



CITY OF PEORIA

CDBG PUBLIC SERVICES ADVISORY COMMISSION Regular Meeting

Friday, March 20th, 2026
8:30 am
419 Fulton St – Room 404
Peoria, IL

*Anyone wishing to make a public comment can do so by sending those comments to Allie Crowson, Associate Grants Coordinator at acrowson@peoriagov.org by 5:00 pm on **March 19th, 2026**. The email should be titled “Public Comment for **Friday, March 20th CDBG Public Services Advisory Commission Meeting**” and include the sender’s name and address. All submissions received prior to the deadline will be read into the record with up to five (5) minutes of each comment read aloud. The written comments in their entirety will be entered into the official minutes of the meeting as an attachment. The agenda and meeting minutes will be available online at <https://www.peoriagov.org/546/CDBG-Public-Services-Advisory-Commission>.*

- AGENDA -

CALL TO ORDER

ROLL CALL

MINUTES

- A. Approval of Minutes from October 17, 2025

REGULAR BUSINESS

- A. 2025 Public Service Update
- B. 2026 Public Service Update
- C. 2027 Public Service Priorities, Application and Timeline
- D. 2027 Public Service Evaluation Criteria
- E. Other Business
- F. Public Comments

ADJOURNMENT

Next Meeting: Tentatively April 17th, 2026 at 8:30 a.m.

: OF THE CITY OF PEORIA, ILLINOIS :

CDBG Public Service Advisory Commission

Regular Meeting

CALL TO ORDER

The Regular Meeting of the CDBG Public Services Advisory Commission was held in person on Friday, October 17, 2025, at 8:30 a.m. Chairperson McGhee called the meeting to order at 8:30 a.m.

ROLL CALL

Roll call showed the following Commissioners were present: Sherry Cannon, Brenda Grove, Jessica King, Brett Kolditz, Laura Kowalske, Jonelle McCloud, Kimberly McGhee, and Pamela Schubach.

Staff present: Kathryn Murphy, Alexandra Crowson, and Jenny Soriano.

MINUTES

The minutes for the September 29, 2025 meeting were reviewed.

MOTION:

Commissioner Schubach moved that the minutes be approved. The motion was seconded by Commissioner Cannon. The motion was approved unanimously by viva voce vote of 8-0.

REGULAR BUSINESS

A. 2026 CDBG Public Service Funding Recommendation

Staff Member Murphy informed the Commission regarding the submitted conflict-of-interest forms. The only form submitted was from Commissioner Cannon for her affiliation with Elite Community Outreach. She could provide input on the overall funding strategy, but not the organization's application or specific funding amount.

Staff Member Murphy explained that funding options provided are based on the applicant's average scores received by the Commission, ordered in descending order. In Option 1, the top 9 scoring applicants are granted full funding, and the amount for UICOMP/ Pediatric Resource Center is rounded up to the nearest thousand. In Option 2, the top-scoring applicant receives the entire amount they requested, and funding is reduced as the scores decrease: the next 3 top-scoring applicants would be awarded 90% of the funding they requested, the next 3 would receive 75%, followed by 60%, then 45% with FamilyCore receiving the minimum award grant of \$10,000 per application guidelines. With a large point break in the scoring for Eastern Illinois Foodbank, they would not receive funding. In Option 3, each organization receives a percentage of the funding they requested, with the amount rewarded decreasing as the scores decrease. FamilyCore and Eastern Illinois Foodbank would be granted the minimum amount of \$10,000. The Commission could also create another option of its own.

Commissioner McCloud asked about her scoring for George Washington Carver Association. Staff Member Murphy stated that if a score was submitted, a commissioner would have to notify her of the incorrect score to have it changed. Commissioner McGhee shared that another Commissioner had a similar experience with the application being scored incorrectly. Commissioners must notify Staff of any changes they would like to make to submitted scores prior to Staff compiling the scores and posting the agenda.

Commissioner Cannon asked whether the average scores were calculated differently when a commissioner could not score due to a conflict of interest. Staff Member Murphy clarified that scores were averaged using only the number evaluations submitted for each application.

The Commission discussed the different funding options. Commissioner Cannon expressed her preference for Option 1, which the Commission has chosen in previous funding cycles. Commissioner Kolditz agreed, stating that because funding amounts in Options 2 and 3 are calculated based on a percentage, applicants would be incentivized to request the maximum amount of \$30,000. Commissioner Grove stated her support for Option 2 because it provides funding to smaller organizations in the community, which face greater challenges with resources. The top-scoring applicants have revenue in millions, and funding smaller organizations would have a greater local impact.

Commission Schubach asked whether applicants had declined partial funding. Staff Member Murphy responded that historically, recipients accepted the amounts granted. Commissioner McCloud asked whether the top-scoring applicants have previously received funding, and Commissioner Cannon affirmed that they have. Commissioner King questioned whether FamilyCore was aware that the maximum amount of funding they could request is \$30,000. Commissioner Cannon answered that the organization was familiar with the process, and all applicants must disclose how the funding would be utilized for their program. Commissioner Kowalske noted that the George Washington Carver Association's funding request included \$15,000 in stipends, which were not CDBG-eligible, and inquired how their amounts were calculated for the funding options. Commissioner Schubach clarified that the funding options were calculated based on the \$30,000 request because, after removing the amount allocated for stipends, the applicant's total budget proposal exceeded \$30,000 due to other expenses.

Commissioner Kolditz suggested allocating funding in flat amounts, e.g., the top-3-scoring applicants would receive the full funding amount of \$30,000, the next 3 are granted \$25,000, followed by \$20,000 for the next group, and \$15,000 for the last. Commissioner Schubach stated that this option would grant FamilyCore nearly the entire amount they requested.

Commissioner Kowalske inquired about the reason why the Commission fully funded the top-scoring applicants in the past. Commissioner Cannon stated that organizations were previously able to apply for the grant with more than one program and could receive up to \$60,000 in funding. To allocate funding to more recipients, the Commission decided that organizations can submit an application for one program and receive grants of up to \$30,000. Commissioner McCloud asked whether the City Council had voted against the Commission's funding recommendation before, and Commissioner McGhee answered that they had not.

MOTION:

Commissioner Schubach moved to award the grant based on Option 2, with \$500 distributed equally between the second and third-top-scoring applicants, so that the entire funding amount of \$270,000 is allocated. The motion was seconded by Commissioner Grove. The motion was approved unanimously by viva voce vote of 8-0.

B. Other Business

Staff Member Murphy stated that the Commission's funding recommendation will be presented at the next City Council meeting, tentatively scheduled for November 4, 2025, instead of November 11, which is Veterans Day. The Commission will be notified when the date is finalized.

Commissioner McGhee asked whether the City will be providing a recommendation opposing the Commission's. Staff Member Murphy stated that she will notify the City's Legal Department, which may make a different recommendation for the City Council. Commissioner Kolditz asked for clarification regarding the reason for the City's recommendation. Commissioner McGhee explained that Peoria Friendship House would receive funding with the Commission's recommendation despite not attending

the mandatory clarification meeting. The requirement was removed from the 2026 application timeline, and the organization presented its program at the Special Meeting on September 29, 2025.

Commissioner McGhee stated that in future applications, confirmation of attendance at the mandatory clarification meeting is necessary, and the timeline is outlined on the direct application for organizations to acknowledge. Staff Member Murphy stated these changes will be implemented for the 2027 application process. She added that the timeline was outlined in the application training, which was mandatory prior to COVID-19. The Commission discussed having the application training requirement reinstated.

Commissioner McGhee stated that the Commission's next meeting is tentatively scheduled for November 14, 2025.

C. Public Comments

No public comment was received.

ADJOURNMENT

MOTION:

Commissioner McCloud moved that the meeting be adjourned. The motion was seconded by Commissioner King. The motion was approved unanimously by viva voce vote of 8-0.

The meeting was adjourned at 9:13 a.m.

Meeting minutes prepared by:

Jenny Soriano

Organization Name - Program Name	Total Budget	Spent Q1	Spent Q2	Spent Q3	Spent Q4	Remaining Budget	Total Clients to Serve	Q1 Clients Served	Q2 Clients Served	Q3 Clients Served	Q4 Clients Served	Total Clients Served
Center for Prevention of Abuse - Safety & Support for Victims of Domestic Violence	\$30,000	\$7,762.49	\$6,907.51	\$5,383.67	\$9,946.33	\$0.00	325	120	115	121	126	482
George Washington Carver Center - Youth Initiative Project Phase 2: Teens Services	\$30,000	\$9,660.13	\$9,014.71	\$11,325.16	\$0.00	\$0.00	40	13	38	6	11	68
Central Illinois FRIENDS - Peoria Community Prevention Program	\$30,000	\$6,821.50	\$9,695.50	\$10,469.00	\$3,014.00	\$0.00	100	22	23	15	38	98
Boys and Girls Clubs of Greater Peoria - Youth Services: Tutoring & Mentoring	\$30,000	\$6,955.17	\$8,968.38	\$7,508.32	\$6,568.13	\$0.00	165	127	31	29	11	198
Prairie State Legal Services - Civil Legal Aid	\$30,000	\$ 7,633.79	\$ 6,600.04	\$ 7,095.03	\$8,671.14	\$0.00	30	7	5	8	10	30
Crittenton Centers - Crisis Nursery	\$30,000	\$8,114.69	\$6,693.94	\$8,250.29	\$6,941.08	\$0.00	21	28	38	104	45	215
Neighborhood House Association - Youth Education Program	\$30,000	\$8,394.19	\$16,402.22	\$4,509.28	\$694.31	\$0.00	40	16	53	25	29	123
Pediatric Resource Center - Specialized Medical Evaluations for Abused Children	\$30,000	\$5,987.59	\$7,547.02	\$7,067.87	\$9,397.52	\$0.00	34	24	29	19	11	83
Hult Center for Healthy Living - Youth Mental Health Matters	\$30,000	\$11,980.15	\$12,276.81	\$5,743.04	\$0.00	\$0.00	340	63	107	255		425
Total:	\$270,000	\$73,310	\$84,106	\$67,352	\$35,286	\$0	770	420	439	582	281	1722

Organization Name - Program Name	Objectives
Center for Prevention of Abuse - Safety & Support for Victims of Domestic Violence	1. 85% of clients surveyed who are domestic violence victims will report an increase in knowledge on planning for their safety. (Q1: 100%)(Q2: 83%)(Q3: 100%)(Q4: 89%) 2. 85% of clients surveyed at departure who are domestic violence victims will report feeling more hopeful about their future. (Q1: 100%)(Q2: 100%)(Q3: 100%)(Q4: 96%)
George Washington Carver Center- Youth Initiative Project Phase 2: Teens Services	1. 80% of the 40 at-risk youth served will demonstrate a measurable improvement in their school grades, by an increase of at least one letter grade in core subjects such as math and English. (Q1: 77%)(Q2: 79%)(Q3: 86%)(Q4: 87%) 2. 75% of the participating youth will report a decrease in engagement in risky behaviors such as truancy, substance use, or violent incidents, through pre- and post-program surveys (Q1: 81%)(Q2: 83%)(Q3: 88%)(Q4: 84%) 3. 85% of the 40 youth served will report an improvement in emotional well-being, including increased self-esteem and reduced stress levels. (Q1: 82%)(Q2: 84%)(Q3: 88%)(Q4: 90%)
Central Illinois FRIENDS - Peoria Community Prevention Program	1. 100% of clients screened will be provided testing, vaccinations, education, safe-sex kits, and/or the services they will need. (Q1: 100%)(Q2: 100%)(Q3: 100%)(Q4: 100%) 2. 85% of clients will demonstrate knowledge gain in the subject areas addressed, getting vaccinated, and scheduling their second and/or third doses. (Q1: 100%)(Q2: 100%)(Q3: 100%)(Q4: 100%) 3. 65% of clients will demonstrate behavior change in the subject areas addressed, finishing their entire vaccination status. (Q1: 86%)(Q2: 100%)(Q3: 100%)(Q4: 100%)
Boys and Girls Clubs of Greater Peoria -	1. 85% of youth (Grades K-12) will demonstrate increased knowledge in decision-making and problem-solving as measured by pre- and post-test evaluation surveys. (Q1: 96%)(Q2: 96%)(Q3: 87%)(Q4: 87%) 2. 75% of participating students will show grade-level improvement in core academic areas like math and reading, as indicated by quarterly report cards obtained from school districts. (Q1: 96%)(Q2: 96%)(Q3: 92%)(Q4: 93%) 3. 80% of youth participants will demonstrate improved social and emotional competencies as measured through weekly SEL assessments. (Q1: 95%)(Q2: 95%)(Q3: 93%)(Q4: 86%)
Prairie State Legal Services - Civil Legal Aid	1. To provide legal advice specific to a client's legal problem to 30 unduplicated clients. (Q1: 100%) (Q2: 100%) (Q3: 100%) (Q4: 100%) 2. 70% of clients whose cases are closed with legal representation through negotiation, court, or administrative advocacy will obtain favorable results. (Q1: 100%) (Q2: 75%) (Q3: 100%) (Q4: 100%)
Crittenton Centers - Crisis Nursery	1. 90% of parents will report crisis resolution. (Q1: 100%) (Q2: 100%) (Q3: 100%) (Q4: 100%) 2. 75% of children will receive a developmental screening or report being screened. (Q1: 88%) (Q2: 79%) (Q3: 94%) (Q4: 93%)
Neighborhood House Association - Youth Education Program	1. Youth will participate weekly in enrichment activities to include: education, STEAM/STEM, recreation, sport, cultural, and artistic activities. (Q1: 100%) (Q2: 100%) (Q3: 100%) (Q4: 100%) 2. Youth will participate yearly in two service learning opportunities. (Q1: 100%) (Q2: 100%) (Q3: 100%) (Q4: 100%)
Pediatric Resource Center - Specialized Medical Evaluations for Abused Children	1. 95% of children served will have their medical needs met. (Q1: 100%) (Q2: 100%) (Q3: 100%) (Q4: 100%) 2. 95% of children served will have their safety needs met. (Q1: 100%) (Q2: 97%) (Q3: 100%) (Q4: 100%)
Hult Center for Healthy Living - Youth Mental Health Matters	1. 85% of clients will demonstrate knowledge gain in subject areas addressed. (Q1: 88%) (Q2: 86.5%) (Q3: 89%) 2. 65% of clients will demonstrate positive behavior change for health improvement. (Q1: 79%) (Q2: 81.7%) (Q3: 83%)

#	Name	Average Score	Funding	Funding
			Requested	Recommendation
1	Prairie State Legal Services	37.50	\$ 30,000.00	\$ 30,000.00
2	Hult Center for Healthy Living/Youth Mental Health Matters	37.33	\$ 30,000.00	\$ 27,250.00
3	Central Illinois Friends/Peoria Community Prevention Program	37.17	\$ 30,000.00	\$ 27,250.00
4	UICOMP/Pediatric Resource Center/Specialized Medical Evaluations	36.64	\$ 29,949.07	\$ 27,000.00
5	Neighborhood House Association / Youth Education Program	36.25	\$ 30,000.00	\$ 22,500.00
6	Center for Prevention of Abuse	36.25	\$ 30,000.00	\$ 22,500.00
7	Boys and Girls Clubs of Greater Peoria/Public Service	35.83	\$ 30,000.00	\$ 22,500.00
8	Heart of Illinois Big Brothers Big Sisters/ Youth Mentoring Program	35.33	\$ 30,000.00	\$ 18,000.00
9	Crittenton Centers Crisis Nursery	35.33	\$ 30,000.00	\$ 18,000.00
10	Elite Community Outreach	34.50	\$ 30,000.00	\$ 18,000.00
11	Peoria Friendship House STEAMS Academy Program	34.33	\$ 30,000.00	\$ 13,500.00
12	FamilyCore/Multi-Services for Single Parents	34.08	\$ 16,321.50	\$ 10,000.00
13	George Washington Carver Association	33.91	\$ 30,000.00	\$ 13,500.00
14	Eastern Illinois Foodbank/Food as Medicine	29.33	\$ 18,000.00	
			\$	270,000.00

Estimated Total Funding Available: \$270,000

2027 CDBG Public Service Application Tentative Timeline

July

- **Week of July 13 – Press Release, Email Blast, website posting**

August

- **Monday, July 20 – Application Opens**
- **Week of July 27 - Mandatory Application Training Option 1 held**
- **Week of August 3 – Mandatory Application Training Option 2 held**
- **Thursday, August 20**
 - **2PM Application Closes**
- **Friday, August 21 to Friday August 28 – Staff reviews applications to determine eligibility**

September

- **Week of August 31 – Applications are assigned to the Commission after staff review**
- **Friday, September 18 – MANDATORY CDBG Application Clarification meeting at City Hall, Room 404, beginning at 8:30am.**

October

- **Friday, October 2 – Commission evaluations due**
- **Friday, October 16 – CDBG Public Service Commission meets for funding recommendations**

November

- **Tuesday, November 10 – City Council potentially approves funding recommendation**

Eligibility

No data saved

Case Id: 39510

Name: City of Peoria - 2027

Address: *No Address Assigned

Eligibility

The City of Peoria receives Community Development Block Grant (CDBG) funding each year from the U.S. Department of Housing and Urban Development (HUD). Up to 15% of the annual funding amount can be used to fund public services that serve City of Peoria residents residing in low-income households. This funding is available to not-for-profits, 501(c)3 organizations, and government agencies.

Please Note **only one application is allowed per agency** and the maximum request for funding is \$30,000 per application.

Please visit <https://www.peoriagov.org/205/CDBG-Public-Services> to review all of the edibility criteria and Frequently Asked Questions.

A mandatory application training will be offered at two dates and times: To be determined.

Each organization must attend at least one of these trainings to be eligible for funding. The same information will be presented at each training. If your organization is unable to attend either session, please contact grants@peoriagov.org by the end of the day on XXX to schedule an individual time for a training session. If the organization does not attend one session or contact staff by that date then the organization will be not eligible for funding.

If your organization is determined to be eligible by staff, there will be a mandatory clarification meeting on Friday, September 19. The meeting begins at 8:30 am and a specific time will be assigned to your agency prior to the meeting. An email will be sent to contact email provided in the application with your assigned time. Please make sure the email provided is the best contact for your organization.

Please be sure to review all eligibility criteria and frequently asked questions document at <https://www.peoriagov.org/205/CDBG-Public-Services>

Questions? Contact grants@peoriagov.org.

1. Does your program serve low-income residents of the City of Peoria?
2. There is only one application allowed per agency. Is this the only application your agency will be submitting?
3. Is your organization (or the lead agency) a not-for-profit, 501(c)3, or government agency?
NOTE: If your organization does not meet this requirement, you may partner with a qualifying "lead agency" that will serve as your fiscal agent.
4. Does your organization (or the lead agency) have a completed audit for its most recent fiscal year? (This must be a full audit. 990 forms do not meet this requirement.)
NOTE: If your organization does not meet this requirement, you may partner with a qualifying "lead agency" that will serve as

your fiscal agent.



IF YOU ANSWERED 'NO' TO ANY OF THE ABOVE QUESTIONS, YOUR ORGANIZATION DOES NOT QUALIFY FOR CDBG PUBLIC SERVICES FUNDING.

DRAFT

A. Applicant Agency Information

No data saved

Case Id: 39510

Name: City of Peoria - 2027

Address: *No Address Assigned

A. Applicant Agency Information

Please provide the following information.

A.1. Public Services Program Title

A.2. Organization

A.3. Contact Person

A.4. Title

A.5. Address

A.6. Phone Number

A.7. Email

A.8. If partnering with a lead agency, lead agency name:

A.9. Date of Incorporation:

A.10. Federal Employer Identification #:

A.11. City of Peoria EEO #

An EEO number shows that an organization has registered with the City of Peoria as an Equal Employment Opportunity organization. Please follow the instructions on [this form](#) to register. For more information on completing the form, please see this [instruction guide](#).

A.12. Agency Unique Entity Identifier (UEI):

All agencies receiving federal money must register for a UEI. In April 2022, the federal government phased out the use of the DUNS replacing it with the UEI. For more information please [click here](#).

A.13 SAM Cage Code # and Expiration

All agencies receiving federal money must register for a SAM Cage Code. Please visit www.sam.gov to register for free. Please also provide the expiration date of the SAM Cage Code. Agencies must have a DUNS number to register for a SAM Cage Code.

A.14. Agency Annual Operating Budget:

\$0.00

A.15. Number of Paid Staff:

A.16. Number of Volunteers:

B. Funding Requested

No data saved

Case Id: 39510

Name: City of Peoria - 2027

Address: *No Address Assigned

B. Funding Requested

Please provide the following information.

B.1. Requested Amount:

\$0.00

B.2. Total Project Budget:

\$0.00

B.3. Total CDBG Portion of Program Cost

(Cannot Exceed 50% of B.2. "Total Project Budget")

0.00%

B.4. CDBG National Objective (Select One)

B.5. Program Issue Area (Select One)

[Priorities to be listed here](#)

B.6. Provide a list of employees whose salaries and/or benefits/taxes will be funded by CDBG public services funding.

***Admin Salaries and Admin Benefits/Taxes cannot exceed 5% of funding request.**

Job Title	Annual Salary	Annual Cost of Benefits/Taxes	Percentage of Time Worked on Program	Admin or Non-Admin Staff
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B.7. Explain how CDBG funds will be used as shown in the above request. Provide details on program expenses and explain how the cost per unit of service and the cost per unduplicated client are reasonable for this program.

C. Program Information

No data saved

Case Id: 39510

Name: City of Peoria - 2027

Address: *No Address Assigned

C. Program Information

Please provide the following information.

C.1. Provide a brief program description in 2-3 sentences.

Provide a detailed program description. Be sure to address ALL of the following:

C.2. What need does your program address?

C.2a. What are the service/activity components of the program?

C.2b. Who is the target population?

C.2c. How is the program data-driven/evidence-based?

C.2d. How is the program an innovative/creative solution to the stated problem?

C.3. How does this program address the CDBG National Objective "Benefit to Low/Moderate Income Persons" (B.4.) and the selected Program Issue Area (B.5.)?

C.4. Describe how this program, and your agency overall, collaborate with other community organizations.

C.5. How many total unique, CDBG-eligible clients will be served annually?

C.6. What is the cost per client?

\$0.00

C.7. How many "unit of service" hours will be provided?

C.8. What is the cost per unit of service?

\$0.00

C.9. List 2-3 measurable program objectives. Keep the following in mind when preparing your objectives:

- State your objectives in quantifiable terms.
- State your objectives in terms of outcomes, not process.
- Objectives should specify the result of an activity
- Objectives should identify the target audience or community being served.
- Objectives need to be realistic and capable of being accomplished within the grant period.

C.10. How will program objectives be measured and evaluated?

C.11. How is this program either a (1) new or (2) expanded service, serving more people or providing additional services than have been provided in the past 12 months?

(Not required for programs who received 2025 CDBG Public Services funding)

C.12. If this program is currently in operation, report on goals and outcomes from the past 12 months.

C.13. What geographic area does the program serve? (Select citywide OR select list census tracts)

☐ City-wide

List census tracts:

C.14. Additional comments:

D. Financial Information

No data saved

Case Id: 39510

Name: City of Peoria - 2026

Address: *No Address Assigned

D. Financial Information

Please provide the following information.

D.1. If full funding is not received from this application, will the program still be offered?

If yes, what adjustments will be made?

D.2. What is your organization's experience in managing publicly funded projects (including federal, state, and/or local government funds)?

D.3. List funders for the last two years (including the City of Peoria, if applicable). Describe the type and frequency of monitoring. Describe any findings, the resolutions of those findings, and any monetary penalties incurred.

Funders	Monitoring Details
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D.4. Describe your organization's financial reporting system/accounting procedures and timekeeping system. How will your organization separate CDBG funds from other funds for identification, tracking, and reporting? Describe your organization's internal controls that minimize opportunities for fraud, waste, and mismanagement.

D.5. As a part of the application process, your agency must have conducted and must submit a copy of its most recent audit.

In the most recent audit, were any findings issued?

If yes, please explain all findings and corrective action taken.

D.6. Is your agency required to complete a Single Audit?

If yes, in your agency's most recent Single Audit, were any findings issued?

If yes, please explain all findings and corrective actions taken.

202~~65~~ Agency Budget (Revenue)
Revenue must match expenses

	Source (If Applicable)	Amount (\$)
	TOTAL AGENCY REVENUE:	\$0.00

202~~65~~ Agency Budget (Expenses)
Expenses must match revenue

	Source (If applicable)	AMOUNT (\$)
	TOTAL AGENCY EXPENSES:	\$0.00

202~~56~~ Program Budget (Revenue)
Revenue must match expenses

	Source (if applicable)	Amount (\$)
	TOTAL PROGRAM REVENUE:	\$0.00

202~~65~~ Program Budget (Expenses)
Expenses must match revenue

	Source (if applicable)	Amount (\$)
	TOTAL PROGRAM EXPENSES:	\$0.00

E. Demographics

No data saved

Case Id: 39510

Name: City of Peoria - 2027

Address: *No Address Assigned

E. Demographics

Please provide estimates for the following

E.1. Number of CDBG-Eligible Clients to Be Served by the Program Annually (from C.8.)

E.2. Demographics by Age:

	0

E.3. Demographics by Gender:

	0

E.4. Demographics by Race:

	0

E.5. Demographics by Ethnicity:

	0

F. Faith-Based Organizations

No data saved

Case Id: 39510

Name: City of Peoria - 2027

Address: *No Address Assigned

F. Faith-Based Organizations

Please provide the following information.

F.1. As outlined in HUD Notice SD-2016-01, faith-based organizations have the same opportunity to apply for federal funds as other organizations. In a program operated by a faith-based organization, explicitly religious activities must take place at a separate time and place from the HUD funded activity. The organization cannot require participation in any religious activities as a part of the funded activity, and the organization cannot discriminate against participants based on religion. If your organization is faith-based, briefly explain how your agency will demonstrate compliance with 24 CFR 570.200(j) which prohibits inherently religious activities and meet the criteria outlined above and in HUD Notice [SD-2016-01](#).

DRAFT

G. Conflict of Interest

No data saved

Case Id: 39510

Name: City of Peoria - 2026

Address: *No Address Assigned

G. Conflict of Interest

Please provide the following information.

As an applicant requesting funding, will any of your employees, agents, consultants, officers, or elected officials experience the following conflicts of interest:

G.1. Participate in the decision-making process for the approval of this application? (i.e., a City of Peoria City Council Member or a Member of the CDBG Public Services Advisory Commission)?

G.2. Have a personal financial interest or reap a financial benefit from this program/activity?

G.3. Have an interest in any contract, subcontract, or agreement with respect to this application either for themselves or those with whom they have family or business ties during the program year and for one year thereafter?

If you selected yes to any of the above, clearly describe the conflict below.

H. Required Documents

No data saved

Case Id: 39510

Name: City of Peoria - 2026

Address: *No Address Assigned

H. Required Documents

Please provide the following information.

Documentation

☐ **Financial Audit *Required**

**No files uploaded

☐ **Financial Single Audit**

**No files uploaded

☐ **IRS Tax Exempt Letter *Required**

**No files uploaded

☐ **List of Current Board Members *Required**

☐ **Written Policy Manual Specifying Approval Authority for Financial Transactions and Guidelines for Controlling Expenditures – Including cost allocation plan, cash management procedures, and procurement policy *Required**

☐ **Accounting Manual – Including procedures for the recording of transactions and a chart of accounts *Required**

☐ **Policies and Procedures Manual – Including Code of Ethics, Grievance Policy, Termination Policy, Information Technology Policy, Whistleblower Policy, Confidentiality Policy, Record Retention Policy *Required**

Submit

No data saved

Case Id: 39510

Name: City of Peoria - 2027

Address: *No Address Assigned

Submit

Once an application is submitted, it can only be "Reopened" by an Administrator.

I certify that the information contained in this application is true and correct; that it contains no misrepresentations, falsifications, intentional omissions, or concealment of material facts; and that the information given is true and complete to the best of my knowledge and belief. I agree to comply with all CDBG and City of Peoria requirements if funded. I have the authority and approval to submit this application on behalf of the organization.

Name

Signature

***Not signed*

Date

City of Peoria – 2027 Public Service Frequently Asked Questions

Application Process

1. Who is eligible to apply?

Organizations that apply must:

- Serve low-income residents of the City of Peoria
- Be a not-for-profit, 501(c)3, or a government agency
- Have completed a full audit (not a 990 form) for its most recent fiscal year

If your organization does not meet one or both of the last two requirements, you may partner with a qualifying “lead agency” that will serve as your fiscal agent.

The program for which you are applying must meet one of the following categories:

- To be determined

2. How do I apply?

Go to <https://www.peoriagov.org/205/CDBG-Public-Services>

You may also go directly to <https://portal.neighborlysoftware.com/PEORIAIL/Participant> . If you have not already done so, you will need to register with an email address and password, then you will be able to sign in and begin your application.

3. How long do I have to apply?

The application period starts on Monday, July 20 at 8 am. It closes on Thursday, August 20 at 2 pm.

4. Is the application training mandatory?

Yes, there is a mandatory application training session to ensure all applicants have the required information to apply. There are two options to attend:

Dates and Times to be finalized

If your organization is unable to attend either of these dates, please contact staff by 5 pm on **XXX (the second training date)** to arrange for a separate session for your staff. If you do not contact staff prior to the time, your organization will not be eligible for funding.

5. Who do I contact for assistance with my application?

In addition to the mandatory application training sessions, you may also contact grants@peoriagov.org or 309-494-8600 at any time with questions about your application.

If you need technical assistance with the application website, Neighborly Software, you can contact support@neighborlysoftware.com (M-F, 7:30 am – 6:00 pm).

City of Peoria – 2027 Public Service Frequently Asked Questions

6. What happens after I submit my application?

Each application will be screened by City staff for basic eligibility requirements such as a fully completed application, all required documents submitted, and financial request for eligible expenses. All applications that pass the initial screening will be forwarded to the CDBG Public Services Advisory Commission for their review (see <https://www.peoriagov.org/546/CDBG-Public-Services-Advisory-Commission> for more information on this commission).

Agencies must present at a mandatory meeting of the CDBG Public Service Commission on Friday, September 19. The meeting begins at 8:30 am and a specific time will be assigned to your agency prior to the meeting. An email will be sent to contact email provided in the application with your assigned time.

The presenters should be knowledgeable about the program information and the financial information for the program.

The commissioners will then complete evaluation forms for each application. Based on their evaluations, they will tentatively vote on funding recommendations at their regular commission meeting on Friday, October 17th at 8:30 am. Please check the [commission website](#) for any changes to the commission schedule. Their recommendations will be sent to City Council for approval.

7. What is an EEO number, and how do I get one?

An EEO number shows that an organization has registered with the City of Peoria as an Equal Employment Opportunity organization. Please follow the instructions on this form to register: <https://www.peoriagov.org/DocumentCenter/View/6004/Employer-Report-CC-1-PDF?bidId=>

If more information is needed about completing the form, please see this instruction guide: <https://www.peoriagov.org/DocumentCenter/View/542/Employer-Report-Form-CC-1-Instructions-PDF?bidId=>

8. What are a Unique Entity ID and SAMs Cage Code number, and how do I get them?

All agencies receiving federal money must register for a Unique Entity ID and a SAMs Cage Code. It is free to register. Please visit www.sam.gov to register. Please also provide the expiration date of the SAMs Cage Code Number.

City of Peoria – 2027 Public Service Frequently Asked Questions

Funding

9. Is there a match requirement?

The CDBG Public Services funding cannot exceed 50% of the total program budget.

10. How much funding can I request, and what expenses are (or are not) eligible?

Funding requests can include direct service staff salaries, benefits, and taxes as well as a limited amount of administrative staff salaries, benefits, and taxes.

Please note:

- Administrative staff salaries, benefits, and taxes cannot exceed 5% of the funding request.
- The total funding request must be between \$10,000 and \$30,000.

11. How is funding disbursed?

Funding is reimbursement-based only.

12. What is the total amount of funding available?

We anticipate that approximately \$270,000 will be available; however, this is dependent on the budget passed by Congress, and final award amounts may not be known until several months into 2027.

13. What is the source of funding?

This funding comes from the U.S. Department of Housing and Urban Development (HUD) through its Community Development Block Grant (CDBG) program. The City of Peoria receives an annual allocation of CDBG funds every year, and up to 15% of this funding may be used for Public Services.

If my program is selected...

14. What are the reporting requirements?

Funded programs will be responsible for collecting demographic information about their clients as well as information on the goals and outcomes stated in their application. These reports will be submitted quarterly along with financial documentation. Funded programs will receive additional information, documentation, and training on reporting requirements after funding decisions are made. Please see the example reports on the City website for more information.

15. What are the monitoring requirements?

All subrecipients will be responsible for keeping detailed client files with demographic information and outcomes for each individual client served. City staff may contact your organization to conduct a monitoring visit and to send required documents to staff. Please see the example Monitoring Checklist on the City website for more information.

16. How long do I have to spend the money?

The grant will pay for expenses incurred between January 1st, 2027 and December 31st, 2027.

Reviewer Name: _____

Program Name: _____

Evaluation Criteria	Mark Score (Low > High)					
	0	1	2	3	4	5
1. Project activities are clearly defined and described. <i>See Application Items: C.1., C.2., C.12., C.13., C.14., C.15</i>						
2. Need for program is clearly identified. <i>See Application Items: C.1., C.2., C.3., C.4., C.7., C.8., C.12., C.13., C.14., C.15</i>						
3. Program provides a data-driven, evidence-based, innovative, and/or creative solution. <i>See Application Items: C.1., C.2., C.3., C.4., C.7., C.12., C.13., C.14., C.15</i>						
4. Program outputs and outcomes are reasonable and connected to client needs. <i>See Application Items: C.8., C.9., C.10., C.11., C.12., C.13., C.14., C.15</i>						
5. Evaluate the history of publicly funded project management, including monitoring record. <i>See Application Items: D.2., D.3., D.4., D.5., D.6.</i>						
6. Organization has the necessary financial management capacity. <i>See Application Items: Section D</i>						
7. The funding request is clear and reasonable, and the budgets are balanced. <i>See Application Items: B.1., B.2., B.3., B.6., B.7.; Section D</i>						
Total Score = _____ /35						