

## A GRANT AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND APNA GHAR

WHEREAS, the County of DuPage (“County”) is a body corporate and politic; and

WHEREAS, APNA GHAR (“Agency”) is a 501(c)(3) organization created under the Internal Revenue Code, and

WHEREAS, the County has established the Member Initiative Program which permits members of the County Board to advance items which benefit their district and assigns certain amounts of public funds for those purposes; and

WHEREAS, the County’s funding for each Agency is not a donation and must be used to perform certain services or functions within the County’s statutory authority to perform; and

WHEREAS, the County and the Agency are hereafter sometimes referred to as the “Party” and collectively referred to herein as “the Parties”; and

WHEREAS, the Parties have prepared this Agreement to govern the distribution of the grant funds identified above.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereby agree as follows:

1. **Purpose of the Agreement.** The Purpose of this Agreement is to define the project for which grant funds are to be used and provide funding for eligible expenses.
2. **Recitals.** The recitals to this Agreement are incorporated as though set forth fully herein.
3. **Term.** This Agreement shall remain in effect through November 30, 2025. Sections 5, 6, 7, 8, 9, 10, 11, and 12 of this Agreement shall remain in effect indefinitely and shall survive the termination of this Agreement. Funds shall be expended prior to November 30, 2025.
4. **Project Description.** Agency shall receive ten thousand dollars (\$10,000.00) from the County. Agency shall undertake the following project or activities described in the Proposal attached hereto as Exhibit A, specifically conducting a community needs assessment.
5. **Termination, Breach.** This Agreement may be terminated upon thirty (30) days’ notice to the other Party with the written consent of the other Party. All terms of this Agreement shall be considered material terms and therefore all breaches shall be deemed material breaches. In the event of a breach of this Agreement by any Party, the non-breaching Party shall provide the breaching Party with written notice of the breach and shall provide a period of not less than thirty (30) days to cure said breach.
6. **Venue, Applicable Law.** The exclusive venue for disputes arising from this Agreement shall be the 18<sup>th</sup> Judicial Circuit Court, sitting in Wheaton, Illinois. This Agreement shall be governed by the laws of the State of Illinois.
7. **Payment.** The County agrees to pay the Agency ten thousand dollars (\$10,000.00). Payment is contingent upon: (1) compliance with County rules and regulations; (2) Accounts Payable review by Finance Staff and County Audit Staff including providing sufficient invoicing and proof of purchase; and (3) completion of a fully executed

Agreement. Payments shall be made in the form of reimbursement and upon invoice from Agency. Payments for eligible expenses authorized under this Agreement shall be made within thirty (30) days of receipt of completed invoices and proof of purchase. All funds shall be expended not later than November 30, 2025.

8. **Assignment.** Neither Party shall assign performance under this Agreement, nor shall either Party transfer any right or obligation under this Agreement without the express written approval of the County.
9. **Amendment.** Any amendment to the terms of this Agreement must be in writing and will not be effective until it has been executed and approved by the same Parties who approved and executed the original Agreement or their successors in office.
10. **Waiver.** If the County fails to enforce any provision of this Agreement, that failure does not waive said provision or the County's right to enforce it.
11. **Sole Agreement.** This Agreement contains all negotiations between the County and Agency. No other understanding regarding this grant Agreement, whether written or oral, may be used to bind either Party.
12. **Liability.** The Agency agrees to indemnify, save, and hold the County, its officers, agents and employees, harmless from any claims or causes of action, including attorney's fees incurred by the County, arising from the performance of this Agreement by the Agency, its officers, agents or employees. This clause will not be construed to bar any legal remedies the Agency may have for the County's failure to fulfill any of the County's obligations under this Agreement. Notwithstanding any provisions of this Agreement to the contrary, indemnification under Section 12 of this Agreement shall be limited to the Agency's allocation, less any amount unspent.

COUNTY OF DUPAGE

APNA GHAR

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Deborah Conroy  
Chair, DuPage County



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Neha Gill  
Executive Director

ATTEST:

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Jean Kaczmarek,  
County Clerk



DuPage County  
Office of the County Board  
421 North County Farm Road  
Wheaton, Illinois 60187-3978

**MEMBER INITIATIVE PROGRAM APPLICATION** - Please complete all sections for submission

**SECTION I Organization Information**

Organization	Apna Ghar, Inc
Contact Person	Neha Gill
Address	4350 North Broadway Street, 2nd Floor
City	Chicago
Phone Number	773-883-4663
Email	ngill@apnaghar.org

**SECTION II Project Description**

Project Title	DuPage County Community Needs Assessment
Cost of the Project	\$10,000
Brief Description of the Scope of Initiative	The community needs assessment focuses on identifying gaps in services related to gender violence, domestic abuse, and interpersonal violence in DuPage County. It aims to ensure that Apna Ghar's programs are culturally and linguistically suitable for the diverse community. The assessment will also highlight the need for expanded direct services, such as emergency shelter, counseling, legal advocacy, and case management. By engaging local
Desired Outcomes	Desired outcomes for the Community Needs Assessment project: Data Collection:  Conduct surveys, focus groups, and interviews with community members, service providers, and stakeholders to gather qualitative and quantitative data.

**SECTION III Signature**

Member Name	Yeena Yoo
District	
Signature	

**SECTION IV Supplemental Documents**

Please attach the following (if applicable)

- Letters of Engagement from all involved organizations
- Vendor Ethics Disclosures
- Bid Documents
- Proof of Good Standing with IL Secretary of State for all partner organizations
- Tax Documents (such as W-9 forms, where applicable)



## **Funding Request for Community Needs Assessment and Direct Services Expansion in DuPage County** *Scope of work*

### **Background**

Apna Ghar has achieved important milestones with programmatic expansion in the last 5 years. We have since the pandemic expanded our housing and economic empowerment programming with new locations on the southside of Chicago in addition to the current ones on the north and northwest Chicago serving surrounding suburbs. In 2025, Apna Ghar will complete 35 years of its existence with its continuous evolution and growth as an organization committed to addressing gender violence among marginalized populations in the Chicagoland area through direct services, outreach and community education, and advocacy.

With this, the organization is at a good point to focus on strategic programming, across the board, to deliver services that are healing, and client centered, effective, and efficient which necessitates that client needs are well examined and understood in the surrounding counties such as DuPage and Lake. The process of comprehensively assessing client and community needs will also inform Apna Ghar on relevant areas of outreach, training and education as well as delineate advocacy priorities that should be focused on systems, institutional and policy levels.

Apna Ghar has a breadth of experience and expertise in serving the immigrant and refugee communities, through direct services from a 24-hour crisis line to housing to counseling and case management to legal and medical advocacy, economic empowerment and supervised visitation and safe exchange. This funding will allow us to build upon and enhance the level of direct services and increase our capacity to serve more individuals and increase the community's understanding and capacity to provide referrals and support in DuPage County.

We will also be able to build upon existing outreach efforts to build upon our work, increasing the number of training and presentations, allowing for more targeted outreach efforts to increase community responses. We will be able to utilize existing relationships with community-based organizations more and expand on our partnerships, as well as seek out higher level funding streams, with some cushion of knowing we can sustain operations with unallowable costs that occurring under those agreements. Apna Ghar will be well positioned over the next 3 years to enhance core programs, as well as be able to explore new needs identified in the DuPage communities.

The proposed initiative aims to:

**Identify Service Gaps:** Understand the specific needs and service gaps in DuPage County related to gender violence, domestic abuse, and other forms of interpersonal violence.



**Tailor Services:** Ensure that Apna Ghar's programs and services are culturally and linguistically appropriate for the diverse communities in DuPage County.

**Expand Direct Services:** Enhance our existing direct services, including emergency shelter, counseling, legal advocacy, and case management, to meet the identified needs of the community.

**Engage Stakeholders:** Collaborate with local stakeholders, including community organizations, law enforcement, and healthcare providers, to build a robust network of support.

**Inform Strategic Planning:** Use the findings from the needs assessment to develop a strategic plan for the expansion of our services, ensuring that we effectively address the needs of the community.

## Scope of the Project

The project will include:

### Direct Services Expansion:

- **Counseling Services:** Expand trauma-informed counseling services to address the mental health needs of survivors.
- **Legal Advocacy:** Strengthen our legal advocacy programs to assist survivors in navigating the legal system.
- **Case Management:** Provide comprehensive case management services to support survivors in accessing resources and achieving long-term stability.

### Community Needs Assessment:

- **Data Collection:** Surveys, focus groups, and interviews with community members, service providers, and stakeholders.
- **Analysis:** Comprehensive analysis of the data to identify trends, challenges, and opportunities.
- **Report:** A detailed report with actionable recommendations for service development and delivery.

## Proposed methodology

Apna Ghar envisions that even though the scale of the assessment seems too large, it should not turn out to be a very extensive exercise which is why it is important to come up with a well-balanced assessment methodology that allows for good data collection without becoming too labor and fund intensive. Apna Ghar would like to focus on a strategy that is both internal and externally facing primary data collection.

1. Internally, we will work with current program participants and service seekers in the DuPage County to better understand their full experience of gender-based violence and thus their related needs. We will handle this ourselves and keep the scope limited to studying intakes and hotline assessments.



2. Externally, we will work with a sample of community-based organizations potentially statewide to understand survivor needs. Most agencies that serve children or provide general support encounter survivors. For the purpose of our assessment, we will collect data from direct services staff at the selected agencies. We will need a research partner (consultant or a university partner) and funding support to do this external piece of the assessment.

Primary data collection will focus on both quantitative and qualitative data collection methods.

- Quantitative: online surveys of Apna Ghar program participants representing populations and geographies served and interviews with direct service staff from other agencies
- Qualitative: Case studies and / or case examples

Secondary literature review should potentially include collation and analysis of existing research and studies that will also be done by the research agency.

### **Outcomes**

- A comprehensive output (report) capturing the different needs of the communities served by Apna Ghar as well as new trends emerging in the given context that impact or intersect with gender violence in these communities.

### **Budget**

The total estimated cost for the community needs assessment and the expansion of direct services is \$50,000. This includes costs for personnel, data collection tools, stakeholder engagement activities, program development, and service delivery. We are requesting funding of \$50,000 from DuPage County Board to support this vital project.

## **Brief Description of the Scope of Initiative**

The community needs assessment focuses on identifying gaps in services related to gender violence, domestic abuse, and interpersonal violence in DuPage County. It aims to ensure that Apna Ghar's programs are culturally and linguistically suitable for the diverse community. The assessment will also highlight the need for expanded direct services, such as emergency shelter, counseling, legal advocacy, and case management. By engaging local stakeholders, including community organizations and law enforcement, the assessment will strengthen support networks. The results will inform strategic planning for expanding services to better meet the community's needs.

The needs assessment will be done in two parts with the initial being a mapping of organization and the services they are offering. Additionally, the mapping will also entail mapping out resources available. The second part of the project involves the Community Needs Assessment. This will look at Community members needs in terms of direct services, the gaps. Once completed it will be able to map the service gaps, community needs and the resources for community members and organizations to tap into.

## **Desired Outcome**

Desired outcomes for the Community Needs Assessment project: Data Collection:

Conduct surveys, focus groups, and interviews with community members, service providers, and stakeholders to gather qualitative and quantitative data on needs related to gender violence, domestic abuse, and interpersonal violence in DuPage County.

Analysis: Perform a comprehensive analysis of the collected data to identify key trends, challenges, and opportunities in current services, gaps, and unmet needs within the community.

Report: Produce a report with actionable recommendations based on the data analysis, outlining strategies for service development, delivery, and improvements to better address the community's needs.