



## Grant Proposal Notification

GPN Number: 042-24  
(Completed by Finance Department)

Date of Notification: 11/04/2024  
(MM/DD/YYYY)

Parent Committee Agenda Date: 11/16/2024  
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 11/01/2024  
(MM/DD/YYYY)

Name of Grant: DHS Employment Barrier Reduction Program PY25

Name of Grantor: Illinois Association of Community Action Agencies (IACAA)

Originating Entity: US Department of Health and Human Services  
(Name the entity from which the funding originates, if Grantor is a pass-thru entity)

County Department: Community Services

Department Contact: Joan Fox, Administrator Housing Supports & Self Sufficiency, x6426  
(Name, Title, and Extension)

Parent Committee: HHS

Grant Amount Requested: \$ 46,000.00

Type of Grant: Continuation  
(Competitive, Continuation, Formula, Project, Direct Payment, Other – Please Specify)

Is this a new non-recurring Grant:  Yes  No

Source of Grant:  Federal  State  Private  Corporate

If Federal, provide CFDA: 93.558 If State, provide CSFA: \_\_\_\_\_



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1. Justify the department's need for this grant.

To reduce barriers in securing and maintaining employment, the DHS Employment Barrier Reduction Program provides funding for supportive services expenses, including but not limited to expenses for homelessness prevention, utilities, transportation/gas, uniforms, and similarly purposed expenses as designated by IACAA, to SNAP, TANF, and Medicaid recipients and applicants for DHS services who are either identified by the Sub recipient or referred by the local Family and Community Resource Center (FCRC).

2. Based on the County's Strategic Plan, which strategic imperative(s) correlate with funding opportunity. Provide a brief explanation.

Quality of Life - Keep people safe and maintain the social service safety net. DHS housing funds are offered to assist persons recover permanent housing if experiencing literal homelessness homelessness. Customer Service - Improve access to County resources. Applicant households are screened for mainstream services.

3. What is the period covered by the grant?

12/01/2024 to: 06/30/2025  
(MM/DD/YYYY) (MM/DD/YYYY)

3.1. If period is unknown, estimate the year the project or project phase will begin and anticipated duration:

3.1.1. \_\_\_\_\_ and \_\_\_\_\_  
(MM/YY) (Duration)

4. Will the County provide "seed" or startup funding to initiate grant project? (Yes or No)

No

4.1. If yes, please identify the Company-Accounting Unit used for the funding \_\_\_\_\_

5. If grant is awarded, how is funding received? (select one):

5.1. Prior to expenditure of costs (lump-sum reimbursement upfront)

5.2. After expenditure of costs (reimbursement-based)



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6. Does the grant allow for Personnel Costs? (Yes or No) Yes

6.1. If yes, what are the total projected salary and fringe benefit costs of personnel charging time to the grant for the entire term of the grant? Compute County-provided benefits at 40%.

6.1.1. Total salary \$107,283.00 Percentage covered by grant 4.15%

6.1.2. Total fringe benefits \$36,941.00 Percentage covered by grant 4.19%

6.1.3. Are any of the County-provided fringe benefits disallowed? (Yes or No): No

6.1.3.1. If yes, which ones are disallowed?

6.1.3.2. If the grant does not cover 100% of the personnel costs, from what Company-Accounting Unit will the deficit be paid?

5000-1650 CSBG Grt

6.2. Will receipt of this grant require the hiring of additional staff? (Yes or No): No

6.2.1. If yes, how many new positions will be created?

6.2.1.1. Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Temporary \_\_\_\_\_

6.2.1.2. Will the headcount of the new position(s) be placed in the grant accounting unit? \_\_\_\_\_  
(Yes or No)

6.2.1.2.1. If no, in what Company-Accounting Unit will the headcount(s) be placed?

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6.3. Does the grant award require the positions to be retained beyond the grant term? (Yes or No) \_\_\_\_\_

6.3.1. If yes, please answer the following:

6.3.1.1. How many years beyond the grant term? \_\_\_\_\_

6.3.1.2. What Company-Accounting Unit(s) will be used? \_\_\_\_\_

6.3.1.3. Total annual salary \_\_\_\_\_

6.3.1.4. Total annual fringe benefits \_\_\_\_\_

7. Does the grant allow for direct administrative costs? (Yes or No) yes

7.1. If yes, please answer the following:

7.1.1. Total estimated direct administrative costs for project \$6,000.00

7.1.2. Percentage of direct administrative costs covered by grant 100%

7.1.3. What percentage of the grant total is the portion covered by the grant 13%

8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost? 87%

9. Are matching funds required? (Yes or No): No

9.1. If yes, please answer the following:

9.1.1. What percentage of match funding is required by granting entity? 0%

9.1.2. What is the dollar amount of the County's match? \$0.00

