

**VILLAGE OF SCHAUMBURG
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**2022 CONSOLIDATED ANNUAL PERFORMANCE
AND EVALUATION REPORT (CAPER)**



Prepared by the Community Development Department

Village of Schaumburg
2022 Consolidated Annual Performance and Evaluation Report (CAPER)
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Village of Schaumburg
2022 Consolidated Annual Performance and Evaluation Report
Community Development Block Grant Program

Executive Summary

The Consolidated Annual Performance and Evaluation Report (CAPER) a report on the progress in carrying out the Annual Action Plan. The CAPER is designed to provide the jurisdiction an opportunity to assess its annual performance in relationship to meeting its overall five-year Consolidated Plan priorities and objectives. The CAPER also discusses potential actions or changes based on annual performance.

The Housing Community Development Act of 1974 requires each Community Development Block Grant (CDBG) grantee to complete a CAPER within 90 days of the completion of its fiscal year. In addition, the grantee must make copies of the CAPER available to its citizens in sufficient time to allow the citizens to comment on the report prior to submission to HUD.

During Program Year 2022 (October 2022 – September 2023), the Village spent \$414,079.80 on the following activities using CDBG funds:

Program Administration	\$67,646.84
Public Services	\$45,834.55
Residential Rehabilitation Program	\$55,690.60
Residential Rehabilitation Program Administration	\$3,001.90
Handyworker Program	\$742.45
Economic Development- Small Business Loan Program	\$30,000.00
Harbour House Renovation	\$20,415.36
Jennings House Renovation	\$5,584.77
Barn Senior Center	\$3,500.00
Weathersfield North Sidewalk	\$8,974.23
Area-9 Sidewalk Projects	\$172,689.10

The Village has a total of \$544,148.65 carryover funds from Program Year 2022. Majority of the carryover funds have already been committed to ongoing activities including the Residential Rehabilitation Loan Program (\$72,993.86), The Barn deck and ADA ramp project (\$111,500), and Jennings House Renovation (\$176,385.60). A portion of the leftover unused funds are uncommitted prior year funds (\$145,960.75) that were marked for use for future CIP projects in the 2022 Action plan.

Due to the C-19 pandemic, the Village received additional CDBG funds (referred to as CDBG-CV funds) through the Coronavirus Aid, Relief and Economic Security Act (CARES Act) to prevent, prepare for, and respond to the C-19 pandemic. Under the CARES Act, the Village received \$929,915 in CV funding. To date, the Village has expended 832,504.27 in CDBG-CV funds with \$68,549.27 being spent during Program Year 2022. Funds were spent on administration and public services. The expended funds are broken out below:

CV Funds	PY20	PY21	PY22
Program Administration	\$14,217.66	\$6,042.96	\$1,526.38
Public Services	\$84,329.86	\$164,364.52	\$67,022.89
Economic Development	\$225,000.00	\$270,000.00	\$0.00
Total	\$323,547.52	\$440,407.48	\$68,549.27

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Projects funded in the 2022 program year addressed the Village's housing and community development objectives. The Village of Schaumburg expended funds on the following projects/activities:

- Grant Administration - Used funds to provide for CDBG grant administration, including salary, supplies, public notices, audit, and a CDBG consultant.
- Public Service Agencies - Provided funds to 10 public service agencies to provide healthcare, programming for persons with disabilities, homeless prevention and assistance, counseling services, housing and emergency housing, and legal services. These agencies provided services to over 415 residents of the Village.
- Residential Rehabilitation Loan Program – Provided 0% interest loans to eligible homeowners for necessary home improvements. Priority is given to elderly and disabled homeowners. A maximum loan of \$25,000 for a single-family household (\$15,000 for a multi-family household) is provided to the homeowner and is due in 30 years, whenever the home is sold or there is a change in title. Loans have a 0% interest rate, and there are no monthly payments due making it a reasonable option for seniors. (3 households served)
- Handyworker Program - Provided grants to elderly and disabled homeowners for minor repairs. A maximum grant of \$500 per household is provided. (4 households served)
- Jennings House – Conducted a lead inspection and an appraisal of the property. The Jennings House is owned by the Village and leased to Shelter, Inc. Testing for asbestos needs to be completed on the home to allow for compliance with the Building Code. Work will continue in PY2023. _
- The Barn – Hired a consultant to conduct architectural design of the new deck and ramp. The Village owns the former Village Hall (known as the Barn) at 231 Civic Drive. The Barn is used for the village’s senior center and teen center. Work will be completed in the summer of 2024. _
- Harbour Transitional Housing Renovation - Renovated a group home owned and operated by The Harbour. A bathroom renovation was completed in April of 2023. A roof replacement is proposed to be completed by October of 2023. _
- Weathersfield North Sidewalk Project – During PY22 the Village completed landscape restoration for a sidewalk replacement project completed in PY21. This project was located in a census block group west of Plum Grove Road and between Golf Road and Higgins

Road. This block group is in a low- and moderate-income areas as identified by HUD.

- Area 9 Sidewalk Project – Replaced existing sidewalk. This project was located in a census block group bounded by Schaumburg Road to the north, Braintree Drive to the east, Weathersfield Way to the south and Springinguth Road to the west. This block group is located a in low- and moderate-income areas as identified by HUD.

Under the CARES Act, the Village received \$929,915 in CV funding. To date, the Village has expended \$832,504.27 in CDBG-CV funds with \$68,549.27 being spent during Program Year 2022. A summary of CV funds is attached to the CAPER.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source/Amount	Indicator	Unit of Measure	Five Year Plan - Expected	Five Year Plan - Actual	Five Year Plan - Percent Complete	2022 Program Year - Expected	2022 Program Year - Actual	2022 Program - Percent Complete
Affordable Housing	Affordable Housing	CDBG: \$59,435	Homeowner Housing Rehabilitated	Household Housing Unit	55	28	50.91%	12	7	58.33%
Economic Development	Economic Development	CDBG: \$30,000	Jobs created/retained	Jobs	10	2	20.00%	3	2	66.6%
			Businesses assisted	Businesses Assisted	0	0	0	3	2	66.6%
Homeless/Continuum of Care Public Services	Homeless	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0	40	0	0

Homeless/Continuum of Care Public Services	Homeless	CDBG: \$24,750	Homelessness Prevention	Persons Assisted	714	681	95.38%	248	263	106.05%
Special Needs Public Services	Non-Homeless Special Needs	CDBG: \$15,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1077	658	61.1%	218	258	118.35%
Other Public Service (Non-Housing/Non-Special Need)	Non-Housing Community Development	CDBG: \$6,600	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	238	94	39.50%	27	24	88.89%
Public Facilities	Public Facilities	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	0	100	0	0
Public Facilities	Public Facilities	CDBG: \$20,415.36	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	1	100%	2	1	50.00%
Public Infrastructure	Public Infrastructure	CDBG: \$181,663.33	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3590	9610	267.68%	1650	3100	187.88%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

All funds were used to assist low- and moderate-income residents in some capacity. Funds were used to address high priority areas of affordable housing, public facilities, and infrastructure, planning and administration, and public services. Overall, the Village has done a good job of addressing some of the high priority needs identified during Program Year 2022.

In 2022, the Village had 4 goals that were completed at 80% or more. The goals achieved or exceeded were for public infrastructure and public services.

The remaining goals for affordable housing, economic development, and public facilities were not completely achieved. The Village is currently working with businesses for economic development initiatives. Two businesses were assisted through the Economic Development Assistance program. The village is currently working on updating the process for economic development initiatives. The Village will continue to work with eligible businesses; however, there are several other funding opportunities available, which could impact the use of CDBG funds for economic development in Program Year 2023.

The village completed 3 Residential Rehab projects this program year. The Village completed 4 projects through the Handyworker program this year. However, the contractor for the Handyworker Program resigned halfway through the program year and the Village is still working on hiring another handyworker.

The Village completed part of 1 of 3 public facility projects. The projects not completed are a roof replacement at the Harbour Transitional Home, the Jennings House renovation, and the deck and ramp project at the Barn. The village is currently working with the Harbour to complete the roof replacement project before the beginning of winter 2023. The Village continues to work to determine the best way forward with the Jennings House Renovation project. The Barn Deck and Ramp project is still in the planning and design phase. The Village plans to complete the project in the summer of 2024.

CDBG-CV Funds

In addition to traditional CDBG funds, the Village also continued to spend CDBG-CV funds. The projects funded address the Village’s community and housing needs in responding to the C-19 pandemic. Funding was provided to 3 agencies/programs. Assistance provided included mortgage and rental assistance, and the purchase of a vehicle for meal delivery to low-income individuals. (33 assisted in PY 2022)

CR-10 - Racial and Ethnic composition of families assisted.

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	164
Black or African American	48
Asian	31
American Indian or American Native	2
Native Hawaiian or Other Pacific Islander	1
Other Multi-Racial and Multi-ethnic	20
Total	210
Hispanic	53
Not Hispanic	157

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The race and ethnicity of people assisted using CDBG funds are identified above. The other categories, including a combination of races and ethnicity, such as White and Black or African American and White, Asian, and White, Other Multi-Racial/Unknown, etc. This data is compiled from the public services, the Residential Rehab Loan Program, and the Handyworker Program. When compiling this information, the resident/client has the option to self-report racial/ethnic data.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available.

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$958,228.45	\$414,079.80

Table 3 - Resources Made Available

Narrative

The Village received an entitlement allocation of \$403,524. Additional funds were made available from unspent uncommitted and committed prior year funds totaling \$554,704.45. The Village received \$ 0 in program income. The total amount available in PY 2022 was \$958,228.45.

The Village also received CDBG-CV funds through the Coronavirus Aid, Relief and Economic Security (CARES) Act, to prevent, prepare for, and respond to the coronavirus pandemic. Under the CARES Act, the Village was awarded \$929,915 in CDBG-CV funding. To date, the Village has expended 832,504.27 in CDBG-CV funds with \$68,549.27 being spent during Program Year 2022.

Identify the geographic distribution and location of investments.

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
N/A	N/A	N/A	N/A

Table 4 – Identify the geographic distribution and location of investments.

Narrative

For the most part, funds were made available Village-wide to residents in need. The Village did spend funds on geographic-specific projects, including sidewalk replacement/installation projects in low- and moderate-income areas. The Village also funded a renovation of a group home, and conducted design work for an exterior improvement project for a public facility that serves the seniors and youth. The Village does not have any target areas (as defined by HUD) identified for improvement.

Leveraging

Explain how federal funds leveraged additional resources (private, state, and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

CDBG does not have a match requirement; however, additional resources were leveraged on behalf of CDBG-funded subrecipients and applicants.

For public service agencies, the Village's CDBG contribution is usually less than 10% of the agency's program budget. The public service agencies provide additional funding through state and local grants as well as private donations and in some instances, program fees. Additionally, support from the municipalities increases their credibility when seeking other donations and applications for other funding opportunities.

The Village joined the Cook County HOME Consortium during Program Year 2013. HOME funds are awarded annually as formula grants to participating jurisdictions and can be used for housing-related activities, including housing counseling, homebuyer assistance, owner occupied residential rehabilitation, rental rehabilitation, and largescale housing developments (i.e., senior housing, housing for persons with disabilities, etc.). Joining the consortium allowed Cook County to access additional HOME funds on behalf of the Village. The Village was required to change its CDBG fiscal year to coincide with Cook County's fiscal year. Staff will continue to coordinate with Cook County about utilizing HOME funds within the Village. Although HOME funds were not utilized within Schaumburg, other communities in the northwest suburbs have received the benefit of HOME funds.

Since 2013, the Village has participated in the CDBG North Suburban Network, which consists of other, local, CDBG entitlement municipalities. The CDBG North Suburban Network has come together in an effort to streamline documentation, monitoring and resources for subrecipient agencies that may receive CDBG funds from multiple CDBG entitlement communities. Examples include streamlining the application and reporting paperwork and conducting joint monitoring visits when appropriate.

The Village's administrative offices are used for administration of the CDBG program, Handyworker Program, Small Business Loan Program, and coordination of the sidewalk projects.

The Village has allocated CDBG funds to renovate the Jennings House, which is owned by the Village but leased to Shelter, Inc for use as an emergency home for girls. The Village conducted

a lead-based paint risk assessment on the property during PY20 in anticipation of the renovation and an appraisal in PY22. The village continues to work to determine the best direction for this project during PY23.

CR-20 - Affordable Housing 91.520(b) –

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	4	3
Number of households supported through Acquisition of Existing Units	0	0
Total	4	3

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The Village's 2022 Action Plan goals included the renovation of 4 housing units through the Residential Rehabilitation Loan Program. During PY 2022, the Village completed 3 renovation projects, 2 of the projects commenced in PY 2021 and 1 commenced in PY 2022. In PY 2021 the Village contracted out administration of the Residential Rehabilitation Loan Program to North West Housing Partnership. North West Housing Partnership currently has one active application with work to be completed in PY23. This year there were challenges receiving income eligible applications for the program. The Village will continue to work on more ways to advertise the program to the community. Through this program the Village was only able to accomplish 75% of the goal.

The Village also implemented the Handyworker Program to assist seniors and persons with disabilities with minor home repairs. The 2022 Action Plan goal included assistance to 8 housing units through the Handyworker Program. A total of 4 households were assisted through the Handyworker Program. This year there were challenges in completing this goal. Unfortunately, the contractor for the Handyworker Program resigned halfway through the program year and the Village is still working on hiring another Handyworker. Staff continues to receive inquiries for the program but is not accepting applications until another Handyworker is hired.

Discuss how these outcomes will impact future annual action plans.

During Program Year 2016, the Village increased the asset requirements from \$150,000 to \$300,000 for a single-family household and \$90,000 to \$180,000 for a multi-family household under the Residential Rehabilitation Loan Program. Village staff will continue to track inquiries to determine if program requirements need to be adjusted. Staff will continue working on hiring a new handyworker for the program.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	1	0
Low-income	1	0
Moderate-income	1	0
Total	3	0

Table 7 – Number of Households Served

Narrative Information

The Village provided two affordable housing programs to correct code violations, improve energy efficiency and repair items in disrepair. Providing these programs helps to foster and maintain affordable housing. A total of 7 households were assisted.

The Village has social workers on staff to assess and refer “worst-case” housing needs situations as the Village’s initial point of contact. Referrals are then made to partner nonprofit agencies, including Journeys, Northwest Compass, WINGS, and Fellowship Housing, depending on the specific situation. The Village funds these public service agencies to assist Schaumburg residents.

CDBG-CV funds were used to provide mortgage assistance through Northwest Compass’s mortgage assistance program.

The Village also funded renovation of a transitional group home for youth experiencing homelessness.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Village of Schaumburg provides CDBG funds to Journeys the Road Home/Journeys from PADS to HOPE, which provides outreach and supportive services to homeless persons.

The Village is also part of Cook County's Alliance to End Homelessness, and Police Social Workers attend meetings.

During the C-19 pandemic, the Village also conducted outreach to various organizations that assist homeless persons. CDBG-CV funds were used to provide emergency housing through hotel stays and rent assistance.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Village of Schaumburg allocated CDBG funds to Journeys the Road Home/Journeys from PADS to HOPE to provide homeless and homeless prevention services. Journeys typically provides emergency shelter during the winter months at local churches; however, has been using hotels because of the pandemic. CDBG funds are specifically used to provide quality of life services, including a food pantry, clothing closet, and bathing facilities. Direct services also include mental health counseling, job training, housing counseling, and healthcare.

The Village also funded a renovation for The Harbour transitional group home for youth experiencing homelessness. The first project was a bathroom renovation that was completed in PY2022. The Harbour is currently working on a roof replacement project that will be completed in PY2023.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Alliance to End Homelessness in Suburban Cook County is the Continuum of Care that serves Schaumburg. Agencies meet monthly to share information, discuss resources for clients in need, and discuss ways to streamline the point of entry for potential clients, which includes development of a coordinated entry system. Coordinated entry is a community-wide system that standardizes and

expedites access for people experiencing homelessness or who are at imminent risk of homelessness. Coordinated entry will help suburban Cook County better target the limited resources provided by the homeless assistance system to people who are experiencing homelessness.

Coordinated entry processes help communities prioritize assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner. Coordinated entry processes also provide information about service needs and gaps to help communities plan their assistance and identify needed resources. In addition, one of the main purposes of coordinated entry is to ensure that people with the most severe service needs and levels of vulnerability are prioritized for housing and homeless assistance. HUD's policy is that people experiencing chronic homelessness should be prioritized for permanent supportive housing.

Coordinated entry offers a more organized, efficient approach to provide households experiencing homelessness with services and housing by creating quicker linkages to programs. When implemented effectively, it simplifies the roles of providers, and shortens the path to permanent housing for households experiencing homelessness. Phases of the coordinated entry system have begun being implemented.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In addition to providing assistance to Journeys the Road Home/Journeys from PADS to HOPE and WINGS, the Village also provided housing assistance to Northwest Compass and Fellowship Housing Corporation. Northwest Compass provides housing assistance, including mortgage and rental assistance, housing counseling and budgeting assistance to Schaumburg residents. Fellowship Housing Corporation provides a transitional housing program for single mothers and their children. This transitional housing program is a 2-year program, with a successful graduation rate to transition single mothers from transitional housing to self-sufficiency.

The Harbour and Shelter Inc are other organizations within the Village that provide housing to youth in need.

The Schaumburg Township office has a veteran's services division to assist veterans and make referrals as needed.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing.

The Housing Authority of Cook County provides Housing Choice Vouchers used within the Village.

Emerald Village (150 W. Wise Road) and Cedar Village (1325 Mercury Drive) are project-based Section 8 properties. Subsidized rents are provided for low-income households at these locations.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership.

Public housing is under the jurisdiction of the Housing Authority of Cook County. The Housing Authority of Cook County has a homeownership program.

Actions taken to provide assistance to troubled PHAs.

Public housing is under the jurisdiction of the Housing Authority of Cook County. The Housing Authority of Cook County is not designated as a troubled Public Housing Authority.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The Village actively reviews various policies that serve as barriers to affordable housing. The Community Development Department regularly reviews land use controls and zoning codes. During PY22, the Village has had fair housing discussions within the CDBG Network.

The Village of Schaumburg implemented its first property tax in 2009. The village held the property tax at the same level from 2014 through 2017, reduced it by 1% in 2018 and then 5% in 2018. The 2022 levy is equal to the levies in 2019 – 2021. Property taxes are used to pay a portion of day-to-day Public Safety operations such as Police, Fire, and Emergency Medical Services. Previously, it was also used to pay principal and interest on bonds sold to fund infrastructure improvements and Police and Fire Pension obligations.

Overall, residential permit fees are provided at a reduced rate when compared to commercial projects. Additionally, any construction permit fees for CDBG-funded projects are waived up to \$5,000.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The Village continues to seek out individuals and agencies who demonstrate a need. The underserved may be less vocal and therefore overlooked. Public hearings are held to discuss what community members and public service agencies think are the needs of Schaumburg residents. The Village relies on the public service agencies to bring forth the concerns of the underserved populations who are unable to attend public hearings or express their needs to the Village.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The Village acts to reduce lead-based paint by addressing hazards through the Residential Rehabilitation Loan Program. Homes approved for the program are required to undergo a lead-based paint inspection if the home was constructed prior to 1978.

Public facilities that were constructed prior to 1978 are also tested for lead-based paint. The Village is working on a plan to address lead-based paint found at the Jennings House. Lead-based paint safe practices and abatement will be conducted during the Jennings House renovation. The discovery of lead-based paint has delayed the project.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Families below the poverty level may have encountered great setbacks through divorce, domestic abuse, illness, or other obstacles. These families may be transient in nature and move from relatives and friends' homes, emergency shelter sites, parks, automobiles, and other short-term accommodations as they search for somewhere to stay. Those families who need financial help and a home are referred to subsidized housing programs and social service agencies that can provide counseling, shelter, and programs to help them become self-sufficient. The Village funded various public service agencies to assist poverty-level families.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Village has continued to improve its communication with other agencies and nonprofit organizations by talking individually with numerous service providers and by contributing to regional organizations. This increased presence has improved the Village's awareness of housing and community development needs. The Village has additional staff that is assisting with CDBG and is learning about what programs are undertaken by various agencies. This improved communication should enhance future cooperative efforts with other regional entities. The Village also participates in Cook County's Continuum of Care to address homelessness.

The Village has also worked on improving relationships with for-profit organizations. Financial institutions work with the Village to improve programs and marketing efforts that are available to low-income residents.

The Village has been actively participating in the CDBG North Suburban Network, which is comprised of northwest suburban entitlement communities. The Network has coordinated with public service agencies that may receive funding from multiple CDBG entitlement communities.

The Village also has a partnership with North West Housing Partnership (NWHP), who routinely receives grant funds from Cook County for housing assistance. NWHP also administers the Village's Residential Rehabilitation Loan Program.

This year, the Community Development Department has also improved coordination of services within the Village, specifically with the Village social workers and Senior Services Division to assist residents in need.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The Village of Schaumburg is involved in all aspects of providing community development services to the residents of Schaumburg. The Village also provides the administrative services that are necessary to ensure the effectiveness of the program through other Village Divisions and Departments. Both the

Code Enforcement Division and the Building Division are involved in conducting inspections of the homes that are being rehabilitated under the Residential Rehabilitation Loan Program. Any construction permit fees up to \$5,000 are waived for any CDBG-funded projects. The Finance Department assists with the handling of CDBG funds. Additionally, the Village's Health & Human Services Committee and Village Board were also part of the CAPER review.

The Village also provides direct services to persons in need without the use of CDBG funds:

- The Police Department's Multi-Family Crime Free Housing Program is designed to assist tenants, owners, and managers of rental property in keeping drugs and other illegal activity away from their properties. Topics such as Housing Choice Vouchers and Fair Housing are included in the program. The benefits of the program allow for a stable, more satisfied tenant base, increased demand for rental units, lower maintenance and repair costs, increased property values, improved personal safety for tenants, landlords and managers.
- The Village social workers assist the homeless, abused, elderly and other persons that need immediate help. Services provided by the social workers to these populations include transportation to a shelter, legal assistance, or money for emergency assistance. The social workers manage the following programs:
 - Community Assistance Fund: Assists families in crisis and victims of domestic violence and other crimes referred from the police department. This fund provides critical services such as transportation, housing, legal fees, and expenses that other agencies cannot provide.
 - Neighbors Helping Neighbors: Assists with residents who are at risk of having their water shut off.
- The Village's Nursing Division provides a variety of services to promote the physical and emotional well-being of Village residents. Services include limited in-home care, blood pressure/heart rate, blood sugar tests, body composition analysis, medication review, nurse consultation, children's immunizations, and memory screening. The Division also provides blood drives, lending of medical equipment and disposal of medication and syringes.
- The Village of Schaumburg Barn houses the Teen Center and several senior programs including the Senior Meal Program, free health clinics, intergenerational programs with local youth, medical seminars, financial seminars, and social activities.
- The Family Counseling Center provides family therapy, individual therapy, couples therapy, and pre-marital counseling on a sliding scale.
- The Transportation Department administers the Senior and Disabled Taxi Program, which provides subsidies in cooperation with licensed taxi companies for eligible seniors aged 65 or older or persons with a medically certified disability who reside in Schaumburg.
- The Economic Development Department manages various business incentives and economic development initiatives.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

This year, the Village completed specific actions identified within the Analysis of Impediments (AI) to Fair Housing. During Program Year 2022, the following actions were taken:

1. The Village made a Proclamation to promote fair housing month in April 2023.
2. Conducted outreach to agencies that manage fair housing complaints.
3. Attended meetings to continue discussions about a regional Assessment of Fair Housing (AFH)
4. Trained new CDBG staff on Fair Housing.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements.

Fiscal Monitoring

The Village's Finance Department is the fiscal agency for the Village. The Finance Department has preventative internal control systems which ensure timely and accurate expenditure of CDBG resources. Additionally, the Village is audited on an annual basis, and CDBG funds are included in that audit.

Performance Reporting

The Village utilizes HUD's Integrated Disbursement and Information Systems (IDIS) to manage all financial and programmatic information that is generated through its CDBG program for each fiscal year. The CAPER is used to analyze the Village's annual activities and programs of the Five- Year Consolidated Plan. The CAPER includes the summary of programmatic accomplishments, resources available, and the status of activities that were undertaken to implement the priority needs established in the Five-Year Plan.

Timeliness

Village Staff checks its timeliness ratio on a regular basis to ensure that funds are spent in a timely manner. HUD requires a maximum timeliness ratio of 1.5, which equates to having less than 1.5 times the annual entitlement amount of funds available to spend. This year, the Village met its timeliness ratio with a rate of 1.43. Staff will continue to monitor the timeliness ratio.

MBE/WBE

Annually, the Village is required to report on Minority Business Enterprises (MBE) and Women Business Enterprises (WBE). Of the four contracts awarded, one of the contractors was owned by an MBE or WBE. The Village encourages minority and women-owned businesses to bid on projects.

Monitoring of Sub-Recipients

The Community Development Department is responsible for creating a contract with its CDBG sub-recipients that outlines the procedures necessary for the sub-recipients to meet all compliance provisions required under the applicable program. The sub-recipients are monitored based on specific objectives and performance measures that are outlined in the agreement. The Village may utilize two methods to monitor its CDBG Sub-Recipients including quarterly status reports and an annual site visit (if

determined necessary by Staff). Additionally, the Village will provide technical assistance to sub-recipients to ensure that the federal and local requirements are being met.

This year two joint monitoring visits were conducted through the Northwest Suburban Network. The first monitoring was of Northwest Compass and the second was of Children’s Advocacy Center. There were no findings, but the agencies were provided with suggestions to improve compliance with CDBG regulations.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The Village will conduct a public hearing on November 9, 2023. A public notice will be published in the Daily Herald. A copy of the plan will be made available on the village website and at Village Hall. Individual copies will be provided to interested parties. Those needing special assistance to attend the hearing are encouraged to contact the Village. The CAPER will be made available for public comment period between October 31, 2023, and November 17, 2023. A minimum 15-day comment period is required per HUD regulations.

If the CAPER cannot be accessed due to disability or the CAPER needs to be accessed in another language, the information can be provided in other formats or translated upon request.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The Village had additional carryover funds not originally identified in the 2022 Action Plan. The Action Plan was amended to include the following:

1. Identification of carryover projects and budget redistribution for other activities due to unexpected carryover funds and projects not completed in previously approved Action Plans.
2. Increased funding for existing activities, such as the Residential Rehab Loan Program, public facilities, public infrastructure and CDBG administration.
3. Specifying location of low-mod area infrastructure projects.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

N/A

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided.

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	n/a	n/a	n/a	n/a
Total Labor Hours	0	n/a	n/a	n/a	n/a
Total Section 3 Worker Hours	0	n/a	n/a	n/a	n/a
Total Targeted Section 3 Worker Hours	0	n/a	n/a	n/a	n/a

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0	n/a	n/a	n/a	n/a
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0	n/a	n/a	n/a	n/a
Direct, on-the job training (including apprenticeships).	0	n/a	n/a	n/a	n/a
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0	n/a	n/a	n/a	n/a
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0	n/a	n/a	n/a	n/a
Outreach efforts to identify and secure bids from Section 3 business concerns.	0	n/a	n/a	n/a	n/a
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0	n/a	n/a	n/a	n/a
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0	n/a	n/a	n/a	n/a
Provided or connected residents with assistance in seeking employment including drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0	n/a	n/a	n/a	n/a
Held one or more job fairs.	0	n/a	n/a	n/a	n/a
Provided or connected residents with supportive services that can provide direct services or referrals.	0	n/a	n/a	n/a	n/a
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0	n/a	n/a	n/a	n/a
Assisted residents with finding childcare.	0	n/a	n/a	n/a	n/a
Assisted residents to apply for or attend community college or a four-year educational institution.	0	n/a	n/a	n/a	n/a
Assisted residents to apply for or attend vocational/technical training.	0	n/a	n/a	n/a	n/a
Assisted residents to obtain financial literacy training and/or coaching.	0	n/a	n/a	n/a	n/a
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0	n/a	n/a	n/a	n/a
Provided or connected residents with training on computer use or online technologies.	0	n/a	n/a	n/a	n/a
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0	n/a	n/a	n/a	n/a
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0	n/a	n/a	n/a	n/a
Other.	0	n/a	n/a	n/a	n/a

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

The Village did not have any projects where Section 3 applied. All projects were below \$200,000 in construction costs.

Attachments (to be added prior to submission to HUD)

- CAPER Public Notice
- Public Hearing Minutes
- PR26 Report
- CDBG-CV PR26 Report