

**RESOLUTION NO. T-2018-12-018R**

**A RESOLUTION APPROVING AND AUTHORIZING AN AGREEMENT CONCERNING THE DISPOSITION AND USE OF FUNDS DISBURSED THROUGH THE CUNNINGHAM TOWNSHIP FISCAL YEAR 2018-2019**

**(Courage Connection for Emergency Shelter FY 2018-2019)**

**WHEREAS**, The State of Illinois 775 ILCS 45 Bills of Rights for the Homeless states: “no person should suffer unnecessarily from cold or hunger, be deprived of shelter or the basic rights incident to shelter, or be subject to unfair discrimination based on his or her homeless status. At the present time, many persons have been rendered homeless as a result of economic hardship, a severe shortage of safe and affordable housing, and a shrinking social safety net” and,

**WHEREAS**, Champaign County lacks year-round, immediate emergency shelter for men, women, transgendered individuals, children, and families putting the safety and welfare of these residents in extreme risk, and

**WHEREAS**, Cunningham Township has convened multiple municipalities and social service agencies over the past year working on plans to provide emergency shelter for all, and

**WHEREAS**, The Township Board of Cunningham Township, Urbana, Illinois, has found and determined that execution of the attached recipient agreement is desirable and necessary to carry out one of the purposes of Cunningham Township, to address homelessness.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF CUNNINGHAM TOWNSHIP, URBANA, ILLINOIS**, as follows:

**Section 1.** That the Cunningham Township Board hereby approves the attached recipient agreement in substantially the same form as attached hereto.

**Section 2.** That an Agreement providing \$50,000 for the funding of Emergency Shelter, between Cunningham Township and Courage Connection, in substantially the form of the copy of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

**Section 3.** That the Township Supervisor of Cunningham Township, Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the Township Clerk of Cunningham Township, Urbana, Illinois, be and the same is authorized to attest to said execution of said Agreement as so authorized and approved for and on behalf of the Cunningham Township, Urbana, Illinois.

Approved by the Township Board of the Town of Cunningham, Champaign County, Illinois, on this 3<sup>th</sup> day of December 2018.

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Charles A. Smyth, Township Clerk

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Diane Wolfe Marlin, Chair

**AN AGREEMENT CONCERNING THE DISPOSITION AND USE  
OF FUNDS DISBURSED THROUGH THE CUNNINGHAM TOWNSHIP  
CONSOLIDATED SOCIAL SERVICE PROGRAM**

THIS AGREEMENT is made effective July 1, 2018, by and between the CUNNINGHAM TOWNSHIP, Illinois, body corporate and politic, hereinafter referred to as the Township, and COURAGE CONNECTION a not-for-profit corporation, hereinafter referred to as the Grantee, in consideration of the following mutual covenants and conditions:

1. The Township will disburse to the Grantee the sum of **\$50,000.00**, which said sum will be paid in **2** equal installments of **\$25,000.00** in accordance with the provisions of this Agreement, to the Treasurer of the said Agency, commencing on the 1st day of January, 2018 with **no installment to be issued after December 31, 2019.**
2. The Grantee will use the funds received under this Agreement only as follows:

**EMERGENCY AND TRANSITIONAL SHELTER FOR WOMEN & CHILDREN**

3. Prior to payment of the 1<sup>st</sup> installment, the Grantee will provide two signed copies of this agreement. **Failure to return the signed agreements by January 15, 2019 may result in the termination of this agreement and loss of the grant.**
4. Prior to payment of the 1st installment, the Grantee will provide to the Township an audit or financial report of the Grantee's most recently completed fiscal year, or the most recent audit or financial report that has been completed.
5. Prior to payment to the Grantee of any installments of the sum to be paid under this Agreement beyond the initial payment, the Grantee will furnish to the Township, in a form satisfactory to the Township:
  - a. Certificate of Compliance that the prior installment has been expended in accordance with this Agreement.
  - b. Agency reporting form, listing expenditures, attaching receipts, and providing a narrative of impacts.
6. **Failure to provide documents described in paragraphs four or five by January 15, 2019 will result in the termination of this agreement and loss of the grant.**
7. The Grantee agrees to cooperate with site visits with Cunningham Township, as requested, for Township staff to tour and review programs in progress.
8. **The Grantee agrees to notify the Cunningham Township Supervisor in writing at [supervisor@cunninghamtownship.org](mailto:supervisor@cunninghamtownship.org) of any significant changes in programming no later than the first day of those program changes. Significant changes in programming include but are not limited to: cancellation of the program, an unexpected pause in the program, significant reduction (by 25% or more) in the scope of services, change in major deliverables outlined in the application.**
9. The Grantee will establish on its books and records a separate set of accounts for the funds received under this Agreement, in which it will account for the receipt and expenditure of the funds.
10. The Grantee will use fiscal, accounting, and audit procedures which conform to accepted accounting practices and applicable statutes.
11. The Grantee will provide to the Township, on reasonable notice, access to and the right to examine such books and records of the Grantee, and the Grantee will make such reports to the Township, as the Township may reasonably require so that the Township may determine whether there has been compliance with this Agreement.
12. If it is determined by the Supervisor of the Cunningham Township that any expenditure made with the funds provided under this Agreement is prohibited by law, the Grantee will reimburse the Township any amount that is determined to have been spent in violation of the Agreement and/or grant.
13. No person shall be excluded from participation in programs the Township is funding, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with the funds provided under this Agreement on the ground of **race, color, national origin, sex, sexual orientation, gender identity, religion, or on any other ground upon which such discrimination is prohibited by law.**
14. The Grantee will comply with all applicable statutes, ordinances and regulations.
15. The Grantee will not use any of these funds for lobbying purposes.

16. In the event that the Grantee does not use all or a part of the funds received under this Agreement for the purposes set forth herein by the end of the Township's fiscal year in which this Agreement is made, the Grantee will repay to the Township all such funds not so used, and any interest earned thereon.
17. All provisions of this Agreement concerning the funds provided under this Agreement shall apply to any interest earned on those funds.
18. This Agreement may be terminated by the Township upon a thirty-day notice in writing to the Grantee for failure of the Grantee to comply with the covenants and conditions set forth herein.
19. The Grantee will save and hold harmless the Township and any officer or employee or agent of any kind of the Township from and against all actions, claims or demands of any kind or character whatsoever, which may in any way be caused by or arise out of the Grantee's conduct, activities or programs in the performance and completion of promises and functions or in the achievement of goals and objectives pursuant to this Agreement executed by and between the Township and the Grantee.
20. This Agreement may be amended only by an agreement of the parties executed in the same manner in which this Agreement is executed.
21. The foregoing constitutes the entire Agreement and no verbal statement made before, on, or after the date hereof shall be binding on the parties.

IN WITNESS WHEREOF, the parties hereto, pursuant to authority granted by their respective governing bodies, have executed this Agreement by their authorized officers and with their corporate or official seals attached, on the date first set forth above.

**CUNNINGHAM TOWNSHIP:**

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date signed

**GRANTEE:**

\_\_\_\_\_  
Executive Director or Agency Board Chair

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date signed

**ATTEST:**

\_\_\_\_\_  
Township Clerk

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date signed

**ATTEST:**

\_\_\_\_\_  
Agency Board Officer

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date signed

# **Guiding Principles for Consolidated Social Service Funding**

(Adopted March 4, 2013)

(Updated based on Council Goals and Priorities for 2018-2021)

Our Consolidated Social Service Funding Program should focus on documented Urbana needs, with the goal of having long- term impact. It should be consistent with goals and strategies outlined in the Consolidated Plan 2015-2019, as well as City/Township Supervisor Goals.

1. We focus on these key service areas:

<input type="checkbox"/> Education	<input checked="" type="checkbox"/> Housing and Homelessness
<input type="checkbox"/> Elderly services	<input type="checkbox"/> Physical disabilities
<input type="checkbox"/> Employment	<input type="checkbox"/> Mental health / substance abuse
<input type="checkbox"/> Food security	<input type="checkbox"/> Racial equity and Immigration
<input type="checkbox"/> Healthcare	<input type="checkbox"/> Youth services
  2. As a municipal entity, the City of Urbana is bound by the Constitution of the State of Illinois, specifically Articles I and X. Accordingly, agencies or programs that are religiously based, exist for the advancement of religious doctrine, or require participants to engage in religious activities or religious programs as a condition of assistance, may not be eligible to receive Consolidated Social Service Funding.
  3. Agencies and programs shall not discriminate based on race, ethnicity, religion, sexual orientation, criminal conviction, family status, personal appearance or any other protected class, as consistent with the provisions of the City of Urbana Human Rights Ordinance.
  4. Applicants must have experience with federal/state/local grant programs and proof of 501c3 status.
  5. Consolidated Social Service Funding must increase agencies' services in Urbana rather than replace or supplant funding for services allocated to Urbana residents.
  6. We aim to provide support for multi-year efforts, subject to availability of funds.
  7. Grants will be prioritized to encourage partnerships and cooperation among agencies.
  8. Preference will be given to previously funded agencies with a strong performing track record. We reserve the right to solicit and fund innovative new programs that meet identified needs, focus on targeted neighborhoods, or meet other city-identified priorities.
  9. We will seek cooperation with the other municipalities if agencies serve clients outside of Urbana.
  10. We will prioritize programs that are aligned with Council Goals & Priorities for 2018-2021 including:
    - a. [Grow] family-focused, transitional, affordable housing
    - b. Promote paths to employment for at risk youth
    - c. Eliminate housing discrimination on racial or ethnic grounds
    - d. Invest more heavily in social services starting with detox center
- As well as those aligned with Township Supervisor priorities:
- e. Fill gaps in existing services for low-income residents
  - f. Provide tangible benefits to low-income residents, enhancing their material well-being
  - g. Support the homeless and housing insecure
  - h. Reduce violence, harm and discrimination against vulnerable populations
  - i. Grow accessible mental health services
  - j. Support residents re-entering from jail or prison
  - k. Boost child safety and well being



# APPLICATION FOR FUNDING CITY OF URBANA/CUNNINGHAM TOWNSHIP CONSOLIDATED SOCIAL SERVICE PROGRAM FY 2018-2019

## A. AGENCY INFORMATION

1.	Applicant Organization/Legal Name:	Courage Connection
2.	Program to be Funded:	Emergency and Transitional Shelter for Women and Children
3.	Amount Requested:	\$ \$62,500 from Cunningham Township and City of Urbana
4.	Contact Person & Title:	Jason Greenly, Grants & Programs Administrator
5.	Address:	508 E. Church Street
6.	Telephone No:	217-239-5345
7.	FAX No:	217-352-1035
8.	E-mail Address:	jgreenly@courageconnection.org
9.	Year Established / Incorporated:	1971 (formerly both A Woman's Place & The Center for Women in Transition)
10.	Fiscal Year of Agency:	July 1 to June 30
11.	Funding History:	a. <input checked="" type="checkbox"/> Funded in FY 17-18 <input type="checkbox"/> Not Funded in FY 17-18 b. <input type="checkbox"/> Funded in Year: _____ <input type="checkbox"/> Never Applied for Funding

### AGENCIES MUST ATTACH THE FOLLOWING REQUIRED INFORMATION

<input type="checkbox"/>	Agency Mission Statement / Purpose /Years in Operation
<input type="checkbox"/>	Brief Overview of Agency Services & Programs
<input type="checkbox"/>	List of Demographic Information (race/ethnicity, gender) for Agency Board Members & Officers
<input type="checkbox"/>	Copy of Agency Board Meeting Minutes
<input type="checkbox"/>	Experience with Federal/State/Local Grant Programs
<input type="checkbox"/>	Actual Agency and/or Program Budget for current fiscal year (FY17-18)
<input type="checkbox"/>	A Preliminary Agency and/or Program Budget for next fiscal year (FY 18-19)
<input type="checkbox"/>	Internal Revenue Service Department of the Treasury: Tax Exemption Letter / Proof of 501 (c)(3) status
<input type="checkbox"/>	Illinois Department of Revenue Tax Exemption Letter: FEIN Number
<input type="checkbox"/>	Copy of most recent annual IRS Report: 990-Series Return

**\*DEADLINE FOR SUBMISSION OF THIS APPLICATION IS 4:00 P.M., FRIDAY, APRIL 26, 2018\***  
**\*NO INCOMPLETE APPLICATIONS, FAX APPLICATIONS, OR LATE APPLICATIONS WILL BE ACCEPTED.\***

## B. PROGRAM INFORMATION

B1. Describe **in detail** the program you are requesting to be funded (1500 Char.):

Emergency and transitional shelter for women and for women with children. The focus on intake will be the exit strategy for housing through client employment, programs through the Housing Authority, Champaign County, local Cities, and local townships. The program will be modeled after RPC's Emergency Family Shelter program, leveraging collaborative case management with sister agencies. Courage Connection's role will be primarily providing shelter and shelter-related case management. Township funds will primarily be used for operational costs. The agency is working toward zoning updates, and will request that zoning -- and therefore the program -- include LGBTQ persons. An additional goal will be to work toward a no-wait intake process. The program will be tracked in HMIS, the agency will participate in the CoC, and partner with the United Way.

B2. Program is a: ☒ New Program ☒ Continuation of Existing Program, started: 1971.

- If continuation of existing program, describe in narrative any quantifiable increase anticipated in service level (1000 Char.):

The program is an extension of services long provided by the agency, but with a new focus on rapid rehousing, and a stronger focus on non DV-specific housing needs. Transitional housing no longer meets the community's primary housing needs because of the severity of the rent burdens in our community. We anticipate to double the annual capacity of people served at Church street.

B3. Is there a fee to participate in the program? ☐ Yes ☒ No

- If yes, indicate how much and for what purpose (1000 Char.):

B4. Does your organization have a waiting list? ☒ Yes ☐ No

- If yes, please identify the number of persons on the waiting list: always > 100, and  
the average time clients spend on the waiting list until served (in months): 1.29

B5. Interagency Collaboration: List other agencies involved with your program; briefly describe extent of involvement.

Interagency Collaboration: Identify other agencies involved in project; briefly describe extent of involvement.				
Agency Name	Address	Phone	Contact Person	Involvement
Cunningham Township	205 W Green St, U	384-4144	Danielle Chynoweth	pilot program devo team
City of Champaign Township	53 E. Logan St, C	403-6120	Andrew Quarnstrom	cross-agency referrals
United Way	5 Dunlap Ct, Savoy	352-5151	Bev Baker	steering committee for long term planning
Housing Authority	205 W Park Ave, C	378-7100	Cindi Herrera	cross-agency referrals
Champaign County Head Start	1776 E. Washington, U	328-3313	Michael Hogue	embedded case manager

- B6. Identify the number of recipients your program has the capacity to serve: ~20 adults and 15 children at a time (~400 annually)
- Identify the actual total number of persons you are currently serving: 17 adults and 13 children
  - Of the total number served, identify the number of persons from Urbana currently being served: 9 adults/9 Children
  - Based on the funding received in FY 17-18 (if funded), how did these funds benefit the total number of persons from Urbana (listed above) (1000 Char.)?

CSSF funding has historically funded traditional transitional housing, with a focus on building and developing life skills, employment, savings, and more, prior to the residents seeking independent housing.

- B7. Using the table\* below, answer the following question:

FAMILY SIZE	EXTREMELY LOW INCOME (30% MFI)	VERY LOW INCOME (50% MFI)	LOW INCOME (60% MFI)	MODERATE INCOME (80% MFI)
1	\$14600	\$24350	\$29220	\$38950
2	\$16700	\$27800	\$33360	\$44500
3	\$18800	\$31300	\$37560	\$50050
4	\$20850	\$34750	\$41700	\$55600
5	\$22550	\$37550	\$45060	\$60050
6	\$24200	\$40350	\$48420	\$64500
7	\$25900	\$43100	\$51720	\$68950
8	\$27550	\$45900	\$55080	\$73400

\*Income amounts subject to Dept. of Housing and Urban Development (HUD)

- How many persons in each category does your program serve? Of those, how many live in Urbana?  
(Please provide a specific number, not a range or percentage)

Extremely Low 17

Live in Urbana 9

Very Low \_\_\_\_\_

Live in Urbana \_\_\_\_\_

Low Income \_\_\_\_\_

Live in Urbana \_\_\_\_\_

Moderate Income \_\_\_\_\_

Live in Urbana \_\_\_\_\_

- B8. From **CONSOLIDATED PLAN FOR PROGRAM YEARS 2015-2019: GOALS, STRATEGIES, & ACTIVITIES.**

Please describe briefly how your program addresses the following strategy: Goal 5 - Support community efforts to provide services and training for low-and moderate-income residents (of Urbana). Feel free to make reference to other Consolidated Plan Goals as appropriate. (1500 Char.).

60% of Champaign County residents are rent burdened while 50% of Americans are rent burdened (66% in Urbana and 79% in Champaign). And 650 school aged children in Champaign County in the 2015-2016 school year. This is unsurprising considering that the local poverty rates (cities and county) are 2x to 3x the national level. This program will serve by helping our community help families facing hopelessness secure the safety and dignity of independent housing more quickly.



B9. Use **Appendix B: Performance Measures**, as a guide for the following questions:

- Describe the impact of your activity and the outcome(s) you hope to achieve (1000 Char.):  
This funding will help women and children who are homeless or at the immediate risk of homelessness have access to shelter, and targeted case management to expedite the process of rapid rehousing. Historically, the agency has been able to help roughly 133 family units through traditional transitional housing. We expect this capacity to double over the course of a year; our goal will be to be able to provide shelter for three times this number per year starting the second year of the program..
- Explain how you will measure the long-term impact of the activity on Clients and/or the Community (1000 Char.):  
Client surveys to measure impact on those who receive our services. Tracking income and housing status at arrival and departure, what assistance was gained from or resulting from case management, how long clients have been homeless, how people entered into homelessness, how long they are in this program, and to what sort of living situation clients depart to. Also, keeping track of the size of the waiting list, the average time someone is on that waiting list, and how they exit the waiting list.
- Explain the indicators you will use to measure the impact on the Community or on the lives of persons assisted (1000 Char.):  
We will also measure the number of people served in shelter, nights of stay in shelter, and number of clients who receive different types of additional assistance. Demographic data will also be collected, and the clients and services will be tracked in HMIS.
- Describe any measurable/tangible goods and services that your clients/consumers receive (1000 Char.):  
The primary measurements will be the waiting list, time in shelter, employment data, and exit-to information.

B10. Does your organization meet one or more key service areas? (please check all that apply)

- |   |  |
|---|--|
| <input type="checkbox"/> Education        | <input checked="" type="checkbox"/> Housing and Homelessness |
| <input type="checkbox"/> Elderly services | <input type="checkbox"/> Physical disabilities               |
| <input type="checkbox"/> Employment       | <input type="checkbox"/> Mental health / substance abuse     |
| <input type="checkbox"/> Food security    | <input type="checkbox"/> Racial equity and Immigration       |
| <input type="checkbox"/> Healthcare       | <input type="checkbox"/> Youth services                      |

B11. Will this funding help build capacity in your organization and promote a long-term benefit in the organization, i.e. can it be leveraged to get other grant funds? How will these funds grow your service to Urbana residents?

Please explain (1500 Char.):

CSSF funding demonstrates to other funders the local commitment and collaborative community efforts between our agency and local government. We can use CSSF funds as leverage with those other local funders. We request the ability to leverage this funding as matching funds for other funding sources.

Funding estimates are based on a three year average of providing traditional emergency shelter at this location. Incorporating emergency shelter will likely impact the upkeep costs, but that has not been figured in at this time. Liability costs will be unimpacted unless the point-in-time capacity greatly increases or the overall use of the properties changes significantly.

### C. BUDGETARY INFORMATION

C1. **PROGRAM BUDGET.** List the total expenses that will be required to operate the program for which you are requesting funds, along with an explanation of how the expenses are related to project delivery.

LINE ITEM / TYPE OF EXPENDITURE	TOTAL BUDGET	JUSTIFICATION
Salaries & Wages	\$120,000	Onsite property management staff, and case management...
<i>Executive Director (List full salary)</i>		... coordination. Intended to be used primarily for 3 program staff members, as well as a small portion of Exec Dir and Finance and Grant Writing positions. Position needs and final wages will be ...
<i>CFO/Finance Director (List full salary)</i>		... finalized by the program planning team. Tentative/starting costs, however: (1) \$38,000 lead + \$7500 in bene ; (2) two coordinators each at \$35,000 with \$6,800 in bene...
<i>Program Director (For this program)</i>		... That's a cost of \$128,952, plus eventually \$40,000 to \$45,000 for administration; this may be part of year two programming and budgeting for programs.
<i>Other Program Staff</i>		
<i>Fringe Benefits (Related to Program Staff)</i>		
Supplies	10,000	Materials, supplies, and equipment...
Postage		(cont: A multifunctional printer will be needed...)
Publications/Printing		(cont: May want to consider addl \$5000 to add fob locks to resident doors)
Transportation		
Other (specify):	70,000	Facilities in total (utilities, insurance, security, phone, internet, etc.). Funding source under discussion.
Rent		
Equipment		
Utilities		
Telephone		
Maintenance/Repair		
Insurance		
Other (specify):	\$129,000 (to partner agencies)	Centralized intake augmentation \$18,000 as well as \$111,000 rental assistance from sister agencies/programs. This is a community cost, but included for documentation. Also plan to leverage HACC vouchers.
<b>TOTAL PROGRAM BUDGET:</b>	\$200,000 agency ; \$129,000 partners	

## D. DEMOGRAPHIC INFORMATION

- D1. List the number of full time equivalent staff (FTE) in each demographic category for administration and other staff persons in your entire agency.

Race, Ethnicity, and Gender	# FTE Administration	# FTE Staff	# Hisp. any race
American Indian/Alaskan Native			
Asian			
Black/African American	3	10.5	
Native Hawaii/Other Pacific Islander			
White/Caucasian	5	16.5	
Am Indian/Alaskan Native & White			
Asian & White			
American Indian/Alaskan Native & Black/African American			
Black/African American & White			
Other Multi-Racial (combination of one or more categories listed above)	1	2.5	2.5(FTE)
Unknown/Do Not Wish to Share			
<b>TOTAL Staff</b>			
Male:	2	4.5	
Female:	7	24	
Transgender:			
Gender Non-Binary:			
<b>TOTAL Staff</b>	9 FTE	29.5 FT	2.5(FTE)

## E. REVENUE FUNDING SOURCES

- E1. List all funding sources and amount received for the Agency as a whole for each fiscal year listed; include all government funding from Federal/State/County/Other Cities, as well as funds raised through fundraising activities.

Previously Received Funding Sources & Fundraising Activities	Amount Received	
	FY 16-17	FY 17-18
City of Urbana / Cunningham Township	\$30,800 (2 grants)	\$31,800
fall appeal	\$2,050	\$26,567
holiday appeal	\$17,152	\$39,259
third party fundraising	n/a	\$27,449 to date
"\$5,000 Project"	n/a	\$24,152
Mother's Day appeal	\$6,820	data forthcoming
general donations	\$66,300	\$101,913 to date
grants - primarily federal source	\$768,488	\$1,352,268
grants - primarily state source	\$153,954	\$180,254
grants - primarily local source	\$109,950	\$176,898
contracts / other	\$44,260	\$28,000
<b>Total Revenue Sources</b>	<b>\$1,199,774</b>	<b>\$1,988,560</b>

E2. List the name of the funding source and the requested amount for next fiscal year (FY 18-19) for your entire agency. Enter the type of funding received from funding source: **Cash (C), In-kind (I), or Grant (G)**. Enter the status of the funding commitment by entering the appropriate option from the following list of choices: **Funding Secured (FS), Awaiting Final Approval (AFA), Awaiting Response (AR), or Status Unknown (SU)**.

Anticipated Funding Sources & Fundraising Activities	Requested Amount (FY 18-19)	Type	Commitment Status	Fundraising Dates & Amount Raised
Requested from City of Urbana / Cunningham Township	\$62,500	G	AR	
IDHS-ESG	\$42,935	G	AR	
IDHS-DV	\$425,740	G	AR	
EFSP	\$40,000	G	AR	
VOCA	\$643,357	G	SU	
VAWA-Latina	\$31,626	G	SU	
VAWA-Rural	\$38,153	G	SU	
TBRA	\$51,830	G	FS	
IDHS-Title XX	\$42,862	G	AR	
IDHS-SHP	\$100,000	G	AR	
IDHS-ETH	\$37,392	G	AR	
United Way	70,000	G	AR	
CCMHB	\$127,000	G	AR	
Austin's Place	\$5,000	C	SU	
various targeted fundraising events (Mother's Day, fall, holiday, etc.)	\$150,000	C	SU	various dates 2018-19
general donations (throughout FY19)	\$150,000	C	SU	
Emergency & Transitional Shelter Partners	\$200,000	G	FS, AR, SU	
City of Champaign Township	\$30,000	G	SU	
City of Urbana - DV services only	\$23,000		FS	
<b>Total Anticipated for FY 18-19</b>	\$2,271,395	C, G	AR, SU, FS	

## F. AUTHORIZATION AND SIGNATURE

F1. We, the undersigned duly-authorized agents of Courage Connection,  
(Name of Organization)

- A. Do hereby state, to the best of our knowledge the information contained in this application for the City of Urbana/Cunningham Township Consolidated Social Service Funding (CSSF) grant is true and correct.
  - B. Understand the City of Urbana/Cunningham Township funds are disbursed on a semi-annual basis and that the Community Development Block Grant (CDBG) portion of the CSSF funds are disbursed on a reimbursement basis. We assure that the funds will be administered by the applicant appropriately.
  - C. Understand the laws and regulations of the US Department of Housing & Urban Development (HUD), the City of Urbana, and/or Cunningham Township will govern any CSSF funding resulting from this application.
  - D. Agree to enter into an Agreement with the City of Urbana for its FY 2018-2019 CSSF grant and will adhere to all Program requirements, as stated in Contract/Agreement.
- F2. If a grant is awarded on the basis of this application, all project information detailed in the application will be implemented accordingly, becoming a part of the Contract/Agreement, and the project shall commence within ninety (90) days of new grant period, which begins July 1, 2018, once contracts/agreements are approved by the joint Urbana City Council/Cunningham Township Board.

### CHIEF AGENCY OFFICIAL:

Isak Griffiths

Name (Print)

Signature

Executive Director

Title

Date

### CHAIRPERSON / BOARD MEMBER OF BOARD:

Jennifer Romine

Name (Print)

Signature

President, Board of Directors

Title

Date

## APPENDIX A

### PERFORMANCE MEASURES

Performance measurement is an organized process for gathering information to determine how well programs and activities are meeting established needs and goals. Program results are directly linked to funding decisions and public support for programs. It is important to ensure that funds are used appropriately to meet the needs of the community and its residents.

#### OBJECTIVES & OUTCOMES

**A. Objectives:** The Performance Measurement System offers three (3) possible objectives for each activity:

1. **Creating a Suitable Living Environment**, which intends to address a wide range of issues facing low- and moderate-income persons, from physical problems with their environment, such as poor quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services.
2. **Providing Decent Housing** focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements.
3. **Creating Economic Opportunities** applies to activities related to economic development or job creation.

**B. Outcomes:** The outcome helps further refine the sub-grantee's objective and is designed to capture the nature of the change or the expected result of the objective that a sub-grantee seeks to achieve. Outcomes correspond to the question "What is the type of change the grantee is seeking? Or, what is the expected result of the activity?"

1. **Availability/accessibility:** In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low- and moderate-income people where they live.
2. **Affordability** applies to activities that provide affordability in a variety of ways to low- and moderate-income people, and is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household.
3. **Sustainability** applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low- and moderate-income through multiple activities or services that sustain communities or neighborhoods.

**C. Indicators:** The next step is to identify how to measure progress toward achieving the intended results. Subrecipients will be required to report on the indicators that are applicable to their individual activities that receive funding. There are four common indicators that are relevant for most activities:

- Amount of money leveraged from other Federal, state, local, and private sources
- Number of persons, households, businesses, units or beds assisted, as appropriate.
- Income levels of persons or households by 30%, 50%, 60%, and/or 80% of area median income.
- Race, ethnicity, and disability data for activities that currently report these data elements.