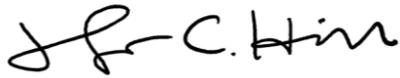
As a leader of the homeless system, the Alliance offers training and support to programs as they implement Housing First and other best practices in new and existing programs. By orienting our entire system to diversion and housing-focused problem solving, the Alliance and its members are committed to a more just system of serving people facing a housing crisis.

WHERE WE GO FROM HERE

The pandemic reinforced our need for robust diversion practices. In early 2021, the Alliance launched a highly effective diversion partnership, helping 64% of people seeking shelter in our region to find alternatives that allowed them to avoid entering the shelter system. Under 20% of those diverted clients needed flexible financial assistance to solve their housing crisis, while the others were diverted with case management only.

The Shelter Redesign Plan and our accompanying Vision For Shelter in Suburban Cook County will form the basis of our long-term vision for crisis response within the homeless system. What we build and launch in the next couple years will be the crisis response system that serves our community for the next decade or more. In the coming months, this re-envisioning of our shelter system will feed into the Alliance's next strategic plan. In that plan, we will better articulate the unmet need for permanent housing solutions that will allow us to right-size all the system components, including emergency shelter.

In the immediate term, the Alliance is taking what we have gathered from this analysis and the regional conversations and turning that into a platform for our funding advocacy. The State of Illinois, Cook County, and some of its municipalities are currently making decisions about an unprecedented level of pandemic recovery resources. We must work with our partners to weave together the capital and upfront funding to launch the new and reconfigured shelter programs described in the Shelter Redesign Plan. Just as urgently, we are advocating for the ongoing operating support and services funding to make sure these programs are in fact the robust, housing-focused, effective programs we need them to be. The ongoing funding will be the key that unlocks the upfront investments we need in the short term.

A handwritten signature in black ink that reads "Jennifer C. Hill". The signature is written in a cursive, flowing style.

Jennifer C. Hill
Executive Director

Vision for Shelter in Suburban Cook County

Our vision is to create person-centered, accessible, trauma-informed shelter that quickly connects people to safe and stable housing in suburban Cook County.

GUIDING PRINCIPLES

Housing
First

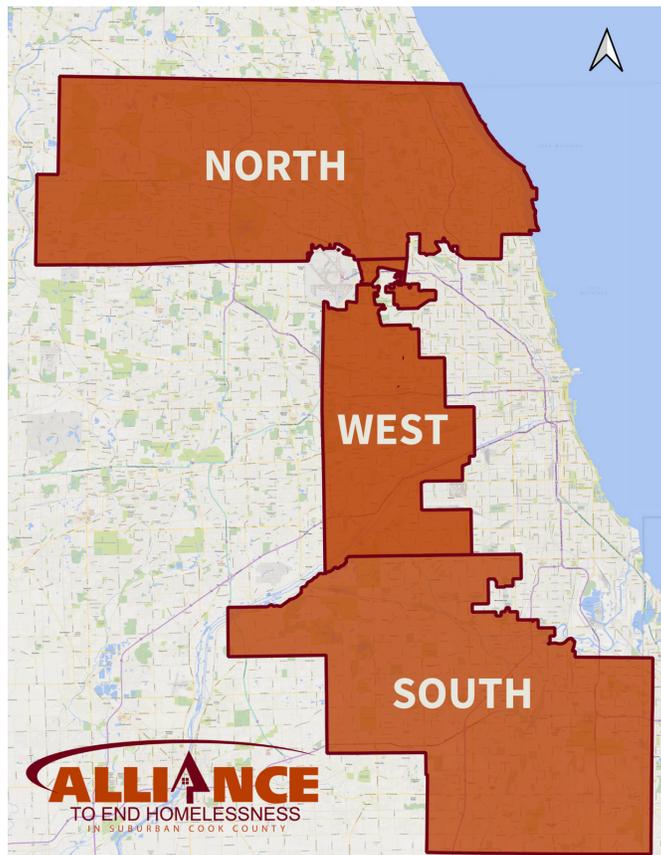
Cultural
Competence
& Humility

Equitable

Autonomy
& Respect

Trauma-
Informed

SHELTER TARGETS



564 units of shelter

North

Individual beds: 171
Family units: 14

West

Individual beds: 141
Family units: 11

South

Individual beds: 210
Family units: 17

Meeting this target requires various shelter models including non-congregate, congregate, and agency-leased apartments.

PUBLIC AND PRIVATE RESOURCES

Capital: HOME-ARP, CDBG-CV, CDBG (State, County, and Local)

Operating Commitment to Leverage Capital: ARPA-SLFRF (State and County)

On-going Operating and Services Support from Public and Private Sector:

ESG, CDBG (Public Services), ETH, philanthropic and business sector

BEST PRACTICES & PRACTICAL EXPECTATIONS

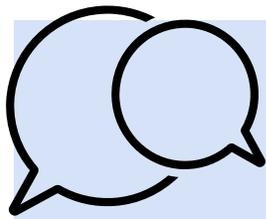
These practices reflect the guiding principles and robust research conducted by leaders in the housing and homelessness sector. Links to sources are included on the "Resource" page.



Immediate and Low Barrier Access

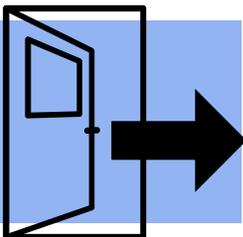
All individuals will be welcome in all shelters, 24/7, 365 days a year

- An ID or other documentation will not be required to enter
- Shelters will be accessible to people with all forms of disabilities
- Shelters will not be gender-specific or segregate by gender
- Shelters will not separate families (family is defined by guests)
- Shelters will take referrals from the Call Center
- Transportation will be provided to connect guests to shelter



Safe and Appropriate Diversion

Before entering shelter, we will help guests identify housing arrangements with their social supports when it leads to safe and stable housing.



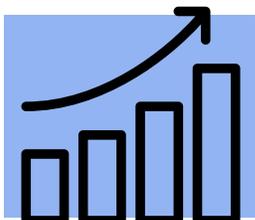
Housing Focused Services

The primary purpose of shelter is to partner with guests to end their experience of homelessness and connect to safe and stable housing, either outside of or within the CoC.



Restorative & Transformative Justice

Shelters will not be punitive and will not engage with or utilize police. Responses to harm will involve victims, offenders, and community members working together to repair the harm.



Data to Measure Performance

Data will be collected to evaluate how effectively shelter is connecting guests to safe and stable housing, and data will be used to drive decision-making and improve outcomes.

Suburban Cook Shelter Funding Sources

Cook County and State recovery funds dedicated to one-time capital (acquisition/renovation) for housing to serve people experiencing homelessness and housing instability.

HOME-ARP

- Cook County: \$23.8M
- State (IHDA): \$63M
- Spending Deadline 2030

CDBG-CV

- Cook County: \$12M
- State (DCEO): \$20M
- Spending Deadline 2026

Funding sources administered at state, county, and local level available to support shelter operations and services (one-time and on-going)

ARPA State and Local Fiscal Recovery Funding

- Cook County and State
- Spending Deadline 2026

Community Development Block Grant (CDBG)

- Suburban Entitlement Communities, Cook County, State

Emergency Solutions Grant (ESG)

- Cook County and State

Emergency and Transitional Housing (ETH)

- State

Emergency Food and Shelter Program (EFSP)

- Locally administered through United Way

Philanthropic and Business Sector

- Private grants and donors

Shelter Redesign Plan

STRATEGIC RECOMMENDATIONS FOR THE RECONFIGURATION OF THE HOMELESS EMERGENCY SHELTERING SYSTEM IN SUBURBAN COOK COUNTY

Prepared by

Clutch Consulting Group

IN PARTNERSHIP WITH MATT WHITE, HOUSING INNOVATIONS
OCTOBER 2021

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BACKGROUND

In the wake of COVID-19 and a national affordable housing crisis, communities across the county are forced to balance the need for immediate and safe sheltering options with the need for scaled, accessible rehousing solutions. To that end, the Suburban Cook County CoC engaged Clutch Consulting Group to conduct an analysis of the current emergency shelter system and provide redesign recommendations that meet the needs of people experiencing homelessness and create a safer, more streamlined crisis response system.

SCOPE AND APPROACH TO ANALYSIS

The purpose of this review is to evaluate the current homeless response system and provide tailored recommendations to promote a modernized interim housing offering connected to exit pathways. Outlined in this report are the major components of an effective homeless response system and actionable, proven strategies to implement a comprehensive systems approach to addressing shelter needs for all populations experiencing homelessness. Rooted in best practices and expertise in system design, the proposed recommendations are not intended to be academic in nature. Clutch's approach to evaluation emphasizes the importance of collective impact on social problems and a deep understanding of systems thinking theory.

GROUNDING IN SYSTEMS THEORY

A system is defined not as a collection of parts, but rather an intentional connection of components to produce a desired behavior and result. The dynamics of a complex system, such as the homeless response system, have many interacting elements that are continuously adapting in response to conditions within the environment. Systems thinking theory suggests that each component of the system relies on the others, and the success of the whole system depends on the coordination of strong components working together in a streamlined and collaborative manner. This report approaches analysis of suburban Cook County's emergency shelter response using a systems thinking lens; recognizing that the emergency shelter system itself is contained within a larger ecosystem of temporary and permanent housing interventions intended to end homelessness.

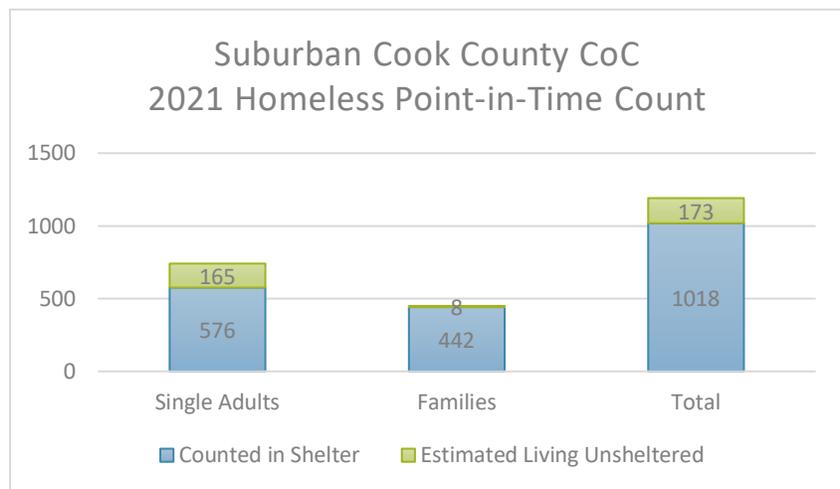
SUBURBAN COOK COUNTY CONTEXT

Suburban Cook County covers a geographic area of over 500 square miles and includes more than 2.5 million residents. In addition to its vast geography, suburban Cook County

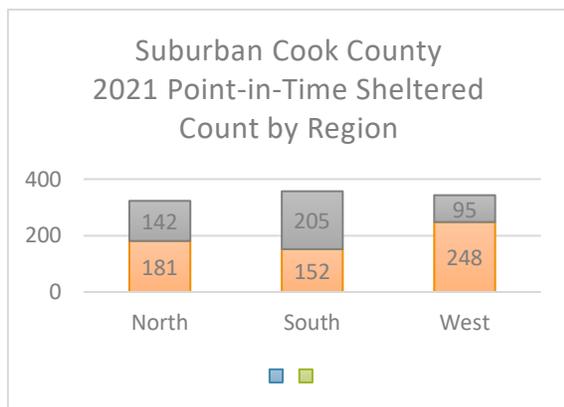
also has significant variations in the availability of resources and programs throughout the region. The Alliance to End Homelessness in Suburban Cook County (Alliance) serves as the lead agency of the suburban Cook County Continuum of Care (CoC) and is responsible for coordinating homeless assistance efforts throughout the County, except for the city of Chicago. To respond most effectively, the Alliance organizes its work at the local level utilizing Community Based Service Areas (CBSA)s for homelessness assistance provision. These CBSAs employ a collaborative approach to the homeless services delivery system within their local communities. This report examines the homeless response system in all of suburban Cook County including the community-based service areas.

Trends in homeless counts typically depend on the population size and rate of entries and exits over time. Annually these trends are captured and compared by conducting a point-in-time count at the end of January each year.

Based on the 2021 Point-in-Time (PIT) count data, there were 1,191 persons experiencing homelessness on any given night in the Suburban Cook County CoC. On the night of the PIT count, 1,018 persons were sleeping in emergency shelters or other time limited housing



and an estimated 173 were experiencing unsheltered homelessness. The unsheltered count, typically a literal count of those sleeping outside, was suspended in 2021 due to the COVID-19 pandemic. Instead, an estimate was used based on previous years and knowledge of street homelessness conditions.



When comparing regions across the CoC, each represents a similar number of sheltered homeless persons. Differences do arise in the mix of families to single adults, with West Region having more than twice as many single adults as families in shelter. While the South Region has about 25% more persons in families sheltered than single adults. These differences in the mix of sheltering will be considered throughout this analysis.

HOMELESS RESPONSE SYSTEM COMPONENTS

Homelessness is a complex, long standing social problem that has deep and costly societal repercussions. The complexity underlying housing insecurity and the characteristics of homelessness have important implications when designing a systemic response to effectively meet the needs of people experiencing homelessness. Conceptually, homelessness is the combination of persons experiencing housing disruptions (typically characterized in data as inflow) and the movement of individuals in and out of homelessness over time (known as throughput). At the household level, this is reflected as persons transitioning between stable and unstable environments and interacting with homeless assistance programs at various stages and trajectories. The ebb and flow present challenges for homeless response systems in accurately predicting patterns of use and planning the most effective response.

Despite these conditions, it is well understood that the most effective system-wide response to homelessness is one that is driven by *diversion first and throughput second*. ***This means equipping those experiencing a housing crisis with ways to avoid homelessness, connecting to an emergency shelter only as a last resort, and ensuring every shelter bed is linked to a permanent housing exit pathway.***

To effectively predict the scale and type of emergency shelter needed in suburban Cook County, the whole response system must be considered and balanced to reveal the ideal number and type of emergency shelter beds.

SYSTEM MODELING

System Modeling is an analytical process to conceptualize and construct different models for homeless system programming and the opportunity for those models to support system goals. System modeling enables the CoC to anticipate future demand for homelessness response services, configure different options for services and housing resources, model the impacts of those various policy considerations, and enable intentional and thoughtful design of the homelessness response system based on a set of data-informed execution strategies.

For this exercise, Clutch partners modeled an optimized system response where **all** persons experiencing a housing crisis are offered a housing strategy to resolve their crisis. We looked at CoC-wide and sub-regional (North, South, and West County regions) needs and gaps. The results compare existing system configuration/inventory to an optimal system configuration/inventory and reveal either a deficit or surplus of beds/units/slots for each CoC component type. Although the initial focus of the modeling was an investigation of shelter and crisis housing needs, utilization of shelter occurs within the broader system context, so it was necessary to understand how shelter can best be

configured in relation to other program strategies and combinations of program strategies. See [Appendix A](#) for details on methodology, data sources, assumptions, and model results. The system modeling tool has been provided to the Alliance to support ongoing planning throughout implementation of these recommended strategic refinements.

COST MODELING

Cost modeling is the exercise of identifying and applying average costs per unit of intervention to support homeless response system cost analysis and planning activities. Cost modeling enables the CoC to compare costs across intervention types, consider different housing and service configurations within a proposed budget, anticipate future resource demand to support system goals, and intentionally and thoughtfully invest in homeless response system reconfiguration and expansion.

For this exercise, Clutch partners modeled costs based on national averages for all intervention types and compared this to available local data to reveal a semi-localized cost for each intervention type. These costs were then applied to the proposed expansion as suggested by the system modeling results and coupled with local data on capital expenses. The resulting charts in [Appendix B](#) serve as an example of cost planning practices and are designed to assist in an initial feasibility assessment of the recommended strategic refinements.

STRATEGIC REFINEMENTS

The following section outlines proposed refinements to suburban Cook County's homeless response system, including the reconfiguration of the emergency shelter portfolio. The recommendations reflect the necessary adjustments across three components of the rehousing process (front door services, emergency sheltering, and permanent housing pathways) to achieve an optimal homeless response system.

REDUCE INFLOW INTO THE HOMELESS RESPONSE SYSTEM USING ENHANCED PREVENTION, DIVERSION, AND RAPID RESOLUTION PRACTICES

Front-end homelessness prevention services in the form of rental and utility payment assistance offered at certain entry points for the last 15 years is a strength of the existing system. However, homelessness prevention services alone have not proven sufficient to respond to the anticipated flow of people at risk of homelessness and to reduce demand for emergency shelter. Many who seek shelter services no longer have a housing condition that can be preserved, but they can avoid shelter entry with a different type of intervention. Shelter diversion is a practice that helps those seeking shelter to identify

immediate alternate housing arrangements and, if necessary, connect with services and financial assistance to assist in their return to permanent housing. This strategy enables communities to reserve emergency shelter beds for people who truly have no alternative to shelter, thus effectively reducing demand for shelter beds.

The recent Diversion Cohort, funded by United Way to shape the full inclusion of diversion practices across the region, positions the suburban Cook County CoC to readily move toward an integrated prevention, diversion, and rapid resolution model. To successfully implement an integrated diversion program throughout the CoC, a shift in both philosophy and practice is required.

Successful integrated diversion practices include an assessment of safety and appropriateness, landlord and family mediation, negotiation of payment plans, payment of rental and utility arrears, payment of first month's rent and deposit, and other payments that support ongoing housing stability. This means eliminating arbitrary limits on the amount and frequency of supports typically utilized in many traditional open-access homelessness prevention programs.

A robust, integrated front-door diversion strategy is one that recognizes this intervention as an appropriate pathway out of homelessness and a commitment to its use even if there is capacity within the shelter system. ***Diversion is not a process of turning people away or declining to provide needed services. Rather, diversion is an intentional offering of person-centered services that help people avoid the experience of being in shelter or sleeping outside or in a vehicle.*** This means an integrated diversion strategy is attached to the front door of the homeless response system and targeted to those who would otherwise enter literal homelessness without integrated prevention, diversion, and rapid resolution services.

It is recommended that the suburban Cook County CoC formalize integrated prevention, diversion, and rapid resolution activities under a diversion program model and incorporate into all entry points, particularly at shelter entry, as a targeted intervention strategy. This will require the utilization of a diversion screening tool at all points of entry, trained staff, and access to a pool of flexible resources to provide the necessary financial supports. The PADS shelter intake process did not uniformly include robust universal diversion screening and was challenged to integrate such practices given its rotating structure.

The system modeling exercise identified the minimum number of targeted prevention and diversion slots necessary for suburban Cook County to maximize the use of its current assets and future resources to reduce homelessness.

Expand Integrated Prevention, Diversion, and Rapid Resolution					
764 Households Served Annually			\$3.5M Flexible Funding Pool		
206 West	252 North	306 South	\$1.0M West	\$1.1M North	\$1.4M South

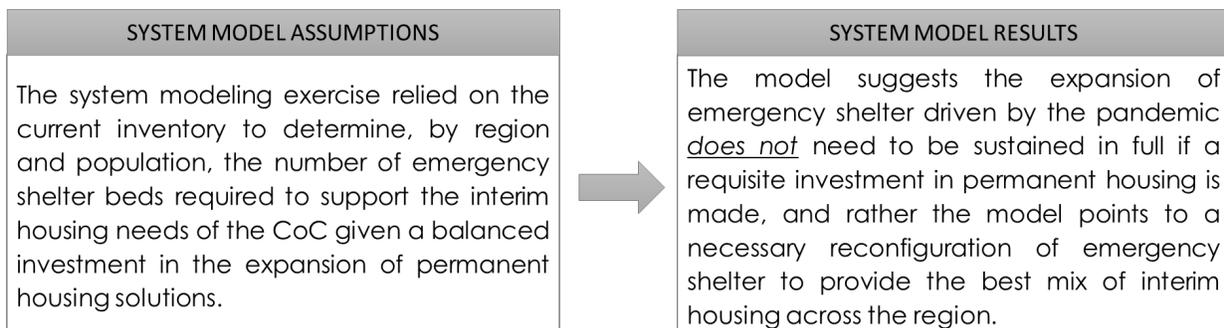
Note the estimates are suggested annual slots resourced with a pool of flexible funding and are in addition to current open-access homelessness prevention services. To fully fund the flexible pool, rapid resolution practices for those who enter shelter

should also be included in the final cost projections.

RECONFIGURE THE SUPPLY OF EMERGENCY SHELTER BEDS TO SUPPORT EXITS TO PERMANENT HOUSING

When diversion activities are unsuccessful or unsuitable, a short stay in a temporary housing environment becomes a critical interim solution while individuals secure a pathway to permanent housing. Often described as interim housing, this short-term stay is typically in an emergency shelter or transitional housing bed that provides residential services and case management supports focused on navigating a path out of homelessness.

The suburban Cook County emergency shelter system ballooned to 693 emergency shelter beds for single adults and 57 units for families throughout the County in 2021, a 16% increase from 2020. (The system modelling tool provides a detailed list of each emergency shelter program and number of beds.) The modeling exercise aimed to determine the actual number of beds of needed to achieve an optimized system. The boxes below provide guidance based on the modeling results.



The model assumes each of these emergency shelter beds functions as a residential interim housing environment. The current stock of emergency shelter across suburban Cook County includes a mix of models, and thus reconfiguration is required to achieve the *optimal number of interim housing beds* throughout the region.

The following recommendations describe different types of interim housing models that can be utilized. To maximize current and available assets, it is anticipated that a variety

of interim housing types will be used to reconfigure the emergency shelter portfolio. [Appendix C](#) includes an interim housing program model with operational elements and population specific attributes to help guide adoption of the model.

REIMAGINE PADS SHELTERING APPROACH AND RECONSTITUTE AS AN INTERIM HOUSING MODEL TAILORED FOR SPECIFIC SUBPOPULATIONS

An effective crisis response system utilizes emergency shelter to support flow from housing crisis to housing stability by providing support and connections to people experiencing homelessness. This requires an emergency shelter system primed to readily identify and seamlessly connect people experiencing homelessness to exit pathways within the system, maximizing every housing option to reduce homelessness. Conversely, the system must also be designed for those who can effectively utilize shelter as a springboard to return to appropriate permanent housing options without substantial assistance. The previous PADS shelter model was not designed to support and achieve either of these objectives. Rather, individuals and families were shuttled nightly from one environment to another to meet their basic needs. The PADS operating structure made it difficult to utilize diversion and housing-focused case management as the mass-sheltering model inhibited quality client engagement.

It is recommended that the Suburban Cook County CoC provide a unique combination of non-congregate residential and congregate overnight services based on specific subpopulation needs as a replacement for the previous system. The following recommended models and action steps offer a roadmap for reconfiguration.

EXPLORE DORMITORY OR NON-CONGREGATE LIVING ENVIRONMENTS FOR SINGLE ADULTS EXPERIENCING HOMELESSNESS

The system model, using current utilization data, indicates that 50% of the population accessing emergency shelter will not need a long-term intervention and are primarily single adults. This underscores the need to develop an interim housing environment equipped to provide robust diversion at entry and housing-focused services while residing in shelter so individuals can exit quickly. Due to public health and safety considerations related to COVID-19 and social distancing protocols, it is recommended to consider non-congregate facilities that can be utilized for dormitory style living such as a hotel, motel, or other multifamily facilities. The facilities should be mixed gender and allow the option for a couple (regardless of gender) to sleep in beds next to each other. The facilities should also provide a safe location to securely store belongings. Lastly, consistent with best practice low-barrier principles, there should not be any preconditions to entry such as sobriety, required participation in mental health treatment, or requirements for service or ceremony participation.

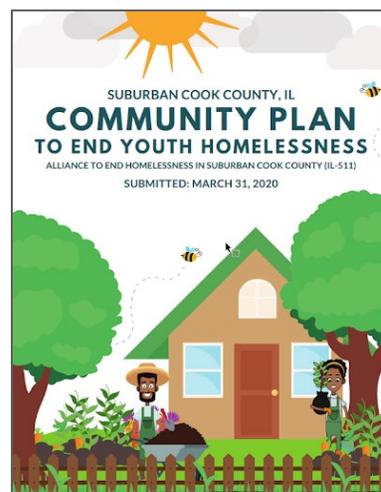
On a limited basis, congregate environments can be considered to meet immediate crisis needs for overflow or single night stays and should adhere to social distancing, rapid testing, and other public health measures to limit the spread of infectious disease. In other scenarios, permanent congregate sites may be an option for special populations requiring low-barrier and/or shared residential care. These environments would utilize rapid testing and controlled access to mitigate public health risks.

EXPLORE THE USE OF AGENCY-LEASED APARTMENTS FOR FAMILIES EXPERIENCING HOMELESSNESS

The conventional short-term emergency shelter approach, to include hotels and motels, is an inadequate response to family homelessness. These environments are not designed to accommodate large families and most lack the storage and facilities for essential activities such as food preparation. In addition, these environments are extremely costly and often result in increased exposure to trauma prolonging the instability that landed them in crisis to begin with. Best practices state that families are typically better served in their own units or doubled up environments than in shelters and motels. The same investment of resources can provide 1.5 to 2 times the number of temporary environments and be seamlessly coupled with rapid rehousing and diversion strategies. This would ensure families have an immediate, safe and appropriate housing option, help families overcome the immediate barriers to entry traditionally experienced in the housing market, and support a successful transition using temporary or permanent subsidy.

PROVIDE TAILORED CRISIS AND HOUSING SUPPORTS TO MEET DISTINCT NEEDS OF YOUTH AND YOUNG ADULT POPULATIONS

The Alliance to End Homelessness in Suburban Cook County was awarded a two-year Youth Homelessness Demonstration Program (YHDP) grant to create and implement a plan to end youth homelessness. Partners in suburban Cook County have been deeply embedded in learning more about the experience of youth homelessness and developing approaches and solutions that best meet the diverse and complex needs of youth and young adults and expand the availability of services in an equitable way. The result is a new YHDP-funded 45-unit Transitional Housing-Rapid Re-Housing (TH-RRH) program launched in October 2020. This model offers young adults experiencing homelessness (ages 18-24) a transitional housing unit as a temporary crisis intervention and pairs wrap-around services and financial assistance to secure and stabilize in a permanent housing option (rapid rehousing intervention).



Services are tailored to meet the unique needs of a young adult population who are in transition to adulthood and grappling with extreme crisis and trauma. These unique services coupled with continuity of care from interim housing to permanent housing offer a replicable model for youth and young adults, as well as other special populations. The principles of the TH-RRH program model reflect the crucial intentional link between interim housing and permanent housing and are further explored in the next section of permanent housing recommendations.

IMPLEMENT HOUSING-FOCUSED OPERATING PRACTICES ACROSS ALL INTERIM HOUSING ENVIRONMENTS

Case management within shelters typically produces few results in the absence of rehousing options. Interim housing case management should focus on problem-solving techniques, housing location assistance, move-in essentials, and rental assistance (when appropriate) and employ a progressive engagement case management model. Progressive engagement is built upon the recognition that people who experience homelessness can effectively resolve their own crisis with very limited assistance. By utilizing strengths-based, housing-focused case management, rapid exits from shelter can be facilitated for both households that will need a robust rehousing intervention and those not likely prioritized for a housing intervention or long-term rent assistance under current prioritization policies. While all households enter with equal initial services such as housing location assistance, move-in, rental assistance, or case management, the level of intervention increases as their time in shelter accumulates.

Progressive engagement requires provision of housing-focused services intended to help the person identify ways to exit homelessness quickly and, when possible, without utilizing homelessness-dedicated resources. At entry, staff should prescreen and support individuals in

Local Case Study: DuPage County Increases Engagement in Case Management Services by 500% Utilizing Motels as Interim Housing

As a result of the COVID-19 pandemic, DuPage County was forced to close its rotating overnight sheltering services in March 2020 and quickly pivot to a motel-based sheltering model; first, for elderly clients with chronic health conditions, then families with children and finally for unaccompanied adults. While DuPagePADS has always offered a range of services to help people achieve housing stability, they found the rate of participation in services when traveling from one overnight shelter to another remained low.

DuPagePADS has since served more than 430 people in hotels. The result has been a 500% increase in the use of case support services and improved outcomes, prompting them to reconsider the previous rotating PADS model and instead pursue the use of non-congregate sheltering practices by purchasing a motel and focusing services on rehousing and housing stabilization.

developing a preliminary housing plan. New clients should initially be offered light housing assistance and then progressively asked to complete more in-depth assessments to access more intensive assistance if they are unable to secure housing after a set period. All interim housing residents should be connected to housing navigation services and engaged in intentional conversations about housing at least daily for the first 14 days. After two-weeks each resident should be assessed for rehousing interventions and supported in collecting documentation necessary for determine program eligibility. Shelter staff should either directly conduct assessments with residents and participate in the process of matching clients with the most appropriate housing and services, or integrate with, and provide on-site access to coordinated entry system intake.

RIGHT SIZE PERMANENT HOUSING INTERVENTIONS TO OPTIMIZE THE USE OF INTERIM HOUSING BEDS AND AMPLIFY EXITS FROM HOMELESSNESS

Shelter beds alone will not end homelessness. Even coupled with diversion activities, case management, and progressive engagement, several individuals will require a permanent housing intervention to exit homelessness. Permanent housing interventions in the homeless response system typically fall into two categories: permanent supportive housing (PSH), providing long-term rental subsidies coupled with intensive wrap-around services and targeted to individuals with serious disabling conditions, and rapid rehousing (RRH) providing short- to medium-term rental subsidies with housing stabilization services and typically targeted to vulnerable households without serious disabling conditions. Rapid rehousing can include a spectrum of rental subsidies and supports, and a range of nuanced program models have developed to tailor supports across a wide array of households. Some emerging models include shallow subsidies providing long-term shallow rental assistance following a period of intense rapid rehousing assistance.

The system modeling exercise to determine the optimal number of emergency shelter beds for the suburban Cook County CoC is predicated on having an adequate number of permanent housing interventions to optimize the use of emergency shelter beds. In the absence of permanent housing solutions, demand for emergency shelter can be endless and result in long-stayers relegated to shelter as a permanent housing option. As such, it is necessary for the suburban Cook County CoC to consider the balance of investments between reconfiguration of emergency shelter and expansion of permanent housing interventions, as they are inextricably linked and tied to long-term success of the CoC.

The system modeling exercise considered these factors and produced a minimum number of additional rapid rehousing and permanent supportive housing interventions necessary to achieve a balanced (and eventually optimized) homeless response system. The timeline to bring these interventions to scale will directly influence the number of emergency shelter beds and permanent housing interventions needed, and thus, it is recommended to maximize investment in permanent housing and minimize investment in emergency shelter reconfiguration as a first step in any resource planning exercise.

While additional data analysis is needed to produce the exact number of permanent supportive housing and rapid rehousing interventions needed for suburban Cook County, this model clearly establishes a need for expansion of rapid rehousing as a companion step to balance emergency shelter reconfiguration.

EXPAND RAPID REHOUSING					
1,178 Additional Households Served Annually			\$44M Annual Cost		
323 West	366 North	488 South	\$12M West	\$14M North	\$18M South

Cost estimates are generated from a tool utilized by HUD that assumes the most generous package of rapid rehousing and the highest possible fair market rate in the area. Actual costs are likely less and these estimates serve as a maximum calculation.

It is recommended to consider using available American Rescue Plan Act resources to achieve an immediate expansion in rapid rehousing across the Suburban Cook County CoC in concert with strategic reconfiguration of emergency shelter beds, resulting in at least a 2:1 ratio of rapid rehousing beds for every reconfigured emergency shelter bed. The cost model in the next section considers this recommendation in more detail.

It is further recommended to consider an expanded rapid rehousing portfolio like shallow subsidies and access to permanent housing subsidies, like Housing Choice Vouchers, as an additional intervention for highly vulnerable families and individuals who do not qualify for permanent supportive housing but clearly require longer-term intervention to stabilize.

SUMMARY OF RECOMMENDATIONS

1 DIVERT TO AVOID HOMELESSNESS



2 REHOUSE TO EXIT HOMELESSNESS



3 SHELTER IN THE INTERIM



STRATEGIC REFINEMENTS TO ACHIEVE AN OPTIMIZED HOMELESS RESPONSE SYSTEM

<p>Reduce inflow into homelessness using enhanced prevention, diversion, and rapid resolution practices</p>	<p>Reconfigure the supply of emergency shelter beds to support exits to permanent housing</p>	<p>Right size permanent housing interventions to optimize the use of interim housing and amplify exits from homelessness</p>
<p>Embrace diversion as an intentional exit pathway offering person-centered services to help people avoid the experience of being in shelter or sleeping outside or in a vehicle.</p>	<p>Reimagine PADS sheltering approach and reconstitute as an interim housing model tailored for specific populations.</p>	<p>Use available resources to immediately expand rapid rehousing (RRH) across all regions of the CoC in concert with strategic reconfiguration of emergency shelter beds, resulting in at least a 2:1 ratio of rapid rehousing beds for every reconfigured emergency shelter bed.</p>
<p>Formalize integrated prevention, diversion, and rapid resolution activities under a diversion program model and incorporate into all entry points. This includes eliminating arbitrary limits on amount and frequency of supports.</p>	<p>Explore dormitory or non-congregate living environments for single adults experiencing homelessness.</p>	<p>Include shallow subsidies and access to other housing subsidies (vouchers) as an additional type of RRH intervention for highly vulnerable households who do not qualify for permanent supportive housing but clearly require longer-term intervention to stabilize.</p>
<p>Fund an initial expansion of 764 integrated diversion slots each year supported with a flexible funding pool.</p>	<p>Explore the use of agency-leased apartments for families experiencing homelessness.</p> <p>Provide tailored crisis and housing supports to meet distinct needs of youth and young adults.</p> <p>Implement housing focused operating practices across all interim housing environments.</p>	

SUBURBAN COOK COUNTY SYSTEM MODELING ANALYSIS

System Modeling is an analytical process to conceptualize and construct different models for homelessness system programming and the opportunity for those models to support system goals. System modeling enables the CoC to anticipate future demand for homelessness response services, configure different options for services and housing resources, model the impacts of those various policy considerations, and enable intentional and thoughtful design of the homelessness response system based on a set of data-informed execution strategies.

For this exercise, Clutch partners modeled an optimized system response where **all** persons experiencing a housing crisis are offered a housing strategy to resolve their crisis. We looked at CoC-wide and sub-regional (North, South, and West County regions) needs and gaps. The results compare existing system configuration/inventory to an optimal system configuration/inventory and reveal either a deficit or surplus of beds/units/slots for each CoC component type. Although the initial focus of the modeling was an investigation of shelter and crisis housing needs, utilization of shelter occurs within the broader system context, so it was necessary to understand how shelter can best be configured in relation to other program strategies and combinations of program strategies.

Analysis Assumptions

- Historical system demand and usage patterns will continue into the near future at the same rates.
- All persons experiencing a housing crisis in the suburban Cook County CoC will be offered a housing strategy to exit homelessness. The specific housing strategy recommended for everyone is based on current Coordinated Entry (CE) prioritization policies and actual system performance from the calendar year 2020 (source: Stella CoC DD 2020)
- Counts of unsheltered homelessness were escalated by 40% to account for households experiencing unsheltered homelessness on the night of the PIT count who were not encountered and therefore not included in the count.
- Seasonal and overflow beds were pro-rated to an annualized equivalent.

Data Sources

- Point-in-Time Count, 2021
 - Unsheltered count (from 2020) was increased by an additional 40% to account for persons not counted/encountered during the PIT count (based on standard escalator from national researchers)
 - Clutch team coordinated with Alliance to End Homelessness staff to review each ES project on the HIC and assign beds to a region of Suburban Cook County based on the specific location of the project. If a

project straddled a region, region assignments were based on reported previous zip code by occupant on the night of the PIT.

- Housing Inventory Chart, 2021
- HMIS, annualized prevalence (1/1/2020 – 12/31/2020)
 - Short-term needs vs. Long-term needs (chronic status)
 - Rates of program usage: ES, TH, RRH, PSH (Stella CoC DD 2020)
 - Length of stay in each program type
- Single adult households with long-term needs (e.g. requiring PSH) represent 27% of annual prevalence. This rate is based on actual annualized count of single adult households who score for PSH or who self-identify as chronically homeless and are designated as **Chronic** on the CE by-name list.
- Family households with long-term needs (e.g. requiring PSH) represent 10% of annual prevalence. This rate is based on actual annualized count of family households who score for PSH or who self-identify as chronically homeless and are designated as **Chronic** on the CE by-name list.
- Clutch team calculated calendar year 2020 annual prevalence of homelessness by including all persons who were enrolled on the first day of the year (1/1/2020) or entered the homeless system (enrolled in a Street Outreach, Emergency Shelter, Transitional Housing, Rapid Rehousing or Permanent Supportive Housing) at some time during the year. HMIS project enrollments were then assigned to a particular region of the County based on the location of the project. Regional distribution of demand/need rates were calculated by dividing the regional prevalence total by the CoC region total.

Service Strategy Assumptions for Households with Short-Term Needs

Households who do not meet the chronic homelessness designation as determined by an assessment screen in CE process will be offered a short-term intervention.

- Prevention = all households who are at imminent risk of literal homelessness and for whom targeted prevention assistance is successful in eliminating the need for a crisis housing intervention
- Diversion/Rapid Resolution = all households who present for shelter or experience literal homelessness and, based on a CE assessment within 7-10 days of initial contact, are able to identify safe, alternative housing options and rapidly exit the crisis response system.
- ES Only = current rates at which households exit homelessness without CoC/homeless programming (i.e., general community-based housing supports)
- ES+TH = current rates based on DV, Youth, and Vets TH projects that cannot be reprogrammed
- ES+RRH = current rates from existing system programming
- Streets+RRH = current rates from existing system programming

Service Strategy Assumptions for Households with Long-Term Needs

Households who meet the chronic homelessness designation as determined by an assessment screen in CE process or self-identify as meeting the chronic homelessness criteria will be offered a permanent intervention.

Singles = 27% Families = 10%

- ES+PSH = current rates from existing system programming
- Streets+PSH = current rates from existing system programming

System Modeling Results

CoC-wide			
Project Types - INDIVIDUALS (Pt-in-time Unit Count)	Current System for Indiv (Units)	Proposed System for Indiv (Units)	Difference
Prevention (Note 7)	0	58	-58
Diversion (Note 4)	0	115	-115
Emergency Shelter*	693	523	170
Transitional Housing	96	69	27
Rapid Re-Housing (Note 5)	124	1,151	-1,027
Permanent Supportive Housing (Note 6)	470	372	98

*ES combines ES & SH

CoC-wide			
Project Types - FAMILIES (Pt-in-time Unit Count)	Current System for Fam (Units)	Proposed System for Fam (Units)	Difference
Prevention (Note 7)	0	6	-6
Diversion (Note 4)	0	12	-12
Emergency Shelter	57	43	14
Transitional Housing	73	12	61
Rapid Re-Housing (Note 5)	120	271	-151
Permanent Supportive Housing (Note 6)	75	25	50

North		
Current System for Indiv (Units)	Proposed System for Indiv (Units)	Difference
0	19	-19
0	38	-38
270	171	99
47	23	24
61	380	-319
160	124	36

South		
Current System for Indiv (Units)	Proposed System for Indiv (Units)	Difference
0	23	-23
0	46	-46
239	210	29
33	28	5
32	460	-428
68	130	-62

West		
Current System for Indiv (Units)	Proposed System for Indiv (Units)	Difference
0	15	-15
0	31	-31
184	141	43
16	19	-3
31	311	-280
242	106	136

North		
Current System for Fam (Units)	Proposed System for Fam (Units)	Difference
0	2	-2
0	4	-4
29	14	15
40	4	36
42	89	-47
42	9	33

South		
Current System for Fam (Units)	Proposed System for Fam (Units)	Difference
0	2	-2
0	5	-5
16	17	-1
27	5	22
48	108	-60
11	10	1

West		
Current System for Fam (Units)	Proposed System for Fam (Units)	Difference
0	2	-2
0	3	-3
12	11	1
6	3	3
30	73	-43
22	8	14

Note 4: Represents estimate of additional capacity needed to supplement existing programs. Target = households newly homeless; in shelter for the first time.

Note 5: For the purposes of this analysis, Rapid Re-Housing beds/units are a snapshot number for any one point in time.

Note 6: Based on eligibility for PSH from CH status in HMIS data. Does not account for attrition/turnover of existing units. VASH units removed from analysis.

Note 7: Forecasted future demand for targeted homelessness prevention needed by 5% of current annual prevalence.

APPENDIX B – COST MODELING EXERCISE

SUBURBAN COOK COUNTY COST MODELING ANALYSIS

Cost modeling is the exercise of identifying and applying average costs per unit of intervention to support homeless response system cost analysis and planning activities. Cost modeling enables the CoC to compare costs across intervention types, consider different housing and service configurations within a proposed budget, anticipate future resource demand to support system goals, and intentionally and thoughtfully invest in homeless response system reconfiguration and expansion.

For this exercise, Clutch partners modeled costs based on national averages for all intervention types and compared this to available local data to reveal a semi-localized cost for each intervention type. These costs were then applied to the proposed expansion as suggested by the system modeling results and coupled with local data on capital expenses for emergency shelter reconfiguration.

Analysis Assumptions

- Length of RRH Assistance: 12 Months
- Length of Prevention Assistance: 3 Months
- Length of Diversion Assistance: 1 Months
- Very generous one-time cost estimates for housing placement activities (including navigation), security deposit, and last month rent
- Modest tenant rent contributions
- Very generous monthly utility assistance

Data Sources

- Fair Market Rents, FY2020

Costs by Intervention

	Costs by Intervention							
	PSH		RRH		Prevention		Diversion	
	Ind	Fam	Ind	Fam	Ind	Fam	Ind	Fam
One Time	\$4,500	\$6,053	\$3,600	\$5,253	\$3,500	\$5,153	\$1,000	\$1,200
Ongoing (Monthly)	\$2,600	\$4,227	\$2,600	\$4,227	\$2,600	\$4,227	\$0	\$0
Annual Cost/ Household Served	\$35,700	\$56,777	\$34,800	\$55,977	\$11,300	\$17,834	\$1,000	\$1,200

Cost Modeling Results

CoC-Wide - Annual Operating Costs to Achieve Optimized System									
	PSH		RRH		Prevention		Diversion		
	Ind	Fam	Ind	Fam	Ind	Fam	Ind	Fam	
Served Annually	276	20	1,151	271	230	25	460	49	
Annual OpEx	\$9,859,626	\$1,119,642	\$40,046,100	\$15,178,164	\$2,600,695	\$439,608	\$460,300	\$59,160	
	\$10,979,268		\$55,224,264		\$3,040,303		\$519,460		

North - Annual Operating Costs to Achieve Optimized System									
	PSH		RRH		Prevention		Diversion		
	Ind	Fam	Ind	Fam	Ind	Fam	Ind	Fam	
Served Annually	91	7	380	89	76	8	152	16	
Annual OpEx	\$3,253,677	\$369,482	\$13,215,213	\$5,008,794	\$858,229	\$145,071	\$151,899	\$19,523	
	\$3,623,159		\$18,224,007		\$1,003,300		\$171,422		

South - Annual Operating Costs to Achieve Optimized System									
	PSH		RRH		Prevention		Diversion		
	Ind	Fam	Ind	Fam	Ind	Fam	Ind	Fam	
Served Annually	110	8	460	108	92	10	184	20	
Annual OpEx	\$3,943,850	\$447,857	\$16,018,440	\$6,071,265	\$1,040,278	\$175,843	\$184,120	\$23,664	
	\$4,391,707		\$22,089,705		\$1,216,121		\$207,784		

West - Annual Operating Costs to Achieve Optimized System									
	PSH		RRH		Prevention		Diversion		
	Ind	Fam	Ind	Fam	Ind	Fam	Ind	Fam	
Served Annually	75	5	311	73	62	7	124	13	
Annual OpEx	\$2,662,099	\$302,303	\$10,812,447	\$4,098,104	\$702,188	\$118,694	\$124,281	\$15,973	
	\$2,964,402		\$14,910,551		\$820,882		\$140,254		

APPENDIX C – PROPOSED 24/7 INTERIM HOUSING SHELTER MODEL AND POPULATION SPECIFIC ATTRIBUTES

Proposed 24/7 Interim Housing Model					
Physical Environment/Amenities	Operations	Navigation	Transportation	Activities to Enhance Wellbeing	Use of HMIS & CES
<ul style="list-style-type: none"> - Showers - Food Service & Dining Area with self-serve options - Common Areas with TV/Computers/Wi-fi - Residential Laundry - Industrial Laundry - Private Outdoor Area - Smoking Areas - Animal areas - Secured Guest Storage - ADA Accessibility - Parking - Bed Bug management 	<p><u>Orientation</u></p> <ul style="list-style-type: none"> - Low barrier interim housing connected to rehousing pathways - 24 Hr. In/Out Access <p><u>Roles/Positions</u></p> <ul style="list-style-type: none"> - Executive Team (Administration) - Shelter Manager - Custodial Staff - Maintenance - Food Prep - Guest/Residential Services - Front Desk - Volunteer Coordinator - Drivers - Security - Neighborhood Relations <p><u>Attributes</u></p> <ul style="list-style-type: none"> - Bi-lingual (EAP) - Trauma-informed - Mental Health First Aid 	<p><u>Housing & Income</u></p> <p>Support services oriented to collect documents and access housing and income pathways including:</p> <ul style="list-style-type: none"> - Homeless verification - Disability verification - Social Security Card - ID - Birth Certificate - Background Check - Housing location - Application completion - Rehousing supplies - Connection to mainstream benefits and employment 	<ul style="list-style-type: none"> - Daily shuttle services - Emergency transport options - Access to public transportation - Emergency transport options 	<ul style="list-style-type: none"> - Connection to Community - Intake/Access to Physical and Mental and Behavioral Health Care 	<p>Every provider must use HMIS to:</p> <ul style="list-style-type: none"> - CES (Triage & Assess) - Manage Beds/Inventory - Record Services

Proposed Population-Specific Attributes					
	Physical Environment/ Amenities	Operations	Navigation	Transportation	Activities to Enhance Wellbeing
Young Adults	<ul style="list-style-type: none"> - Allow for co-habitation among siblings and minors with children - Designated Youth shelters of youth-designated spaces in adult shelters 	<u>Staffing Attributes</u> <ul style="list-style-type: none"> - Youth-specific training - Peer components - Developmentally appropriate clinical services - On site Assessors and Navigation - 24/7 Operations 	<u>Education</u> <ul style="list-style-type: none"> - Support services oriented to connect to schools and other educational environments to support school success and educational achievement 	<ul style="list-style-type: none"> - Include Youth-specific services in daily shuttle services 	<ul style="list-style-type: none"> - Youth specific groups/Activities; connection to youth recreation services
Single Adults	<ul style="list-style-type: none"> - Walk up access - Respite/Medical Beds 	<u>Staff Attributes</u> <ul style="list-style-type: none"> - 24/7 Operations - Peer Services - On site Assessors and Navigation - On-site healthcare staff/clinic - Residency rotations - CNAs - Cook County Hospital or other health partners 	<u>Housing & Income Focused</u> <p>Supportive services oriented to connect to vital documents and relevant housing processes to support exit to RRH/PSH/other leasing opportunities.</p> <u>Higher Levels of Care</u> <p>Support services oriented to connect to assisted living, hospice, nursing home, or rehabilitative services</p>	<ul style="list-style-type: none"> - Access to specialized medical transportation - Shuttle to critical services 	<ul style="list-style-type: none"> - Care Coordinators/Hospital Liaisons - Medication Management - Onsite support groups
Families	<ul style="list-style-type: none"> - Privacy/Individual Rooms - Children’s play space - Cribs - Lactation Room 	<u>Staffing Attributes</u> <ul style="list-style-type: none"> - On site Assessors and Navigation - DV Training - 24/7 Operations 	<ul style="list-style-type: none"> - Added case management support for navigating school, daycare, after-school, tutoring services 	<ul style="list-style-type: none"> - Additional transportation assistance - Car seats 	<ul style="list-style-type: none"> - Nursery/Daycare for all ages - Parenting Supports