



**Draft**  
**CAPER**

**Comprehensive Annual Performance &  
Evaluation Report**



**2016 Program Year**  
October 1, 2016 - September 30, 2017

December 7 - 21, 2017, 15 Day Comment Period

Village of Oak Park  
Development Customer Services  
123 Madison Street  
Oak Park, Illinois 60302

**Village of Oak Park**  
**DRAFT CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT**  
**(Draft CAPER) FOR PROGRAM YEAR 2016**  
**October 1, 2016 - September 30, 2017**

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# Second Program Year Draft CAPER

The Draft Consolidated Annual Performance and Evaluation Report (Draft CAPER) for program year two (PY 2016) of the 2015-2019 Consolidated Plan includes information that Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) grantees such as the Village of Oak Park provide each year in order to be compliant with the Consolidated Planning Regulations. The Program Year (PY) 2016 ran from October 1, 2016 to September 30, 2017.

## GENERAL

### Introduction

The Village of Oak Park is a thriving community of approximately 52,000 people located immediately west of the city of Chicago in northeastern Illinois. The Village is noted for its diverse population and its architectural heritage, being known particularly as the place with the most Frank Lloyd Wright designated buildings anywhere in the world. Within its 4.5 square miles live one of the region's most diverse mixes of cultures, races, ethnicities, professions, lifestyles, religions, ages and incomes.

The Village operates under the Village Manager form of government. An elected legislative body of a President and six Trustees hires a professional Manager to oversee the day to day administration of government programs and services. The President and Board approve all HUD-funded projects. The Development Customer Services Department is the designated agency administering HUD funds on behalf of the Village. The Village currently receives Community Development Block Grant (CDBG) and – usually – Emergency Solutions Grant (ESG) funds, and is a member of the Cook County HOME Investment Partnerships Program (HOME) Consortium. The Village is also a newer recipient of a Section 108 Loan Guarantee Program.

The Village's Development Customer Services Department oversees building permits, inspections, code enforcement, business services and licensing, planning, historic preservation, zoning, housing, parking and the aforementioned federal grants. This management structure is designed to streamline Village Hall processes and enhance customer service to deliver quicker response times and a speedy resolution of issues that can affect a property improvement project or investment opportunity.

The Development Customer Services Department – particularly its Neighborhood Services Division – consults with a number of agencies throughout the year. Continuum of Care members, community representatives, subrecipients, and public service agencies provide input into the department's plans for HUD funding in on-going consultations and collaborations.

### Goals & Accomplishments

#### 1. PY 2016 Goals and Accomplishments

Table A below provides information on PY 2016 Oak Park CDBG and ESG activities, and includes goal accomplishment totals and notes.

**Table A: PY 2016 Consolidated Plan/Action Plan Goals -  
Summary of Accomplishments Table**

1	<b>Goal Name</b>	<b>Public Services</b>	<b>Goal</b>	<b>Actual</b>	<b>Notes</b>
	<b>Goal Description</b>	Expanding the availability of and increasing access to needed services is a key goal. Services include, but are not limited to, mental health, domestic violence, programs for persons with disabilities, and youth programs.	23,907 persons	25,028 persons	Many agencies exceeded goals, thus the total goal was exceeded. A few agencies were short of goals.
2	<b>Goal Name</b>	<b>Public Infrastructure</b>	<b>Goal</b>	<b>Actual</b>	<b>Notes</b>
	<b>Goal Description</b>	Creating livable communities through improvements to public infrastructure. Maintaining and improving the quality of Oak Park's existing infrastructure is instrumental to ensuring that residents live in a safe, clean, and decent environment.	5,782 persons	5,832 persons	Exceeded goals.
3	<b>Goal Name</b>	<b>Homelessness Assistance</b>	<b>Goal</b>	<b>Actual</b>	<b>Notes</b>
	<b>Goal Description</b>	Oak Park aims to support services to prevent homelessness and to assist those currently experiencing homelessness. These services include but are not limited to street outreach, prevention, rapid re-housing, emergency shelter and HMIS.	997 persons broken down as: Pub. Services: 65 Shelter: 500 Hmls Prev: 36 Other: 396	999 persons broken down as: Pub. Services: 25 Shelter: 544 Hmls Prev: 12 Other: 418	Exceeded overall goal. Short with Public Services & Homeless Prevention.
4	<b>Goal Name</b>	<b>Affordable Housing</b>	<b>Goal</b>	<b>Actual</b>	<b>Notes</b>
	<b>Goal Description</b>	The Village of Oak Park aims to maintain, and improve affordable housing, both renter- and owner-occupied. The advanced age of Oak Park's housing supply necessitates the need for rehabbing of existing housing.	15 units; 7 rental units and 8 homeowner units.	14 units; 5 rental units and 9 homeowner units. (counting those that are to be completed soon.)	Did not meet goals, but very close overall and above goal with homeowner units.
5	<b>Goal Name</b>	<b>Public Facilities</b>	<b>Goal</b>	<b>Actual</b>	<b>Notes</b>
	<b>Goal Description</b>	Maintaining and improving the quality of Oak Park's exiting public facilities is instrumental to ensuring that residents have access to safe and accessible facilities.	9 persons	9 persons	Met goal.
6	<b>Goal Name</b>	<b>Code Enforcement</b>	<b>Goal</b>	<b>Actual</b>	<b>Notes</b>
	<b>Goal Description</b>	Code enforcement is an important tool to maintaining safe and sanitary housing; additionally, inspections will monitor vacant or abandoned properties & identify blighted properties for demolition.	2 units rehabbed	2 units rehabbed	Met goal.

See also the Self Evaluation section under Monitoring, especially for explanations about agencies that were short of goals.

## **2. Affordable Housing Summary**

### *Single Family Housing Rehab (SFR) Program/Lead Hazard Reduction*

There were two SFR activities completed within PY 2016. One of the SFR activities started in PY 2015 and was completed in PY 2016, and received lead hazard reduction treatments. One activity was an emergency loan in PY 2016 under \$5,000, and lead safe work practices were followed. Three other activities started in PY 2016 and are projected to be completed in late-2017. These are considered to be PY 2016 activities, as CDBG housing activities historically have been 15-month activities. Three of these late-2017 SFR activities in PY 2016 received lead hazard reduction treatments as a separate activity prior to their home improvements.

Of the five SFR activities completed for PY 2016, three of the households assisted were moderate income households, and two were low income households. Two were female heads of household. Four households were senior citizen households.

Of the four Lead activities in PY 2016, three of the households assisted were moderate income, and one was low income. One was a female head of household and all four households were senior citizen households.

- Funds spent/loaned - \$72,927 in Revolving Loan funds
- Grant Funds spent - \$49,090 for lead based paint hazard reduction

### *Small Rental Rehab Program (SRP)*

Of the five completed SRP units (one activity) completed in PY 2016, one of the households assisted was a moderate income household, and two were low income households. Three were female heads of household. Affordability will be maintained for two years.

- Grant funds spent: \$24,999 CDBG; \$9,501 Owner funds

## **3. Affirmatively Furthering Fair Housing:**

In 2010, the Village completed an Analysis of Impediments to Fair Housing Choice (AI) study for Oak Park. Oak Park is a leader in fair housing and diversity as evidenced by historic programs that were enacted in the 1970s to promote racial and economic integration.

Oak Park organized and implemented an Action Plan to best address the concerns listed in the AI. These actions have been carried out through an in-house staff Fair Housing Action Plan Initiative Problem Statement, which identified potential problems, action items, staff involved in the steps to resolution, and timelines for carrying out the action items.

Oak Park continues ongoing actions to encourage fair housing. One specific component of Oak Park's fair housing and diversity efforts involves investigation, which is the monitoring and enforcement mechanism for the provision of the Fair Housing Ordinance and diversity policy of the Village. The Oak Park Community Relations Department conducts thorough investigations into charges of racial discrimination brought by persons seeking housing in Oak Park. Conciliation meetings are conducted when necessary and records are maintained of all case files.

If complaints are received, rental market-housing tests are initiated by the Village to ascertain that the Fair Housing Ordinance is being followed.

Several years ago, the Village created the Fair Housing Task Force, comprised of community members and leaders. The task force focused on improvement in three key areas: enforcement of existing laws and ordinances, community education, and oversight for housing-related agencies in Oak Park.

The Village is making a solid effort to encourage compliance with Fair Housing laws by funding the Oak Park Regional Housing Center at a high level each year. In PY 2016, this agency received \$171,000 in CDBG funds, and even more funding from Village sources besides CDBG.

The Village continues to offer its Multi-family Housing Incentives Program (MFHI). Under the MFHI program, building owners are given a grant of \$1,000 per unit up to \$10,000 to make building or unit improvements. Owners are required to match the grant two-to-one for every dollar of Village funds received. In exchange for the grant, the owner agrees to work with the Oak Park Regional Housing Center to increase affirmative rentals in their building. The MFHI program also has a rental reimbursement component. Owners agree to keep units vacant for up to 90 days in order to give the Housing Center an opportunity to affirmatively market the vacant unit. The owner is able to maintain affordable rents by not having to pass all building maintenance or unit remodeling costs on to renters.

The goal of MFHI is to achieve racial diversity throughout the Village and attempt to prevent any sections of Oak Park from becoming racially identifiable. Multi-family property owners and prospective tenants were counseled and given information and direction concerning the Village's diversity policy. Village staff counseled property owners, encouraging them to make pro-integration choices in housing. Staff of the Oak Park Regional Housing Center counseled prospective residents, educating them on Fair Housing laws. During PY 2016, prospective tenants and homeowners, existing tenants and homeowners, building owners, managers, developers and real estate personnel continued to be counseled under this program.

Educational programs also were conducted. These programs focused on community relations and diversity for Realtors, educators, school staff, building owners, building managers, Village staff and representatives from community groups. Specific neighborhood problems were addressed and block conflicts facilitated.

*Oak Park Regional Housing Center Fair Housing Outreach (Public Services) and Administration CDBG Activities*

As noted above, for PY 2016, the Oak Park Regional Housing Center (Housing Center) received \$171,000 in CDBG Administration and Public Services funds to partner as the Village's Fair Housing Program provider. These two activities promoted long-term racial diversity in Oak Park's rental housing market through counseling, outreach, and affirmative marketing. During PY 2016, the Housing Center assisted 3,288 persons.

The Oak Park Regional Housing Center was established in 1972 for the purpose of promoting Oak Park as a community that welcomes integration and to act as a placement agent for renter households seeking non-traditional moves. Since its founding, it has encouraged home seekers to make pro-integrative moves, to



eliminate discrimination, and to promote open housing opportunities in previously segregated communities in the region.

#### *Oak Park Residence Corporation*

The Oak Park Residence Corporation was founded in 1966 in cooperation with the Oak Park Housing Authority, the Village of Oak Park, and the State Housing Board. The 1973 Village of Oak Park Housing Task Force recommended that the Oak Park Residence Corporation change its focus to buying and rehabilitating multi-family buildings. In 1975, the Oak Park Residence Corporation began purchasing multi-family buildings.

The Oak Park Residence Corporation continued to collaborate with the Village and the Housing Center to promote fair housing initiatives in Oak Park, and its management practices are in keeping with the Village's policy of upgrading housing stock and promoting racial diversity. By investing in the purchase, rehabilitation and management of large rental buildings, the Oak Park Residence Corporation has helped preserve the quality of housing in the Village.

#### **4. Other Actions in Strategic Plan/Action Plan taken to address obstacles to meeting underserved needs.**

The primary obstacle in the past to meeting the needs of underserved persons was the lack of a focused effort to identify and support the greatest needs in Oak Park. This was addressed through the Village's Consolidated Plan development process, which occurs every five years, the most recent being in 2014 for the 2015-2019 Consolidated Plan (and PY 2015 Action Plan). The Consolidated Plan was the primary vehicle to serve low and moderate income persons in the Village of Oak Park. This Consolidated Plan provided a strategy (Strategic Plan section) to determine the priority needs in the Village, to distribute federal funding to the areas of most need, and to affect the persons with the most need in the community. The 2016 program year was the second year of the 2015-2019 Consolidated Plan. For PY 2016 these chosen Priorities provided direction for the distribution of Federal funds to best meet the needs of the underserved in the community. The Priorities reflect the perceived needs in Oak Park, as determined through the participatory process, data and studies, survey results, and expertise of the participating agents.

Another obstacle in meeting the needs of underserved persons is the lack of funding for services provided to lower income persons, which was addressed by the Village's choice to distribute a relatively large amount of its CDBG allocation to local non-profit subrecipients. In the 2016 Program Year, an allocation of \$233,174 from the CDBG Program funded 12 public service activities administered by various not-for-profit service providers and one Village department. (In addition, the Village allocated \$96,000 in CDBG Administration funds to the Oak Park Regional Housing Center). These projects ended up supporting the growth and well-being of young parents; assisting troubled families; helping persons with physical, mental and developmental disabilities and their caregivers; assisting survivors of domestic violence; feeding the hungry and improving the nutrition of low-income persons; increasing housing counseling and fair housing services; expanding homeless assistance, including job readiness; providing case management to persons living in low income housing; and providing dental care for low-income youth.

In addition, an allocation of \$40,000 from the CDBG Program funded a facility improvement activity administered by non-profit subrecipient UCP-Seguin to improve three group homes and assist nine persons.

In PY 2016, there were Single-Family Rehabilitation, Lead Hazard Reduction, and Small Rental Rehab Program activities that were funded through CDBG, improving a total of 14 units. All of these activities improved Oak Park housing stock inhabited by low and moderate income persons and met the needs of underserved persons.

One hundred percent of the Village's CDBG award was focused on support to low and moderate income persons. As funding to the CDBG program has been reduced by Congress over the past several years, the Village and the non-profits faced the largest obstacle to meeting underserved needs, which is the reduction of federal financial support previously relied on.

Finally, to facilitate better community awareness about what programs and services are available to underserved persons within the community, the Village posted important information on the Federal Grants page of its website, and advertised the availability of the PY 2016 grant applications in a local newspaper, as well as sending this information to all persons on the federal grants mailing list.

## **5. Leveraging Resources**

Subrecipients leverage grant funds with a number of other local, state, federal and private resources. Each CDBG and ESG subrecipient reports the amount of other funding leveraged for the activity undertaken. Adequately doing so is a proposal component favored by Community Development Citizens Advisory Committee members who review grants applications each year and recommend CDBG and ESG funding levels to the Village Board. Moreover, Oak Park requires proportional matching funds to cover services provided to other communities' beneficiaries when subrecipients provide regional services. Finally, ESG activity subrecipients provided a dollar for dollar match.

## **Managing the Process**

*Actions taken during the last year to ensure compliance with program and planning requirements*

Ensuring compliance with program and planning requirements is an ongoing activity for the Village of Oak Park. The Village made every attempt to follow HUD rules and regulations while administering both the CDBG and ESG Programs. There were no HUD monitoring findings or concerns on the Village with regard to Program Year 2016 CDBG or ESG activities.

The Village continued its subrecipient monitoring efforts in PY 2016 by checking CDBG and ESG subrecipients for compliance with HUD rules, regulations and timeliness of expenditures requirements. Following HUD guidance, the Village used a risk analysis approach to on-site monitoring. On October 4, 2017 the Village monitored Community Support Services for PY 2016 due to program year turnover in two key staff positions. The monitoring visit consisted of a review of financial and administrative files and practices for the subrecipient's Respite Care CDBG activity. There were no Findings or Concerns associated with this monitoring visit. The



persons who filled the open staff positions did a great job in handling the CDBG activity during the course of the program year. A few more on-site monitoring visits will be held during PY 2017.

During PY 2016, compliance also was checked through submittals of requested documentation and required reports. Each subrecipient submitted quarterly reports describing activities of the previous quarter, as well as a final report (if the project was completed at the program year's end), which summarized all of the accomplishments and progress for that year. The reports were required in order to draw funds down.

The monitoring standards and procedures used by the Village of Oak Park followed the standards and procedures as set forth in HUD monitoring handbooks, guidelines, and technical assistance publications.

## **Citizen Participation**

### *The PY 2016 Action Plan and the PY 2016 CAPER*

The development of the Village of Oak Park 2016 Action Plan began on February 3, 2016 when a Notice of Federal Funding Availability was published in the local *Wednesday Journal* newspaper. The ad also noted the upcoming and mandatory Grants Applications Workshop, held February 19, 2016. In addition, all agency representatives on the Housing & CDBG Programs mailing list were sent a Notice with all of the details. After soliciting, screening and reviewing applications, Village staff and the Community Development Citizens Advisory Committee (CDCAC) held a series of hearings and conducted an in-depth review of each application and presentation. A Notice of meetings was published in the *Wednesday Journal* newspaper on March 30, 2016. Six public meetings were held: April 12, April 14, April 18, April 21, April 28, and May 3, 2016 (public hearing).

The Village of Oak Park CDCAC reviewed proposals, heard applicant presentations and made funding recommendations to the President and Board of Trustees for a portion of the Village's PY 2016 CDBG entitlement and nearly all of the PY 2016 ESG entitlement. All of these recommendations were accepted. The Village Board then released the draft PY 2016 Annual Action Plan on June 6, 2016 for a 30-day public comment period that began June 9, 2016. The Notice of Document Availability for the draft PY 2016 Action Plan was published in the *Wednesday Journal* on June 8, 2016 and was widely available, with the 30-day comment period running from June 9, 2016 to the close of business on July 8, 2016. There was a draft Action Plan Public Hearing held on July 8, 2016. No comments from the public were received during this period, and the Village of Oak Park Board of Trustees approved the allocation of funds as recommended on July 18, 2016. There were no Amendments to the PY 2016 Action Plan.

To obtain citizen comments on the draft PY 2016 CAPER, the Village published a legal notice in the November 22, 2017 issue of the *Wednesday Journal* stating that the Village was making this document available for public review and comment. The draft CAPER is now being made available to the public for comments for fifteen days, from December 7 through December 21, 2017.

## **Furthering Consolidated Plan Objectives**

The amount of PY 2016 Federal funds available was \$1,521,166 in CDBG funds and \$135,513 in ESG funds, all used to further Consolidated Plan objectives.

## **Geographic Distribution and Location of Expenditures**

### *Concentrations of Minority Persons*

The Village of Oak Park defines areas of racial or ethnic concentration as geographical areas where the percentage of a specific minority or ethnic group is 10 percentage points higher than in the Village overall.

In Oak Park, African-American residents comprised 19.9% of the population. Therefore, an area of racial concentration includes census tracts where the percentage of African-American residents is 29.9% or higher. According to the latest American Community Survey five-year estimates, there are three census tracts that met the criteria for areas of racial concentration. These areas are:

- Census tract 8121: in the northeast corner of Oak Park, along the boundary of Chicago at both North Avenue and Austin Boulevard – 30.2%;
- Census tract 8125: along the eastern boundary of Chicago in the central area of the Village – 31.6%; and
- Census tract 8131: in the southeast corner of the Village, along the boundary of both Chicago and Cicero – 31.6%

There were no other areas of racial or ethnic concentration in the Village as of the latest federal data.

### *Geographic Distribution*

Priority CDBG funding areas in the Village of Oak Park include areas where the percentage of low and moderate income (LMI) persons is 37.7% or higher. While the general rule is that an area benefit activity must serve an area where the concentration of LMI persons is at least 51% of the total population within the geographical boundary, Section 570.208(a)(ii) of the HUD regulations allows the "exception criteria," also referred to as the "upper quartile."

A grantee qualifies for this exception when less than one quarter of the populated block groups in its jurisdictions contain 51 percent or more LMI persons. HUD assesses the grantee's census block groups to determine whether a grantee qualifies to use this exception and identifies the alternative percentage the grantee may use instead of 51 percent for the purpose of qualifying activities under the LMI Benefit Area category. HUD uses the following steps in computing the upper quartile for a given community:

- Identifies the total number of block groups in the grantee's jurisdiction;
- Subtracts the block groups with zero persons to determine the net number of block groups in the jurisdiction (not applicable to Oak Park);

- Arranges the remaining block groups in descending order, based on LMI residents in the block group;
- Computes the last block group in the upper quartile by multiplying the net number of block groups by 25 percent; and
- Applies the "exception criteria" if the percentage of LMI persons in the last census block group in the top quartile is less than 51 percent.

HUD determines the lowest proportion a grantee may use to qualify an area for this purpose, and advises the grantee accordingly. Oak Park, as an exception jurisdiction, has been allowed 37.7%.

These areas also include areas of racial and ethnic concentration where the percentage of a specific racial or ethnic group is at least 10 percentage points higher than the Village's rate overall. The following narrative describes the characteristics of these areas.

#### *Low & Moderate Income Areas*

Table B below presents information on low and moderate income (LMI) persons in Oak Park. LMI persons, as determined by HUD, have incomes at or below 80% of the median family income (MFI). In the latest estimates, HUD determined that there were 15,034 LMI persons in Oak Park, equivalent to 28.8% of the population for whom this rate is determined.

HUD defines an LMI census block group in the Village of Oak Park as one in which 37.7% or more of the population have incomes of 80% or less of MFI. According to these criteria, 10 of the Village's 53 census block groups qualify as LMI areas.

**Table B: Oak Park LMI Census Tracts/Block Groups**

Census Tract	Block Group	Number of LMI Persons	Universe of LMI	Percent of LMI Persons
8121	1	355	890	39.9
8121	2	285	705	40.4
8123.01	2	730	1505	48.5
8125	1	415	955	43.5
8125	3	440	1135	38.8
8126	2	500	985	50.8
8127	3	405	1025	39.5
8128.01	1	965	1970	49
8128.02	1	465	930	50
8131	1	575	965	59.6

Source: HUD

Four alleys (#405, 440N, 466N & 466S) were improved with CDBG funds in the following LMI areas: census tract 8126, block group 2; census tract 8127, block group 3; and census tract 8128.01, block group 1 (two alleys located here).

### *Concentrations of LMI Persons and Minority Persons*

Of the eight census tracts which contained block groups identified as LMI areas, three were noted also to be areas of racial concentration. These areas were census tracts 8121, 8125 and 8131.

Two UCP-Seguin Facility Improvement CDBG activity locations were completed in areas of racial concentration that also are LMI areas. One group home that was improved is in census tract 8125, block group 1, and the other is in census tract 8131, block group 1. One Village Public Works Alley Improvement activity location was in an area of racial concentration that is also a LMI area: Alley #607 in census tract 8131, block group 1.

## **Institutional Structure**

### *Actions taken during the last year to overcome gaps in institutional structures and enhance coordination*

There exist some gaps in the Oak Park institutional structure. However, the coordination of local partnerships and networks has enabled the Village of Oak Park to overcome such gaps. Village staff works throughout the year to increase institutional structure, both within the Village and with Village partner agencies. Staff maintains contact with partner agencies throughout the year, offering referrals for funding and training opportunities where appropriate. Staff also attends relevant training and conferences, where available, on all aspects of grant and project management.

The Village government landscape is shared with Oak Park Township, the local Elementary (District 97) and High School (District 200) Districts, the Park District of Oak Park, the Oak Park Library District, the Oak Park Housing Authority and the Oak Park Township Community Mental Health Board. These governmental units met regularly to coordinate their plans and programs. While the Village delivered many services itself, the Village also contracted with the non-profit sector to deliver services.

The Village participated in Alliance to End Homelessness in Suburban Cook County (Continuum of Care lead agency) meetings and events throughout the program year. The Village also collaborated with neighboring municipalities in several efforts, and worked with a group of area funders in order to better coordinate services to non-profits and to increase the impact of West Cook County grants funding efforts.

The Village participated in (and helped implement a plan for) the Oak Park Homelessness Coalition, a local body with the purpose of helping persons experiencing, or at risk of, homelessness. Participants include persons from local non-profits, Oak Park Township, Oak Park Housing Authority, Oak Park Residence Corporation, Oak Park Public Library, the Park District of Oak Park and the local school districts.

Many of the Village's largest contract service providers, or "community partners," received funding from a variety of sources. For example, the Oak Park Regional Housing Center received federal CDBG grant funds, local Village funds, and support from members and other agencies.

The Village has also identified new and innovative ways to increase the affordable housing stock by becoming a member of the Cook County HOME Consortium.

Strong links were maintained with the private sector through the Village's liaison membership on the Board of Directors of the Oak Park-River Forest Chamber of Commerce, the Downtown Oak Park Special Service Area, the Business District Area Liaison Council, the Oak Park Area Visitors Bureau and individual business districts. To address the need for a more vibrant economy, in PY 2016 the Village continued to make economic development a main priority by writing a Section 108 application, obtaining a Section 108 Program in the amount of \$3 million, creating an application for businesses, working with the banking sector and the Oak Park Economic Development Corporation to recruit applicants, and working with businesses that applied for loans.

Finally, as part of the PY 2016 budget process, the Village Board (the governing body) received input from the Community Development Citizens Advisory Committee (CDCAC) as to the allocation of CDBG and ESG Funds. The yearly Village Budget process was used by elected officials and staff to coordinate and allocate funding for community programs and services.

The Village of Oak Park believes that the network of agencies, organizations, programs, resources and activities operating within the Village have shown the existence of comprehensive efforts to meet the needs of Oak Park residents. Due to the efforts of the existing providers within the Village, there appear to be few gaps in service delivery toward the realization of the priorities, goals, and objectives outlined in the Consolidated Plan and, particularly, in the PY 2016 Action Plan.

## **Monitoring**

### *Method and Frequency of Oak Park's Monitoring Efforts*

As noted in the Compliance section above, the Village continued its Subrecipient monitoring efforts in PY 2016 by checking all CDBG and ESG Subrecipients for compliance with HUD rules, regulations and timeliness of expenditures requirements. Compliance was checked through submittals of requested documentation and required reports. Each Subrecipient submitted quarterly reports describing activities of the previous quarter, as well as a final annual report (if the project was completed at program year's end), which summarized all the accomplishments and progress for that year. The reports were required in order to draw funds down.

Following HUD guidance, the Village used a risk analysis approach to on-site monitoring. On October 4, 2017 the Village monitored CDBG subrecipient Community Support Services for Program Year 2016 due to staff turnover in two key positions. The monitoring visit consisted of a review of financial and administrative files and practices for the agency's Respite Care CDBG activity. There were no Findings or Concerns associated with this monitoring visit. The persons who filled the open positions did a great job in handling the CDBG activity during the course of the program year. More on-site monitoring visits will be held in the coming months.

### *Self-Evaluation*

The PY 2016 CDBG and ESG activities supported through HUD funding consistently met or exceeded annual goals, except for the following five:

- The category under the Homeless Assistance goal – “Homeless Prevention.” Housing Forward stated that the projected outcomes in the ESG grant amount assumed an average award that was well-exceeded for each household. Housing Forward’s actual average award per household was larger, due to the need presented and because Oak Park rents trend toward the top of the range for FMR. As a result, the accomplishment number fell short of the goal.
- The category under the Homeless Assistance goal – “Street Outreach.” Housing Forward stated that this ESG activity did not reach its goal because the agency experienced two staff shortages. In September, the Outreach Worker assigned to Oak Park resigned. Although it took Housing Forward only one month to fill that position with an internal candidate, there was the requisite training and orientation to the program. During that period, the outreach activities in Oak Park were not as robust as when the agency has an assigned staff person in Oak Park. Also the position of Manager of Outreach and Engagement was also vacant for a few months, which meant that the Outreach team did not have the benefits of a full-time manager. Thus, the accomplishment number was short of the goal.
- Under CDBG Public Services, Housing Forward had a CDBG activity named Employment Readiness that proposed to serve 65 persons but served only 25 persons. Housing Forward stated that this activity did not reach its goals because referrals to the program from Oak Park Township and other referring agencies dipped, which may be in part to the lower unemployment rate. The program also experienced a staffing shortage the last five months of the program year. The agency continued to provide services to clients as they faced many challenges to finding employment, but some clients simply stopped coming in for services. Housing Forward staff is looking at new strategies for increasing numbers, including the expansion of outreach in the shelters and building relationships with other employment programs.
- Under CDBG Public Services, the Oak Park Regional Housing Center had a CDBG activity named Fair Housing Outreach and Counseling that proposed to serve 3,500 persons but served only 3,288 persons. The Oak Park Regional Housing Center stated that this activity did not reach its goals because the 2016 program year was a slow year for the rental market. The agency expects that this was an anomaly and that they will return to exceeding all goals during the 2017 program year. On the plus side, the agency pointed out that they exceeded their goal of serving 2,000 Very Low, Low, and Moderate Income persons by serving a total of 2,061 persons in these income categories.
- With regard to Single Family Housing Rehab (SFR) and Lead Hazard Reduction projects, there were five SFR activities and four Lead activities completed in the extended program year. This total of nine units was one unit higher than projected. With regard to Small Rental Rehab Program (SRP), there were five completed SRP units, which was two units short of the goal.



With a total of 14 units rehabbed in the extended program year, the overall CDBG Housing goal was short by one unit. The reason for this shortage was staff turnover in two key Oak Park Housing positions. With these two positions now being filled, the Village expects to meet the PY 2017 Affordable Housing goals.

Overall, the Village of Oak Park continues to move reliably toward meeting the community's vision by providing almost all the services that were identified as crucial to this population, with the goal of meeting the need foremost in the Village's plans. The ability of Oak Park to provide decent housing, a suitable living environment and economic opportunity to Oak Parkers is illustrated in detail in this Draft CAPER.

Indicators of accomplishments include reports such as those from the Oak Park-River Forest Food Pantry, an organization that provides assistance to low income persons in need of food. The reports illustrate positive outcomes in accordance with the goal of the services, with the following PY 2016 CDBG final report indicators pointing to admirable success:

The agency served slightly over (3%) the projected number of individuals this program year for this CDBG activity. We served more extremely low income persons (7%) than expected. We served almost exactly the number of Oak Park individuals projected, making up 12% of the unduplicated caseload.

For Oak Park clients, with regard to food, 92% was classified as Protein-rich or Nutrient-dense (including fresh produce). Over 11,500 Food Pantry clients were actively involved in Nutrition Education sessions, where 1,112 had their blood pressure tested and another 524 sought individual consultations with dietitians or interns.

The agency assisted hundreds of individuals in applying for SNAP benefits, and had an acceptance rate above 90%. The average household received \$194 per month. In addition, many individuals were connected to Benefits Access, Medicare and Medicaid and many more individuals were referred to other agencies for assistance.

Finally, home delivery of groceries for elderly and disabled participants reached 27-40 households per month, 27-30 in Oak Park. Including repeat visits, Oak Park individuals received this service 330 times.

Such reports show that the programs are working to alleviate the difficulties that clients face in their particular life situations, through the support of CDBG funding.

Oak Park may have had a few barriers to success, including the cost of living in Oak Park, the limited amount of affordable rental units, and the reduction of State and donated funding for the non-profit service organizations. But overall the Village nearly fulfilled all of its projected goals, with several PY 2016 subrecipients even greatly surpassing their stated goals.

## **Lead-based Paint**

### **Actions Taken to Evaluate and Reduce Lead-based Paint Hazards**

Lead based paint is an extremely serious hazard that can negatively affect the central nervous system in children less than six years of age. In addition to children getting lead-poisoned by eating paint chips, persons of any age can get lead poisoning from ingesting or inhaling lead dust created when paint is deteriorating, or when it is removed or disturbed.

Lead is a highly toxic substance that was banned for use in paint in 1978. Not only does the existence of lead based paint create public health risks, it also increases the cost of rehabilitating older homes.

The housing stock in Oak Park consists primarily of homes built before 1978. Approximately 95 percent of the existing 23,723 housing units were constructed in eras when using lead based paint was the norm. This suggests that most of the homes and apartment buildings that have not been recently renovated, or have not been built in the last 36 years, contain some lead-based paint.

Since the new lead based paint regulations were implemented by HUD, the Village has stepped up its lead awareness, prevention and abatement efforts. During PY 2016, the Village continued to reduce lead based paint hazards in Oak Park homes and assist those exposed to the hazard. The following are activities that the Village conducted to evaluate and reduce lead paint hazards.

#### *VOP Housing CDBG Programs*

There were five Single Family Housing Rehab (SFR) Program activities completed in PY 2016, four of which received lead hazard reduction treatments. One activity (not counted) was an emergency loan in PY 2016 under \$5,000, and lead safe work practices were followed.

Of the four Lead activities in PY 2016, three of the households assisted were moderate income, and one was low income. One was a female head of household and all four households were senior citizen households.

#### *VOP Public Health Department*

The Illinois Department of Public Health has identified all three of Oak Park's ZIP codes as high-risk ZIP codes for pediatric blood lead poisoning. High-risk ZIP codes are based on housing data and family economic status obtained from the latest census. Given the prevalence of an older housing stock in Oak Park and the corresponding probability that many of the Village's children are exposed to lead, the Village has committed to strong efforts in lead education, prevention and abatement. As a result, Oak Park children with elevated blood levels receive local professional case management services through the Oak Park Public Health Department. The following activities constitute the Village's strategy to minimize exposure to and damage from lead-based paint.

The Village of Oak Park Department of Public Health is committed to eliminating elevated levels of lead in children in Oak Park. The Village has an agreement with the Illinois Department of Public Health to provide case management services for all

children that live within the boundaries of the Village. The Oak Park Department of Public Health is considered the State's "delegate agency" for childhood lead. The Health Department participates in public awareness and education campaigns, provides nursing lead case management, and will conduct environmental investigations when required under the Illinois Lead Poisoning Prevention Act and the Illinois Lead Poisoning Prevention Code.

Because of the age of the Village's housing stock, all of Oak Park's ZIP codes are defined as high risk for pediatric blood lead poisoning. As a result, every physician licensed to practice medicine is required to provide annual testing of children from six months of age through six years of age. In addition, child care facilities must require that all parents or guardians of a child six months through six years of age provide a statement from a physician or health care provider as proof that a blood test occurred prior to admission. Physicians are required to submit lead sampling results to the Illinois Department of Public Health, where the sampling data is then entered into a data surveillance system called *HLPPS*. The Nursing Division of the Oak Park Department of Public Health is responsible for reviewing incoming blood lead sample test results using the *HLPPS* data management system. Nursing staff review incoming lead results to determine whether nursing case management is required and/or whether a childhood lead case should be referred to the Oak Park Department of Public Health Environmental Health Division for an environmental investigation of the child's dwelling.

The Oak Park Department of Public Health is responsible for managing and maintaining *HLPPS*. In PY 2016, the Department managed many childhood blood lead test results through *HLPPS*.

Nursing Case Management – Case management of children begins at 10 µg/dl on all children younger than 84 months of age. Children with a lead level at or above 10 µg/dl are at risk of decreased IQ, behavior problems, poor grades in school and growth delays. The case manager is responsible for contacting the parent and providing case management, including:

- Interviewing the parent or guardian regarding the child's behavior, habits and general health;
- Emphasizing the importance of follow-up lead screening to make sure levels do not increase;
- Providing the parent with educational brochures from the "Get the Lead Out" series;
- Referring all cases for a developmental screening;
- Routine case follow-up until the child's lead levels reach a safe level; and
- Referring the case to the Health Department's Environmental Health Division for environmental investigation/assessment.

Environmental Investigation/Assessment – An environmental investigation is conducted under the following circumstances:

- A child under the age of 3 with a confirmed lead blood lead level of 10 µg/dl or above.
- A child over 3 to 6 years with a confirmed blood lead level of 20 µg/dl or above.
- A child over 3 to 6 years with three confirmed successive blood lead levels of 15-19 µg/dl.

Environmental investigations are conducted by one or more of the Oak Park Public Health Department's Licensed Lead Assessors. Dwelling investigations are conducted in accordance with the Illinois Lead Poisoning Prevention Code and the Lead Poisoning Prevention Act. Each investigation includes a visual assessment, a dwelling diagram, an interview of the parent and, if applicable, collecting dust and/or wipe samples to determine if any lead hazards exist. The results of the investigation are shared with the parent and the property owner. If lead hazards are found, the property owner is required to submit a plan to mitigate and/or abate all lead hazards. Case follow-up is conducted to determine compliance with State laws. Cases are closed if the lead hazards are mitigated or abated. If lead hazards are not mitigated or abated within specific time frames, the case is referred to the Illinois Attorney General and/or the Cook County State's Attorney for prosecution.

## HOUSING

### Housing Needs

*Actions taken during the last year to foster and maintain affordable housing*

The Village took the following affordable housing actions during PY 2016:

- There were two Single Family Housing Rehab (SFR) Program activities completed in PY 2016. One of the SFR activities started in PY 2015 and was completed in PY 2016, and received lead hazard reduction treatments. One activity was an emergency loan in PY 2016 under \$5,000, and lead safe work practices were followed. Three other activities started in PY 2016 and are projected to be completed in the first quarter of PY 2017. These are considered to be PY 2016 activities, as CDBG housing activities have historically been 15-month activities. Three of these late-2017 SFR activities for PY 2016 received lead hazard reduction treatments as a separate activity prior to their home improvements. Thus, there were five SFR activities and four Lead Hazard Reduction activities completed in PY 2016.
- There were five Small Rental Rehab Program (SRP) units completed (one activity) in PY 2016.
- In cooperation with the Village, the West Cook Homeownership Center partnered with the Oak Park Regional Housing Center to conduct 11 First Time Homebuyer Seminars that included 173 persons. The seminars were all held in Oak Park and were widely promoted.
- Recognizing that property taxes can increase the cost of housing and affect the Village's ability to provide affordable housing, the Village continued to promote new residential and commercial development to ease the reliance on property taxes. There are several new developments under construction in Oak Park at this time. Shortly prior to the start of PY 2016, a large new residential and commercial building called Vantage was completed and is doing well.

- The Village also encouraged developers to include affordable housing units in new housing developments within the Village.

## **Specific Housing Objectives**

### **1. Evaluation of progress in providing affordable housing.**

The Village provided its housing rehabilitation services to the maximum number of applicants that met the criteria and that applied for funding. Throughout the process some applicants exceeded the income limits, or dropped out for a number of reasons. The assistance programs are consistently advertised and proactively marketed. The program goals were nearly met.

- Of the five SFR activities completed for PY 2016, three of the households assisted were moderate income households, and two were low income households. Two were female heads of household. Four households were senior citizen households.
- Of the four Lead Hazard Reduction activities in PY 2016, three of the households assisted were moderate income, and one was low income. One was a female head of household. All four households were senior citizen households.
- Of the five completed Small Rental Rehab Program (SRP) units in PY 2016, one of the households assisted was a moderate income household, and two were low income households. There were three female heads of household. Affordability will be maintained for two years.

### **2. Efforts to address “worst-case” housing needs and housing needs of persons with disabilities.**

#### *CDBG and ESG Activities*

In order to serve persons who live in seriously substandard housing, Village subrecipient Housing Forward’s Emergency Shelter CDBG activity provided basic shelter to 721 homeless persons in PY 2016. This activity also provided food, case management, mental health services and referral services to homeless persons, which gave clients the ability to get out of seriously substandard housing for the long term. The Village also funded the Housing Forward Employment Readiness CDBG activity, which gave homeless and formerly-homeless persons the skills that can help them land a job. A total of 37 Oak persons became employed due to this project, with a grand total of 106 persons being assisted. Combined, the two CDBG activities assisted 827 persons in PY 2016.

The Street Outreach category of ESG funding is designed to outreach non-service seeking individuals and families who are residing in a place not meant for human habitation (e.g., parks, cars) in the Oak Park area. The goal of Street Outreach is to help link these individuals to basic needs and case management services, with the ultimate goal of securing permanent housing. Housing Forward’s PY 2016 ESG Street Outreach activity served 125 individuals. With their Emergency Shelter ESG activity, Housing Forward served 544 individuals; with their Homelessness Prevention ESG activity, Housing Forward served 12 unduplicated individuals; and with their Rapid Re-housing ESG activity, the agency served 33 persons. All four of these Housing

Forward ESG activities came with case management services designed to help homeless persons make the transition to permanent housing and independent living.

In order to meet the needs of persons with disabilities and improve accessibility, United Cerebral Palsy-Seguin (UCP-Seguin) spent \$40,000 in CDBG funds to serve nine adults with developmental disabilities at three Oak Park Community Integrated Living Arrangement (CILA) group homes.

In PY 2016, Sarah's Inn used CDBG funds to help employ a domestic violence advocate and counselor to ensure that information, referrals, support and crisis intervention was immediately available to victims of domestic violence and their children. A total of 4,644 clients were served in PY 2016 (520 Oak Park persons), and many of these clients were in emergency situations and in need of housing.

### *Housing Rehabilitation*

On the less-serious side of worst-case housing needs was the badly-needed rehabilitation of housing units for individuals and families. For this section, aforementioned information will be repeated.

There were five Single Family Housing Rehab (SFR) Program activities completed in PY 2016. Two were female heads of household. Four households were senior citizen households.

In PY 2016, there were four housing units that received lead hazard reduction treatments. One was a female head of household. All four households were senior citizen households.

With the Small Rental Rehab Program (SRP), five units were rehabbed in PY 2016. Of these, three were female heads of household.

## **Public Housing Strategy**

### *Actions taken during the last year to improve public housing and resident initiatives*

The Oak Park Housing Authority (OPHA) is an Illinois municipal corporation established in 1946 to provide very-low income households and families of all ages, races and backgrounds with affordable, safe, and sanitary housing while complying with HUD Federal Regulations and working within the Village of Oak Park's housing values, policies and standards.

OPHA is governed by a seven-member board of commissioners appointed by the Village President. The commissioners all must be residents of Oak Park. The commissioners have sole authority over policy and finances and operate the Authority within the legal framework created by Congress and the governing regulations formulated by the U.S. Department of Housing and Urban Development.

OPHA has been categorized by HUD as a high-performer and is not designated as "troubled." An executive director and staff manage the operations of OPHA, which shares some management and financial staff with the not for profit Oak Park Residence Corporation (the Residence Corporation manages the 74-unit Oaks Building and the 21-unit Ryan Farrelly Apartments). Under 24 CFR 903, OPHA is



considered a small public housing agency due to the fact that it owns less than 250 public housing units.

During PY 2016, OPHA continued the ongoing operation and maintenance of the 198-unit Mills Park Tower and the ongoing administration of the Federal Housing Choice Voucher (HCV) Program. The Federally-funded HCV program provided rent subsidies that enabled income-qualified participants to lease privately-owned rental housing.

OPHA managed the 198 one-bedroom units in Mills Park Tower, a residence building comprised of 188 elderly persons and 10 persons with disabilities. The units are in good condition, and OPHA does not expect any units to be lost from the inventory. Atrium Healthcare, a licensed home care provider, staffs a Wellness Center with a nurse to services to those residents who qualify. The results from the Section 504 Needs Assessment of Mills Park Tower determined that the building is accessible.

Mills Park Tower's recently-remodeled ground floor contains laundry facilities, a community room and a library. Even more recently, OPHA added a protective awning to the rear entrance to protect the seniors from the poor weather conditions when entering the building. OPHA also modernized 15 unit bathrooms with new showers, sinks, medicine cabinets, mirrors, water-saving toilets, grab bars, and lighting fixtures.

OPHA also conducted several actions for resident involvement in the management of public housing. OPHA received direction from two Resident Advisory Boards – one for Mills Park Tower and one for the HCV Program. OPHA provided regular commitments with the elected council of Mills Park Tower. Building management solicited advice from this group for future facility improvements, coordination of OPHA subsidized entertainment, and policies concerning tenant-managed entertainment and other operational aspects of the facility. OPHA budgeted funds in support of these key tenant initiatives.

## **Barriers to Affordable Housing**

### *Actions taken during PY 2016 to eliminate barriers to affordable housing*

Oak Park's comparatively higher real estate costs and property taxes continue to create economic barriers to low and moderate income persons coming into Oak Park, especially for single households and persons with special needs. In PY 2016, the Village provided funding to CDBG and ESG subrecipients that eliminated barriers to affordable housing.

As noted above, the Village also carried out three CDBG-funded rehab programs that eliminated barriers to affordable housing. Moreover, the Village has laid down the groundwork for new and innovative ways to increase the affordable housing stock by becoming a member of the Cook County HOME Consortium.

*See also the **Housing** section above.*

## HOMELESS

### Homeless Needs

#### 1. Overall actions taken to address the needs of homeless persons.

The Village funded the Housing Forward Emergency Shelter CDBG activity, which provided basic shelter to 721 homeless persons in PY 2016. This activity also provided food, case management, mental health services and referral services to homeless persons. The Village also funded the Housing Forward Employment Readiness CDBG activity, which gave homeless persons the skills needed to land a job and resulted in 106 persons being assisted. Combined, the two CDBG projects assisted 827 persons in PY 2016.

Hundreds more were served by the four Housing Forward ESG activities that provided shelter for – and rapidly re-housed – persons experiencing homelessness; prevented homelessness; and performed street outreach efforts for the hardest to assist persons who are living away from housing and shelter.

With regard to the *Emergency Shelter* category of ESG funding, Housing Forward used all \$22,842 of its PY 2016 ESG Shelter allocation to serve 544 individuals. With the *Homelessness Prevention* category of ESG funding, Housing Forward used all \$18,205 of its PY 2016 ESG Homelessness Prevention allocation to serve 12 persons. In the *Rapid Re-housing* category of ESG funding, Housing Forward used all \$52,457 of its PY 2016 ESG Rapid Re-housing allocation to serve 33 individuals. In the *Street Outreach* category of ESG, Housing Forward used its full amount of \$21,846 to serve 125 individuals.

With regard to the *HMIS* category of ESG funding, the Alliance to End Homelessness in Suburban Cook County used all \$10,000 of its PY 2016 ESG HMIS allocation to serve 260 persons.

#### 2. Actions to help homeless persons make the transition to permanent housing and independent living.

During PY 2016, the Village of Oak Park used CDBG funds to help homeless persons make the transition to permanent housing and independent living. For example, the Village funded the PY 2016 Housing Forward Employment Readiness CDBG activity, which gave persons experiencing homelessness skills that could help them land a job. In PY 2016, a total of 37 persons became employed due to this project.

As noted above, in the *Emergency Shelter* category of ESG funding, Housing Forward served 544 individuals. With their *Homelessness Prevention* activity, Housing Forward served 12 individuals, while with their *Rapid Re-housing* activity, the agency served 33 persons. In the *Street Outreach* category of ESG funding, Housing Forward served 125 individuals. All four of these ESG activities came with case management services designed to help homeless persons make the transition to permanent housing and independent living.

Finally, Housing Forward offered a program called Open Door Housing (ODH) for homeless, disabled individuals. It has been Housing Forward's strategic priority to

continue to increase the capacity of service-supported housing such as ODH in west Cook County over time.

## Specific Homeless Prevention Elements

### *Actions Taken to Prevent Homelessness*

With their Homelessness Prevention ESG activity, Housing Forward used all \$18,205 of its PY 2016 allocation to serve 12 unduplicated individuals.

## Emergency Solutions Grant (ESG)

### 1. Actions taken to address emergency shelter needs of homeless individuals and families (including subpopulations such as those living on the streets).

With regard to the *Emergency Shelter* category of ESG funding, Housing Forward used all \$22,842 of its PY 2016 ESG Shelter allocation to serve 544 individuals, resulting in 14,819 nights of shelter for those experiencing homelessness.

The *Street Outreach* category of ESG funding is designed to outreach non-service seeking individuals and families who are residing in a place not meant for human habitation (e.g., parks and cars) in the Oak Park area. The goal of the program is to help link these individuals to more traditional basic needs and case management services, with the ultimate goal of securing permanent housing. Housing Forward used all \$21,846 of its PY 2016 ESG Street Outreach funds to serve 125 individuals.

### 2. Matching Resources:

All PY 2016 Oak Park ESG subrecipients matched grant funds dollar for dollar. The first table below applies to Housing Forward and the second applies to the Alliance to End Homelessness in Suburban Cook County:

<b><u>PY16 ESG AWARD</u></b>	<b><u>MATCH AMOUNT</u></b>	<b><u>SOURCE</u></b>
PADS SHELTER: \$22,842	\$22,842	FEMA
HP: \$18,205	\$18,205	Private
RRH: \$52,457	\$52,457	Private including United Way
ST. OUTREACH: \$21,846	\$21,846	Comm. Mental Health Board

<b><u>PY16 ESG AWARD</u></b>	<b><u>MATCH AMOUNT</u></b>	<b><u>SOURCE</u></b>
ALLIANCE HMIS: \$10,000	\$10,000	HUD Continuum of Care HMIS Grant

### 3. Activity and Beneficiary Data:

Table C on the following page summarizes the Village's PY 2016 ESG activities.

**Table C: PY 2016 ESG Activities Expenditure & Accomplishment**

Subrecipient	Type of Activity	\$ Allocated	\$ Spent	# Persons Served
Alliance to End Homelessness	HMIS	\$10,000	\$10,000	260
Housing Forward	Emergency Shelter	\$22,842	\$22,842	544
Housing Forward	Homelessness Prevention	\$18,205	\$18,205	12
Housing Forward	Rapid Re-Housing	\$52,457	\$52,457	33
Housing Forward	Street Outreach	\$21,846	\$21,846	125
<b>TOTAL</b>	-	<b>\$125,350</b>	<b>\$125,350</b>	<b>974</b>

## COMMUNITY DEVELOPMENT

### Community Development Assessment of Relationship of CDBG Funds to Goals and Objectives

CDBG funds enabled the Village to meet or exceed its goals in almost all areas. In the areas that were below goals, explanations for the shortfalls were provided (See the Self Evaluation section above, and also Table A, "PY 2016 Con Plan-Action Plan Goals - Summary of Accomplishments Table," above).

The CDBG funds were the main force behind the ability to provide the services with the outcomes reported here. Several organizations relied primarily on Village CDBG funds to provide services. With larger organizations that cover several communities, Village CDBG funds provided access to services for Oak Park residents which may not have been provided otherwise. State funding reductions to non-profits impacted the range and number of services that could be provided, and CDBG was able to assist in such cases. The use and application of CDBG funding enabled the Village to meet the need and fulfill the goals in most high priority activities.

#### *How CDBG funds were used for activities benefiting low & moderate income persons*

Every completed Village of Oak Park PY 2016 CDBG activity was targeted to low and moderate income families or persons, or met the low and moderate income objective for facilities, housing units and infrastructure. Thus, 100% of the PY 2016 activities covered this National Objective.

The following is a listing of the PY 2016 low and moderate income CDBG activities: Children's Clinic (Infant Welfare Society) Dental Clinic, Community Support Services Respite Care, Hephzibah Children's Association Family Support Program, Housing Forward Emergency Shelter CDBG activity, Housing Forward Employment Readiness, NAMI Metro-Suburban Drop-In Center, New Moms Teen and Adult Parenting, Oak Park Regional Housing Center Fair Housing Outreach, Oak Park-River Forest Food Pantry Hunger Relief, Sarah's Inn Domestic Violence Services, UCP-Seguin Facilities Improvements, Village of Oak Park Public Works Infrastructure Improvements,

Village of Oak Park Housing, Village of Oak Park Code Enforcement, Village of Oak Park Public Health, and West Cook YMCA Residence Program. Two activities indirectly served low and moderate income persons: Oak Park Regional Housing Center Fair Housing Administration and Village of Oak Park CDBG Administration, though neither report accomplishments. All of these activities are more fully described in other sections of the Draft CAPER.

The low and moderate income Limited Clientele and Housing CDBG activities require that 51 percent or greater of participant's income be at or below 80 percent of the area median income. The majority of participants were low and very-low income persons, documented through Federal tax returns, SSI records, signed personal income certifications, and other means of income verification and documentation collected and as prescribed by HUD. In addition, several activities listed above were Presumed Benefit low and moderate income CDBG activities. These are: Hephzibah Children's Association Family Support Program, Housing Forward Emergency Shelter CDBG activity, Housing Forward Employment Readiness, NAMI Metro-Suburban Drop-In Center, Sarah's Inn Domestic Violence Services, and UCP-Seguin Facilities Improvements.

### **Anti-displacement and Relocation**

The Village ensures that rehabilitation work does not displace anyone, when rehabbing rental units, and keeps single family housing rehabilitation costs under \$25,000 and localized to one secured area at a time, including when performing lead hazard reduction activities. No persons were permanently or temporarily displaced in PY 2016 by rehabilitation work, and no properties were acquired or demolished in PY 2016. If future rehabilitation and relocation ever occurs, steps taken to notify households will be in keeping with the notification and displacement requirements of the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended.

### **Anti-poverty Strategy**

*Actions taken during the last year to reduce the number of persons living below the poverty level*

Housing of poor quality, lack of education, unemployment, low income, and ill health are the primary factors in the cycle of poverty. The Village directly affected these factors by utilizing its resources, including social services and the local educational system.

The Village's school system is nationally recognized for its high educational standards and special programs. All residents can send their children to public schools in the Village. Lower income renters must find affordable rental units in order to reside in Oak Park and allow their children to attend the schools. In PY 2016, many affordable units were available in Oak Park, which encouraged more families with fewer resources to reside in the community, and afforded them an opportunity to receive the educational benefits of the Oak Park school system.

Throughout the year, the Village continued its efforts to promote economic development, which resulted in additional employment opportunities. Job creation was encouraged for local retail ventures. Efforts to increase both employment

opportunities and affordable housing led to an enhanced household income for many. Staff applied for a Section 108 Loan from HUD, which was for a \$3 million business loan fund that was approved by HUD in early-PY 2016. Two business applications came in during the program year; one was not approved while the other is still in the process of submitting additional documents requested by the Village.

Also, recognizing that property taxes increase the cost of housing and affect the Village's ability to provide affordable housing, the Village continued its major effort to cut costs and promote new commercial development to ease the reliance on homeowner property taxes. There are several new developments under construction in Oak Park at this time. Shortly before the start of PY 2016, a large new residential and commercial building called Vantage was completed at Lake Street and Forest Avenue.

The Village's Public Health Department provided information and programs to assist persons of lower income with health and dental issues. In PY 2016, as a certified health department in Illinois, the Oak Park Public Health Department assisted persons with lower incomes by providing Local Health Protection services such as communicable disease prevention and surveillance, HIV/AIDS counseling and case management, consultation services with local schools, inspection of licensed day care centers, emergency preparedness, assistance completing applications for Access to Care, and referral for specific public health and dental services. The department also had a PY 2016 CDBG activity that improved the nutrition of low and moderate income persons. All of these programs helped low income persons obtain basic health care and quality of life services.

The social service programs that the Village funded with CDBG dollars in PY 2016 provided assistance to many persons with incomes below the poverty level. These services were aimed at improving the lives of those persons and surely assisted in reducing short- and long-term costs for many individuals and families. Specifically:

- The Children's Clinic used CDBG funds to provide low-cost or free dental services to low income youth, which enabled their parents to avoid the exorbitant current and future dental costs that can financially cripple a family. 722 young persons were served in PY 2016.
- Community Support Services used CDBG funds to provide respite services for 37 individuals with developmental disabilities and their family members. These services provide families with the tools they need to create a stable and nurturing home environment so that children with developmental disabilities can grow up to lead independent and fulfilling lives.
- Housing Forward used CDBG funds to supply emergency shelter and offer a job readiness program to assist 827 persons currently or formerly experiencing homelessness.
- NAMI Metro Suburban used CDBG funds to provide psycho-social services to 120 low income persons with mental illnesses, which gave some clients the ability to overcome social and financial barriers.
- New Moms, Inc. used CDBG funds to offer young parents opportunities to learn effective parenting and life skills that strengthened the parent-child



relationship and increased their self-esteem and work skills. A total of 125 clients were served in PY 2016.

- The Oak Park-River Forest Food Pantry used CDBG funds to feed low income persons, which enabled persons in poverty to avoid hunger. For 1,751 Oak Park persons, this activity provided this essential human need. The overall Hunger Relief activity fed 14,456 persons.
- Sarah's Inn used CDBG funds to help employ a crisis line counselor to ensure that information, referrals, support and crisis intervention was immediately available to survivors of domestic violence and their children. A total of 4,644 survivors were served in PY 2016 (520 Oak Parkers). This activity created a better life for survivors so that they could become self-sufficient and steer clear of poverty.

## NON-HOMELESS SPECIAL NEEDS

### **Actions Taken to Address the Special Needs of Persons Not Experiencing Homelessness**

*Actions taken to improve the quality of life for persons with mental illness through the provision of public services*

There was one Public Services activity in PY 2016 that improved the quality of life for persons with mental illnesses. NAMI Metro Suburban's Drop In Center increased the social involvement (psycho-social rehabilitation) of 120 clients with mental illnesses.

*Actions taken to assist with the provision of permanent supportive housing for persons with special needs*

United Cerebral Palsy Seguin of Greater Chicago (UCP-Seguin) spent \$40,000 in CDBG funds to serve 9 persons, making modifications to three Oak Park Community Integrated Living Arrangement (CILA) group homes to benefit adults with developmental and other disabilities.

*Actions taken to improve the quality of life for persons living with HIV/AIDS*

During PY 2016, Housing Forward sent several staff persons to training on HIV/AIDS and also provided individual consultation to staff working with clients that are living with HIV/AIDS. Housing Forward leads a partnership that includes Heartland Health Outreach, which provided housing to people living with HIV/AIDS. Housing Forward also has a formal relationship with the AIDS Foundation of Chicago as part of a multi-agency collaboration that implements a regional strategy to address health and housing for persons who are frequent users of hospital care, including those with HIV/AIDS.

As noted above, during PY 2016, the Oak Park Public Health Department provided Local Health Protection services such as HIV/AIDS counseling and case management.