

**EXHIBIT 1 – FUNDING SCHEDULE**

Grantee shall submit invoices for payment of grant-related expenses along with supporting documentation to the Village of Oak Park. The schedule below indicates agreed upon payment. Grantor shall disburse said funds on or before the date set forth below. \*

Time Period	Invoice Due to Village	Payment Amount
Year 2	March 28, 2023	\$1,000,000

\*Grantee shall provide the Village supporting documentation for services provided or projects completed, including copies of receipts/checks.

## **EXHIBIT 2 – SCOPE OF SERVICES**

The Park District of Oak Park could be viewed as the largest public health institution in Oak Park as we provide and maintain 25 public park and facility spaces as well as provide recreational opportunities for the community. As a result, the Park District plays a large role in supporting physical and mental health in the community as well as providing space to build community.

While the Park District does collect tax revenue, a large part of its operations is supported by revenue generated from fees and charges for programs and services offered to the community. This revenue allows the Park District to deliver programs and services as well as support the District's Capital Improvement Plan (CIP).

The CIP is driven by our Park Master Plans and thus reflects our institution's goals of sustainability, social equity, and community engagement, and providing great value to residents. It is through continued investment in our CIP that we will continue to achieve our goals in these areas.

PDOP Mission: "In partnership with the community, we enrich lives by providing meaningful experiences through programs, parks, and facilities."

COVID resulted in massive closures of Park District facilities and programs. When we were able to reopen the programs, the size of the classes was reduced, leading to additional losses in program fees and facility use revenue. Prior to 2020 the Park District funded itself primarily by user fees. In 2020 the pandemic lowered revenues by \$6 million. 2021 was better, but user fees were still below pre-pandemic levels by \$2.5 million. In 2022 we have had \$24K in program cancellations subsequent to the recent vaccine mandate requirement.

In response to the revenue shortfalls, the Park District took several actions including laying off staff, postponing capital projects, and delaying operational purchases. We also did not make the annual transfer to our Capital Improvement Plan in 2020, which is our largest unmitigated loss due to the pandemic. Thus, our request.

Funding from the Park District's Capital Improvement Plan is used for facility upgrades, park renovations, fleet replacements, green initiatives, technology upgrades, and more. Not receiving these funds would delay the Park District's ability to move forward at the same pace for playground and park improvements at both Barrie and Anderson Park as well as delay investments to our sustainability efforts.

The Park District uses a best in class master planning process in order to establish and achieve our goals and drive investment within our CIP. Each park master plan is updated at least once every 10-years and involves extensive community feedback and engagement efforts. These efforts ensure that the master plans include the needs of all residents from the highly engaged park neighbors to the much more difficult to reach apartment dwellers several blocks away. Our

engagement efforts include surveys and community meetings, which result in plan documents that staff and the board can use to allocate resources.

The Park District's CIP reflects the policies set by the board. Our sustainability plans encourage forward thinking approaches to green energy and water retention when planning and constructing parks and facilities for the future. Our equity policy has driven us to explore how systemic racism has affected park design and allocation of resources. Additionally, our ADA transition plan is a component of our planning process and provide direction each time we invest in a park or facility to ensure they become more accessible and inclusive for individuals with unique abilities. Our engagement efforts include surveys and community meetings, which result in plan documents that staff and the board can use to allocate resources.

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Our parks have taken on a new level of significance during COVID. People have relied on our green space for social activities as well as relief from isolation and anxiety that the pandemic has brought. Our parks have seen heavier use than at any time in known history at the same time when our budget was significantly impacted due to programming cancelations and capacity constraints. ARPA funding will allow PDOP to continue to meet the needs of residents at a level that is comparable to a level that would have occurred if COVID had not happened.

The requested funding is to replace dollars that were not able to be earned and thus transferred into our Capital Improvement Fund due to facility shutdowns and/or class size reductions in 2020, 2021 and 2022 caused directly from COVID mitigations.

### **EXHIBIT 3 – PROGRAM MEASURES AND REPORTING**

#### A. Program Measures

The Park District will provide the Village of Park on a quarterly basis (as shown in Exhibit 4) the status of the Park District’s updated Capital Improvement Plan regarding how the grant funds will be spent between 2023-2024 for various capital needs including improvement projects to include Andersen and Barrie parks.

This plan will include renovation of Andersen Park and Barrie Park by December 31, 2024 dependent upon the level of funding with work beginning immediately in order to reach these goals and maximize the benefit gained from the funds.

Once the Park Board approves the updated CIP, staff will reach out to potential state and private funding partners to determine any relevant funding opportunities and grant cycles. These opportunities will drive decisions related to the scope and type of work that can be accomplished in these Master Plan Updates.

Once funding is secured, staff will retain necessary design expertise and will create design and bid specs for the project. Soon after, work will begin.

A full accounting of eligible capital expenses can be presented to the Village of Oak Park at the end of each fiscal year to meet any reporting requirements that the village has.

In addition, the quarterly report to the Village shall include a summary of the following measures relevant to the Park District’s CIP funded through ARPA:

1. The Park District of Oak Park uses an online system to gather, analyze, and utilize various data points to guide our decision-making. MPower, our internal performance management system, provides an objective and quantifiable way to see success and identify areas for improvement. We meet quarterly to assess progress and when necessary adjust.
2. The Park District of Oak Park tracks our budget, strategic and comprehensive master plan goals via our online dashboard (<https://www.pdop.org/performance/>), which is available to our residents via our website.
3. Our capital investments are monitored using our annual park report cards. All parks and facilities are successful when the amenities are functioning and the space is clean and safe. Our park report card is updated annually with inspections throughout the year. The report card measures the functionality of the park based on water fountains, play equipment, trash, etc. and provides a

letter grade. This information is utilized to determine where the Capital Improvement Funds are allocated.

**B. Additional Reporting**

The Park District of Oak Park shall submit to the Village the following information as required by the Department of Treasury:

Recognizing the disproportionate public health and negative economic impacts of the pandemic on many households, communities, and other entities, recipients must report whether certain types of projects are targeted to impacted and disproportionately impacted communities. PDOP will be asked to respond to the following:

- a. What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served.
- b. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served.

Grantee will provide information to the Village from the following options:

	<b>Impacted</b>	<b>Disproportionately Impacted</b>
Assistance to Households	<ul style="list-style-type: none"> <li>• Low- or-moderate income households or populations<sup>12</sup></li> <li>• Households that experienced unemployment</li> <li>• Households that experienced increased food or housing insecurity</li> <li>• Households that qualify for certain federal programs<sup>13</sup></li> <li>• For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time</li> <li>• Other households or populations that experienced a negative economic impact of the pandemic</li> </ul>	<ul style="list-style-type: none"> <li>• Low-income households and populations<sup>14</sup></li> <li>• Households and populations residing in Qualified Census Tracts</li> <li>• Households that qualify for certain federal programs<sup>15</sup></li> <li>• Households receiving services provided by Tribal governments</li> <li>• Households residing in the U.S. territories or receiving services from these governments</li> <li>• For services to address educational disparities, Title I eligible schools<sup>16</sup></li> <li>• Other households or populations that experienced a disproportionate negative economic impact of the</li> </ul>

	other than those listed above (please specify)	pandemic other than those listed above (please specify)
Assistance to Small Businesses	<ul style="list-style-type: none"> <li>• Small businesses that experienced a negative economic impact of the pandemic</li> <li>• Classes of small businesses designated as negatively economically impacted by the pandemic (please specify)</li> </ul>	<ul style="list-style-type: none"> <li>• Small businesses operating in Qualified Census Tracts</li> <li>• Small businesses operated by Tribal governments or on Tribal lands</li> <li>• Small businesses operating in the U.S. territories</li> <li>• Other small businesses disproportionately impacted by the pandemic (please specify)</li> </ul>
Assistance to Non-Profits	<ul style="list-style-type: none"> <li>• Non-Profits that experienced a negative economic impact of the pandemic (please specify)</li> <li>• Classes of non-profits designated as negatively economically impacted by the pandemic (please specify)</li> </ul>	<ul style="list-style-type: none"> <li>• Non-profits operating in Qualified Census Tracts</li> <li>• Non-profits operated by Tribal governments or on Tribal lands</li> <li>• Non-profits operating in the U.S. territories</li> <li>• Other non-profits disproportionately impacted by the pandemic (please specify)</li> </ul>
Aid to Impacted Industries	<ul style="list-style-type: none"> <li>• Travel, tourism, or hospitality sectors (including Tribal development districts)</li> <li>• Industry outside the travel, tourism, or hospitality sectors that experienced a negative economic impact of the pandemic (please specify)</li> </ul>	N/A

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<sup>12</sup> Low or moderate-income households and communities are those with (i) income at or below 300 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines by the Department of Health and Human Services (HHS) or (ii) income at or below 65 percent of the Area Median area median income for the county and size of household based on the most recently published data by the Department of Housing and Urban Development (HUD).

<sup>13</sup> For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

<sup>14</sup> Low-income households and communities are those with (i) income at or below 185 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines by HHS or (ii) income at or below 40 percent of Area Median Income for its county and size of household based on the most recently published data by HUD.

<sup>15</sup> For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

<sup>16</sup> For educational services and other efforts to address educational disparities, Treasury will recognize Title I eligible schools as disproportionately impacted and responsive services that support the school generally or support the whole school service as eligible. “Title I eligible schools” means schools eligible to receive services under section 1113 of Title I, Part A of the Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6313), including schools served under section 1113(b)(1)(C) of that Act.

**EXHIBIT 4 – U.S. DEPARTMENT OF TREASURY REPORTING SCHEDULE**

<b>Report</b>	<b>Year</b>	<b>Quarter</b>	<b>Period Covered</b>	<b>Due Date</b>
1	2021	2 – 4	March 3 – December 31	January 31, 2022
2	2022	1	January 1 – March 31	April 30, 2022
3	2022	2	April 1 – June 30	July 31, 2022
4	2022	3	July 1 – September 30	October 31, 2022
5	2022	4	October 1 – December 31	January 31, 2023
6	2023	1	January 1 – March 31	April 30, 2023
7	2023	2	April 1 – June 30	July 31, 2023
8	2023	3	July 1 – September 30	October 31, 2023
9	2023	4	October 1 – December 31	January 31, 2024
10	2024	1	January 1 – March 31	April 30, 2024
11	2024	2	April 1 – June 30	July 31, 2024
12	2024	3	July 1 – September 30	October 31, 2024
13	2024	4	October 1 – December 31	January 31, 2025
14	2025	1	January 1 – March 31	April 30, 2025
15	2025	2	April 1 – June 30	July 31, 2025
16	2025	3	July 1 – September 30	October 31, 2025
17	2025	4	October 1 – December 31	January 31, 2026
18	2026	1	January 1 – March 31	April 30, 2026
19	2026	2	April 1 – June 30	July 31, 2026
20	2026	3	July 1 – September 30	October 31, 2026
21	2026	4	October 1 – December 31	March 31, 2027

**EXHIBIT 5**

**ADDENDUM**

For purposes of this Agreement, the Grantee shall be permitted to follow its own policies as such policies relate to the following: (1) conflicts of interest and standards of conduct; (2) procurement; (3) diversity; (4) drug-free workplace; and (5) anti-sexual harassment.