

**VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL MEETING
SEPTEMBER 6, 2011 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
Community Planning Grant for Zoning Ordinance and Subdivision Regulations	✓ Resolution Ordinance Motion Discussion Only	Tom Dabareiner, AICP Community Development Director

SYNOPSIS

A resolution has been prepared to authorize submission of a grant application to the Housing and Urban Development Department (HUD) requesting federal funding in the amount of \$100,000 to support the re-write of the Downers Grove zoning ordinance and subdivision control ordinance contemplated by the draft Comprehensive Plan.

STRATEGIC PLAN ALIGNMENT

The Goals for 2011-2018 identified *Exceptional Municipal Services*.

FISCAL IMPACT

The total estimated project costs are \$170,000. The grant is for \$100,000. The Village's match is \$70,000 of which \$20,000 is budgeted in the 2011 budget and will be rebudgeted in 2012 if not used this year. The remaining \$50,000 of the match will be provided as in-kind match from the completed 2008 Downtown Pattern Book study.

RECOMMENDATION

Approval on the September 6, 2011 consent agenda.

BACKGROUND

The Village of Downers Grove is requesting funding to support the submission of a grant application to HUD for re-writing the zoning ordinance and subdivision regulations. The total grant request is \$100,000. The Village will be providing \$70,000 in matching funds (\$20,000 in the 2011 budget and \$50,000 in-kind).

The grant, if awarded, will help the Village of Downers Grove to re-write the zoning and subdivision ordinances. These projects are tentatively identified for 2012 for implementation of the Comprehensive Plan. The re-write would include improving sustainable development patterns consistent with the policies described in the draft plan.

On July 27, 2011, the grant application was made available. The application is due on September 9, 2011.

ATTACHMENT

Resolution

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING SUBMITTAL OF GRANT APPLICATION TO THE
HOUSING AND URBAN DEVELOPMENT DEPARTMENT
COMMUNITY PLANNING CHALLENGE GRANT**

WHEREAS, the Village of Downers Grove, an Illinois municipal corporation, has developed a community planning challenge grant application for funding to support the re-write of the Downers Grove Zoning Ordinance and Subdivision Control Ordinance; and

WHEREAS, the Village Council has reviewed said preliminary grant application conditions, and has authorized the filing of said application with the Housing and Urban Development Department (HUD).

NOW, THEREFORE, be it resolved by the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the Village of Downers Grove submit the community planning challenge grant application of the Village of Downers Grove for funding to support the re-write of the Downers Grove Zoning Ordinance and Subdivision Control Ordinance to the Housing and Urban Development Department.

2. That the Village of Downers Grove agrees to the conditions and requirements listed in the grant application.

3. That this resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

Opportunity Title:	Community Challenge Planning Grant Program
Offering Agency:	US Department of Housing and Urban Development
CFDA Number:	14.704
CFDA Description:	Community Challenge Planning Grants and the Department
Opportunity Number:	FR-5500-N-33
Competition ID:	CCPG-33
Opportunity Open Date:	07/27/2011
Opportunity Close Date:	09/09/2011
Agency Contact:	Sunaree K. Marshal , Office of Sustainable Housing and Communities, telephone number 202-402-6011 (this is not a toll-free number,) or e-mail Sunaree.K.Marshall@hud.gov. If you are a hearing- or speech-impaired person, you may reach the above telephone number via FTY by calling the toll-free Federal Information Relay Service

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name:

Mandatory Documents

HUD Facsimile Transmittal

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Application For Federal Assistance (SF-424)

Optional Documents

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Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Disclosure of Lobbying Activities (SF-ILL) Attachments
Faith Based EEO Survey
HUD Applicant-Recipient Disclosure Report

Instructions

- 1** Enter a name for the application in the Application Filing Name field.

 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.

 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
 - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
 - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3** Click the "Save & Submit" button to submit your application to Grants.gov.

 - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
 - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
 - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
 - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
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* 3. Date Received: Completed by Grants.gov upon submission.	4. Applicant Identifier: <input type="text"/>
--	---

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
---	--

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
--	--

8. APPLICANT INFORMATION:

*** a. Legal Name:**

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="36-6005857"/>	* c. Organizational DUNS: <input type="text" value="0308995120000"/>
---	--

d. Address:

* Street1: <input type="text" value="801 Burlington Avenue"/>
Street2: <input type="text"/>
* City: <input type="text" value="Downers Grove"/>
County/Parish: <input type="text"/>
* State: <input type="text" value="IL: Illinois"/>
Province: <input type="text"/>
* Country: <input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code: <input type="text" value="60515-4782"/>

e. Organizational Unit:

Department Name: <input type="text"/>	Division Name: <input type="text"/>
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f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <input type="text" value="Mrs."/>	* First Name: <input type="text" value="Kathleen"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="DesMarteau"/>	
Suffix: <input type="text"/>	

Title:

Organizational Affiliation:

* Telephone Number: <input type="text" value="630-434-5580"/>	Fax Number: <input type="text" value="630-434-5571"/>
--	--

*** Email:**

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.704

CFDA Title:

Community Challenge Planning Grants and the Department of Transportation's TIGER II Planning Grants

*** 12. Funding Opportunity Number:**

FR-5500-N-33

* Title:

Community Challenge Planning Grant Program

13. Competition Identification Number:

CCPG-33

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Rewrite of the Downers Grove, Illinois Zoning Ordinance and subdivision Control Ordinance including sustainable form based codes and green infrastructure.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="100,000.00"/>
* b. Applicant	<input type="text" value="20,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="50,000.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="170,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

**Applicant/Recipient
Disclosure/Update Report**

U.S. Department of Housing
and Urban Development

OMB Number: 2510-0011
Expiration Date: 10/31/2012

Applicant/Recipient Information

* Duns Number: 0308995120000

* Report Type: INITIAL

1. Applicant/Recipient Name, Address, and Phone (include area code):

* Applicant Name:

Village of Downers Grove

* Street1: 801 Burlington Avenue

Street2:

* City: Downers Grove

County:

* State: IL: Illinois

* Zip Code: 60515-4782

* Country: USA: UNITED STATES

* Phone: 630-434-5580

2. Social Security Number or Employer ID Number: 36-6005857

* 3. HUD Program Name:

Community Challenge Planning Grants and the Department of Transportation's TIGER II Planning Grants

* 4. Amount of HUD Assistance Requested/Received: \$ 100,000.00

5. State the name and location (street address, City and State) of the project or activity:

* Project Name: Downers Grove Zoning & Subdivision Control Ordinance Rewrite

* Street1: 801 Burlington Avenue

Street2:

* City: Downers Grove

County:

* State: IL: Illinois

* Zip Code: 60515-4782

* Country: USA: UNITED STATES

Part I Threshold Determinations

* 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).

Yes No

* 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1-Sep. 30)? For further information, see 24 CFR Sec. 4.9

Yes No

If you answered " No " to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form.

However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

(Note: Use Additional pages if necessary.)

Add Attachment

Delete Attachment

View Attachment

Part III Interested Parties. You must decide.

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

* Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	* Social Security No. or Employee ID No.	* Type of Participation in Project/Activity	* Financial Interest in Project/Activity (\$ and %)
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %

(Note: Use Additional pages if necessary.)

Add Attachment

Delete Attachment

View Attachment

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation. I certify that this information is true and complete.

* Signature:

* Date: (mm/dd/yyyy)

Survey on Ensuring Equal Opportunity For Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Purpose:

The Federal government is committed to ensuring that all qualified applicants, small or large, non-religious or faith-based, have an equal opportunity to compete for Federal funding. In order for us to better understand the population of applicants for Federal funds, we are asking nonprofit private organizations (not including private universities) to fill out this survey.

Upon receipt, the survey will be separated from the application. Information provided on the survey will not be considered in any way in making funding decisions and will not be included in the Federal grants database. While your help in this data collection process is greatly appreciated, completion of this survey is voluntary.

Instructions for Submitting the Survey

If you are applying using a hard copy application, please place the completed survey in an envelope labeled "Applicant Survey." Seal the envelope and include it along with your application package. If you are applying electronically, please submit this survey along with your application.

Applicant's (Organization) Name:	Village of Downers Grove
Applicant's DUNS Name:	0308995120000
Federal Program:	Community Challenge Planning Grant Program
CFDA Number:	14.704

1. Has the applicant ever received a grant or contract from the Federal government?

Yes No

2. Is the applicant a faith-based organization?

Yes No

3. Is the applicant a secular organization?

Yes No

4. Does the applicant have 501(c)(3) status?

Yes No

5. Is the applicant a local affiliate of a national organization?

Yes No

6. How many full-time equivalent employees does the applicant have? (Check only one box).

3 or Fewer 15-50

4-5 51-100

6-14 over 100

7. What is the size of the applicant's annual budget? (Check only one box.)

Less Than \$150,000

\$150,000 - \$299,999

\$300,000 - \$499,999

\$500,000 - \$999,999

\$1,000,000 - \$4,999,999

\$5,000,000 or more

Survey Instructions on Ensuring Equal Opportunity for Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Provide the applicant's (organization) name and DUNS number and the grant name and CFDA number.

1. Self-explanatory.
2. Self-identify.
3. Self-identify.
4. 501(c)(3) status is a legal designation provided on application to the Internal Revenue Service by eligible organizations. Some grant programs may require nonprofit applicants to have 501(c)(3) status. Other grant programs do not.
5. Self-explanatory.
6. For example, two part-time employees who each work half-time equal one full-time equivalent employee. If the applicant is a local affiliate of a national organization, the responses to survey questions 2 and 3 should reflect the staff and budget size of the local affiliate.
7. Annual budget means the amount of money your organization spends each year on all of its activities.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this

information collection is **1890-0014**. The time required

to complete this information collection is estimated to average five (5) minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: The Agency Contact listed in this grant application package.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
0348-0046

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
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4. Name and Address of Reporting Entity:

Prime SubAwardee

* Name:

* Street 1: Street 2:

* City: State: Zip:

Congressional District, if known:

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. * Federal Department/Agency: <input type="text" value="Department of Defence/U.S. Dept of HUD"/>	7. * Federal Program Name/Description: <input type="text" value="Community Challenge Planning Grants and the Department of Transportation's TIGER II Planning Grants"/> CFDA Number, if applicable: <input type="text" value="14.704"/>
---	--

8. Federal Action Number, if known: <input type="text"/>	9. Award Amount, if known: \$ <input type="text"/>
--	--

10. a. Name and Address of Lobbying Registrant:

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

b. Individual Performing Services (including address if different from No. 10a)

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* Signature:

* Name: Prefix * First Name Middle Name

* Last Name Suffix

Title: Telephone No.: Date:

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment

The Village of Downers Grove Community Planning Challenge Grant Application

Project Abstract

Project Title: Downers Grove Zoning Ordinance and Subdivision Control Ordinance Re-write.

Project Objectives and Expected Results:

1. Update the Village's zoning ordinance. This update will include the following:
 - a. Remove barriers to transit-oriented development around the Village's three train stations;
 - b. Encourage sustainable development patterns (e.g., encourage redevelopment of existing neighborhoods and commercial areas);
 - c. Use of Form-Based codes for the downtown area;
 - d. Remove barriers to green infrastructure and alternative energy infrastructure – including allowing for small-scale solar and wind energy generation on residential and commercial properties;
 - e. Review of approval processes to balance needs of community versus developers.
2. Update the subdivision ordinance. This update will include the following:
 - a. Review of the Village's infrastructure requirements;
 - b. Encourage re-use of existing neighborhoods and infrastructure;
 - c. Review of approval processes to balance needs of community versus developers.

Lead Applicant: Village of Downers Grove, Illinois

Contact: Jeff O'Brien, AICP; 630.434.5520; jobrien@downers.us

2010 Population: 47,833 (from US Census)

FY 2011 Budget: \$107,471,927 (\$40,700,000 General Fund)

Requested Amount: \$100,000

Village Match: \$70,000 - \$20,000 (FY 2011 Budget – see attached fund summary for Community Development Department), \$50,000 (In-kind service 2008 Downtown Pattern Book study – see attached Purchase Order Dated 6/2/2008)

Location: DuPage County, Illinois; Congressional District – Illinois Districts 6 & 13

Project Narrative

The Village of Downers Grove, Illinois is a suburban community approximately 22 miles from Downtown Chicago. The Village has a population of 47,833 according to the 2010 United States Census. Downers Grove is a mature, mostly built-out community with three commuter rail stations and direct access to two Interstate highways (Interstate 355 and Interstate 88).

The Village of Downers Grove has not had a comprehensive update of its land development regulations since 1965. The current regulations assume a community that is expanding its territory. This trend is no longer the case for Downers Grove. As such, in instances, re-use and redevelopment in older neighborhoods can be time consuming and have negative impacts on the existing neighborhood character.

The community is nearing the end of a two-year comprehensive planning process. As such, Downers Grove will be updating its land use ordinances to achieve the goals of the comprehensive plan. The project area would be the entire Village (see attached map).

The goals of the project are:

1. Modernize the zoning ordinance and subdivision ordinance to reflect the built-out nature of the community.
2. Foster sustainable development practices including transit-oriented development and form-based codes.
3. Remove barriers to use of environmentally-friendly (“green”) infrastructure and practices.

The objectives of the proposed project are:

1. Update the Village’s zoning ordinance. This update will include the following:
 - a. Remove barriers to transit-oriented development around the Village’s three train stations;
 - b. Encourage sustainable development patterns (e.g., encourage redevelopment of existing neighborhoods and commercial areas);
 - c. Use of Form-Based codes for the downtown area;
 - d. Remove barriers to green infrastructure and alternative energy infrastructure – including allowing for small-scale solar and wind energy generation on residential and commercial properties;
 - e. Review of approval processes to balance needs of community versus developers.
2. Update the subdivision ordinance. This update will include the following:
 - a. Review of the Village’s infrastructure requirements;
 - b. Encourage re-use of existing neighborhoods and infrastructure;
 - c. Review of approval processes to balance needs of community versus developers.

3. Review of other municipal code sections (including building and property maintenance codes) to identify and correct provisions that are in conflict with the goals of this project.

The desired outcomes of the project are:

1. Strengthen existing neighborhoods.
2. Encourage re-investment in existing housing stock and infrastructure.
3. Revitalize existing commercial areas by redeveloping under-used parking areas in existing shopping centers.
4. Maintain healthy office and industrial employers in the community's existing office and industrial parks.
5. Increase the number of residential units around the Village's commuter rail stations.
6. Increase ridership from each of the rail stations.
7. Encourage private investment in alternative energy sources.
8. Remove barriers to housing near mass transit stations.

Implementation:

The project is supported by the Village's updated Comprehensive Plan, which was created during a two-plus year process that included opportunities for public participation at more than 20 open meetings, paper and internet-based surveys and online mapping tools.

Work Plan:

The Village of Downers Grove will work with a private consulting firm to review the existing regulations, study the effects of proposed changes and propose new provisions that accomplish the goals and objectives of the project. The project will consist of three major activities – Data Collection, Specific Studies and Code Drafting. All elements will include review by Village staff, a private consultant, appointed officials, elected officials and the public. More detail about each activity is provided below:

1. *Data Collection.* This task will identify current development patterns for all land use categories. The objective of data collection is to determine what development regulations could be modified to meet the overall project goals. The existing trends will be presented to the public at least once for input and refinement.
2. *Specific Studies.* This task will examine modifications to specific areas of the community to achieve the major goals of the project. Specifically, studies will be conducted of the areas surrounding the three commuter rail stations to remove barriers to and encourage transit-oriented development. Additionally, a study will be conducted for Downtown Downers Grove for use of a form-based code. Finally, a study of the impacts of encouraging green technology will be conducted. The studies will be presented to the public for comment and refinement.

3. *Code Drafting.* This task will present specific modifications to the text of the zoning and subdivision ordinances. The language will be drafted by a private consultant and Village staff. Draft provisions will be vetted through the public in public hearings conducted by the Downers Grove Plan Commission. Final adoption of the regulations will be reviewed by the Downers Grove Village Council after receiving a recommended draft from the Plan Commission.

Public Participation:

The community will seek to gather input by inviting the public to meetings and hearings. Additionally, the materials will be published on the Village's internet site and the Downers Grove Public Library. Each stage of the project will include at least one presentation to the public. Notices of the meetings will be made on Local Access Cable Channel 6, publication in Village Newsletters, use of social media tools (e.g., Facebook and Twitter), publication in traditional print materials and announcements on the Village's internet site.

Schedule:

The project is anticipated to take approximately 24 months. Project start date would be January 2012 with completion in December 2013. A detailed project schedule is provided below:

1. December 2011 - Issue a Request for Proposal outlining goals and objectives of the project. (Responsible Parties: Village Staff)
2. January 2012 – Select consultant, refine project scope and approve contract.
 - a. Conduct project initiation meeting with consultant, staff and Downers Grove Plan Commission. (Responsible Parties: Plan Commission, Village Staff and Consultant)
 - b. Provide opportunity for public comment.
3. February 2012-May 2012 – Data Collection.
 - a. March 2012 – Village review of initial findings. (Responsible Parties: Village Staff and Consultant)
 - b. April 2012 – Present existing conditions report to Downers Grove Plan Commission and public for review and comment. (Responsible Parties: Village Staff and Consultant)
 - c. May 2012 – Present refinements to existing conditions report to Downers Grove Plan Commission and public. (Responsible Parties: Village Staff and Consultant)
4. June 2012-September 2012
 - a. June 2012 – Conduct study and analysis to reduce barriers to transit-oriented development for Belmont, Fairview and Main Street train stations. (Responsible Parties: Consultant)
 - b. July 2012 – Conduct feasibility study and analysis for use of form-based code in Downtown Downers Grove. Study will use the 2008 Downtown

- Pattern Book as a reference and base building/urban design study.
(Responsible Parties: Consultant)
- c. August 2012-September 2012 – Conduct study of potential to use green technologies in residential and commercial areas. Analyze impacts of green technologies on the community’s environment and neighborhood character. (Responsible Parties: Consultant)
5. September 2012-December 2012 – Draft new zoning and subdivision regulations.
 - a. September 2012 – Present findings and recommendations from transit-oriented development study to Plan Commission and the public for comments. (Responsible Parties: Plan Commission, Village Staff and Consultant)
 - b. October 2012 – Present findings and recommendations from Downtown form-based code study to Plan Commission and the public for comments. (Responsible Parties: Plan Commission, Village Staff and Consultant)
 - c. November 2012 – Present findings and recommendations regarding green technologies and sustainability improvements to Plan Commission and public for comments. (Responsible Parties: Plan Commission, Village Staff and Consultant)
 - d. December 2012 – Finalize draft documents for presentation at public hearings. (Responsible Parties: Village Staff and Consultant)
 6. January 2013-May 2013 – Public Hearings for Draft Regulations
 - a. January 2013 – Present zoning ordinance general regulations, procedures and definitions to Plan Commission and public for review and comment. (Responsible Parties: Plan Commission, Village Staff and Consultant)
 - b. February 2013 – Present zoning ordinance residential regulations to Plan Commission and public for review and comment. (Responsible Parties: Plan Commission, Village Staff and Consultant)
 - c. March 2013 – Present zoning ordinance commercial and industrial regulations to Plan Commission and public for review and comment. (Responsible Parties: Plan Commission, Village Staff and Consultant)
 - d. April 2013 – Present draft subdivision regulations to Plan Commission and public for review and comment. (Responsible Parties: Plan Commission, Village Staff and Consultant)
 - e. May 2013 – Finalize drafts of zoning and subdivision regulations.
 - i. Present final drafts to Plan Commission and public for comments. (Responsible Parties: Plan Commission, Village Staff and Consultant)
 - ii. Plan Commission makes final recommendations to Village Council. (Responsible Parties: Plan Commission and Village Staff)
 7. June 2013-September 2013 – Village Council review of draft regulations.
 - a. June 2013 – Draft zoning regulations presented to Village Council for initial review and comments. (Responsible Parties: Village Council, Village Staff and Consultant)

- b. July 2013 – Draft subdivision regulations presented to Village Council for initial review and comments. (Responsible Parties: Village Council, Village Staff and Consultant)
 - c. August 2013 – Village Council holds first reading for updated zoning and subdivision regulations. (Responsible Parties: Village Council, Village Staff and Consultant)
 - d. September 2013 – Village Council holds final consideration of and adopts updated zoning and subdivision regulations with an effective date 90 days from approval. (Responsible Parties: Village Council, Village Staff and Consultant)
8. October 2013-November 2013 – Village educates public on adoption of regulations and prepares for implementation. (Responsible Parties: Village Staff and Consultant)
 9. December 2013 – Regulations become effective.

The Village of Downers Grove will be responsible for successful execution of the project. Village staff will spearhead the project, coordinate meetings, maintain the project records, keep the project on schedule and implement the adopted regulations. The private consultant will be responsible for the majority of the data collection, preparation and analyzing studies, drafting of the regulations and presentation of materials to the Plan Commission and Village Council. The Plan Commission, an appointed body, will be responsible for collecting public input and making recommendations to the Village Council on final drafts. The Village Council, an at-large elected body, will ultimately update zoning and subdivision regulations.

During drafting of the regulations, Village staff will evaluate the review and approval process based on the number of participants and amount of public input received. If inadequate levels of feedback are received the Village will look for alternative methods to attract public input. Village staff will conduct routine meetings with the private consultant to evaluate the project's progress.

Once the project is completed, the development regulations will be evaluated every five years to monitor their success. The items that will be evaluated are as follows:

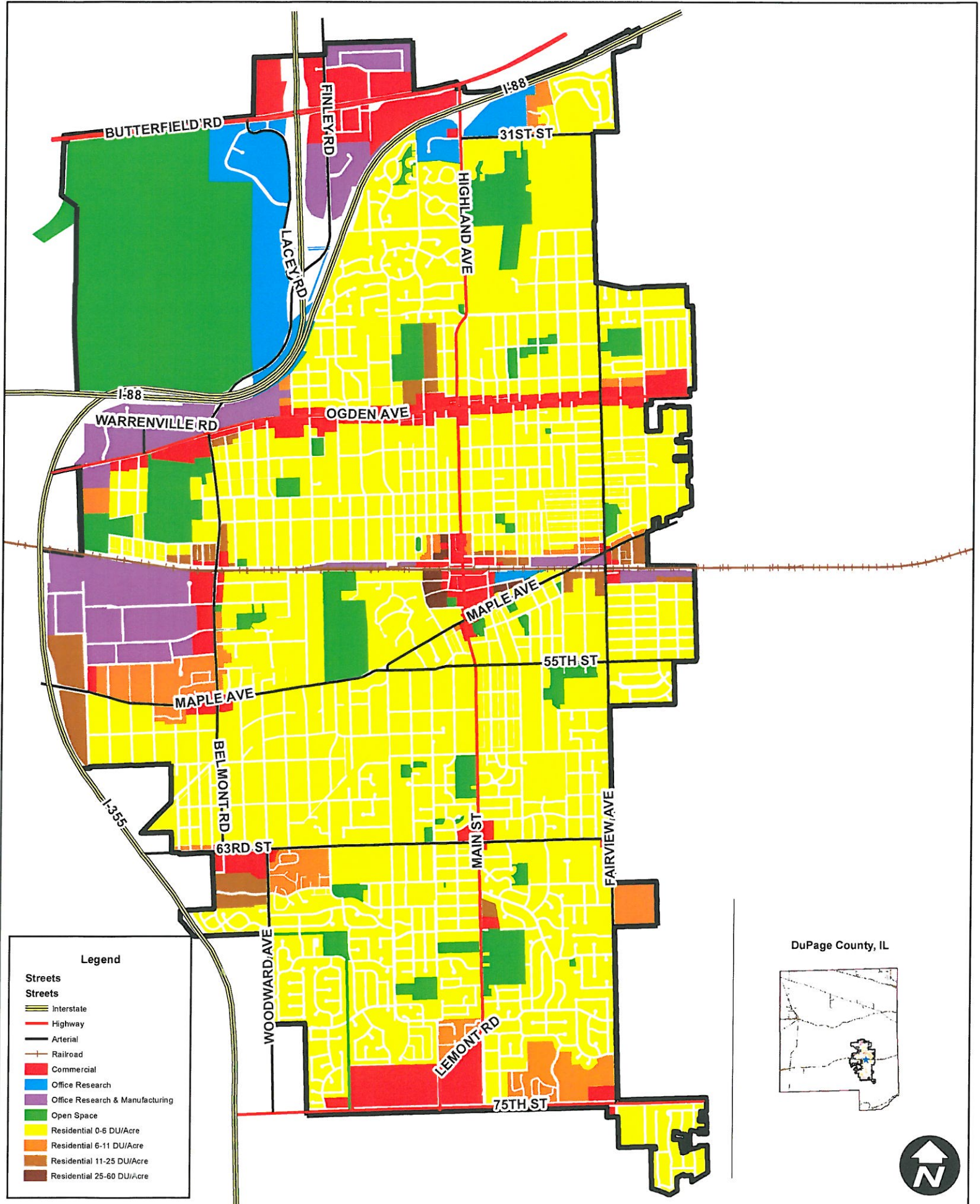
1. Number of new housing units within one-quarter mile of a commuter rail station;
2. Number of affordable housing units within one-quarter mile of a commuter rail station;
3. Square footage of new/remodeled commercial space within one-quarter mile of a commuter rail station;
4. Square footage of new/remodeled commercial space in existing shopping centers.
5. Increase/Decrease of open space throughout the Village;
6. Number of permits for green technologies such as green roofs, solar panels, wind-powered energy generation units on private properties.

The Village anticipates that there will be several obstacles to achieving a successful project. Those obstacles are:

1. Collecting input from minority and low-income populations within Downers Grove. Village will reach out to service organizations to garner more public input from their constituents. Additionally, the Village will specifically seek input directly from those service organizations.
2. Public input and elected and appointed officials may not support all of the goals of the project. Village staff and consultant will provide educational background on benefits of sustainable development practices at the project initiation. Additionally, Village staff will use the principles adopted in the Comprehensive Plan to identify and minimize these conflicts.

The project will help to maintain a balance in housing choices in Downers Grove by encouraging re-investment in the existing housing stock and creation of new housing opportunities within one-quarter mile of mass transit stations. The project will also help to increase job and shopping opportunities near residential areas.

Downers Grove, Illinois - Project Area

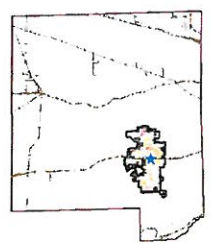


Legend

Streets

- Interstate
- Highway
- Arterial
- Railroad
- Commercial
- Office Research
- Office Research & Manufacturing
- Open Space
- Residential 0-6 DU/Acre
- Residential 6-11 DU/Acre
- Residential 11-25 DU/Acre
- Residential 25-60 DU/Acre

DuPage County, IL



Community Development Department

Description of Responsibilities and Services:

The Community Development Department is comprised of the Planning and Code Compliance Divisions. The Planning Division is responsible for providing land use assistance and guidance to Downers Grove businesses, developers and residents. The Division acts as liaison to the Plan Commission, Zoning Board of Appeals and Architectural Design Review Board by providing information, planning expertise, and recommendations regarding issues of land development. Through the administration and enforcement of the Village's Zoning, Subdivision and Historic Preservation Ordinances, the Division strives to ensure that development within the Village is efficient, aesthetic, and in conformance with sound planning practices. The Division manages the temporary use review and approval process. The Planning Division shares plan review responsibility with Code Compliance Division.

Code Compliance Division is responsible for coordinating most building plan review and development-related inspection services among several Departments. Services include code enforcement, plan review, and electrical, mechanical, plumbing and building inspections. The Division conducts inspections of existing buildings and infrastructure to ensure the safety of building inhabitants and those dependent upon the infrastructure. The Division works closely with anyone who builds a new structure or structurally modifies an existing one. Signage reviews and inspections are conducted within the Department. The Department also contracts for elevator inspections and assistance with stormwater/wetland reviews.

2010 Highlights:

- Analysis of the annexation policies and potential for the Village.
- Initiation of the new Comprehensive Plan for the Village.

2011 Objectives:

Continue to work towards the Village's Strategic Goals of *Top Quality Infrastructure & Facilities*; *Strong, Diverse Local Economy*; *Preservation of Our Residential and Neighborhood Character*; *Authentic Downtown - The Heart of Our Community*; and *becoming a Steward of Financial & Environmental Sustainability* by accomplishing the following:

- Complete the Comprehensive Plan and initiate an update to the Zoning Ordinance as its primary implementation tool.
- Initiate the process of updating our Building Codes to 2009 (for adoption in 2012).
- Rely on seasonal code compliance help, instead of expansion of full time in-house staff, as the economy improves.
- Pursue small annexation areas (<60 acres).

Fiscal Year 2011 Adopted Budget

	FY2007	FY2008	FY2009	FY2010	FY2010	FY2011	FY2012	FY2013	FY2014
	Actual	Actual	Actual	Budget	Estimate	Adopted	Projection	Projection	Projection
51-Personnel	1,421,252	1,561,574	1,437,045	1,476,215	1,404,990	1,425,337	1,473,085	1,516,954	1,562,088
52-Supplies	8,371	9,659	11,461	10,650	5,300	10,350	7,000	10,950	6,450
53-Professional & Tech Services	67,331	84,528	136,512	153,122	162,450	95,500	105,000	87,160	88,670
54-Other Contractual Services	14,196	205	445	500	500	500	500	550	550
56-Claims, Grants, & Debt	61,824	148,683	73,383	56,125	36,125	48,874	52,903	56,330	56,110
57-Controlled Assets	-	-	-	-	-	-	-	-	-
58-Capital Assets	-	-	-	-	-	-	-	-	-
59-Other Financial Uses	-	-	-	-	-	-	-	-	-
Total Expenses	1,572,974	1,804,648	1,658,846	1,696,612	1,609,365	1,580,561	1,638,488	1,671,944	1,713,868

Grant Application Detailed Budget Worksheet

(Exp. 08/31/2011)

Name and Address of Applicant:

Public reporting burden for this collection of information is estimated to average 3 hours 12 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. Information collected will provide proposed budget data for multiple programs. HUD will use this information in the selection of applicants. Response to this request for information is required in order to receive the benefits to be derived. The information requested does not lend itself to confidentiality.

Category Detailed Description of Budget (for full grant period)												
1. Personnel (Direct Labor)	Estimated Hours	Rate per Hour	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Position or Individual												
Community Development Director	486	\$54.00	\$26,244	\$0	\$26,244							
Village Attorney	80	\$56.00	\$4,480	\$0	\$4,480							
Planning Manager	486	\$38.00	\$18,468	\$0	\$18,468							
Planner	80	\$32.00	\$2,560	\$0	\$2,560							
Planner	80	\$32.00	\$2,560	\$0	\$2,560							
Assistant Village Attorney	80	\$40.00	\$3,200	\$0	\$3,200							
			\$0									
			\$0									
			\$0									
			\$0									
Total Direct Labor Cost			\$57,512	\$0	\$57,512	\$0	\$0	\$0	\$0	\$0	\$0	
2. Fringe Benefits	Rate (%)	Base	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
			\$0									
			\$0									
			\$0									
			\$0									
			\$0									
			\$0									
			\$0									
Total Fringe Benefits Cost			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
3. Travel												
3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
			\$0									
			\$0									
			\$0									
			\$0									
			\$0									
			\$0									
Subtotal - Trans - Local Private Vehicle			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

Grant Application Detailed Budget Worksheet

Detailed Description of Budget											
				HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
3b. Transportation - Airfare (show destination)	Trips	Fare	Estimated Cost								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Transportation - Airfare			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3c. Transportation - Other	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Transportation - Other			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3d. Per Diem or Subsistence (indicate location)	Days	Rate per Day	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Per Diem or Subsistence			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Travel Cost			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4. Equipment (Only items over \$5,000 Depreciated)	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
Total Equipment Cost			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

Detailed Description of Budget

5. Supplies and Materials (Items under \$5,000 Depreciated Value)

5a. Consumable Supplies	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Consumable Supplies			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5b. Non-Consumable Materials	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Non-Consumable Materials			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Supplies and Materials Cost			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

6. Consultants (Type)	Days	Rate per Day	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Planning/Zoning Consultant	390	\$200.00	\$78,000	\$ 100,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -
Outside Attorney Review	60	\$300.00	\$18,000								
			\$0								
			\$0								
			\$0								
			\$0								
Total Consultants Cost			\$96,000	\$100,000	\$20,000	\$0	\$0	\$0	\$0	\$50,000	\$0

7. Contracts and Sub-Grantees (List individually)	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Total Subcontracts Cost			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

Detailed Description of Budget

8. Construction Costs

				HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
8a. Administrative and legal expenses	Quantity	Unit Cost	Estimated Cost								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Administrative and legal expenses			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8b. Land, structures, rights-of way, appraisal, et	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
Subtotal - Land, structures, rights-of way, ...			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8c. Relocation expenses and payments	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
Subtotal - Relocation expenses and payments			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8d. Architectural and engineering fees	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
Subtotal - Architectural and engineering fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8e. Other architectural and engineering fees	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
Subtotal - Other architectural and engineering fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

Detailed Description of Budget											
				HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
8f. Project inspection fees	Quantity	Unit Cost	Estimated Cost								
			\$0								
			\$0								
			\$0								
Subtotal - Project inspection fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8g. Site work	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
Subtotal - Site work			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8h. Demolition and removal	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
Subtotal - Demolition and removal			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8i. Construction	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
Subtotal - Construction			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8j. Equipment	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
Subtotal - Equipment			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8k. Contingencies	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
Subtotal - Contingencies			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8l. Miscellaneous	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
Subtotal - Miscellaneous			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Construction Costs			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

Detailed Description of Budget											
				HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
9. Other Direct Costs	Quantity	Unit Cost	Estimated Cost								
Item											
Downtown Pattern Book Study	1	50000	\$50,000	\$ -	\$ 50,000.00						
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Total Other Direct Costs			\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of Direct Costs			\$203,512	\$100,000	\$127,512	\$0	\$0	\$0	\$0	\$50,000	\$0
10. Indirect Costs	Rate	Base	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Type											
Total Indirect Costs			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Estimated Costs (Subtotal Direct + Total Indirect)			\$203,512	\$100,000	\$127,512	\$0	\$0	\$0	\$0	\$50,000	\$0

Grant Application Detailed Budget Worksheet

Detailed Description of Budget		
Analysis of Total Estimated Costs	Estimated Cost	Percent of Total
1 Personnel (Direct Labor)	\$ 57,512.00	28%
2 Fringe Benefits	\$ -	0%
3 Travel	\$ -	0%
4 Equipment	\$ -	0%
5 Supplies and Materials	\$ -	0%
6 Consultants	\$ 96,000.00	47%
7 Contracts and Sub-Grantees	\$ -	0%
8 Construction	\$ -	0%
9 Other Direct Costs	\$ 50,000.00	25%
10 Indirect Costs	\$ -	0%
Total:	\$ 203,512.00	100%
HUD Share:	\$ 100,000.00	
Match: (as percentage of HUD Share)	\$ 127,512.00	128%

form HUD-424-CBW (2/2003)