DUPAGE COUNTY
GOVERNMENT

Grant Proposal Notification

GPN Number: 028-26
(Completed by Finance Department)

Date of Notification: 07/09/2026
(MM/DD/YYYY)

Parent Committee Agenda Date: 08/04/2026
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 08/31/2026
(MM/DD/YYYY)

Name of Grant: FY 2026 Continuum of Care Competition and Youth Homeless Demonstration Program Grants PY28

Name of Grantor: U.S. Department of Housing and Urban Development

Originating Entity: _____
(Name the entity from which the funding originates, if Grantor is a pass-thru entity)

County Department: Community Services

Department Contact: Julie Burdick, HMIS Manager, x6462
(Name, Title, and Extension)

Parent Committee: Human Services Committee

Grant Amount Requested: $ 212,094.00

Type of Grant: Competitive, Continuation, Project
(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: 14.267 If State, provide CSFA: _____

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

   DuPage County Community Services is the Homeless Management Information System (HMIS) Lead for the DuPage County Continuum of Care, which is a database that houses client and project level data and complies with HUD's data collection, management, and reporting standards. We participate in a regional HMIS database, Northeast Illinois (NIL) HMIS, with the Alliance to End Homelessness in Suburban Cook County serving as the technical lead. This grant helps fund a portion of a HMIS project Manager and 1 full-time System Administrator who provide training, monitoring, reporting, and technical assistance to 13 participating agencies and 155 Users, Software, System Administration, Reporting and Data training, HMIS related travel, and grant administration expenses.

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

   Priority 1 Community Well-Being - The Homeless Management Information System is a Federal requirement used to coordinate the care of persons experiencing homelessness or at risk of homelessness, coordinate access to permanent housing, and to report on both program and system level performance. We also host the 211 DuPage call and resource data in this software.

3. What is the period covered by the grant? 09/01/2027 (MM/DD/YYYY) to: 08/31/2028 (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. _____ (MM/YY) and _____ (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 $263,271.00 Percentage covered by grant 42%

6.1.2. Total fringe benefits $87,090.00 Percentage covered by grant 49%

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?

5000-1470 and 1000-1750

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) 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 $13,164.00

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 6%

8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost? 28%

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

9.1. If yes, please answer the following:

9.1.1. What percentage of match funding is required by granting entity? 25%

9.1.2. What is the dollar amount of the County's match? $53,024.00

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9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? 5000-1470, 1000-1750

10. What amount of funding is already allocated for the project? $46,596.00

10.1. If allocated, in what Company-Accounting Unit are the funds located? 5000-1470, 1000-1750

10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No): No

11. What is the total project cost (Grant Award + Match + Other Allocated Funding)? $311,714.00