



**Community Development Department**

**DRAFT**

City of Berwyn, Illinois

2013-2014

Annual Action Plan

for CDBG Funds

*Amended May 2014*

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# Executive Summary

## ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

As a grantee of Community Development Block Grant (CDBG) funds, the City of Berwyn is required to prepare and submit an Annual Action Plan that describes the proposed uses of available resources to address the priority needs described in their Strategic Plan. The Annual Action Plan serves as the application for CDBG funding and is submitted to the U.S. Department of Housing and Urban Development (HUD), which is authorized by statute and federal appropriations to fund eligible activities that meet these local priority goals and objectives and authorized national objectives. This Annual Action Plan covers the 2013-2014 (Federal Fiscal Year 2013), which spans October 1, 2013-September 30, 2014.

As part of HUD's requirements for amending the scope of work, location, and changes in the amount of funds available for projects and activities included in this plan, the City of Berwyn has followed HUD's substantial amendment requirements and its Citizen Participation Plan to inform the public, solicit and accept citizen comments, and gain City Council approval of the changes to the City's CDBG Program and associated funding as described herein.

Changes to this action plan include:

- Reduction in funding for alley improvements
- Reallocation of funds for street replacement
- Increase in single family rehabilitation
- Street lighting replacement

The budget changes are summarized under *Anticipated Resources* starting on page 13 of this plan and under *AP-38 Project Summary*.

Additional monitoring activities, based upon the City's CDBG Monitoring Plan and approved operating procedures and guidelines, will be undertaken as needed to ensure that all expenditures meet eligibility and reasonable cost standards. The City will prepare a performance evaluation report (CAPER) at the end of the program year to assess its progress in reaching the objectives of the Consolidated Plan.

## 2. Summary of the objectives and outcomes identified in the Plan

The City's five-year Consolidated Plan outlines priority objectives and outcomes based upon the identified housing, community development, and economic needs of the City of Berwyn, and especially those primarily benefiting low- and moderate-income persons and geographic areas. Berwyn's Consolidated Plan uses a framework established in HUD's Performance Measurement System, which includes three national objectives and three national outcomes. Each high priority goal principally benefits extremely low-, low-, and moderate-income individuals and families, and falls under one of the three broad national objective categories:

1. Decent Housing – housing activities designed to meet individual family or community needs that are not part of a broader effort.
2. Suitable Living Environment – activities designed to benefit communities, families, or individuals by addressing issues in the living environment.
3. Creating Economic Opportunity – activities related to economic development, commercial revitalization, or job creation.

Similarly, each priority need and goal in the plan is designed to meet one of the following three outcomes:

1. Availability/Accessibility – Activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low- and moderate-income people, including persons with disabilities.
2. Affordability – activities that provide affordability in a variety of ways in the lives of low- and moderate-income people.
3. Sustainability (Promoting Livable or Viable Communities) – projects where the activity or activities are aimed at improving communities or neighborhoods.

High priority needs identified during the needs assessment emphasized:

- providing and maintaining Berwyn's housing stock (**availability of decent housing and sustainability of a suitable living environment**), through housing rehabilitation, rental crime prevention programs, demolition, and blight reduction programs;
- Improving the **sustainability of a suitable living environment** through the replacement of aging infrastructure (including streets, alleys, sidewalks and sewerage);
- Increasing or improving the **availability**, or access, of neighborhood parks and recreation centers, senior centers, and other public facilities that enhance the **living environment** ;
- Increasing or improving the **availability** of supportive housing and services that enhance the **living environment** persons with disabilities;
- Increasing or improving the **availability** of recreational, education, health and other services that enhance the **living environment** of Berwyn residents, especially seniors and youth

**3. Evaluation of past performance**

Despite the fact that the City's CDBG entitlement funding has declined over the past few years, Berwyn has increased its efforts to preserve and rehabilitate its affordable housing stock and provide additional assistance to the City's social service, special needs, and homeless shelter providers. At the end of each program year, the City reports these accomplishments and progress in meeting its objectives in its Comprehensive Annual Performance and Evaluation Report (CAPER).

Among its other achievements, the City has participated in the Neighborhood Stabilization Program (NSP), Community Development Block Grant Recovery (CDBG-R), and the Homeless Prevention and Re-housing Program (HPRP). This participation was designed to address the negative impacts of the foreclosure crisis and economic downturn and focus on those geographic areas and households in greatest needs.

In this regard, the City made the decision to direct more funding to those direct, hands-on service providers, allowing limited funds to go directly to addressing urgent needs. All of the City's CDBG allocation benefited low- and moderate-income households and geographic areas.

A new director of CDD was appointed in January and new staff hired. The CDD is taking this opportunity to bolster its staffing and reexamine all of its administrative procedures and policies. It fully anticipates that these steps will strengthen its ability to manage the City's CDBG Program and leverage these and other funds responsibly.

**4. Summary of citizen participation process and consultation process**

The Community Development Department (CDD) is the lead agency that administers the City of Berwyn's Community Development Block Grant (CDBG) Program. Berwyn's consolidated and action planning process involves collaboration with a number of public, private, and governmental agencies and organizations that provide housing, economic development, health care, and social services, as well as the opportunity to hear from individuals and community groups and stakeholders. The City's Citizen Participation Plan governs this citizen participation process. In addition, the City's Community Relations Commission provides guidance on fair housing matters and the award of CDBG public service funds.

Legal public notice was provided that all citizens and other interested parties could view the draft of this plan for 30 days beginning May 5, 2014, and that the plan would be presented to the City Council, after public hearing and comment, for final approval on June 10, 2014. Access and accommodations were made available for persons of disability and meetings were made available in both English and Spanish.

**5. Summary of public comments**

In addition to comments received at public forums from City agencies and departments, a number of public service agency representatives participated in forums held during the public comment period. A number of agencies stated that they prefer smaller allocations of CDBG funds given to a greater number of organizations than larger amounts allocated to fewer organizations. Providers expressed their commitment to serve more clients in more efficient facilities, saving money and becoming more responsive to needs. Some agencies commented that Berwyn is not receiving enough federal dollars to meet community needs. Others stated that institutions should become more aware of programs offered in the community and try to leverage existing funds. Close partnerships are forming as agencies consolidate and work together to serve a larger universe of clients.

As provided in the Citizen Participation Plan, comments or views of citizens will be included as an attachment to this amendment. No additional public comments regarding this amendment were received during the public comment period, or during the City Council hearing and vote on this amendment.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments provided during citizen meetings and focus groups were accepted and informed the priorities identified in the plan. No written comments were received.

**7. Summary**

As described below, the City's one and five year objectives are targeted to addressing priority needs related to housing rehabilitation, public infrastructure and facilities, and public services, primarily benefiting low- and moderate-income persons. Despite limited resources, the City is also committed to coordinating with partner organizations that bring both capacity and resources, and are well positioned to address other priority needs.

## The Process

### PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

#### Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	BERWYN	Community Development
CDBG Administrator	Community Development Dept.	
HOME Administrator	Cook County Consortium	

**Table 1 – Responsible Agencies**

The Mayor, as chief administrator, with the advice and consent of the City Council, directs the City's Community Development Department (CDD) and other city agencies to administer the City's CDBG Program. The CDD is headed by the Community Development Director, who oversees the staff of the CDD and consults with other City departments, outside agencies of state, local, and federal government, and subrecipients to accomplish the work of the department in compliance with applicable laws and regulations.

#### **Consolidated Plan Public Contact Information**

Cynthia Montavon, CDBG Director  
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## **PR-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **Introduction**

The consultation process is meant to enhance the flow and coordination of information between:

- Public and assisted housing providers and private and governmental health, mental health, and service agencies.
- Continuum of Care and efforts to address the needs of homeless.
- Other local/regional/state/federal planning efforts; other public entities, including adjacent units of government.

The consultation effort is meant to provide insight into each of the major elements of the consolidated plan - current conditions and needs, priorities, resources, and proposed actions. Each consultation is intended to collect information that finds its way into the appropriate section(s) of the plan, including:

- Current conditions, put into historic context - better, worse, about the same as 3-5 years ago?
- Needs: what condition(s) are the people, places, facilities, buildings you work facing - about the same, decline, improvement?
- Resources: what resources/assets does your agency/unit of government, etc. have available now and what does the future hold - about the same, decline, increase. Are these resources the same or different than 3-5 years ago? What about the future?
- Priorities and Actions: What are your top priorities, based upon needs and/or opportunities? How have they/will they change?

The City of Berwyn's Community Development Department held three focus group consultations on April 30 and May 1, 2013 to gather information on: human services, economic development, infrastructure and facilities, and housing. In addition, public hearings on community development needs were held May 2, 2013 to gather additional information and comments.

As part of this process, public notice was given for each of these sessions, and the public was given notice and opportunity to provide written comments before and after each meeting. In addition, all interested parties and groups were invited to submit applications for public service and public facility grants to be funded by the City's CDBG entitlement grant.

**No additional consultations were held as part of this amendment process, but information about the amendment was shared with the City's sub-recipients and grant-funded agencies.**

**Summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies**

All of the City's public service agency sub-recipients are advised to counsel their clients on available resources and to refer them to the appropriate private and governmental agencies. Berwyn relies primarily upon the Cook County Housing Authority to provide affordable rental assistance and services to low- and very-low income households wishing to reside in the city. It has also relied on organizations like the Oak Park Regional Housing Center to provide referrals to renters seeking affordable private rental housing and referrals to the Area Agency on Aging of Suburban Cook County and service providers for assistance in finding senior housing resources.

The City's recent experience in the Homeless Prevention and Rapid Re-Housing Program (HPRP) with Oak Park and Cicero has brought new connectivity to the housing markets in each of those communities, which contain a fair number of low-income housing tax credit and other assisted properties. Similarly, activities to stem the tide of foreclosures in Berwyn has brought new liaisons with the private housing market and financial institutions that can serve as a resource for a number of the city's social service agencies and their clients.

Similarly, agencies serving seniors are working together in the cities of Berwyn, Oak Park, Stickney, and Cicero. A single coordinator was hired to work with these agencies and provide liaison with other housing and social service providers. Literacy groups are also working together to avoid duplication and coordinate the delivery of ESL/literacy services. The Berwyn Library is helping in these efforts.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

The Alliance to End Homelessness in Suburban Cook County is the principal organization formed to focus on homelessness in the areas within Cook County that lie outside of the cities of Chicago and Evanston. The Alliance organizes its work for homeless assistance around three community-based service areas (CBSA): north, west, and south suburban Cook County. Berwyn and its neighboring jurisdictions are in the western CBSA. The Continuum and each CBSA share information, referrals, shelters, service delivery and funding. Approximately 140 organizations represent the 131 municipalities in the Continuum.

Many social service agencies affiliated with the Alliance are working together to help their clients address a broader range of issues. For example, community-nursing providers who might be seeing ESG residents are working with medical service agencies to ensure a client-centered delivery of services for broader range of health needs. As another example, those dealing with developmental disabilities are joining medical and mental health services to their provision of shelter-based care.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

Berwyn's member organization in the Alliance to End Homelessness in Suburban Cook County is the Berwyn Township, which coordinates Berwyn's Continuum planning and activities along with City's Community Development Department. This coordination and the ensuing consultations include meetings of the western CBSA, support of point-in-time counts; liaison with adjacent municipalities, participation with Cicero and Oak Park in the Homeless Prevention and Rapid Re-Housing Program (HPRP); support of the Homelessness Prevention Call Center and emergency shelters, and the provision of data for input into the Homeless Management Information System (HMIS).

**Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities.**

**HOUSING AUTHORITY OF COOK COUNTY**

Contact to determine the number of tenant based rental assistance vouchers in use issued by the Housing Authority in the City of Berwyn by program type and special purpose, including Veterans Supportive Housing, Family Unification, and Disabled. Anticipated outcomes are related to the planning and funding of additional special needs housing programs, placement of additional renters in assisted units, and estimated the need for additional homeless assistance.

**COOK COUNTY**

Review and discussion of draft 2013 County Action Plan to determine priorities and potential areas of cooperation and support; consultation on the City's participation in the Cook County HOME Consortium; review of new program initiatives such as the Land Bank. The City anticipates working closely with the County in seeking additional funds, sharing program and administrative resources, and supporting multi-jurisdictional initiatives.

**BERWYN PUBLIC HEALTH DISTRICT**

Meetings to discuss Continuum of Care, participation in the Alliance to End Homelessness in Cook County, and lead-based paint hazards. Anticipated outcomes and areas for improved coordination include the reduction of elevated lead blood levels; increased awareness and prevention of lead-based paint exposure; support for Continuum of Care funded projects and assistance in executing plans to eliminate homelessness. Support for general community education programs and information campaigns to promote and achieve a healthy community.

**ILLINOIS HOUSING DEVELOPMENT AUTHORITY**

CDD staff is collaborating with IHDA regarding the National Stabilization Program to purchase, rehab and resell foreclosed homes. The City of Berwyn purchased 26 properties / 29 units with

the 4.8 Million dollar grant received from HUD to assist in homeownership of low/mod income families.

**NEIGHBORING MUNICIPALITIES**

CDD staff met with neighboring municipalities, including Oak Park, Cicero, Melrose Park, and Broadview, to collaborate in seeking new grants and other resources to address homelessness, mitigate the impact of foreclosures, and develop senior and other affordable housing. Berwyn will continue to meet with this municipality to identify other shared opportunities to address priority needs.

**Community Relations Commission**

The City's Community Relations Commission will continue as the focal point for those experiencing or reporting housing discrimination. Additional counsel and intermediary services will be available from such groups as the John Marshall Fair Housing Legal Support Center, the Heartland Alliance, the Sergeant Shriver Center, the Chicago Community Trust and the Chicago Coalition for the Homeless. The Commission also plays a critical role in reviewing and prioritizing annual applications for CDBG-funded grants.

**BERWYN PARK DISTRICT**

CDD staff met with the Director to identify ADA priorities.

**CEDA**

Meetings and discussions were held with CEDA to work in partnership on helping families remain in or obtain affordable housing.

**WEST SUBURBAN PADS**

The City of Berwyn partners with PADS by supporting two rotating emergency shelters in the city and provides an immediate, temporary crisis response for homeless men, women and children every night from mid-September through mid-May. The program transitions to permanent housing the most service-resistant populations - individuals and families living on the streets. The Homeless Prevention program prevents the loss of housing by providing: one-time rental and/or utility assistance for individuals and families who are at imminent risk of losing their housing, or a security deposit and/or first month's rent for individuals and families leaving homelessness.

**PILLARS**

A meeting was held at the Pillars location in Berwyn. Pillars provides mental health, addiction counseling, as well as sexual assault and domestic violence counseling. Pillars serves sexual assault victims and domestic violence victims. All services are provided for residential, non-residential women, and children at no cost. Services are provided by licensed therapists or social workers. Pillars provides advocacy at Bridgeview and Maybrook court houses and assistance with orders of protection. When needed, clients are able to stay at the Constance Moore house, which is an 18-bed shelter available for victims of domestic violence and their children. Shelter residents typically stay for 3 months and then move to transitional housing.

**WAY BACK INN**

A meeting and tour was provided by the facility. This is a 10-bed residential facility for men and women suffering from drug, alcohol, and gambling dependence. Client's length of stay is determined by individual needs. Generally, a 3-to-6 month commitment is required, and treatment can last up to a year. Twenty hours of therapy per week in addition to group therapy are mandatory. Clients must also attend AA meetings.

**CHILDRENS CLINIC**

A meeting was held and tour of the facility took place. The Clinic is a full service clinic that provides medical, dental, and social services to children of families that meet the federal poverty income guidelines and who cannot afford the cost of health care. The medical clinic provides health care through well child visits and sick visits. These services include immunizations, and school physicals. The Dental Clinic provides preventative and restorative care, including oral exams, cleanings, fluoride treatments, sealants, cavity repair, and root canals. They also serve the community by providing Portable Dentistry, with visits to individual schools. A full-time therapist, a social worker/case manager, and psychiatrist (all bilingual) offer counseling, evaluations, and medication monitoring for children.

**WEST SUBURBAN SPECIAL RECREATION**

WSSRA offers recreational services for persons with mild-to-severe disabilities. A meeting and general overview of the service WSSRA provides took place with staff. WSSRA provides indirect services, including consultation with other agencies serving persons with disabilities. They serve 11 communities with 210 children in Day Camp, of which 60 children are from Berwyn and generally from low-income families. Day Camp locations are held in different communities including Berwyn, Cicero, Forest Park, and Oak Park.

**Solutions for Care**

Solutions for Care is an agency that deals with self-neglect and elder abuse assistance. They offer emergency assistance for older Berwyn residents usually of low to very low/mod levels, who may need temporary housing, cleaning, and other services due to hoarding. Counseling to address hoarding behaviors may be included. Professional Care Coordinators are available for individual and family assessments.

**Identify any Agency Types not consulted and provide rationale for not consulting**

Not Applicable.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Alliance to End Homelessness in Suburban Cook County	City has adopted the shelter-first approach and Continuum goal to end homelessness; City supports setting priorities and funding of Continuum of Care projects.
City of Berwyn Comprehensive Plan	Chicago Metropolitan Agency for Planning (CMAP), City of Berwyn, Berwyn Development Corporation	Designated redevelopment areas and projects, community health, neighborhood preservation and enhancement, and marketing City's image and identity.

**Table 2 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

The City consulted with the State, Cook County, and adjacent communities to coordinate the development of this plan and to gain cooperation in seeking additional funding for nonprofit providers and others that have historically leveraged the City's CDBG Program funding. The City collaborated with Cook County and the State of Illinois to discuss additional support for foreclosure initiatives, including programs administered through the Illinois Housing Development and the statewide Illinois Foreclosure Prevention Network. The City consulted with Bellwood, Forest Park, Maywood, and Oak Park to discuss the role and future activities of West Cook County Housing Collaborative and with the State on historic designations for its Berwyn bungalows. The City also consulted the Berwyn Development Corporation to discuss job creation and TIF funding

***PR-15 Citizen Participation***

**Summary of citizen participation process/Efforts made to broaden citizen participation and how it impacted goal-setting.**

The Community Development Department (CDD) is the lead agency that administers the City of Berwyn's Community Development Block Grant (CDBG) Program. Berwyn's consolidated and action planning process involves collaboration with a number of public, private, and governmental agencies and organizations that provide housing, economic development, health care, and social services, as well as the opportunity to hear from individuals and community

groups and stakeholders. The City's Citizen Participation Plan governs this citizen participation process. In addition, the City's Community Relations Commission provides guidance on fair housing matters and the award of CDBG public service funds.

The City held a public hearing on May 2, 2013 to provide the general public an opportunity to comment on the draft consolidated/action plan. While no member of the public attended, the director of the Berwyn Park District engaged community development staff in a conversation about the park district's infrastructure needs and priorities, focusing on ADA and capital projects.

In addition, the public was invited to attend three additional meetings held to discuss community needs and priorities. Agency representatives presented summaries of projects and activities that required CDBG funding and support. While no member of the public attended, summaries of these meetings were made available and the information provided was considered in the development of this plan.

### **Citizen Participation Outreach**

- Newspaper Ad Targeting Spanish Speakers and the community in general
- Public Hearing Held May 2, 2013. No members of the public attended. Discussion focused on infrastructure needs and priorities.
- Public Meeting with public service providers. Agencies attending: Mothers on a Mission (2), Seguin RCA (2), WSSRA, Community Support Services, North Berwyn Park District, Youth Crossroads, West Suburban Senior Services, Way Back Inn, CCACC, Berwyn Park District, Oak-Leyden, Sarah's Inn, PAV YMCA, Suburban Primary Healthcare, Pillars (2), West Suburban Pads, Solutions for Care, The Infant Welfare Clinic, and Berwyn Public Library

#### Summary of Comments Received

Agencies preferred the city to allocate smaller amounts of CDBG funds to a larger number of groups rather than larger amounts to fewer organizations. Providers hope to serve more patients in smaller facilities, saving money and becoming more responsive to needs. Some agencies commented that Berwyn is not receiving enough federal dollars. Others stated that institutions like schools need to be more aware of programs being offered in the community. A common theme was the need for additional jobs and summer youth opportunities.

## **Expected Resources**

### ***AP-15 Expected Resources – 91.220(c)(1,2)***

#### **Introduction**

While a match is not required, funds allocated to public services are highly leveraged by the social service agencies and providers that access other public and private resources to deliver their service and operate their facilities. Similarly, housing improvements funded by CDBG are often matched by other government programs and donations. Private investment in housing and commercial ventures often follow such public incentives. These improvements reduce the cost of utilities, emergency services, and maintenance and over time, may increase the property's value and equity, yielding additional property tax revenues.

#### **Anticipated Resources**

At the initial submission of this plan, the City expected to receive a CDBG allocation of \$1,172,275 for FY2013. In addition, the City anticipated carrying forward a balance of \$1,049,156 from prior year allocations. The total of funds available to carry out CDBG activities was \$2,221,430.70. The City did not expect to receive any program income during the program year.

As a result of this amendment, an additional \$587,011 will be allocated to activities from the following sources:

- A City repayment to the line of credit of \$300,282.86
- Reprogramming of two cancelled PY 2012 activities for which there was a change in plans:
  - The North Berwyn Park District Arts Center Conversion (\$25,0000)
  - The North Berwyn Historical Meeting space facility improvement (\$5,000)
- Balances remaining from completed activities totaling (\$56,728)
- Reduction in funding for alley improvements from PY 2012 (\$50,000) and PY 2013 (\$150,000)

The funds will be reallocated the following activities as part of this substantial amendment to the PY 2013 action plan.

- Street Replacement (\$250,000)
- Street Lighting Replacement (\$250,000)

- Single Family Rehabilitation program (\$87,011)

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.**

The City does not expect that the CDBG funds will leverage additional dollars. Match is not applicable to the CDBG program.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.**

As a mature community, Berwyn lacks a large measure of vacant and undeveloped land that could be used for community development purposes. Passage of the City's Comprehensive Plan provides an opportunity to target acquisitions for parks and recreation, new businesses, and affordable housing. The plan guides most of this activity to the Depot District and other areas that provide mixed-use opportunities. The plan also calls for the development of strategies to preserve historic properties, provide employer-assisted housing, and target neighborhood revitalization efforts. Much of this development must rely on new sources of funding and authority, such as the newly formed Cook County Land Bank, but existing resources, such as the TIF Districts, may also be utilized.

**Discussion**

As discussed in various parts of the plan, limited funding restricts the City's ability to address priority needs and objectives. The City has aggressively sought additional sources of funding and established beneficial partnerships with its many sub-recipients, nonprofit agencies and service providers, local business, and nearby jurisdictions. It will continue its close relationships with Cook County and the State of Illinois to seek and obtain additional resources from every available source.

## **Annual Goals and Objectives**

- 1 **Housing Rehabilitation, Rental and Ownership**  
Provide rehabilitation assistance for housing owned or occupied by low- and moderate-income households.
- 2 **Public Infrastructure**  
Replacement of City's aging infrastructure, including streets, alleys, sidewalks, and water/sewerage systems during PY 2013.
- 3 **Senior Services**  
Provide seniors greater access to health and social services, social and cultural activities, and transportation.
- 4 **Blight Elimination and Housing Code Standards**  
Improve the viability of residential neighborhoods by reducing code violations and improving housing stock; improving external security of rental housing during PY 2013.
- 5 **Public Facilities**  
Rehabilitate and improve neighborhood facilities, with an emphasis on providing improved access for youth, seniors and disabled residents (ADA accessibility).
- 6 **Homelessness Services**  
Support for the continuum of care and its partner organizations in support of organizations that promote emergency, transitional, and permanent supportive housing and reduce chronic homelessness.
- 7 **Public Safety**  
Improve lighting and add additional safety features in rental housing exteriors in low- and moderate-income neighborhoods during PY 2013.
- 8 **Youth Services**  
Provide Berwyn's increasing youth population (especially at-risk youth) greater access to educational, recreational and other activities.

## Projects

### AP-35 Projects – 91.220(d)

#	Project Name
1	Administration
2	Blight Program
3	Single Family Rehabilitation
4	Rental Housing Crime Prevention Grant
5	Alley Replacement
6	Sidewalk Replacement
7	Street Replacement
8	Sewer Replacement
9	Liberty Center Generator
10	Senior Bus Program
11	Senior Health Program
12	Early Child Literacy Program
13	Berwyn Park District Scholarship Program
14	Berwyn Recreation Department Summer Day Camp
15	Berwyn Recreation Department After School Program
16	Youth Crossroads Youth Intern Program
17	Youth Crossroads Family Support Services
18	North Berwyn Information Technology Training Program
19	West Suburban PADS - Emergency Shelter
20	Street Lighting Replacement

### **Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

The City is providing up to the statutory 15% limit of its annual CDBG entitlement to meet public service needs and 47% for public facility and infrastructure needs. The remaining funds, other than those allocated to program administration and planning, will be devoted to housing and blight improvements (28%).

In addition to the compelling need, funds allocated to public services are highly leveraged by the social service agencies and providers that access other public and private resources to deliver their service and operate their facilities.

Similarly, housing improvements funded by CDBG are often matched by other government programs and donations. These improvements also reduce the cost of utilities and maintenance and over time, may increase the property's value and equity.

Public facilities receive priority because they serve a variety of low- and moderate-income household needs. Public improvements directly affect public safety and protect the environment.

**AP-38 Project Summary**

1	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$234,345
	<b>Description</b>	Program administration and planning for CDBG Program
	<b>Planned Activities</b>	Administration and planning for CDBG program.
2	<b>Project Name</b>	Blight Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Blight Elimination and Housing Code Standards
	<b>Needs Addressed</b>	Blight Reduction
	<b>Funding</b>	CDBG: \$86,427
	<b>Description</b>	Inspector conducts walking exterior inspections in low/mod income census tracts for residential building code compliance, and promotes voluntary compliance with building codes and standards. Inspector also distributes lead-based paint education material and refers owners to city's owner-occupied rehabilitation program, as appropriate.
	<b>Planned Activities</b>	Blight Reduction Program

3	<b>Project Name</b>	Single Family Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Rehabilitation, Rental and Ownership
	<b>Needs Addressed</b>	Homeowner Rehabilitation
	<b>Funding</b>	CDBG: \$412, 087 (Amended)
	<b>Description</b>	Provides zero interest no monthly payment loans to qualified low/moderate income homeowners for substantial rehab of owner occupied one to four family residences.
	<b>Planned Activities</b>	Provides zero interest no monthly payment loans to 12 qualified low/moderate income homeowners for substantial rehab of owner occupied one to four family residences.
4	<b>Project Name</b>	Rental Housing Crime Prevention Grant
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Safety
	<b>Needs Addressed</b>	Blight Reduction
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	The Rental Security Improvement Program will help enhance neighborhood security and viability by providing grants to improve overall exterior building security and promote safety improvements associated with a building's surroundings (e.g. courtyards, alley, side yard) and building access of older textured for older apartment buildings in Berwyn. Rental Security Grants of up to \$2,500 in matching funds will be provided to Landlords. As part of the overall program, landlords can participate in a landlord Education Program session, and will be encouraged to use a voluntary crime free housing addendum to include with their leases. Both Multi-family and single-family rental housing is eligible.
	<b>Planned Activities</b>	Rental Housing Crime Prevention Grant Program

5	<b>Project Name</b>	Alley Replacement
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Infrastructure
	<b>Funding</b>	CDBG: \$ 0 (Funds Reallocated)
	<b>Description</b>	Remove and replace alleys in low-and moderate-income census blocks.
	<b>Planned Activities</b>	Alley Replacement
6	<b>Project Name</b>	Sidewalk Replacement
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Infrastructure
	<b>Funding</b>	CDBG: \$250,000
	<b>Description</b>	Replace city sidewalks that are not up city standards in low-mod census tracts.
	<b>Planned Activities</b>	Sidewalk Replacement
7	<b>Project Name</b>	Street Replacement
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Infrastructure
	<b>Funding</b>	CDBG: \$400,000 (Amended)
	<b>Description</b>	Remove and replace streets in low-and moderate-income census blocks.
	<b>Planned Activities</b>	Street Replacement

8	<b>Project Name</b>	Sewer Replacement
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Rehabilitation, Rental and Ownership
	<b>Needs Addressed</b>	Infrastructure
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	Electronic surveillance and replacement/ rebuilding of sewer basins within flood-prone areas in low-and moderate-income areas; replace sewerage where necessary.
	<b>Planned Activities</b>	Sewer Replacement
9	<b>Project Name</b>	Liberty Center Generator
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities
	<b>Needs Addressed</b>	Public Facilities
	<b>Funding</b>	CDBG: \$47,000
	<b>Description</b>	Purchase and installation of generator to power lighting, HVAC, and boiler to allow the facility to be used for emergency shelter for local residents, particularly the elderly and persons with disabilities. The center is ADA accessible and hosts many senior activities.
	<b>Planned Activities</b>	Liberty Center Generator
10	<b>Project Name</b>	Senior Bus Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Senior Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$80,000
	<b>Description</b>	Support of bus transportation program for Berwyn Seniors, including door-to-door service to doctor appointments and community activities.
	<b>Planned Activities</b>	Senior bus transportation program

11	<b>Project Name</b>	Senior Health Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Senior Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Provide monthly program for seniors to discuss healthy diets, exercise and other health related issues, while receiving a nutritious meal and participating in activities that promote health and social welfare.
	<b>Planned Activities</b>	Senior Health Program
12	<b>Project Name</b>	Early Child Literacy Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Youth Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	"On Your Mark, Get Set, Read": Provide early childhood literacy Program to assist parents and caregivers gain tools and knowledge to help their children read.
	<b>Planned Activities</b>	Early Child Literacy Program
13	<b>Project Name</b>	Berwyn Park District Scholarship Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Youth Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	Scholarships and fee assistance for low/mod income youth for Park District Programs.
	<b>Planned Activities</b>	Scholarships and fee assistance for low/mod income youth for Park District Programs.

14	<b>Project Name</b>	Berwyn Recreation Department Summer Day Camp
	<b>Target Area</b>	
	<b>Goals Supported</b>	Youth Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Scholarships and fee assistance for low/mod income families for Recreation Dept. Summer Programs.
	<b>Planned Activities</b>	
15	<b>Project Name</b>	Berwyn Recreation Department After School Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Youth Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	After school program for at-risk youth.
	<b>Planned Activities</b>	Berwyn Recreation Department After School Program
16	<b>Project Name</b>	Youth Crossroads Youth Intern Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	Fund paid internships for low-income Berwyn youth over a 10 month period. Also covering general operating cost for low income Berwyn youths and their families to try to improve dropout rate, truancy. Violence, delinquency and domestic conflict.
	<b>Planned Activities</b>	Youth Crossroads Youth Intern Program

17	<b>Project Name</b>	Youth Crossroads Family Support Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Youth Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Fund staff for youth and family counseling, crisis intervention, juvenile justice diversion program, family relations support group, and other programs.
	<b>Planned Activities</b>	Youth Crossroads Family Support Services
18	<b>Project Name</b>	North Berwyn Information Technology Training Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Senior Services Youth Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	THE NBPD will initiate an Information Technology Program that will provide educational and training opportunities for Berwyn residents. The center programs will include training and assistance to increase participants' computer proficiency and skills needed to obtain new or improved employment.
	<b>Planned Activities</b>	North Berwyn Information Technology Training Program
19	<b>Project Name</b>	West Suburban PADS - Emergency Shelter
	<b>Target Area</b>	
	<b>Goals Supported</b>	Homelessness Services
	<b>Needs Addressed</b>	Homeless Services
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	Provide partial salary for homeless shelter manager at 12 rotating houses of worship.
	<b>Planned Activities</b>	West Suburban PADS - Emergency Shelter

<b>Project Name</b>	<b>Street Lights Replacement</b>
<b>Target Area</b>	
<b>Goals Supported</b>	<b>Public Infrastructure</b>
<b>Needs Addressed</b>	<b>Infrastructure</b>
<b>Funding</b>	<b>CDBG: \$250,000 (Amended)</b>
<b>Description</b>	<b>Remove and replace street lights in low-and moderate-income census blocks.</b>
<b>Planned Activities</b>	<b>Street Replacement</b>

## ***AP-50 Geographic Distribution – 91.220(f)***

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City does not use geography as a basis for targeting resources. Some CDBG programs, such as the Blight Program, Sewer Replacement, and Street Replacement, are limited to areas of the City where more than 51% of the population is considered to be low- and moderate-income.

### **Rationale for the priorities for allocating investments geographically .**

The City's comprehensive plan and related studies provide a common vision and framework for enhancing the quality of life for all in Berwyn. Elements of this framework include access to health care and services, education, open space and parks, and a diversity of shopping, entertainment, and cultural opportunities. The introduction of green-building, preservation, and transit-oriented development further guide the type and location of investments the city will make in the coming years. Because CDBG must primarily benefit low- and moderate-income persons and areas, funding will be focused on providing that benefit. To the extent that these populations are scattered throughout Berwyn, that investment will benefit the majority of the city's geographic areas.

In the case of fire protection, two of the City's three response districts are low-to-moderate income according to the 2010 U.S. Census. This area includes 26th Street to Roosevelt Rd., Harlem to Lombard Avenues. This area has experienced much of Berwyn's population growth since 2000. With this increase has come an increase in the number of requests for emergency services, from the young as well as the elderly. The Fire Department feels additional equipment and vehicles would be a big benefit to the community served by the North Fire Station located on 16th St. This would allow for rapid deployment to an low-to-moderate income area that is likely to have even greater service needs in the near future.

The recent experience with the Neighborhood Stabilization Program (NSP) illustrates this rationale. Berwyn's goal was to use these funds to stabilize neighborhoods by eliminating vacant/foreclosed properties. Special attention was paid to areas hardest hit – those containing the highest concentration of low-income residents with the highest potential for additional foreclosures that were not likely to be absorbed by the private market.

## **Affordable Housing 91.220(g)**

### **Introduction**

The City's housing priorities encompass both rental and ownership housing. The Single Family Rehabilitation and Blight Reduction Programs, provide the foundation for the City's CDGB home ownership activities. The City has also supported the federally funded Neighborhood Stabilization Program (NSP) and other efforts to prevent and mitigate the impact of foreclosures. The City's building inspectors inspect rental housing using local funds. For the first time, limited CDBG assistance will be provided to assist rental housing requiring rehabilitation to meet code and avert crime.

<b>Affordable Housing Goals by Household Type</b>	
Homeless	0
Non-Homeless	12
Special-Needs	0
Total	12

<b>Affordable Housing Goals by Activity Type</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	12
Acquisition of Existing Units	0
Total	12

### **Discussion**

Market forces have kept Berwyn's housing stock relatively affordable, but its condition is showing wear. The City attempts to leverage its limited funding for housing rehabilitation by working with owners, tenants, and other stakeholders to inspect properties and encourage repairs before deferred maintenance and incipient blight make needed improvements cost-prohibitive. The City anticipates investing funds in supportive housing for special needs and senior housing in future years.

## ***AP-60 Public Housing – 91.220(h)***

### **Introduction**

Berwyn relies on the Cook County Housing Authority to provide public housing units and rental assistance to eligible residents.

### **Actions planned during the next year to address the needs to public housing**

N/A

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

N/A

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The Housing Authority of Cook County is not designated as troubled.

### **Discussion**

## ***AP-65 Homeless and Other Special Needs Activities – 91.220(i)***

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

- **reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs;**
- **Addressing the emergency shelter and transitional housing needs of homeless persons**
- **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**
- **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City works closely with local homeless services providers and the Alliance to End Homelessness in South Cook County, which manages the Continuum of Care and HMIS, provides Point-in-Time data and performance data. As described in the Homeless Strategy (SP-60), the City supports the Continuum and its members in the planning and delivery of homeless services and housing. Overall, the City's efforts to combat the negative effects of unemployment and underemployment, rising housing costs, and cutback in federal funding on the homeless will lead to a more systemic and comprehensive approach to preventing and eliminating homelessness.

The City works with several outreach programs to locate and assist persons who are homeless. Teams support the Berwyn Police Department and Emergency Response System in seeking out and responding to homeless individuals on the streets. Local hospitals, including the V.A., are sensitive to all those brought in for emergency care. Efforts are made to direct those homeless persons to appropriate services, including meals programs, physical and mental health services,

and services. Other programs may address their specific needs.

As demonstrated by the 2013 Point-in-Time count (PIT), few individuals remain unsheltered, but overall, the City supports the need to fund emergency shelter services and to support the use of CoC funds to provide additional transitional and supportive housing to combat homelessness.

In consultation with the Alliance to End Homelessness in Southern Cook County, the City will encourage case management and interventions for persons threatened with homelessness and those likely to become homeless after being discharged from a public institution or system of care. Much of this work is being done by agencies working with Veterans, supporting persons with HIV/AIDS, and caring for those with other special needs. Through its CDBG Program this year, the City will fund Western Suburban PADS, a local provider of emergency shelter, supportive services, and counseling.

Its Emergency Shelter program assists 30-70 homeless men, women, and children every night at rotating houses of worship. A summer transitional shelter for up to 15 participants includes intensive case management, support group activities, and life skills training. The outreach and engagement program transitions persons to permanent housing the most service resistant clients. Similar programs and services are available for transitional housing. Their permanent supportive housing program serves homeless individuals who have a disabling condition in 13 units.

## ***AP-75 Barriers to Affordable Housing – 91.220(j)***

### **Introduction**

As the City implements its new Comprehensive Plan, it will be mindful of opportunities to make changes to such potential barriers to affordable housing as building and zoning codes, environmental constraints, and the lack of incentives. It will also work to ensure that its Tax Increment Finance (TIF) District Program supports affordable housing and its integration into mixed-use plans for these districts.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The city's new comprehensive plan provides a guide and framework for facilitating new development and preserving a good quality of life for all in Berwyn. Efforts are underway this year to implement a new zoning ordinance that will reinforce these goals and support a sustainable future. As stated above, the most debilitating public policy is the lack of resources to facilitate new development and leverage existing funding. Berwyn is committed to expanding its

capacity to assume responsibility for and management of additional programs and funding as they become available.

## **Discussion**

As stated, the biggest public policy barrier to affordable housing is the continuing decline of federal funding that would support its preservation and development. The City intends to pursue every available opportunity to obtain additional funding and support from the federal government and other sources. It will work with these funders to ensure that no public policy, including taxation, land use controls, zoning ordinances, building codes, and fees and charges, remains a barrier to funding affordable housing in Berwyn.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

Most underserved needs involve special needs populations and the provision of appropriate shelter and supportive services.

The City's underserved needs relate primarily to its aging housing stock and public infrastructure. Realizing that CDBG funds are severely limited, the City's program has made every effort to encourage owners to maintain their properties. It has worked with the federal, state, and county governments to apply for and implement an array of programs, ranging from foreclosures to homeless, and provide affordable housing opportunities to all those in need.

This plan provides insight into the interdependence of physical, social, and economic conditions in Berwyn. Underserved needs are primarily a function of the city's aging housing stock and infrastructure, and dependent populations are the mostly likely to bear the burden of these needs. Strategies to address such concerns as poverty, lead-based paint hazards, affordable housing and homelessness, and the physical environment are highly dependent on federal funding that appears to be on the wane. However, much can be achieved locally by working together cooperatively. The City has reached out to the County, the State, and nearby jurisdictions and they have all responded with a strong commitment to enhance coordination, develop institutional structures, and support community development. This plan, along with the City's new comprehensive plan and other local initiatives, provides a roadmap for that engagement.

### **Actions planned to address obstacles to meeting underserved needs**

The City will continue to work with these parties and with nearby jurisdictions to ensure that the public, private, and nonprofit sectors are doing everything possible to meet the needs of the underserved. In addition, the City will continue its support for fair housing activities that target

many of the City's underserved residents, providing equal access to housing and assisting those facing unfair treatment in the housing market.

Underserved populations in Berwyn include the elderly and disabled, and those seeking work who cannot find employment. The City will rely on its network of public and nonprofit service agencies, along with its ties to the private sector and economic development agencies, to provide an array of supportive services and limited financing. CDBG funds will also be used to fund ADA improvements at public facilities, benefitting persons with disabilities who are often underserved.

### **Actions planned to foster and maintain affordable housing**

To foster and maintain affordable housing, Berwyn will continue to take such actions as support efforts to:

- Educate the public, lenders, and housing providers about rights and responsibilities under the Fair Housing Act. The city will join outreach campaigns to employ radio and print public service announcements, in English and Spanish, to let the public know what to do if they experience housing discrimination and to engage in enforcement actions if discrimination does occur.
- Purchase and resell foreclosed properties, and encourage the new purchaser to do the rehabilitation work necessary to bring the property into compliance with housing and building codes. Berwyn was successful in promoting this type of activity under HUD's "Officer Next Door Program" and more recently, through the Neighborhood Stabilization Program to address foreclosures.
- Focus on areas hardest hit by foreclosures, having the highest unemployment rate and concentrations of low-to-moderate income residents, which are likely to experience additional foreclosures.

### **Actions planned to reduce lead-based paint hazards**

Berwyn will continue to work with the Cook County Health Department and other agencies to increase public awareness of lead paint hazards. The Health Department will work with McNeal Hospital to test pre-school children for lead poisoning and coordinate these efforts with other hospitals such as Loyola serving the area. The City's Licensing Department will work with licensed day care providers and the school systems to distribute information to all parents and guardians of young children.

The City will follow its procedures for incorporating lead requirements into its housing rehabilitation programs and to the extent funds are available, remediate lead paint hazards through its Emergency Assistance Single Family Rehabilitation Program for low- and very-low income homeowners.

As it conducts its code inspections, the City will distribute advisory sheets to inform residents of potential lead-based paint hazards and provide instructions on how to avoid these hazards.

The City will also require its rehab supervisor and housing counselor to take the training necessary to maintain their certifications in lead inspections, hazard assessment, and lead safety. All contractors selected under the City's housing rehabilitation programs will be required to be lead certified.

### **Actions planned to reduce the number of poverty-level families**

Actions planned to reduce the number of poverty-level families include those funded directly and indirectly by the CDBG Program. Regardless of the source of funding, Berwyn's approach to reducing poverty includes comprehensive measures to promote self-reliance, create new opportunities, and ensure affirmative participation. It also includes reducing housing and transportation cost burdens and providing direct assistance to those at-risk of poverty and those presently confronting severe needs caused by poverty.

Berwyn will continue its efforts to reduce poverty among those able to work by assisting low-skilled residents to obtain skills training and employment. The City will join with adjacent municipalities in seeking job training and placement funding for low-income residents and encouraging employment opportunities in areas needing commercial revitalization and redevelopment. It will support the efforts of school systems, social service agencies, and economic development programs to assist job seekers in accessing job postings and referrals and in obtaining help with job applications and interviews.

To the greatest extent feasible the City will follow the mandates of Section 3 of the Housing and Urban Development Act of 1968, as amended in providing opportunities for training and employment in connection with the projects awarded under its CDBG contracts. In addition, the City will encourage new and expanding businesses to hire Berwyn residents for jobs created through TIF and other development incentives. It will encourage groups supporting women and minority-owned businesses to do the same.

For those in poverty or on the brink of poverty, Berwyn will continue its partnerships with its sub-recipients and others in providing direct services, referrals, and mentoring. A major focus will continue to be the physical safety and improved health of all those threatened with isolation and exclusion, including those with disabilities, Veterans, the homeless and those at risk of homelessness, and victims of domestic violence and HIV/AIDS. A major effort to reduce the impact of service cutbacks and increased living costs, especially for seniors, will provide assistance with transportation, general home maintenance programs, and police protection and community facilities. While this may not reduce the level of poverty for some, it will ensure that resources are used to their maximum benefit, and may provide assistance to change their circumstances permanently for the better.

### **Actions planned to develop institutional structure**

The City has developed an effective team, both inside and outside local government, to implement the CDBG Program and leverage its limited resources. It will facilitate communication between City department and their staffs and continue to reach out to the public and community-serving agencies and stakeholders to discuss community development, housing, and related issues and opportunities. The CDD is encouraging all of its staff, sub-recipients and community partners to maintain the highest professional standards and ethical conduct. All CDD staff will undergo training and recertification on an continuous basis through HUD and other vendors.

To the greatest extent feasible the City will follow the mandates of Section 3 of the Housing and Urban Development Act of 1968, as amended in providing opportunities for training and employment in connection with the projects awarded under its CDBG contracts.

As part of its annual action plan submissions, the City will certify that it is in conformance with CDBG and other federal regulations related to the expenditure of its entitlement funds and related housing and community development activities. It will continue to meet its obligations for timely expenditure of these funds and utilize its own Finance Department and accounting systems to disburse funds that will also be tracked through HUD's Integrated Disbursement and Information System (IDIS).

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City will provide input during the year to other City agencies, nonprofit organizations, and adjacent jurisdictions regarding consistency of their plans and proposals with the City's Consolidated Plan, as required under CFR Section 91.510.

The City's Community Relations Commission will continue as the focal point for those experiencing or reporting discrimination. Counsel and intermediary services will be available from such groups as the John Marshall Fair Housing Legal Support Center, the Heartland Alliance, the Sergeant Shriver Center, the Chicago Community Trust and the Chicago Coalition for the Homeless.

The City's sub-recipients will continue to support the City's homeless and non-homeless special needs populations. These agencies will continue to leverage and extend the limiting funding available through the CDBG Program. The City will encourage coordination and leverage of scarce resources to fill service gaps and eliminate duplications of service.

### **Discussion**

This plan provides insight into the interdependence of physical, social, and economic conditions in Berwyn. Underserved needs are primarily a function of the city's aging housing stock and

infrastructure, and dependent populations are the mostly likely to bear the burden of these needs. Strategies to address such concerns as poverty, lead-based paint hazards, affordable housing and homelessness, and the physical environment are highly dependent on federal funding that appears to be on the wane. However, much can be achieved locally by working together cooperatively. The City has reached out to the County, the State, and nearby jurisdictions, and they have all responded with a strong commitment to enhance coordination, develop institutional structures, and support community development. This plan, along with the City's new comprehensive plan and other local initiatives, provides a roadmap for that engagement.

## **Program Specific Requirements – 91.220(I)(1,2,4)**

### **Community Development Block Grant Program (CDBG) - 24 CFR 91.220(I)(1)**

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	\$300,282.86
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

### **Other CDBG Requirements**

1. The amount of urgent need activities	0
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2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

100%

**Discussion**

The City uses a single year (PY 2013) in determining the amount of CDBG funds that benefit persons of low- and moderate- income.