

BOARD OF COMMISSIONERS MEETING

JULY 10, 2025

Board Packet

TABLE OF CONTENTS

Agenda 2

Financials

Monthly Actuals 2

Accounts Payable 3

Public Housing Authority (PHA) Reports

Key Management Indicators – All Programs 44

Resident Characteristics – All Programs 61

Housing Choice Voucher (HCV) Report

Voucher Utilization X

Public Housing (PH) Reports

Unit Availability & Occupancy X

PH Key Management Indicators X

PH Resident Characteristic X

Aged Receivables X

Work Order Analysis X

Demolition & Disposition X

Capital Funds Grant X

Program & Agency Reports

Family Self Sufficiency (FSS) & Special Programs X

Resident Opportunity & Self Sufficiency (ROSS) X

Housing Counseling X

LCHA Human Resources X

Resolutions

2025-18 X

2025-19 X

2025-20 X

2025-21 X

2025-22 X

2025-23 X

Lake County Housing Authority
33928 North U.S. Highway 45, Grayslake, IL 60030

BOARD OF COMMISSIONRS REGULAR MEETING AGENDA

Lake County Housing Authority

July 10, 2025, 12:30 PM

I. ROLL CALL

II. PUBLIC COMMENT

Public comments may be submitted verbally, by email to publiccomment@lakecountyha.org or by leaving a message at (847) 223-1170 ext. 2320. Public Comments are limited to three minutes.

III. APPROVAL OF MINUTES

5/15/2025 REGULAR SESSION MINUTES

IV. FINANCE REPORT & ACCOUNTS PAYABLE

V. REPORTS

VI. NEW BUSINESS

A. **RESOLUTION 2025-18**: Annual PHA Plan Resolution

B. **RESOLUTION 2025-19**: Amending the HCV Admin Plan Resolution

C. **RESOLUTION 2025-20**: Amending the Admissions & Continued Occupancy Policy Resolution

D. **RESOLUTION 2025-21**: Approval and Authorization to submit the Capital Fund Program (CFP) 5-Year Action Plan and The Capital Fund Program (CFP) FY 2025 Budget

E. **RESOLUTION 2025- 22**: Accenting a Grant under Federal Home Loan Bank of Chicago - Housing Counseling Resource Program - 2.0 PID#52563

F. **RESOLUTION 2025-23**: Approval of a Memorandum of Understanding between Lake County Housing Authority & Lake County Workforce Development/Job Center of Lake County

G. **Commissioner Roundtable** – Discussion of non-action items as initiated by members of the Board

VII. ADJOURNMENT

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
31010-0000	Rental Income								
31110-0000	Tenant Rent	166,707.53	139,666.66	27,040.87	19.36	1,423,691.58	1,256,999.94	166,691.64	13.26
31120-1000	Tenant Based Subsidy	7,243.00	0.00	7,243.00	N/A	59,911.00	0.00	59,911.00	N/A
31120-4000	Utility Reimbursement Recovery -PHA	0.00	0.00	0.00	N/A	-450.00	0.00	-450.00	N/A
31120-5000	Utility Reimbursement Recovery -59 &	0.00	0.00	0.00	N/A	630.32	0.00	630.32	N/A
31130-0000	Less: Vacancies	-6,332.53	0.00	-6,332.53	N/A	-37,441.26	0.00	-37,441.26	N/A
31190-0000	Total Rental Income	167,618.00	139,666.66	27,951.34	20.01	1,446,341.64	1,256,999.94	189,341.70	15.06
31200-0000	Other Tenant Income								
31200-1000	Laundry and Vending	0.00	661.97	-661.97	-100.00	234.70	5,957.73	-5,723.03	-96.06
31200-2000	Cleaning Fee	3,410.00	0.00	3,410.00	N/A	9,213.00	0.00	9,213.00	N/A
31200-3000	Damages	300.00	0.00	300.00	N/A	2,634.00	0.00	2,634.00	N/A
31200-4000	Late Charges	1,230.00	0.00	1,230.00	N/A	11,510.00	0.00	11,510.00	N/A
31200-5000	Legal Fees - Tenant	460.00	0.00	460.00	N/A	2,499.00	0.00	2,499.00	N/A
31200-6000	NSF Charges	0.00	0.00	0.00	N/A	525.00	0.00	525.00	N/A
31200-7000	Excess Utility	3,190.36	858.34	2,332.02	271.69	13,497.77	7,725.06	5,772.71	74.73
31200-8000	Wireless Leases	9,000.00	7,287.14	1,712.86	23.51	81,000.00	65,584.26	15,415.74	23.51
31200-9000	Misc.Tenant Income	1,175.14	3,829.29	-2,654.15	-69.31	4,259.35	33,851.61	-29,592.26	-87.42
31201-0000	Developer Fee Income	0.00	0.00	0.00	N/A	13,871.85	0.00	13,871.85	N/A
31210-0000	Tenant Payment Agreement (TPA) Ren	-3,002.14	0.00	-3,002.14	N/A	-16,945.49	0.00	-16,945.49	N/A
31290-0000	Total Other Tenant Income	15,763.36	12,636.74	3,126.62	24.74	122,299.18	113,118.66	9,180.52	8.12
31990-0000	TOTAL TENANT INCOME	183,381.36	152,303.40	31,077.96	20.41	1,568,640.82	1,370,118.60	198,522.22	14.49
34000-0000	GRANT INCOME								
34010-0000	Subsidy Grants	163,840.00	163,271.22	568.78	0.35	1,500,013.50	1,469,440.98	30,572.52	2.08
34010-1000	CFP Operating Grants	41,609.18	47,533.03	-5,923.85	-12.46	368,085.08	427,797.27	-59,712.19	-13.96
34100-1000	Section 8 HAP Earned (VO)	3,948,496.00	3,258,434.00	690,062.00	21.18	30,393,546.00	29,325,906.00	1,067,640.00	3.64
34100-1050	Section 8 Mainstream HAP (DV)	77,642.00	64,785.25	12,856.75	19.85	644,404.00	583,067.25	61,336.75	10.52
34100-1060	Section 8 EHV HAP Earned (EH)	58,257.00	50,247.58	8,009.42	15.94	460,302.00	452,228.22	8,073.78	1.79
34100-2000	Section 8 Admin Fee Income (AF)	385,346.00	309,551.23	75,794.77	24.49	2,939,274.00	2,785,961.07	153,312.93	5.50
34100-2050	Section 8 Mainstream Admin Inc (8F)	7,141.00	9,583.33	-2,442.33	-25.49	47,252.00	86,249.97	-38,997.97	-45.22
34100-2060	Section 8 EHV Admin Fee Inc (EF)	5,593.00	5,000.00	593.00	11.86	101,660.00	45,000.00	56,660.00	125.91
34100-4000	Port-In Admin Fees Earned	2,857.00	2,219.06	637.94	28.75	20,233.74	19,971.54	262.20	1.31
34100-5000	Section 8 EHV Issuance Fee	0.00	50.00	-50.00	-100.00	0.00	450.00	-450.00	-100.00
34100-5030	Section 8 EHV Service Fee	0.00	196.38	-196.38	-100.00	0.00	1,767.42	-1,767.42	-100.00
34100-6000	Port In HAP Earned	49,958.00	22,364.58	27,593.42	123.38	310,694.00	201,281.22	109,412.78	54.36
34150-0000	Other Government Grants	27,636.52	66,666.67	-39,030.15	-58.55	271,103.64	600,000.03	-328,896.39	-54.82
34150-1000	CHC Grant Revenue	24,005.00	0.00	24,005.00	N/A	587,515.00	0.00	587,515.00	N/A
34990-0000	TOTAL GRANT INCOME	4,792,380.70	3,999,902.33	792,478.37	19.81	37,644,082.96	35,999,120.97	1,644,961.99	4.57
36000-0000	OTHER INCOME								
36100-0000	Investment Income - Unrestricted	34,064.93	24,925.01	9,139.92	36.67	270,388.27	224,325.09	46,063.18	20.53
36200-0000	Management Fee Income	33,286.19	32,833.33	452.86	1.38	312,605.85	302,599.97	10,005.88	3.31
36200-0001	Management Fee Earned - HCV	77,069.20	57,278.25	19,790.95	34.55	570,811.00	515,504.25	55,306.75	10.73
36200-0002	Management Fee Earned - HCV Mainstrear	1,428.20	2,318.60	-890.40	-38.40	9,450.40	17,404.80	-7,954.40	-45.70
36200-0003	Management Fee Earned - HCV EHV	1,118.60	875.00	243.60	27.84	3,855.90	7,875.00	-4,019.10	-51.04
36200-1000	Bookkeeping Fee Income	3,082.50	3,187.50	-105.00	-3.29	28,987.50	29,147.50	-160.00	-0.55

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
36200-1001	Bookkeeping Fee Earned - HCV	21,772.50	21,403.17	369.33	1.73	195,480.00	192,628.53	2,851.47	1.48
36200-1002	Bookkeeping Fee Earned - HCV Mainstrear	585.00	502.50	82.50	16.42	4,965.00	9,314.50	-4,349.50	-46.70
36200-1003	Bookkeeping Fee Earned - HCV EHV	352.50	600.00	-247.50	-41.25	9,750.10	5,400.00	4,350.10	80.56
36200-2000	Asset Management Fee Income	2,590.00	4,323.33	-1,733.33	-40.09	24,770.00	39,899.97	-15,129.97	-37.92
36200-3000	CHC- Admin Fee earned	8,966.00	0.00	8,966.00	N/A	91,407.00	0.00	91,407.00	N/A
36500-0000	Miscellaneous Other Income	692.50	13,903.55	-13,211.05	-95.02	130,116.04	125,131.95	4,984.09	3.98
36990-0000	TOTAL OTHER INCOME	185,008.12	162,150.24	22,857.88	14.10	1,652,587.06	1,469,231.56	183,355.50	12.48
39990-0000	TOTAL INCOME	5,160,770.18	4,314,355.97	846,414.21	19.62	40,865,310.84	38,838,471.13	2,026,839.71	5.22
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41009-9000	Administrative Salaries								
41100-0000	Administrative Salaries	195,157.37	240,241.70	45,084.33	18.77	1,992,773.20	2,216,266.76	223,493.56	10.08
41100-1000	Administrative Salaries - Mainstream	1,491.35	3,637.82	2,146.47	59.00	16,585.57	32,740.38	16,154.81	49.34
41100-1100	Administrative Salaries - EHV	1,168.06	1,666.67	498.61	29.92	17,805.32	15,000.03	-2,805.29	-18.70
41100-3000	Compensated Absences	0.00	1,154.32	1,154.32	100.00	0.00	10,388.88	10,388.88	100.00
41100-4000	Employee Benefit Contribution-Admin	101,482.85	96,974.77	-4,508.08	-4.65	1,029,825.03	892,578.99	-137,246.04	-15.38
41100-4001	Emp Benefit Cont-Admin Mainstream	309.33	1,083.33	774.00	71.45	3,774.38	9,749.97	5,975.59	61.29
41100-4002	Emp Benefit Cont-Admin EHV	242.27	641.67	399.40	62.24	3,930.46	5,775.03	1,844.57	31.94
41109-9000	Total Administrative Salaries	299,851.23	345,400.28	45,549.05	13.19	3,064,693.96	3,182,500.04	117,806.08	3.70
41300-0000	Legal Expense								
41300-1000	Pre 2004 Admin Fee Expense	0.00	0.00	0.00	N/A	-5,968.39	0.00	5,968.39	N/A
41300-2000	Court Costs	0.00	-65.80	-65.80	-100.00	1,514.30	-592.20	-2,106.50	-355.71
41300-3000	Tenant Screening	67.00	3,159.80	3,092.80	97.88	20,268.63	28,438.20	8,169.57	28.73
41300-4000	General Legal Expense	5,607.25	4,232.30	-1,374.95	-32.49	23,537.07	38,090.70	14,553.63	38.21
41310-0000	Total Legal Expense	5,674.25	7,326.30	1,652.05	22.55	39,351.61	65,936.70	26,585.09	40.32
41390-0000	Other Admin Expenses								
41400-0000	Staff Training	3,808.00	4,717.01	909.01	19.27	12,663.95	42,453.09	29,789.14	70.17
41500-0000	Travel	4,431.18	3,523.88	-907.30	-25.75	38,934.33	31,714.92	-7,219.41	-22.76
41700-0000	Accounting Fees	11,802.70	13,221.25	1,418.55	10.73	90,247.62	118,991.25	28,743.63	24.16
41710-0000	Auditing Fees	0.00	6,070.82	6,070.82	100.00	10,440.00	21,037.38	10,597.38	50.37
41720-0000	Port Out Admin Fee Paid	3,574.32	4,833.33	1,259.01	26.05	32,990.69	43,499.97	10,509.28	24.16
41730-0000	Management Fee	31,766.19	90,703.24	58,937.05	64.98	298,725.85	816,329.16	517,603.31	63.41
41730-0100	Management Fee - HCV	77,069.20	0.00	-77,069.20	N/A	570,811.00	0.00	-570,811.00	N/A
41730-0150	Management Fee - HCV Mainstream	1,428.20	1,884.37	456.17	24.21	9,450.40	16,959.33	7,508.93	44.28
41730-0160	Management Fee - HCV EHV	1,118.60	875.00	-243.60	-27.84	10,516.00	7,875.00	-2,641.00	-33.54
41730-1000	Bookkeeping Fee	3,082.50	3,225.83	143.33	4.44	28,987.50	29,032.47	44.97	0.15
41730-1100	Bookkeeping Fee - HCV	21,772.50	21,403.17	-369.33	-1.73	195,480.00	192,628.53	-2,851.47	-1.48
41730-1150	Bookkeeping Fee - HCV Mainstream	585.00	911.73	326.73	35.84	4,965.00	8,205.57	3,240.57	39.49
41730-1160	Bookkeeping Fee - HCV EHV	352.50	600.00	247.50	41.25	3,090.00	5,400.00	2,310.00	42.78
41730-2000	Asset Management Fee	4,110.00	4,405.83	295.83	6.71	38,650.00	39,652.47	1,002.47	2.53
41740-0000	Marketing	687.37	14.38	-672.99	-4,680.04	2,137.37	129.42	-2,007.95	-1,551.50
41800-0000	Office Rent	0.00	0.00	0.00	N/A	378.36	0.00	-378.36	N/A
41820-0000	Consultants	0.00	5,042.48	5,042.48	100.00	0.00	45,382.32	45,382.32	100.00
41890-0000	Total Other Admin Expenses	165,588.26	161,432.32	-4,155.94	-2.57	1,348,468.07	1,419,290.88	70,822.81	4.99
41900-0000	Miscellaneous Admin Expenses								
41900-1000	Membership and Fees	2,027.13	2,546.81	519.68	20.41	28,018.45	22,921.29	-5,097.16	-22.24
41900-2000	Publications	0.00	213.22	213.22	100.00	216.00	1,918.98	1,702.98	88.74
41900-3000	Advertising	0.00	0.00	0.00	N/A	5,212.49	0.00	-5,212.49	N/A

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
41900-4000	Office Supplies	2,774.56	2,367.14	-407.42	-17.21	11,159.97	21,304.26	10,144.29	47.62
41900-5000	Inspection Expense	4,241.20	642.51	-3,598.69	-560.10	6,908.15	5,782.59	-1,125.56	-19.46
41900-6000	Computer Parts	0.00	0.00	0.00	N/A	114.38	0.00	-114.38	N/A
41900-7000	Telephone	2,371.63	4,866.62	2,494.99	51.27	46,575.63	43,799.58	-2,776.05	-6.34
41900-8000	Postage	0.00	3,145.35	3,145.35	100.00	22,056.03	28,308.15	6,252.12	22.09
41901-0000	Office Equipment Contracts	4,033.62	3,693.07	-340.55	-9.22	25,534.93	33,237.63	7,702.70	23.17
41901-1000	Printer Supplies	426.07	0.00	-426.07	N/A	426.07	0.00	-426.07	N/A
41901-3000	Internet	393.17	2,048.38	1,655.21	80.81	10,734.37	18,435.42	7,701.05	41.77
41901-4000	Cable/Video	157.34	461.16	303.82	65.88	4,387.09	4,150.44	-236.65	-5.70
41901-5000	Special Events	2,959.68	1,281.62	-1,678.06	-130.93	18,050.19	11,534.58	-6,515.61	-56.49
41901-7000	Temporary Administrative Labor	15,226.26	4,416.67	-10,809.59	-244.75	91,988.60	39,750.03	-52,238.57	-131.42
41901-8000	Small Office Equipment	108.13	267.85	159.72	59.63	1,291.91	2,410.65	1,118.74	46.41
41902-0000	Bank Fees	5,201.47	0.00	-5,201.47	N/A	44,348.36	0.00	-44,348.36	N/A
41902-1000	Sponsorships	0.00	92.22	92.22	100.00	0.00	829.98	829.98	100.00
41902-2000	Other Misc Admin Expenses	5,839.03	6,132.39	293.36	4.78	30,984.31	55,191.51	24,207.20	43.86
41910-0000	Total Miscellaneous Admin Expenses	345,610.52	377,575.29	31,964.77	8.47	3,412,700.89	3,472,075.13	59,374.24	1.71
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	516,873.03	546,333.91	29,460.88	5.39	4,800,520.57	4,957,302.71	156,782.14	3.16
42000-0000	TENANT SERVICES								
42100-0000	Tenant Services Salaries	0.00	230.80	230.80	100.00	203.77	2,077.20	1,873.43	90.19
42100-1000	Employee Benefit Contributions-Tenant Sv	2,447.98	199.14	-2,248.84	-1,129.28	8,978.98	1,792.26	-7,186.72	-400.99
42300-0000	Tenant Services Contract Costs	0.00	181.17	181.17	100.00	0.00	1,630.53	1,630.53	100.00
42300-1000	Tenant Relocation	1,500.00	2,070.42	570.42	27.55	4,926.75	18,633.78	13,707.03	73.56
42990-0000	TOTAL TENANT SERVICES EXPENSES	3,947.98	2,681.53	-1,266.45	-47.23	14,109.50	24,133.77	10,024.27	41.54
43000-0000	UTILITY EXPENSES								
43100-0000	Water	8,255.91	9,139.25	883.34	9.67	89,142.09	82,253.25	-6,888.84	-8.38
43200-0000	Electricity	12,939.59	7,934.73	-5,004.86	-63.08	92,886.01	71,412.57	-21,473.44	-30.07
43200-1000	Electricity-Vacant Units	694.12	0.00	-694.12	N/A	4,169.34	0.00	-4,169.34	N/A
43300-0000	Gas	7,312.21	3,892.02	-3,420.19	-87.88	44,334.54	35,028.18	-9,306.36	-26.57
43300-1000	Gas-Vacant Units	50.45	0.00	-50.45	N/A	2,672.22	0.00	-2,672.22	N/A
43320-0000	Tenant-Owed Utilities	3,064.70	1,127.84	-1,936.86	-171.73	14,458.86	10,150.56	-4,308.30	-42.44
43400-0000	Garbage/Trash Removal	1,247.33	4,440.23	3,192.90	71.91	32,095.12	39,962.07	7,866.95	19.69
43900-0000	Sewer	4,645.45	5,061.25	415.80	8.22	63,725.42	45,551.25	-18,174.17	-39.90
43990-0000	TOTAL UTILITY EXPENSES	38,209.76	31,595.32	-6,614.44	-20.93	343,483.60	284,357.88	-59,125.72	-20.79
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								
44009-9000	General Maint Expense								
44100-0000	Maintenance Salaries	55,552.18	54,499.16	-1,053.02	-1.93	509,481.29	498,519.24	-10,962.05	-2.20
44100-4000	Maint. Empl. Rent Free Unit	137.50	0.00	-137.50	N/A	137.50	0.00	-137.50	N/A
44100-5000	Employee Benefit Contribution-Maint.	21,528.01	19,441.86	-2,086.15	-10.73	209,654.06	176,697.08	-32,956.98	-18.65
44110-0000	Maintenance Uniforms	0.00	0.00	0.00	N/A	514.59	0.00	-514.59	N/A
44120-0000	Vehicle Gas	24.79	0.00	-24.79	N/A	4,523.11	0.00	-4,523.11	N/A
44130-0000	Misc Vehicle Expenses	1,658.85	3,193.93	1,535.08	48.06	7,657.12	28,745.37	21,088.25	73.36
44190-0000	Total General Maint Expense	78,901.33	77,134.95	-1,766.38	-2.29	731,967.67	703,961.69	-28,005.98	-3.98
44200-0000	Materials								
44200-1000	Supplies-Grounds	0.00	1.17	1.17	100.00	319.95	10.53	-309.42	-2,938.46
44200-2000	Supplies-Appliance	6,461.89	2,121.64	-4,340.25	-204.57	49,661.56	19,094.76	-30,566.80	-160.08
44200-3000	Supplies-Decorating	340.99	1,469.32	1,128.33	76.79	4,923.90	13,223.88	8,299.98	62.77
44200-4000	Supplies-Electrical	2,763.91	843.23	-1,920.68	-227.78	11,169.44	7,589.07	-3,580.37	-47.18
44200-5000	Supplies-Exterminating	0.00	0.00	0.00	N/A	298.71	0.00	-298.71	N/A

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
44200-6000	Supplies-Janitorial/Cleaning	1,375.09	1,568.21	193.12	12.31	20,355.41	14,113.89	-6,241.52	-44.22
44200-7000	Supplies-Maint/Repairs	13,706.27	15,789.66	2,083.39	13.19	90,684.06	142,106.94	51,422.88	36.19
44200-8000	Supplies-Plumbing	1,224.62	2,384.85	1,160.23	48.65	11,393.32	21,463.65	10,070.33	46.92
44200-9000	Tools and Equipment	1,410.72	729.43	-681.29	-93.40	5,329.92	6,564.87	1,234.95	18.81
44201-0000	Supplies - HVAC	401.10	907.34	506.24	55.79	8,343.74	8,166.06	-177.68	-2.18
44290-0000	Total Materials	27,684.59	25,814.85	-1,869.74	-7.24	202,480.01	232,333.65	29,853.64	12.85
44300-0000	Contract Costs								
44300-1000	Contract-Alarm/Extinguisher	0.00	0.00	0.00	N/A	6,462.43	0.00	-6,462.43	N/A
44300-2000	Contract-Appliance	0.00	0.00	0.00	N/A	1,325.62	0.00	-1,325.62	N/A
44300-3000	Contract-Building Repairs	1,250.00	0.00	-1,250.00	N/A	30,640.12	0.00	-30,640.12	N/A
44300-5000	Contract-Decorating/Painting	0.00	0.00	0.00	N/A	1,806.01	0.00	-1,806.01	N/A
44300-6000	Contract-Electrical	15,640.00	1,735.83	-13,904.17	-801.01	28,240.76	15,622.47	-12,618.29	-80.77
44300-7000	Contract-Pest Control	3,495.00	1,210.55	-2,284.45	-188.71	18,405.00	10,894.95	-7,510.05	-68.93
44300-8000	Contract-Floor Covering	0.00	20.10	20.10	100.00	2,400.00	180.90	-2,219.10	-1,226.70
44300-9000	Contract-Grounds	16,263.68	10,281.64	-5,982.04	-58.18	62,122.09	92,534.76	30,412.67	32.87
44301-0000	Contract-Janitorial/Cleaning	0.00	3,751.94	3,751.94	100.00	58,946.59	33,767.46	-25,179.13	-74.57
44301-0001	Mold Remediation	5,500.00	337.50	-5,162.50	-1,529.63	7,830.00	3,037.50	-4,792.50	-157.78
44301-1000	Contract-Plumbing	3,238.00	8,712.09	5,474.09	62.83	134,017.86	78,408.81	-55,609.05	-70.92
44301-2000	Contract-Window Covering	0.00	4.77	4.77	100.00	6,152.50	42.93	-6,109.57	-14,231.47
44301-3000	Contract-HVAC	4,411.00	3,036.05	-1,374.95	-45.29	18,183.58	27,324.45	9,140.87	33.45
44301-4000	Contract-Vehicle Maintenance	315.00	734.63	419.63	57.12	12,325.70	6,611.67	-5,714.03	-86.42
44301-5000	Contract-Equipment Rental	0.00	0.00	0.00	N/A	1,107.00	0.00	-1,107.00	N/A
44301-7000	Contract-Elevator Monitoring	6,276.08	5,979.60	-296.48	-4.96	31,079.64	53,816.40	22,736.76	42.25
44301-8000	Contract-Alarm Monitoring	4,613.23	0.00	-4,613.23	N/A	21,975.44	0.00	-21,975.44	N/A
44301-9000	Contract-Sprinkler Monitoring	0.00	0.00	0.00	N/A	24,235.36	0.00	-24,235.36	N/A
44302-2000	Contract-IT Contracts	46,653.53	29,726.38	-16,927.15	-56.94	257,305.19	267,537.42	10,232.23	3.82
44302-3000	Contract-Consultants	0.00	0.00	0.00	N/A	9,519.50	0.00	-9,519.50	N/A
44308-0000	Contract - Vehicle Lease	0.00	3,254.12	3,254.12	100.00	24,384.81	29,287.08	4,902.27	16.74
44309-0000	Contract-Security	5,026.28	5,733.78	707.50	12.34	5,491.28	51,604.02	46,112.74	89.36
44309-1000	Snow Removal Service	0.00	2,259.43	2,259.43	100.00	106,875.00	85,784.87	-21,090.13	-24.58
44309-9000	Contract Costs-Other	7,293.75	27,533.01	20,239.26	73.51	22,268.96	247,797.09	225,528.13	91.01
44390-0000	Total Contract Costs	119,975.55	104,311.42	-15,664.13	-15.02	893,100.44	1,004,252.78	111,152.34	11.07
44400-0000	Unit Repairs - Damages	0.00	0.00	0.00	N/A	2,390.15	0.00	-2,390.15	N/A
44500-0000	Vacancy Turnover	9,614.10	14,128.01	4,513.91	31.95	50,853.67	127,152.09	76,298.42	60.01
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	236,175.57	221,389.23	-14,786.34	-6.68	1,880,791.94	2,067,700.21	186,908.27	9.04
45000-0000	GENERAL EXPENSES								
45100-0000	Worker's Comp Insurance	14,138.51	13,461.95	-676.56	-5.03	104,382.95	121,157.55	16,774.60	13.85
45101-0000	Property Insurance	14,944.57	13,641.16	-1,303.41	-9.56	128,539.98	122,770.44	-5,769.54	-4.70
45102-0000	Liability Insurance	3,297.53	3,224.24	-73.29	-2.27	30,783.58	29,018.16	-1,765.42	-6.08
45200-0000	Payments in Lieu of Taxes	11,471.47	11,340.60	-130.87	-1.15	103,863.46	102,065.40	-1,798.06	-1.76
45210-0000	Misc. Taxes/Licenses/Insurance	1,229.62	1,658.62	429.00	25.86	12,580.05	14,927.58	2,347.53	15.73
45700-0000	Bad Debt-Tenant Rents	0.00	3,813.86	3,813.86	100.00	54,313.07	34,324.74	-19,988.33	-58.23
45800-0000	HCV nonHAP Admin Expense	626.00	0.00	-626.00	N/A	23,761.00	0.00	-23,761.00	N/A
45850-0000	Port-In HAP Expense	49,446.00	22,364.58	-27,081.42	-121.09	307,407.00	201,281.22	-106,125.78	-52.73
45850-1000	LL Incentive - Bonus	0.00	0.00	0.00	N/A	89,916.00	0.00	-89,916.00	N/A
45850-2000	LL Incentive - Vacancy	2,200.00	0.00	-2,200.00	N/A	29,683.00	0.00	-29,683.00	N/A
45900-0000	Other General Expense	0.00	1,113.90	1,113.90	100.00	26,361.33	10,025.10	-16,336.23	-162.95
45900-1000	Radon Grant Expense	0.00	1,710.00	1,710.00	100.00	22,348.00	15,390.00	-6,958.00	-45.21
45990-0000	TOTAL GENERAL EXPENSES	97,353.70	72,328.91	-25,024.79	-34.60	933,939.42	650,960.19	-282,979.23	-43.47

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
47000-0000	HOUSING ASSISTANCE PAYMENTS								
47150-0000	Housing Assistance Payments	2,357,556.00	3,258,434.00	900,878.00	27.65	21,418,258.00	29,325,906.00	7,907,648.00	26.96
47150-0001	HAP Expense - EHV	51,193.00	50,247.58	-945.42	-1.88	456,833.00	452,228.22	-4,604.78	-1.02
47150-0002	HAP Expense - Mainstream	76,814.00	64,785.25	-12,028.75	-18.57	690,685.00	583,067.25	-107,617.75	-18.46
47150-0003	HAP Expense - FUP	286,635.86	0.00	-286,635.86	N/A	2,663,895.86	0.00	-2,663,895.86	N/A
47150-0004	HAP Expense - FUPY	2,764.00	0.00	-2,764.00	N/A	24,945.00	0.00	-24,945.00	N/A
47150-0005	HAP Expense - FUP09	17,603.00	0.00	-17,603.00	N/A	175,595.00	0.00	-175,595.00	N/A
47150-0006	HAP Expense - NED	92,864.00	0.00	-92,864.00	N/A	832,426.00	0.00	-832,426.00	N/A
47150-0008	HAP Expense - VASH	5,554.00	0.00	-5,554.00	N/A	44,929.00	0.00	-44,929.00	N/A
47150-0010	HAP Expense - Tenant Protection	62,760.00	0.00	-62,760.00	N/A	420,682.00	0.00	-420,682.00	N/A
47150-0011	HAP Expense - PBV	461,929.00	0.00	-461,929.00	N/A	4,077,148.00	0.00	-4,077,148.00	N/A
47150-1000	URP Expense	40,647.00	0.00	-40,647.00	N/A	403,025.00	0.00	-403,025.00	N/A
47150-1001	URP Expense - EHV	1,105.00	0.00	-1,105.00	N/A	14,874.00	0.00	-14,874.00	N/A
47150-1002	URP Expense - Mainstream	1,177.00	0.00	-1,177.00	N/A	9,396.00	0.00	-9,396.00	N/A
47150-1003	URP Expense - FUP	7,874.00	0.00	-7,874.00	N/A	83,199.00	0.00	-83,199.00	N/A
47150-1004	URP Expense - FUPY	29.00	0.00	-29.00	N/A	291.00	0.00	-291.00	N/A
47150-1005	URP Expense - FUP09	146.00	0.00	-146.00	N/A	992.00	0.00	-992.00	N/A
47150-1006	URP Expense - NED	215.00	0.00	-215.00	N/A	4,841.00	0.00	-4,841.00	N/A
47150-1008	URP Expense - VASH	0.00	0.00	0.00	N/A	306.00	0.00	-306.00	N/A
47150-1010	URP Expense - Tenant Protection	2,101.00	0.00	-2,101.00	N/A	17,012.00	0.00	-17,012.00	N/A
47150-1011	URP Expense - PBV	8,337.00	0.00	-8,337.00	N/A	79,733.00	0.00	-79,733.00	N/A
47150-1012	URP Expense - PH	5,564.00	0.00	-5,564.00	N/A	66,322.00	0.00	-66,322.00	N/A
47150-2000	Port Out HAP Payments	124,729.00	0.00	-124,729.00	N/A	833,473.00	0.00	-833,473.00	N/A
47150-2001	Port Out HAP Exp - PBV	1,302.00	0.00	-1,302.00	N/A	14,406.00	0.00	-14,406.00	N/A
47150-2003	Port Out HAP Exp - FUP	9,260.00	0.00	-9,260.00	N/A	53,600.00	0.00	-53,600.00	N/A
47150-2005	Port Out HAP Exp - FUP 09	1,437.00	0.00	-1,437.00	N/A	13,201.00	0.00	-13,201.00	N/A
47150-2006	Port Out HAP Exp - Mainstream	1,002.00	0.00	-1,002.00	N/A	3,006.00	0.00	-3,006.00	N/A
47150-2007	Port Out HAP Exp - NED	1,788.00	0.00	-1,788.00	N/A	18,861.00	0.00	-18,861.00	N/A
47150-2008	Port Out HAP Exp - TPV	1,948.00	0.00	-1,948.00	N/A	5,259.00	0.00	-5,259.00	N/A
47150-3000	Port-Out Admin Fee Expense	2,834.61	0.00	-2,834.61	N/A	11,124.70	0.00	-11,124.70	N/A
47150-3001	Port-Out Admin Fee Exp - PBV	81.70	0.00	-81.70	N/A	857.30	0.00	-857.30	N/A
47150-3002	Port-Out Admin Fee Exp - FUP	313.82	0.00	-313.82	N/A	2,018.42	0.00	-2,018.42	N/A
47150-3004	Port-Out Admin Fee Exp - FUP 09	114.92	0.00	-114.92	N/A	984.84	0.00	-984.84	N/A
47150-3005	Port-Out Admin Fee Exp - Mainstream	79.64	0.00	-79.64	N/A	238.92	0.00	-238.92	N/A
47150-3006	Port-Out Admin Fee Exp - NED	80.83	0.00	-80.83	N/A	799.90	0.00	-799.90	N/A
47150-3007	Port-Out Admin Fee Exp - TPV	52.21	0.00	-52.21	N/A	156.63	0.00	-156.63	N/A
47150-4000	Port-Out Other Expense	0.00	0.00	0.00	N/A	43.00	0.00	-43.00	N/A
47150-6000	FSS Escrow Payments	34,635.44	105.20	-34,530.24	-32,823.42	256,480.93	946.80	-255,534.13	-26,989.24
47150-6001	FSS Escrow Exp - PBV	811.00	0.00	-811.00	N/A	7,386.00	0.00	-7,386.00	N/A
47150-6003	FSS Escrow Exp - EHV	143.00	0.00	-143.00	N/A	797.00	0.00	-797.00	N/A
47150-6004	FSS Escrow Exp - FUP	8,901.00	0.00	-8,901.00	N/A	69,478.00	0.00	-69,478.00	N/A
47150-6006	FSS Escrow Exp - FUP 09	2,390.00	0.00	-2,390.00	N/A	25,701.00	0.00	-25,701.00	N/A
47150-6009	FSS Escrow Exp - TPV	489.00	0.00	-489.00	N/A	-361.27	0.00	361.27	N/A
47150-7000	Housing Counseling Program Expenses	21,995.89	3,356.19	-18,639.70	-555.38	590,413.29	30,205.71	-560,207.58	-1,854.64
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	3,697,256.92	3,376,928.22	-320,328.70	-9.49	33,393,312.52	30,392,353.98	-3,000,958.54	-9.87
48990-0000	TOTAL OPERATING EXPENSES	4,589,816.96	4,251,257.12	-338,559.84	-7.96	41,366,157.55	38,376,808.74	-2,989,348.81	-7.79
49990-0000	**NET OPERATING INCOME**	**570,953.22**	**63,098.85**	**507,854.37**	**804.86**	**-500,846.71**	**461,662.39**	**-962,509.10**	**-208.49**

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
50000-0000	NON-OPERATING ITEMS								
51000-1000	Depreciation -Buildings	0.00	0.00	0.00	N/A	616,892.04	0.00	-616,892.04	N/A
51000-2000	Depreciation -Furn,Equip,Machinery-Dwelli	0.00	0.00	0.00	N/A	21,711.54	0.00	-21,711.54	N/A
51000-3000	Depreciation -Furn,Equip,Machinery-Admir	0.00	0.00	0.00	N/A	14,200.70	0.00	-14,200.70	N/A
51000-4000	Depreciation-Leashold Improvements	0.00	0.00	0.00	N/A	76,611.18	0.00	-76,611.18	N/A
51000-5000	Depreciation-Vehicles	0.00	0.00	0.00	N/A	5,875.80	0.00	-5,875.80	N/A
52100-2000	Operating Transfer In from CFP	0.00	0.00	0.00	N/A	-50,000.00	0.00	50,000.00	N/A
52200-0000	Prior Period Adjustments Affecting RR	0.00	0.00	0.00	N/A	105,982.85	0.00	-105,982.85	N/A
52300-0000	Gain/Loss on Sale of Fixed Assets	-349,508.72	-155,000.00	194,508.72	125.49	-2,522,214.91	-1,395,000.00	1,127,214.91	80.80
52310-0000	Pre 2004 Admin Fee Expense	10,051.07	31,906.02	21,854.95	68.50	389,385.98	287,154.18	-102,231.80	-35.60
52310-1000	Extraordinary Expense	0.00	0.00	0.00	N/A	429,248.60	0.00	-429,248.60	N/A
59990-0000	TOTAL NON-OPERATING ITEMS	-339,457.65	-123,093.98	216,363.67	175.77	-912,306.22	-1,107,845.82	-195,539.60	-17.65
90000-0000	NET INCOME	910,410.87	186,192.83	724,218.04	388.96	411,459.51	1,569,508.21	-1,158,048.70	-73.78

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	11,541,753.42
11112-0000	Cash Operating 2	1,543,930.88
11113-0000	Cash Operating 3	1,719,771.51
11114-0000	Cash Operating 4	10,995.25
11119-9000	Total Unrestricted Cash	14,816,451.06
11120-0000	Restricted Cash	
11120-2000	Cash Restricted-FSS Escrow	801,956.61
11120-3000	Cash Restricted-HAP	1,849,612.97
11120-4000	Cash Restricted-FSS Forfeitures	109,560.67
11129-9000	Total Restricted Cash	2,761,130.25
11190-0000	TOTAL CASH	17,577,581.31
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11220-0000	A/R -Tenants	142,102.45
11220-1000	Allowance for Doubtful Accounts-Tenar	-68,829.04
11220-2000	A/R - Tenant Payment Agreement (TPA	94,226.51
11231-1000	Allowance For Doubtful - Fraud	-547,998.19
11290-0000	A/R -Other	1,249,371.39
11299-9000	Allowance for Doubtful Accounts-Other	11,633.00
11300-0000	A/R Port Ins	167,296.76
11310-0000	A/R Port In Suspense	-45,666.49
11350-1000	A/R-HUD	32,905.27
11350-3000	A/R -Other Government	436,471.24
11400-0000	Note Receivable - Brookstone at Cole P	110,350.00
11400-0001	Note Receivable - Brookstone at Cole P	1,545,454.96
11400-0003	Note Receivable - Brookstone at Cole P	293,625.00
11400-0004	Note Receivable - Regency at Cole Park	454,545.06
11400-0005	Note Receivable - TBG Marion Jones LP	-35,406.91
11450-0000	Accrued Interest Receivable	319,443.45
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVABI	4,159,524.46
11600-0000	OTHER CURRENT ASSETS	
11620-0000	Investments-Unrestricted	-4.84
12110-0000	Prepaid Expenses and Other Assets	212,096.73
12110-1000	Prepaid Insurance	100,752.69
12600-0000	Inventories-Materials	33,130.53

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
12700-0000	Inventories-Equipment	11,479.43
12750-0000	Allowance for Obsolete Inventories	-890.13
12950-0000	Interprogram-Due From	815,313.86
12950-1000	Legacy Interprogram-Due From	4,372,814.81
12990-0000	TOTAL OTHER CURRENT ASSETS	5,544,693.08
13000-0000	TOTAL CURRENT ASSETS	27,281,798.85
14000-0000	NONCURRENT ASSETS:	
14000-1000	FIXED ASSETS	
14000-5000	Land	5,691,958.31
14000-6000	Buildings	31,493,883.03
14000-7000	Vehicles	187,121.32
14000-8000	Furniture and Equipment	1,177,214.93
14001-0000	Site Improvement	3,977,180.48
14001-0001	Construction-Work in Progress	-0.12
14050-1000	Accum Depreciation-Buildings	-33,826,679.92
14050-2000	Accum Depreciation-Vehicles	7,022.03
14050-3000	Accum Depreciation-Furn & Equip Adm	-17,193.47
14050-4000	Accum Depreciation-Leashold Improver	-97,231.18
14050-5000	Accum Depreciation-Furn & Equip Dwel	-27,791.54
14200-0000	TOTAL FIXED ASSETS	8,565,483.87
14990-0000	TOTAL NONCURRENT ASSETS	8,565,483.87
19990-0000	TOTAL ASSETS	35,847,282.72
20000-0000	LIABILITIES & EQUITY	
20010-0000	LIABILITIES:	
21000-0000	CURRENT LIABLITIES:	
21110-0000	A/P Vendors and Contractors	245,515.61
21140-0000	Tenant Security Deposits	198,252.18
21140-2000	Security Deposit Clearing Account	-252.05
21140-3000	Security Deposit-Pet	100.00
21140-3100	Pet Fee - one time non reimbursable	1,400.00
21150-0000	A/P Other	792,276.36
21170-3000	A/P-Misc. Payroll Witholdings	2,363.24
21170-4000	A/P-Federal Tax Witholding	-22,498.11
21170-5000	A/P-State Tax Witholding - IL	12,209.07
21170-6000	A/P-Payroll FICA Witholding -Employee	-7,228.88
21170-7000	A/P-Payroll FICA Witholding -Employer	-0.01
21170-8000	A/P-Payroll Vol Life/AD&D	-2,000.24
21170-9000	A/P-Payroll State Unemployment Tax	-6,796.05

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
21171-0000	A/P-Payroll 457 Deductions	1,000.00
21171-1000	A/P-Payroll 457 Loan	-3,650.00
21171-2000	A/P-Payroll AXA Pension Deferred	88,091.62
21171-3000	A/P-Payroll AXA Pension Vested	69,563.08
21171-3500	A/P-Payroll AXA Loan	5,948.85
21171-4000	A/P-Payroll Employee Health	4,607.37
21171-5000	A/P-Payroll Employee Vision	12,710.58
21171-6000	A/P-Payroll Employee Dental	5,647.16
21171-7000	A/P-Payroll AFLAC Pre Tax	10,045.15
21171-7500	A/P-Payroll AFLAC Post Tax	43,654.62
21171-8000	A/P-Payroll ROTH 401k	6,247.33
21190-0000	A/P-Payroll Garnishment	-20,062.05
21199-0000	Other Current Liabilities	171,309.21
21199-1000	Accrued Payable	-69,568.36
21350-0000	Accrued Payroll & Payroll Taxes	16,008.10
21370-0000	Accrued PILOT	302,080.50
21450-0000	Interprogram-Due To	629,711.34
21450-1000	Legacy Interprogram-Due To	4,375,899.24
21500-0000	Suspense	745.68
21500-4000	Tenant-Based Subsidy Suspense Clearii	947.00
21500-5000	Unearned Revenue	959,151.30
22400-0000	Tenant Prepaid Rents	54,854.50
22400-5000	FSS Forfeitures	-6,963.12
22600-0000	Accrued Compensated Absences-Curre	105,175.25
22990-0000	TOTAL CURRENT LIABILITIES	7,976,495.47
23000-0000	NONCURRENT LIABILITIES:	
23050-0000	Accrued Compensated Absences-LT	73,294.77
23070-0000	FSS Escrow	1,150,808.55
23070-0001	FSS Escrow - PBV	8,668.98
23070-0004	FSS Escrow - EHV	1,053.83
23070-0005	FSS Escrow - FUP	62,045.45
23070-0006	FSS Escrow - FUPY	54.36
23070-0007	FSS Escrow - FUP 09	30,412.44
23070-0010	FSS Escrow - TPV	-24,467.51
23101-0000	Loan Payable - 1	7,762.16
23102-0000	Loan Payable - 2	6,572.40
23990-0000	TOTAL NONCURRENT LIABILITIES	1,316,205.43
24990-0000	TOTAL LIABILITIES	9,292,700.90
28000-0000	EQUITY	

Property = sse_amp4 ssw_amp5 .amp2 .amp3 cocc .allhcv .chc .busact aimnorth

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
28010-0000	CONTRIBUTED CAPITAL	
28020-0000	Contributed Capital	438,697.04
28059-9000	TOTAL CONTRIBUTED CAPITAL	438,697.04
28070-0000	RESERVED FUND BALANCE	
28070-1000	Reserved for Operating Activities	12,972.73
28080-0000	TOTAL RESERVED FUND BALANCE	12,972.73
28090-0000	RETAINED EARNINGS:	
28090-1000	Invested in Capital Assets-Net of Debt	14,260,987.17
28090-2000	Retained Earnings-Unrestricted Net Ass	10,804,827.31
28090-3000	Retained Earnings-Restricted Net Asset	1,037,097.57
28099-9000	TOTAL RETAINED EARNINGS:	26,102,912.05
28990-0000	TOTAL EQUITY	26,554,581.82
29990-0000	TOTAL LIABILITIES AND EQUITY	35,847,282.72

Hawley, Shiloh, Warren (.amp2)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
31010-0000	Rental Income								
31110-0000	Tenant Rent	59,553.16	51,833.33	7,719.83	14.89	516,661.72	466,499.97	50,161.75	10.75
31130-0000	Less: Vacancies	-2,103.16	0.00	-2,103.16	N/A	-14,543.40	0.00	-14,543.40	N/A
31190-0000	Total Rental Income	57,450.00	51,833.33	5,616.67	10.84	502,118.32	466,499.97	35,618.35	7.64
31200-0000	Other Tenant Income								
31200-1000	Laundry and Vending	0.00	342.92	-342.92	-100.00	0.00	3,086.28	-3,086.28	-100.00
31200-2000	Cleaning Fee	3,410.00	0.00	3,410.00	N/A	5,368.00	0.00	5,368.00	N/A
31200-3000	Damages	0.00	0.00	0.00	N/A	100.00	0.00	100.00	N/A
31200-4000	Late Charges	285.00	0.00	285.00	N/A	3,015.00	0.00	3,015.00	N/A
31200-5000	Legal Fees - Tenant	460.00	0.00	460.00	N/A	460.00	0.00	460.00	N/A
31200-6000	NSF Charges	0.00	0.00	0.00	N/A	175.00	0.00	175.00	N/A
31200-7000	Excess Utility	20.04	54.17	-34.13	-63.01	75.35	487.53	-412.18	-84.54
31200-8000	Wireless Leases	9,000.00	6,755.00	2,245.00	33.23	81,000.00	60,795.00	20,205.00	33.23
31200-9000	Misc.Tenant Income	339.01	651.00	-311.99	-47.92	2,073.22	5,247.00	-3,173.78	-60.49
31290-0000	Total Other Tenant Income	13,514.05	7,803.09	5,710.96	73.19	92,266.57	69,615.81	22,650.76	32.54
31990-0000	TOTAL TENANT INCOME	70,964.05	59,636.42	11,327.63	18.99	594,384.89	536,115.78	58,269.11	10.87
34000-0000	GRANT INCOME								
34010-0000	Subsidy Grants	44,959.00	47,916.67	-2,957.67	-6.17	397,268.50	431,250.03	-33,981.53	-7.88
34010-1000	CFP Operating Grants	6,807.16	8,488.04	-1,680.88	-19.80	61,264.44	76,392.36	-15,127.92	-19.80
34990-0000	TOTAL GRANT INCOME	51,766.16	56,404.71	-4,638.55	-8.22	458,532.94	507,642.39	-49,109.45	-9.67
36000-0000	OTHER INCOME								
36100-0000	Investment Income - Unrestricted	9,889.35	5,833.33	4,056.02	69.53	76,519.47	52,499.97	24,019.50	45.75
36500-0000	Miscellaneous Other Income	0.00	1,246.54	-1,246.54	-100.00	20,276.74	11,218.86	9,057.88	80.74
36990-0000	TOTAL OTHER INCOME	9,889.35	7,079.87	2,809.48	39.68	96,796.21	63,718.83	33,077.38	51.91
39990-0000	TOTAL INCOME	132,619.56	123,121.00	9,498.56	7.71	1,149,714.04	1,107,477.00	42,237.04	3.81
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41009-9000	Administrative Salaries								
41100-0000	Administrative Salaries	8,116.68	9,436.16	1,319.48	13.98	72,590.47	84,925.44	12,334.97	14.52
41100-4000	Employee Benefit Contribution-Admin	3,565.01	3,876.14	311.13	8.03	44,464.30	34,885.26	-9,579.04	-27.46
41109-9000	Total Administrative Salaries	11,681.69	13,312.30	1,630.61	12.25	117,054.77	119,810.70	2,755.93	2.30
41300-0000	Legal Expense								
41300-2000	Court Costs	0.00	-72.52	-72.52	-100.00	0.00	-652.68	-652.68	-100.00
41300-3000	Tenant Screening	0.00	57.67	57.67	100.00	233.50	519.03	285.53	55.01
41300-4000	General Legal Expense	2,139.00	1,083.33	-1,055.67	-97.45	4,267.50	9,749.97	5,482.47	56.23
41310-0000	Total Legal Expense	2,139.00	1,068.48	-1,070.52	-100.19	4,501.00	9,616.32	5,115.32	53.19
41390-0000	Other Admin Expenses								
41400-0000	Staff Training	0.00	225.00	225.00	100.00	0.00	2,025.00	2,025.00	100.00
41500-0000	Travel	202.54	103.32	-99.22	-96.03	155.31	929.88	774.57	83.30
41700-0000	Accounting Fees	780.23	755.32	-24.91	-3.30	6,966.04	6,797.88	-168.16	-2.47
41710-0000	Auditing Fees	0.00	180.55	180.55	100.00	709.90	1,624.95	915.05	56.31

Hawley, Shiloh, Warren (.amp2)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
41730-0000	Management Fee	11,748.08	12,000.00	251.92	2.10	107,278.52	108,000.00	721.48	0.67
41730-1000	Bookkeeping Fee	1,140.00	1,166.67	26.67	2.29	10,410.00	10,500.03	90.03	0.86
41730-2000	Asset Management Fee	1,520.00	1,590.00	70.00	4.40	13,880.00	14,310.00	430.00	3.00
41740-0000	Marketing	70.00	0.00	-70.00	N/A	168.59	0.00	-168.59	N/A
41800-0000	Office Rent	0.00	0.00	0.00	N/A	367.50	0.00	-367.50	N/A
41820-0000	Consultants	0.00	572.78	572.78	100.00	0.00	5,155.02	5,155.02	100.00
41890-0000	Total Other Admin Expenses	15,460.85	16,593.64	1,132.79	6.83	139,935.86	149,342.76	9,406.90	6.30
41900-0000	Miscellaneous Admin Expenses								
41900-1000	Membership and Fees	74.75	78.95	4.20	5.32	886.26	710.55	-175.71	-24.73
41900-2000	Publications	0.00	26.64	26.64	100.00	18.76	239.76	221.00	92.18
41900-3000	Advertising	0.00	0.00	0.00	N/A	816.51	0.00	-816.51	N/A
41900-4000	Office Supplies	902.01	176.91	-725.10	-409.87	2,611.48	1,592.19	-1,019.29	-64.02
41900-5000	Inspection Expense	4,241.20	15.80	-4,225.40	-26,743.04	4,241.20	142.20	-4,099.00	-2,882.56
41900-7000	Telephone	345.86	630.54	284.68	45.15	4,934.41	5,674.86	740.45	13.05
41900-8000	Postage	0.00	257.73	257.73	100.00	3,145.88	2,319.57	-826.31	-35.62
41901-0000	Office Equipment Contracts	334.50	497.02	162.52	32.70	5,531.33	4,473.18	-1,058.15	-23.66
41901-3000	Internet	206.56	566.38	359.82	63.53	4,019.85	5,097.42	1,077.57	21.14
41901-4000	Cable/Video	78.67	164.36	85.69	52.14	998.54	1,479.24	480.70	32.50
41901-5000	Special Events	86.61	0.00	-86.61	N/A	2,129.66	0.00	-2,129.66	N/A
41901-7000	Temporary Administrative Labor	0.00	0.00	0.00	N/A	7,730.31	0.00	-7,730.31	N/A
41901-8000	Small Office Equipment	0.00	16.48	16.48	100.00	1,176.34	148.32	-1,028.02	-693.11
41902-0000	Bank Fees	-351.86	0.00	351.86	N/A	5,062.65	0.00	-5,062.65	N/A
41902-2000	Other Misc Admin Expenses	1,766.89	404.24	-1,362.65	-337.09	7,123.67	3,638.16	-3,485.51	-95.80
41910-0000	Total Miscellaneous Admin Expenses	19,366.88	16,147.35	-3,219.53	-19.94	167,481.62	145,326.15	-22,155.47	-15.25
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	36,966.73	33,809.47	-3,157.26	-9.34	311,918.48	304,285.23	-7,633.25	-2.51
42000-0000	TENANT SERVICES								
42100-0000	Tenant Services Salaries	0.00	0.00	0.00	N/A	-820.08	0.00	820.08	N/A
42100-1000	Employee Benefit Contributions-Tenant Sv	418.61	0.00	-418.61	N/A	3,618.36	0.00	-3,618.36	N/A
42300-0000	Tenant Services Contract Costs	0.00	112.94	112.94	100.00	0.00	1,016.46	1,016.46	100.00
42300-1000	Tenant Relocation	230.00	0.00	-230.00	N/A	230.00	0.00	-230.00	N/A
42990-0000	TOTAL TENANT SERVICES EXPENSES	648.61	112.94	-535.67	-474.30	3,028.28	1,016.46	-2,011.82	-197.92
43000-0000	UTILITY EXPENSES								
43100-0000	Water	4,361.08	7,666.67	3,305.59	43.12	50,720.63	69,000.03	18,279.40	26.49
43200-0000	Electricity	6,200.94	3,500.00	-2,700.94	-77.17	40,668.06	31,500.00	-9,168.06	-29.10
43200-1000	Electricity-Vacant Units	308.08	0.00	-308.08	N/A	1,274.56	0.00	-1,274.56	N/A
43300-0000	Gas	3,921.26	1,672.17	-2,249.09	-134.50	19,894.04	15,049.53	-4,844.51	-32.19
43300-1000	Gas-Vacant Units	0.00	0.00	0.00	N/A	38.78	0.00	-38.78	N/A
43320-0000	Tenant-Owed Utilities	2.64	46.84	44.20	94.36	57.95	421.56	363.61	86.25
43400-0000	Garbage/Trash Removal	0.00	1,440.57	1,440.57	100.00	-2,954.46	12,965.13	15,919.59	122.79
43900-0000	Sewer	2,250.00	2,916.67	666.67	22.86	33,397.30	26,250.03	-7,147.27	-27.23
43990-0000	TOTAL UTILITY EXPENSES	17,044.00	17,242.92	198.92	1.15	143,096.86	155,186.28	12,089.42	7.79
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								
44009-9000	General Maint Expense								
44100-0000	Maintenance Salaries	20,373.30	20,908.84	535.54	2.56	172,313.52	188,179.56	15,866.04	8.43
44100-5000	Employee Benefit Contribution-Maint.	8,196.27	7,033.59	-1,162.68	-16.53	72,437.22	63,302.31	-9,134.91	-14.43
44110-0000	Maintenance Uniforms	0.00	0.00	0.00	N/A	366.65	0.00	-366.65	N/A
44120-0000	Vehicle Gas	0.00	0.00	0.00	N/A	763.87	0.00	-763.87	N/A
44130-0000	Misc Vehicle Expenses	270.98	812.79	541.81	66.66	895.56	7,315.11	6,419.55	87.76

Hawley, Shiloh, Warren (.amp2)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
44190-0000	Total General Maint Expense	28,840.55	28,755.22	-85.33	-0.30	246,776.82	258,796.98	12,020.16	4.64
44200-0000	Materials								
44200-1000	Supplies-Grounds	0.00	0.00	0.00	N/A	91.56	0.00	-91.56	N/A
44200-2000	Supplies-Appliance	2,971.63	875.18	-2,096.45	-239.54	15,847.34	7,876.62	-7,970.72	-101.19
44200-3000	Supplies-Decorating	296.83	375.06	78.23	20.86	2,296.93	3,375.54	1,078.61	31.95
44200-4000	Supplies-Electrical	2,436.35	346.06	-2,090.29	-604.03	4,916.49	3,114.54	-1,801.95	-57.86
44200-5000	Supplies-Exterminating	0.00	0.00	0.00	N/A	298.71	0.00	-298.71	N/A
44200-6000	Supplies-Janitorial/Cleaning	107.11	866.86	759.75	87.64	5,046.49	7,801.74	2,755.25	35.32
44200-7000	Supplies-Maint/Repairs	6,634.23	4,163.38	-2,470.85	-59.35	29,557.84	37,470.42	7,912.58	21.12
44200-8000	Supplies-Plumbing	943.35	722.18	-221.17	-30.63	4,646.88	6,499.62	1,852.74	28.51
44200-9000	Tools and Equipment	851.67	239.79	-611.88	-255.17	1,959.46	2,158.11	198.65	9.20
44201-0000	Supplies - HVAC	401.10	301.71	-99.39	-32.94	3,780.45	2,715.39	-1,065.06	-39.22
44290-0000	Total Materials	14,642.27	7,890.22	-6,752.05	-85.57	68,442.15	71,011.98	2,569.83	3.62
44300-0000	Contract Costs								
44300-1000	Contract-Alarm/Extinguisher	0.00	0.00	0.00	N/A	1,165.73	0.00	-1,165.73	N/A
44300-2000	Contract-Appliance	0.00	0.00	0.00	N/A	647.33	0.00	-647.33	N/A
44300-3000	Contract-Building Repairs	450.00	0.00	-450.00	N/A	5,126.00	0.00	-5,126.00	N/A
44300-6000	Contract-Electrical	12,435.00	239.76	-12,195.24	-5,086.44	14,361.57	2,157.84	-12,203.73	-565.55
44300-7000	Contract-Pest Control	1,645.00	416.18	-1,228.82	-295.26	7,930.00	3,745.62	-4,184.38	-111.71
44300-8000	Contract-Floor Covering	0.00	12.58	12.58	100.00	2,400.00	113.22	-2,286.78	-2,019.77
44300-9000	Contract-Grounds	2,438.00	1,520.82	-917.18	-60.31	12,836.50	13,687.38	850.88	6.22
44301-0000	Contract-Janitorial/Cleaning	0.00	1,648.31	1,648.31	100.00	0.00	14,834.79	14,834.79	100.00
44301-1000	Contract-Plumbing	1,675.00	1,971.20	296.20	15.03	16,730.75	17,740.80	1,010.05	5.69
44301-2000	Contract-Window Covering	0.00	0.00	0.00	N/A	23.00	0.00	-23.00	N/A
44301-3000	Contract-HVAC	3,922.00	1,044.47	-2,877.53	-275.50	3,922.00	9,400.23	5,478.23	58.28
44301-4000	Contract-Vehicle Maintenance	0.00	0.00	0.00	N/A	4,905.61	0.00	-4,905.61	N/A
44301-5000	Contract-Equipment Rental	0.00	0.00	0.00	N/A	312.00	0.00	-312.00	N/A
44301-7000	Contract-Elevator Monitoring	1,169.00	2,828.86	1,659.86	58.68	14,187.00	25,459.74	11,272.74	44.28
44301-8000	Contract-Alarm Monitoring	1,777.49	0.00	-1,777.49	N/A	6,274.09	0.00	-6,274.09	N/A
44301-9000	Contract-Sprinkler Monitoring	0.00	0.00	0.00	N/A	20,797.38	0.00	-20,797.38	N/A
44302-2000	Contract-IT Contracts	3,171.80	2,030.39	-1,141.41	-56.22	10,804.39	18,273.51	7,469.12	40.87
44302-3000	Contract-Consultants	0.00	0.00	0.00	N/A	40.61	0.00	-40.61	N/A
44308-0000	Contract - Vehicle Lease	0.00	483.79	483.79	100.00	4,409.18	4,354.11	-55.07	-1.26
44309-0000	Contract-Security	0.00	2,540.44	2,540.44	100.00	255.00	22,863.96	22,608.96	98.88
44309-1000	Snow Removal Service	0.00	0.00	0.00	N/A	29,659.00	26,450.00	-3,209.00	-12.13
44309-9000	Contract Costs-Other	4,302.75	2,560.20	-1,742.55	-68.06	5,362.25	23,041.80	17,679.55	76.73
44390-0000	Total Contract Costs	32,986.04	17,297.00	-15,689.04	-90.70	162,149.39	182,123.00	19,973.61	10.97
44400-0000	Unit Repairs - Damages	0.00	0.00	0.00	N/A	69.52	0.00	-69.52	N/A
44500-0000	Vacancy Turnover	3,410.00	5,833.33	2,423.33	41.54	21,084.57	52,499.97	31,415.40	59.84
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	79,878.86	59,775.77	-20,103.09	-33.63	498,522.45	564,431.93	65,909.48	11.68
45000-0000	GENERAL EXPENSES								
45100-0000	Worker's Comp Insurance	1,072.53	1,336.60	264.07	19.76	8,063.44	12,029.40	3,965.96	32.97
45101-0000	Property Insurance	4,011.63	3,240.13	-771.50	-23.81	35,417.70	29,161.17	-6,256.53	-21.46
45102-0000	Liability Insurance	236.67	317.57	80.90	25.47	2,177.65	2,858.13	680.48	23.81
45200-0000	Payments in Lieu of Taxes	4,091.90	3,381.84	-710.06	-21.00	37,393.13	30,436.56	-6,956.57	-22.86
45210-0000	Misc. Taxes/Licenses/Insurance	183.34	263.20	79.86	30.34	2,132.49	2,368.80	236.31	9.98
45700-0000	Bad Debt-Tenant Rents	0.00	1,056.61	1,056.61	100.00	21,074.09	9,509.49	-11,564.60	-121.61
45900-0000	Other General Expense	0.00	0.00	0.00	N/A	-218.39	0.00	218.39	N/A
45990-0000	TOTAL GENERAL EXPENSES	9,596.07	9,595.95	-0.12	0.00	106,040.11	86,363.55	-19,676.56	-22.78

Hawley, Shiloh, Warren (.amp2)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
47000-0000	HOUSING ASSISTANCE PAYMENTS								
47150-1012	URP Expense - PH	0.00	0.00	0.00	N/A	211.00	0.00	-211.00	N/A
47150-7000	Housing Counseling Program Expenses	0.00	0.00	0.00	N/A	742.84	0.00	-742.84	N/A
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	0.00	0.00	0.00	N/A	953.84	0.00	-953.84	N/A
48990-0000	TOTAL OPERATING EXPENSES	144,134.27	120,537.05	-23,597.22	-19.58	1,063,560.02	1,111,283.45	47,723.43	4.29
49990-0000	**NET OPERATING INCOME**	**-11,514.71**	**2,583.95**	**-14,098.66**	**-545.62**	**86,154.02**	**-3,806.45**	**89,960.47**	**2,363.37**
50000-0000	NON-OPERATING ITEMS								
51000-1000	Depreciation -Buildings	0.00	0.00	0.00	N/A	146,376.00	0.00	-146,376.00	N/A
51000-2000	Depreciation -Furn,Equip,Machinery-Dwelli	0.00	0.00	0.00	N/A	11,439.00	0.00	-11,439.00	N/A
51000-3000	Depreciation -Furn,Equip,Machinery-Admir	0.00	0.00	0.00	N/A	1,575.00	0.00	-1,575.00	N/A
51000-4000	Depreciation-Leashold Improvements	0.00	0.00	0.00	N/A	15,462.00	0.00	-15,462.00	N/A
51000-5000	Depreciation-Vehicles	0.00	0.00	0.00	N/A	631.08	0.00	-631.08	N/A
52100-2000	Operating Transfer In from CFP	0.00	0.00	0.00	N/A	-12,500.00	0.00	12,500.00	N/A
59990-0000	TOTAL NON-OPERATING ITEMS	0.00	0.00	0.00	N/A	162,983.08	0.00	-162,983.08	N/A
90000-0000	NET INCOME	-11,514.71	2,583.95	-14,098.66	-545.62	-76,829.06	-3,806.45	-73,022.61	-1,918.39

Hawley, Shiloh, Warren (.amp2)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	291,522.47
11112-0000	Cash Operating 2	359,180.34
11119-9000	Total Unrestricted Cash	650,702.81
11190-0000	TOTAL CASH	650,702.81
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11220-0000	A/R -Tenants	29,562.35
11220-1000	Allowance for Doubtful Accounts-Tenar	-12,672.21
11290-0000	A/R -Other	81,000.14
11350-1000	A/R-HUD	-0.03
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVABI	97,890.25
11600-0000	OTHER CURRENT ASSETS	
12110-0000	Prepaid Expenses and Other Assets	15,643.39
12110-1000	Prepaid Insurance	16,527.39
12600-0000	Inventories-Materials	6,985.31
12750-0000	Allowance for Obsolete Inventories	-281.29
12950-1000	Legacy Interprogram-Due From	241,894.84
12990-0000	TOTAL OTHER CURRENT ASSETS	280,769.64
13000-0000	TOTAL CURRENT ASSETS	1,029,362.70
14000-0000	NONCURRENT ASSETS:	
14000-1000	FIXED ASSETS	
14000-5000	Land	443,766.88
14000-6000	Buildings	10,506,929.97
14000-7000	Vehicles	31,198.70
14000-8000	Furniture and Equipment	359,210.97
14001-0000	Site Improvement	1,078,931.35
14001-0001	Construction-Work in Progress	-0.11
14050-1000	Accum Depreciation-Buildings	-10,273,349.71
14050-2000	Accum Depreciation-Vehicles	-811.08
14050-3000	Accum Depreciation-Furn & Equip Adm	-1,875.00
14050-4000	Accum Depreciation-Leashold Improver	-19,002.00
14050-5000	Accum Depreciation-Furn & Equip Dwel	-15,039.00
14200-0000	TOTAL FIXED ASSETS	2,109,960.97
14990-0000	TOTAL NONCURRENT ASSETS	2,109,960.97

Hawley, Shiloh, Warren (.amp2)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
19990-0000	TOTAL ASSETS	3,139,323.67
20000-0000	LIABILITIES & EQUITY	
20010-0000	LIABILITIES:	
21000-0000	CURRENT LIABLITIES:	
21110-0000	A/P Vendors and Contractors	273,623.69
21140-0000	Tenant Security Deposits	53,184.78
21140-3000	Security Deposit-Pet	100.00
21140-3100	Pet Fee - one time non reimbursable	900.00
21150-0000	A/P Other	229,356.59
21171-8000	A/P-Payroll ROTH 401k	-25.71
21199-1000	Accrued Payable	40,227.16
21350-0000	Accrued Payroll & Payroll Taxes	883.22
21370-0000	Accrued PILOT	77,449.09
21450-0000	Interprogram-Due To	22,742.28
21450-1000	Legacy Interprogram-Due To	97,069.63
21500-5000	Unearned Revenue	20,421.42
22400-0000	Tenant Prepaid Rents	14,196.62
22600-0000	Accrued Compensated Absences-Curre	9,786.80
22990-0000	TOTAL CURRENT LIABILITIES	839,915.57
23000-0000	NONCURRENT LIABILITIES:	
23050-0000	Accrued Compensated Absences-LT	9,952.13
23990-0000	TOTAL NONCURRENT LIABILITIES	9,952.13
24990-0000	TOTAL LIABILITIES	849,867.70
28000-0000	EQUITY	
28090-0000	RETAINED EARNINGS:	
28090-1000	Invested in Capital Assets-Net of Debt	2,762,708.97
28090-2000	Retained Earnings-Unrestricted Net Ass	-473,253.00
28099-9000	TOTAL RETAINED EARNINGS:	2,289,455.97
28990-0000	TOTAL EQUITY	2,289,455.97
29990-0000	TOTAL LIABILITIES AND EQUITY	3,139,323.67

BHT, JKM, Orchard, Millview (.amp3)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
31010-0000	Rental Income								
31110-0000	Tenant Rent	56,265.97	50,583.33	5,682.64	11.23	505,333.91	455,249.97	50,083.94	11.00
31130-0000	Less: Vacancies	-2,115.97	0.00	-2,115.97	N/A	-13,211.91	0.00	-13,211.91	N/A
31190-0000	Total Rental Income	54,150.00	50,583.33	3,566.67	7.05	492,122.00	455,249.97	36,872.03	8.10
31200-0000	Other Tenant Income								
31200-1000	Laundry and Vending	0.00	264.00	-264.00	-100.00	0.00	2,376.00	-2,376.00	-100.00
31200-2000	Cleaning Fee	0.00	0.00	0.00	N/A	2,775.00	0.00	2,775.00	N/A
31200-3000	Damages	300.00	0.00	300.00	N/A	900.00	0.00	900.00	N/A
31200-4000	Late Charges	405.00	0.00	405.00	N/A	4,365.00	0.00	4,365.00	N/A
31200-5000	Legal Fees - Tenant	0.00	0.00	0.00	N/A	1,584.00	0.00	1,584.00	N/A
31200-6000	NSF Charges	0.00	0.00	0.00	N/A	350.00	0.00	350.00	N/A
31200-7000	Excess Utility	0.00	95.83	-95.83	-100.00	774.33	862.47	-88.14	-10.22
31200-8000	Wireless Leases	0.00	532.14	-532.14	-100.00	0.00	4,789.26	-4,789.26	-100.00
31200-9000	Misc.Tenant Income	836.13	2,204.87	-1,368.74	-62.08	2,186.13	19,843.83	-17,657.70	-88.98
31210-0000	Tenant Payment Agreement (TPA) Ren	0.00	0.00	0.00	N/A	2,525.00	0.00	2,525.00	N/A
31290-0000	Total Other Tenant Income	1,541.13	3,096.84	-1,555.71	-50.24	15,459.46	27,871.56	-12,412.10	-44.53
31990-0000	TOTAL TENANT INCOME	55,691.13	53,680.17	2,010.96	3.75	507,581.46	483,121.53	24,459.93	5.06
34000-0000	GRANT INCOME								
34010-0000	Subsidy Grants	46,373.00	50,354.55	-3,981.55	-7.91	413,017.00	453,190.95	-40,173.95	-8.86
34010-1000	CFP Operating Grants	6,807.18	8,488.04	-1,680.86	-19.80	61,264.74	76,392.36	-15,127.62	-19.80
34990-0000	TOTAL GRANT INCOME	53,180.18	58,842.59	-5,662.41	-9.62	474,281.74	529,583.31	-55,301.57	-10.44
36000-0000	OTHER INCOME								
36100-0000	Investment Income - Unrestricted	10,761.92	7,916.67	2,845.25	35.94	83,271.16	71,250.03	12,021.13	16.87
36500-0000	Miscellaneous Other Income	0.00	0.00	0.00	N/A	7,874.94	0.00	7,874.94	N/A
36990-0000	TOTAL OTHER INCOME	10,761.92	7,916.67	2,845.25	35.94	91,146.10	71,250.03	19,896.07	27.92
39990-0000	TOTAL INCOME	119,633.23	120,439.43	-806.20	-0.67	1,073,009.30	1,083,954.87	-10,945.57	-1.01
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41009-9000	Administrative Salaries								
41100-0000	Administrative Salaries	12,325.16	13,992.00	1,666.84	11.91	121,740.86	125,928.00	4,187.14	3.32
41100-4000	Employee Benefit Contribution-Admin	6,316.48	6,489.99	173.51	2.67	63,316.86	58,409.91	-4,906.95	-8.40
41109-9000	Total Administrative Salaries	18,641.64	20,481.99	1,840.35	8.99	185,057.72	184,337.91	-719.81	-0.39
41300-0000	Legal Expense								
41300-2000	Court Costs	0.00	0.00	0.00	N/A	96.95	0.00	-96.95	N/A
41300-3000	Tenant Screening	0.00	55.82	55.82	100.00	441.40	502.38	60.98	12.14
41300-4000	General Legal Expense	1,741.75	1,083.33	-658.42	-60.78	3,554.75	9,749.97	6,195.22	63.54
41310-0000	Total Legal Expense	1,741.75	1,139.15	-602.60	-52.90	4,093.10	10,252.35	6,159.25	60.08
41390-0000	Other Admin Expenses								
41400-0000	Staff Training	0.00	77.25	77.25	100.00	0.00	695.25	695.25	100.00
41500-0000	Travel	109.52	66.67	-42.85	-64.27	626.02	600.03	-25.99	-4.33
41700-0000	Accounting Fees	849.10	779.28	-69.82	-8.96	7,580.82	7,013.52	-567.30	-8.09

BHT, JKM, Orchard, Millview (.amp3)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
41710-0000	Auditing Fees	0.00	125.00	125.00	100.00	772.56	1,125.00	352.44	31.33
41730-0000	Management Fee	12,830.14	13,083.33	253.19	1.94	119,644.92	117,749.97	-1,894.95	-1.61
41730-1000	Bookkeeping Fee	1,245.00	1,250.00	5.00	0.40	11,610.00	11,250.00	-360.00	-3.20
41730-2000	Asset Management Fee	1,660.00	1,733.33	73.33	4.23	15,480.00	15,599.97	119.97	0.77
41740-0000	Marketing	76.43	0.00	-76.43	N/A	183.71	0.00	-183.71	N/A
41820-0000	Consultants	0.00	628.22	628.22	100.00	0.00	5,653.98	5,653.98	100.00
41890-0000	Total Other Admin Expenses	16,770.19	17,743.08	972.89	5.48	155,898.03	159,687.72	3,789.69	2.37
41900-0000	Miscellaneous Admin Expenses								
41900-1000	Membership and Fees	81.28	82.87	1.59	1.92	1,858.27	745.83	-1,112.44	-149.15
41900-2000	Publications	0.00	25.72	25.72	100.00	-39.56	231.48	271.04	117.09
41900-3000	Advertising	0.00	0.00	0.00	N/A	1,088.67	0.00	-1,088.67	N/A
41900-4000	Office Supplies	100.64	111.57	10.93	9.80	801.56	1,004.13	202.57	20.17
41900-5000	Inspection Expense	0.00	96.76	96.76	100.00	2,066.95	870.84	-1,196.11	-137.35
41900-7000	Telephone	321.06	598.02	276.96	46.31	5,554.86	5,382.18	-172.68	-3.21
41900-8000	Postage	0.00	324.75	324.75	100.00	2,324.91	2,922.75	597.84	20.45
41901-0000	Office Equipment Contracts	359.24	589.92	230.68	39.10	5,907.41	5,309.28	-598.13	-11.27
41901-3000	Internet	186.61	467.46	280.85	60.08	4,355.55	4,207.14	-148.41	-3.53
41901-4000	Cable/Video	78.67	168.90	90.23	53.42	2,584.33	1,520.10	-1,064.23	-70.01
41901-5000	Special Events	115.48	0.00	-115.48	N/A	2,177.90	0.00	-2,177.90	N/A
41901-7000	Temporary Administrative Labor	0.00	0.00	0.00	N/A	171.08	0.00	-171.08	N/A
41901-8000	Small Office Equipment	87.00	1.27	-85.73	-6,750.39	768.40	11.43	-756.97	-6,622.66
41902-0000	Bank Fees	417.80	0.00	-417.80	N/A	3,767.00	0.00	-3,767.00	N/A
41902-2000	Other Misc Admin Expenses	1,379.70	1,006.52	-373.18	-37.08	4,202.85	9,058.68	4,855.83	53.60
41910-0000	Total Miscellaneous Admin Expenses	21,769.12	23,955.75	2,186.63	9.13	222,647.90	215,601.75	-7,046.15	-3.27
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	40,281.06	42,837.98	2,556.92	5.97	382,639.03	385,541.82	2,902.79	0.75
42000-0000	TENANT SERVICES								
42100-0000	Tenant Services Salaries	0.00	0.00	0.00	N/A	-891.56	0.00	891.56	N/A
42100-1000	Employee Benefit Contributions-Tenant Sv	496.86	0.00	-496.86	N/A	4,615.49	0.00	-4,615.49	N/A
42300-0000	Tenant Services Contract Costs	0.00	68.23	68.23	100.00	0.00	614.07	614.07	100.00
42300-1000	Tenant Relocation	0.00	0.00	0.00	N/A	2,643.75	0.00	-2,643.75	N/A
42990-0000	TOTAL TENANT SERVICES EXPENSES	496.86	68.23	-428.63	-628.21	6,367.68	614.07	-5,753.61	-936.96
43000-0000	UTILITY EXPENSES								
43100-0000	Water	3,270.00	1,333.33	-1,936.67	-145.25	36,454.14	11,999.97	-24,454.17	-203.79
43200-0000	Electricity	4,880.83	2,583.33	-2,297.50	-88.94	38,344.90	23,249.97	-15,094.93	-64.92
43200-1000	Electricity-Vacant Units	147.63	0.00	-147.63	N/A	825.30	0.00	-825.30	N/A
43300-0000	Gas	3,387.21	1,416.67	-1,970.54	-139.10	17,731.25	12,750.03	-4,981.22	-39.07
43320-0000	Tenant-Owed Utilities	84.10	77.21	-6.89	-8.92	765.96	694.89	-71.07	-10.23
43400-0000	Garbage/Trash Removal	1,024.62	1,570.08	545.46	34.74	-1,680.36	14,130.72	15,811.08	111.89
43900-0000	Sewer	2,230.00	1,833.33	-396.67	-21.64	27,180.48	16,499.97	-10,680.51	-64.73
43990-0000	TOTAL UTILITY EXPENSES	15,024.39	8,813.95	-6,210.44	-70.46	119,621.67	79,325.55	-40,296.12	-50.80
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								
44009-9000	General Maint Expense								
44100-0000	Maintenance Salaries	16,263.84	13,992.00	-2,271.84	-16.24	156,200.71	125,928.00	-30,272.71	-24.04
44100-5000	Employee Benefit Contribution-Maint.	6,339.68	6,290.23	-49.45	-0.79	61,108.53	56,612.07	-4,496.46	-7.94
44110-0000	Maintenance Uniforms	0.00	0.00	0.00	N/A	147.94	0.00	-147.94	N/A
44120-0000	Vehicle Gas	0.00	0.00	0.00	N/A	1,306.06	0.00	-1,306.06	N/A
44130-0000	Misc Vehicle Expenses	131.60	1,183.90	1,052.30	88.88	1,571.75	10,655.10	9,083.35	85.25
44190-0000	Total General Maint Expense	22,735.12	21,466.13	-1,268.99	-5.91	220,334.99	193,195.17	-27,139.82	-14.05

BHT, JKM, Orchard, Millview (.amp3)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
44200-0000	Materials								
44200-1000	Supplies-Grounds	0.00	0.00	0.00	N/A	196.40	0.00	-196.40	N/A
44200-2000	Supplies-Appliance	2,186.98	878.72	-1,308.26	-148.88	26,416.99	7,908.48	-18,508.51	-234.03
44200-3000	Supplies-Decorating	29.44	353.10	323.66	91.66	2,049.42	3,177.90	1,128.48	35.51
44200-4000	Supplies-Electrical	130.14	234.69	104.55	44.55	4,444.29	2,112.21	-2,332.08	-110.41
44200-6000	Supplies-Janitorial/Cleaning	543.18	428.74	-114.44	-26.69	7,753.87	3,858.66	-3,895.21	-100.95
44200-7000	Supplies-Maint/Repairs	2,547.27	3,971.76	1,424.49	35.87	26,726.69	35,745.84	9,019.15	25.23
44200-8000	Supplies-Plumbing	129.34	294.14	164.80	56.03	3,016.04	2,647.26	-368.78	-13.93
44200-9000	Tools and Equipment	483.30	138.88	-344.42	-248.00	1,619.60	1,249.92	-369.68	-29.58
44201-0000	Supplies - HVAC	0.00	604.47	604.47	100.00	3,432.56	5,440.23	2,007.67	36.90
44290-0000	Total Materials	6,049.65	6,904.50	854.85	12.38	75,655.86	62,140.50	-13,515.36	-21.75
44300-0000	Contract Costs								
44300-1000	Contract-Alarm/Extinguisher	0.00	0.00	0.00	N/A	1,390.23	0.00	-1,390.23	N/A
44300-2000	Contract-Appliance	0.00	0.00	0.00	N/A	678.29	0.00	-678.29	N/A
44300-3000	Contract-Building Repairs	800.00	0.00	-800.00	N/A	6,973.00	0.00	-6,973.00	N/A
44300-5000	Contract-Decorating/Painting	0.00	0.00	0.00	N/A	1,780.03	0.00	-1,780.03	N/A
44300-6000	Contract-Electrical	450.00	1,306.73	856.73	65.56	8,917.86	11,760.57	2,842.71	24.17
44300-7000	Contract-Pest Control	935.00	442.69	-492.31	-111.21	7,670.00	3,984.21	-3,685.79	-92.51
44300-8000	Contract-Floor Covering	0.00	7.52	7.52	100.00	0.00	67.68	67.68	100.00
44300-9000	Contract-Grounds	1,757.00	1,175.00	-582.00	-49.53	10,967.25	10,575.00	-392.25	-3.71
44301-0000	Contract-Janitorial/Cleaning	0.00	1,465.13	1,465.13	100.00	-150.00	13,186.17	13,336.17	101.14
44301-1000	Contract-Plumbing	0.00	1,515.92	1,515.92	100.00	3,631.66	13,643.28	10,011.62	73.38
44301-2000	Contract-Window Covering	0.00	4.77	4.77	100.00	3,427.26	42.93	-3,384.33	-7,883.37
44301-3000	Contract-HVAC	0.00	235.10	235.10	100.00	5,221.30	2,115.90	-3,105.40	-146.76
44301-4000	Contract-Vehicle Maintenance	315.00	0.00	-315.00	N/A	2,679.68	0.00	-2,679.68	N/A
44301-5000	Contract-Equipment Rental	0.00	0.00	0.00	N/A	120.00	0.00	-120.00	N/A
44301-7000	Contract-Elevator Monitoring	3,405.22	2,889.32	-515.90	-17.86	13,802.28	26,003.88	12,201.60	46.92
44301-8000	Contract-Alarm Monitoring	1,586.42	0.00	-1,586.42	N/A	11,761.02	0.00	-11,761.02	N/A
44301-9000	Contract-Sprinkler Monitoring	0.00	0.00	0.00	N/A	3,437.98	0.00	-3,437.98	N/A
44302-2000	Contract-IT Contracts	3,444.41	2,161.92	-1,282.49	-59.32	14,130.69	19,457.28	5,326.59	27.38
44302-3000	Contract-Consultants	0.00	0.00	0.00	N/A	44.20	0.00	-44.20	N/A
44308-0000	Contract - Vehicle Lease	0.00	567.65	567.65	100.00	4,736.13	5,108.85	372.72	7.30
44309-0000	Contract-Security	3,484.76	2,474.37	-1,010.39	-40.83	3,694.76	22,269.33	18,574.57	83.41
44309-1000	Snow Removal Service	0.00	0.00	0.00	N/A	49,430.00	39,000.00	-10,430.00	-26.74
44309-9000	Contract Costs-Other	0.00	4,832.30	4,832.30	100.00	7,236.99	43,490.70	36,253.71	83.36
44390-0000	Total Contract Costs	16,177.81	19,078.42	2,900.61	15.20	161,580.61	210,705.78	49,125.17	23.31
44400-0000	Unit Repairs - Damages	0.00	0.00	0.00	N/A	2,320.63	0.00	-2,320.63	N/A
44500-0000	Vacancy Turnover	4,404.10	4,961.35	557.25	11.23	10,869.10	44,652.15	33,783.05	75.66
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	49,366.68	52,410.40	3,043.72	5.81	470,761.19	510,693.60	39,932.41	7.82
45000-0000	GENERAL EXPENSES								
45100-0000	Worker's Comp Insurance	1,058.64	1,585.62	526.98	33.23	7,809.10	14,270.58	6,461.48	45.28
45101-0000	Property Insurance	3,879.88	3,178.75	-701.13	-22.06	34,247.64	28,608.75	-5,638.89	-19.71
45102-0000	Liability Insurance	233.60	377.62	144.02	38.14	2,149.44	3,398.58	1,249.14	36.75
45200-0000	Payments in Lieu of Taxes	3,906.27	4,076.46	170.19	4.17	37,375.02	36,688.14	-686.88	-1.87
45210-0000	Misc. Taxes/Licenses/Insurance	354.28	279.58	-74.70	-26.72	3,418.95	2,516.22	-902.73	-35.88
45700-0000	Bad Debt-Tenant Rents	0.00	661.04	661.04	100.00	10,948.24	5,949.36	-4,998.88	-84.02
45900-0000	Other General Expense	0.00	0.00	0.00	N/A	-291.15	0.00	291.15	N/A
45990-0000	TOTAL GENERAL EXPENSES	9,432.67	10,159.07	726.40	7.15	95,657.24	91,431.63	-4,225.61	-4.62
47000-0000	HOUSING ASSISTANCE PAYMENTS								

BHT, JKM, Orchard, Millview (.amp3)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
47150-1012	URP Expense - PH	82.00	0.00	-82.00	N/A	544.00	0.00	-544.00	N/A
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	82.00	0.00	-82.00	N/A	544.00	0.00	-544.00	N/A
48990-0000	TOTAL OPERATING EXPENSES	114,683.66	114,289.63	-394.03	-0.34	1,075,590.81	1,067,606.67	-7,984.14	-0.75
49990-0000	**NET OPERATING INCOME**	**4,949.57**	**6,149.80**	**-1,200.23**	**-19.52**	**-2,581.51**	**16,348.20**	**-18,929.71**	**-115.79**
50000-0000	NON-OPERATING ITEMS								
51000-1000	Depreciation -Buildings	0.00	0.00	0.00	N/A	99,601.68	0.00	-99,601.68	N/A
51000-2000	Depreciation -Furn,Equip,Machinery-Dwelli	0.00	0.00	0.00	N/A	4,006.08	0.00	-4,006.08	N/A
51000-3000	Depreciation -Furn,Equip,Machinery-Admir	0.00	0.00	0.00	N/A	6,526.76	0.00	-6,526.76	N/A
51000-4000	Depreciation-Leashold Improvements	0.00	0.00	0.00	N/A	15,480.00	0.00	-15,480.00	N/A
51000-5000	Depreciation-Vehicles	0.00	0.00	0.00	N/A	5,244.72	0.00	-5,244.72	N/A
52100-2000	Operating Transfer In from CFP	0.00	0.00	0.00	N/A	-12,500.00	0.00	12,500.00	N/A
52200-0000	Prior Period Adjustments Affecting RR	0.00	0.00	0.00	N/A	105,982.85	0.00	-105,982.85	N/A
52310-1000	Extraordinary Expense	0.00	0.00	0.00	N/A	388,728.60	0.00	-388,728.60	N/A
59990-0000	TOTAL NON-OPERATING ITEMS	0.00	0.00	0.00	N/A	613,070.69	0.00	-613,070.69	N/A
90000-0000	NET INCOME	4,949.57	6,149.80	-1,200.23	-19.52	-615,652.20	16,348.20	-632,000.40	-3,865.87

BHT, JKM, Orchard, Millview (.amp3)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	-57,703.61
11112-0000	Cash Operating 2	385,730.58
11119-9000	Total Unrestricted Cash	328,026.97
11190-0000	TOTAL CASH	328,026.97
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11220-0000	A/R -Tenants	35,459.45
11220-1000	Allowance for Doubtful Accounts-Tenar	-11,140.15
11220-2000	A/R - Tenant Payment Agreement (TPA	2,525.00
11290-0000	A/R -Other	-9,705.39
11450-0000	Accrued Interest Receivable	156.61
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVABI	17,295.52
11600-0000	OTHER CURRENT ASSETS	
12110-0000	Prepaid Expenses and Other Assets	17,209.20
12110-1000	Prepaid Insurance	16,496.39
12600-0000	Inventories-Materials	10,706.36
12750-0000	Allowance for Obsolete Inventories	-442.00
12950-1000	Legacy Interprogram-Due From	1,272.42
12990-0000	TOTAL OTHER CURRENT ASSETS	45,242.37
13000-0000	TOTAL CURRENT ASSETS	390,564.86
14000-0000	NONCURRENT ASSETS:	
14000-1000	FIXED ASSETS	
14000-5000	Land	521,411.99
14000-6000	Buildings	10,026,285.34
14000-7000	Vehicles	54,242.84
14000-8000	Furniture and Equipment	214,182.63
14001-0000	Site Improvement	1,296,626.30
14050-1000	Accum Depreciation-Buildings	-10,727,900.68
14050-2000	Accum Depreciation-Vehicles	-6,001.86
14050-3000	Accum Depreciation-Furn & Equip Adm	-7,469.62
14050-4000	Accum Depreciation-Leashold Improver	-19,160.00
14050-5000	Accum Depreciation-Furn & Equip Dwel	-4,726.08
14200-0000	TOTAL FIXED ASSETS	1,347,490.86
14990-0000	TOTAL NONCURRENT ASSETS	1,347,490.86

BHT, JKM, Orchard, Millview (.amp3)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
19990-0000	TOTAL ASSETS	1,738,055.72
20000-0000	LIABILITIES & EQUITY	
20010-0000	LIABILITIES:	
21000-0000	CURRENT LIABLITIES:	
21110-0000	A/P Vendors and Contractors	-541.00
21140-0000	Tenant Security Deposits	56,683.28
21140-2000	Security Deposit Clearing Account	-252.05
21140-3100	Pet Fee - one time non reimbursable	200.00
21150-0000	A/P Other	1,950.00
21171-8000	A/P-Payroll ROTH 401k	-28.00
21199-0000	Other Current Liabilities	1,383.47
21199-1000	Accrued Payable	12,614.51
21350-0000	Accrued Payroll & Payroll Taxes	1,458.12
21370-0000	Accrued PILOT	86,126.43
21450-0000	Interprogram-Due To	567,727.15
21450-1000	Legacy Interprogram-Due To	40,438.96
21500-5000	Unearned Revenue	20,421.16
22400-0000	Tenant Prepaid Rents	11,355.88
22600-0000	Accrued Compensated Absences-Curre	8,125.93
22990-0000	TOTAL CURRENT LIABILITIES	807,663.84
24990-0000	TOTAL LIABILITIES	807,663.84
28000-0000	EQUITY	
28090-0000	RETAINED EARNINGS:	
28090-1000	Invested in Capital Assets-Net of Debt	2,095,380.31
28090-2000	Retained Earnings-Unrestricted Net Ass	-1,164,988.43
28099-9000	TOTAL RETAINED EARNINGS:	930,391.88
28990-0000	TOTAL EQUITY	930,391.88
29990-0000	TOTAL LIABILITIES AND EQUITY	1,738,055.72

PH - Scattered Sites East (sse_amp4)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
31010-0000	Rental Income								
31110-0000	Tenant Rent	25,574.00	16,000.00	9,574.00	59.84	182,252.39	144,000.00	38,252.39	26.56
31120-5000	Utility Reimbursement Recovery -59 &	0.00	0.00	0.00	N/A	630.32	0.00	630.32	N/A
31130-0000	Less: Vacancies	-2,081.00	0.00	-2,081.00	N/A	-7,485.39	0.00	-7,485.39	N/A
31190-0000	Total Rental Income	23,493.00	16,000.00	7,493.00	46.83	175,397.32	144,000.00	31,397.32	21.80
31200-0000	Other Tenant Income								
31200-2000	Cleaning Fee	0.00	0.00	0.00	N/A	1,070.00	0.00	1,070.00	N/A
31200-3000	Damages	0.00	0.00	0.00	N/A	2,290.00	0.00	2,290.00	N/A
31200-4000	Late Charges	330.00	0.00	330.00	N/A	2,490.00	0.00	2,490.00	N/A
31200-5000	Legal Fees - Tenant	0.00	0.00	0.00	N/A	455.00	0.00	455.00	N/A
31200-7000	Excess Utility	1,113.28	541.67	571.61	105.53	4,797.60	4,875.03	-77.43	-1.59
31200-9000	Misc.Tenant Income	0.00	640.09	-640.09	-100.00	0.00	5,760.81	-5,760.81	-100.00
31210-0000	Tenant Payment Agreement (TPA) Ren	0.00	0.00	0.00	N/A	2,586.00	0.00	2,586.00	N/A
31290-0000	Total Other Tenant Income	1,443.28	1,181.76	261.52	22.13	13,688.60	10,635.84	3,052.76	28.70
31990-0000	TOTAL TENANT INCOME	24,936.28	17,181.76	7,754.52	45.13	189,085.92	154,635.84	34,450.08	22.28
34000-0000	GRANT INCOME								
34010-0000	Subsidy Grants	42,867.00	35,000.00	7,867.00	22.48	395,535.00	315,000.00	80,535.00	25.57
34010-1000	CFP Operating Grants	7,207.14	8,488.04	-1,280.90	-15.09	61,664.38	76,392.36	-14,727.98	-19.28
34150-0000	Other Government Grants	0.00	0.00	0.00	N/A	4,320.00	0.00	4,320.00	N/A
34990-0000	TOTAL GRANT INCOME	50,074.14	43,488.04	6,586.10	15.14	461,519.38	391,392.36	70,127.02	17.92
36000-0000	OTHER INCOME								
36100-0000	Investment Income - Unrestricted	4,944.70	3,750.00	1,194.70	31.86	38,259.68	33,750.00	4,509.68	13.36
36500-0000	Miscellaneous Other Income	0.00	1,231.54	-1,231.54	-100.00	9,966.30	11,083.86	-1,117.56	-10.08
36990-0000	TOTAL OTHER INCOME	4,944.70	4,981.54	-36.84	-0.74	48,225.98	44,833.86	3,392.12	7.57
39990-0000	TOTAL INCOME	79,955.12	65,651.34	14,303.78	21.79	698,831.28	590,862.06	107,969.22	18.27
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41009-9000	Administrative Salaries								
41100-0000	Administrative Salaries	13,804.65	12,783.74	-1,020.91	-7.99	128,914.53	115,053.66	-13,860.87	-12.05
41100-4000	Employee Benefit Contribution-Admin	6,807.27	5,940.46	-866.81	-14.59	66,882.78	53,464.14	-13,418.64	-25.10
41109-9000	Total Administrative Salaries	20,611.92	18,724.20	-1,887.72	-10.08	195,797.31	168,517.80	-27,279.51	-16.19
41300-0000	Legal Expense								
41300-2000	Court Costs	0.00	6.72	6.72	100.00	0.00	60.48	60.48	100.00
41300-3000	Tenant Screening	0.00	13.94	13.94	100.00	363.95	125.46	-238.49	-190.09
41300-4000	General Legal Expense	438.75	124.17	-314.58	-253.35	3,782.25	1,117.53	-2,664.72	-238.45
41310-0000	Total Legal Expense	438.75	144.83	-293.92	-202.94	4,146.20	1,303.47	-2,842.73	-218.09
41390-0000	Other Admin Expenses								
41400-0000	Staff Training	0.00	139.92	139.92	100.00	0.00	1,259.28	1,259.28	100.00
41500-0000	Travel	27.37	46.63	19.26	41.30	112.52	419.67	307.15	73.19
41700-0000	Accounting Fees	390.13	579.91	189.78	32.73	3,483.07	5,219.19	1,736.12	33.26
41710-0000	Auditing Fees	0.00	64.64	64.64	100.00	354.97	581.76	226.79	38.98

PH - Scattered Sites East (sse_amp4)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
41730-0000	Management Fee	4,173.66	4,358.33	184.67	4.24	39,958.93	39,224.97	-733.96	-1.87
41730-1000	Bookkeeping Fee	405.00	420.83	15.83	3.76	3,877.50	3,787.47	-90.03	-2.38
41730-2000	Asset Management Fee	540.00	641.67	101.67	15.84	5,170.00	5,775.03	605.03	10.48
41740-0000	Marketing	35.05	0.00	-35.05	N/A	84.35	0.00	-84.35	N/A
41820-0000	Consultants	0.00	294.72	294.72	100.00	0.00	2,652.48	2,652.48	100.00
41890-0000	Total Other Admin Expenses	5,571.21	6,546.65	975.44	14.90	53,041.34	58,919.85	5,878.51	9.98
41900-0000	Miscellaneous Admin Expenses								
41900-1000	Membership and Fees	37.36	72.23	34.87	48.28	443.11	650.07	206.96	31.84
41900-2000	Publications	0.00	14.13	14.13	100.00	9.38	127.17	117.79	92.62
41900-3000	Advertising	0.00	0.00	0.00	N/A	272.16	0.00	-272.16	N/A
41900-4000	Office Supplies	46.23	42.81	-3.42	-7.99	48.80	385.29	336.49	87.33
41900-5000	Inspection Expense	0.00	58.40	58.40	100.00	0.00	525.60	525.60	100.00
41900-7000	Telephone	204.56	207.93	3.37	1.62	1,790.33	1,871.37	81.04	4.33
41900-8000	Postage	0.00	172.68	172.68	100.00	640.47	1,554.12	913.65	58.79
41901-0000	Office Equipment Contracts	123.70	111.22	-12.48	-11.22	340.25	1,000.98	660.73	66.01
41901-5000	Special Events	28.87	0.00	-28.87	N/A	447.70	0.00	-447.70	N/A
41901-7000	Temporary Administrative Labor	0.00	0.00	0.00	N/A	42.77	0.00	-42.77	N/A
41901-8000	Small Office Equipment	0.00	37.10	37.10	100.00	2.95	333.90	330.95	99.12
41902-0000	Bank Fees	1,347.90	0.00	-1,347.90	N/A	2,886.72	0.00	-2,886.72	N/A
41902-2000	Other Misc Admin Expenses	276.00	365.45	89.45	24.48	1,355.93	3,289.05	1,933.12	58.77
41910-0000	Total Miscellaneous Admin Expenses	22,676.54	19,806.15	-2,870.39	-14.49	204,077.88	178,255.35	-25,822.53	-14.49
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	28,686.50	26,497.63	-2,188.87	-8.26	261,265.42	238,478.67	-22,786.75	-9.56
42000-0000	TENANT SERVICES								
42100-0000	Tenant Services Salaries	0.00	127.17	127.17	100.00	-400.58	1,144.53	1,545.11	135.00
42100-1000	Employee Benefit Contributions-Tenant Sv	208.19	114.98	-93.21	-81.07	2,047.21	1,034.82	-1,012.39	-97.83
42300-1000	Tenant Relocation	1,270.00	1,000.00	-270.00	-27.00	2,053.00	9,000.00	6,947.00	77.19
42990-0000	TOTAL TENANT SERVICES EXPENSES	1,478.19	1,242.15	-236.04	-19.00	3,699.63	11,179.35	7,479.72	66.91
43000-0000	UTILITY EXPENSES								
43100-0000	Water	7.71	26.81	19.10	71.24	17.94	241.29	223.35	92.56
43200-0000	Electricity	211.29	177.54	-33.75	-19.01	2,053.75	1,597.86	-455.89	-28.53
43200-1000	Electricity-Vacant Units	238.41	0.00	-238.41	N/A	1,553.11	0.00	-1,553.11	N/A
43300-0000	Gas	3.74	119.54	115.80	96.87	136.15	1,075.86	939.71	87.34
43300-1000	Gas-Vacant Units	50.45	0.00	-50.45	N/A	2,019.49	0.00	-2,019.49	N/A
43320-0000	Tenant-Owed Utilities	1,235.06	460.71	-774.35	-168.08	5,873.58	4,146.39	-1,727.19	-41.66
43400-0000	Garbage/Trash Removal	22.71	702.73	680.02	96.77	1,549.96	6,324.57	4,774.61	75.49
43900-0000	Sewer	65.74	139.35	73.61	52.82	1,477.10	1,254.15	-222.95	-17.78
43990-0000	TOTAL UTILITY EXPENSES	1,835.11	1,626.68	-208.43	-12.81	14,681.08	14,640.12	-40.96	-0.28
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								
44009-9000	General Maint Expense								
44100-0000	Maintenance Salaries	8,713.55	5,526.09	-3,187.46	-57.68	66,247.88	49,734.81	-16,513.07	-33.20
44100-5000	Employee Benefit Contribution-Maint.	2,908.08	2,104.10	-803.98	-38.21	25,974.72	18,936.90	-7,037.82	-37.16
44120-0000	Vehicle Gas	0.00	0.00	0.00	N/A	935.13	0.00	-935.13	N/A
44130-0000	Misc Vehicle Expenses	387.39	407.86	20.47	5.02	2,029.36	3,670.74	1,641.38	44.72
44190-0000	Total General Maint Expense	12,009.02	8,038.05	-3,970.97	-49.40	95,187.09	72,342.45	-22,844.64	-31.58
44200-0000	Materials								
44200-2000	Supplies-Appliance	695.28	277.49	-417.79	-150.56	2,061.18	2,497.41	436.23	17.47
44200-3000	Supplies-Decorating	7.36	428.82	421.46	98.28	144.15	3,859.38	3,715.23	96.26
44200-4000	Supplies-Electrical	100.95	216.56	115.61	53.38	705.08	1,949.04	1,243.96	63.82

PH - Scattered Sites East (sse_amp4)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
44200-6000	Supplies-Janitorial/Cleaning	3.89	8.91	5.02	56.34	100.82	80.19	-20.63	-25.73
44200-7000	Supplies-Maint/Repairs	951.03	3,879.33	2,928.30	75.48	12,435.24	34,913.97	22,478.73	64.38
44200-8000	Supplies-Plumbing	0.00	1,215.86	1,215.86	100.00	1,537.43	10,942.74	9,405.31	85.95
44200-9000	Tools and Equipment	37.88	257.34	219.46	85.28	109.83	2,316.06	2,206.23	95.26
44201-0000	Supplies - HVAC	0.00	1.16	1.16	100.00	121.94	10.44	-111.50	-1,068.01
44290-0000	Total Materials	1,796.39	6,285.47	4,489.08	71.42	17,215.67	56,569.23	39,353.56	69.57
44300-0000	Contract Costs								
44300-1000	Contract-Alarm/Extinguisher	0.00	0.00	0.00	N/A	150.64	0.00	-150.64	N/A
44300-3000	Contract-Building Repairs	0.00	0.00	0.00	N/A	1,850.00	0.00	-1,850.00	N/A
44300-5000	Contract-Decorating/Painting	0.00	0.00	0.00	N/A	25.98	0.00	-25.98	N/A
44300-6000	Contract-Electrical	1,100.00	59.02	-1,040.98	-1,763.78	1,111.66	531.18	-580.48	-109.28
44300-7000	Contract-Pest Control	225.00	174.19	-50.81	-29.17	815.00	1,567.71	752.71	48.01
44300-9000	Contract-Grounds	7,480.00	5,083.56	-2,396.44	-47.14	19,216.65	45,752.04	26,535.39	58.00
44301-0000	Contract-Janitorial/Cleaning	0.00	88.75	88.75	100.00	1,450.00	798.75	-651.25	-81.53
44301-0001	Mold Remediation	3,900.00	308.33	-3,591.67	-1,164.88	3,900.00	2,774.97	-1,125.03	-40.54
44301-1000	Contract-Plumbing	668.00	2,501.16	1,833.16	73.29	9,997.00	22,510.44	12,513.44	55.59
44301-2000	Contract-Window Covering	0.00	0.00	0.00	N/A	96.73	0.00	-96.73	N/A
44301-3000	Contract-HVAC	0.00	1,079.11	1,079.11	100.00	2,755.00	9,711.99	6,956.99	71.63
44301-4000	Contract-Vehicle Maintenance	0.00	0.00	0.00	N/A	211.59	0.00	-211.59	N/A
44301-7000	Contract-Elevator Monitoring	0.00	58.06	58.06	100.00	0.00	522.54	522.54	100.00
44302-2000	Contract-IT Contracts	1,565.90	833.33	-732.57	-87.91	8,717.86	7,499.97	-1,217.89	-16.24
44302-3000	Contract-Consultants	0.00	0.00	0.00	N/A	1,580.31	0.00	-1,580.31	N/A
44308-0000	Contract - Vehicle Lease	0.00	422.52	422.52	100.00	2,308.09	3,802.68	1,494.59	39.30
44309-0000	Contract-Security	0.00	60.76	60.76	100.00	0.00	546.84	546.84	100.00
44309-1000	Snow Removal Service	0.00	333.33	333.33	100.00	7,800.00	2,999.97	-4,800.03	-160.00
44309-9000	Contract Costs-Other	0.00	3,150.84	3,150.84	100.00	859.49	28,357.56	27,498.07	96.97
44390-0000	Total Contract Costs	14,938.90	14,152.96	-785.94	-5.55	62,846.00	127,376.64	64,530.64	50.66
44500-0000	Vacancy Turnover	0.00	2,500.00	2,500.00	100.00	1,475.00	22,500.00	21,025.00	93.44
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	28,744.31	30,976.48	2,232.17	7.21	176,723.76	278,788.32	102,064.56	36.61
45000-0000	GENERAL EXPENSES								
45100-0000	Worker's Comp Insurance	1,150.17	591.64	-558.53	-94.40	9,494.57	5,324.76	-4,169.81	-78.31
45101-0000	Property Insurance	3,118.83	3,007.17	-111.66	-3.71	27,524.57	27,064.53	-460.04	-1.70
45102-0000	Liability Insurance	253.80	140.45	-113.35	-80.70	2,335.22	1,264.05	-1,071.17	-84.74
45200-0000	Payments in Lieu of Taxes	2,165.79	1,687.57	-478.22	-28.34	16,883.58	15,188.13	-1,695.45	-11.16
45210-0000	Misc. Taxes/Licenses/Insurance	415.87	237.82	-178.05	-74.87	3,722.38	2,140.38	-1,582.00	-73.91
45700-0000	Bad Debt-Tenant Rents	0.00	1,872.99	1,872.99	100.00	13,209.53	16,856.91	3,647.38	21.64
45900-0000	Other General Expense	0.00	31.45	31.45	100.00	27.96	283.05	255.09	90.12
45900-1000	Radon Grant Expense	0.00	50.00	50.00	100.00	4,320.00	450.00	-3,870.00	-860.00
45990-0000	TOTAL GENERAL EXPENSES	7,104.46	7,619.09	514.63	6.75	77,517.81	68,571.81	-8,946.00	-13.05
47000-0000	HOUSING ASSISTANCE PAYMENTS								
47150-1012	URP Expense - PH	3,879.00	0.00	-3,879.00	N/A	44,697.00	0.00	-44,697.00	N/A
47150-6000	FSS Escrow Payments	0.01	105.20	105.19	99.99	10,538.01	946.80	-9,591.21	-1,013.01
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	3,879.01	105.20	-3,773.81	-3,587.27	55,235.01	946.80	-54,288.21	-5,733.86
48990-0000	TOTAL OPERATING EXPENSES	71,727.58	68,067.23	-3,660.35	-5.38	589,122.71	612,605.07	23,482.36	3.83
49990-0000	**NET OPERATING INCOME**	**8,227.54**	**-2,415.89**	**10,643.43**	**440.56**	**109,708.57**	**-21,743.01**	**131,451.58**	**604.57**

PH - Scattered Sites East (sse_amp4)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
50000-0000	NON-OPERATING ITEMS								
51000-1000	Depreciation -Buildings	0.00	0.00	0.00	N/A	174,155.52	0.00	-174,155.52	N/A
51000-2000	Depreciation -Furn,Equip,Machinery-Dwelli	0.00	0.00	0.00	N/A	4,644.84	0.00	-4,644.84	N/A
51000-3000	Depreciation -Furn,Equip,Machinery-Admir	0.00	0.00	0.00	N/A	2,021.52	0.00	-2,021.52	N/A
51000-4000	Depreciation-Leashold Improvements	0.00	0.00	0.00	N/A	8,087.94	0.00	-8,087.94	N/A
52100-2000	Operating Transfer In from CFP	0.00	0.00	0.00	N/A	-12,500.00	0.00	12,500.00	N/A
52300-0000	Gain/Loss on Sale of Fixed Assets	3,795.00	-80,000.00	-83,795.00	-104.74	-427,753.50	-720,000.00	-292,246.50	-40.59
59990-0000	TOTAL NON-OPERATING ITEMS	3,795.00	-80,000.00	-83,795.00	-104.74	-251,343.68	-720,000.00	-468,656.32	-65.09
90000-0000	NET INCOME	4,432.54	77,584.11	-73,151.57	-94.29	361,052.25	698,256.99	-337,204.74	-48.29

PH - Scattered Sites East (sse_amp4)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	4,811,518.26
11112-0000	Cash Operating 2	359,067.64
11119-9000	Total Unrestricted Cash	5,170,585.90
11120-0000	Restricted Cash	
11120-2000	Cash Restricted-FSS Escrow	12,275.57
11129-9000	Total Restricted Cash	12,275.57
11190-0000	TOTAL CASH	5,182,861.47
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11220-0000	A/R -Tenants	45,971.60
11220-1000	Allowance for Doubtful Accounts-Tenar	-20,354.35
11220-2000	A/R - Tenant Payment Agreement (TPA	2,586.00
11290-0000	A/R -Other	2,921.00
11350-1000	A/R-HUD	400.00
11350-3000	A/R -Other Government	38,292.42
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVABI	69,816.67
11600-0000	OTHER CURRENT ASSETS	
12110-0000	Prepaid Expenses and Other Assets	9,459.61
12110-1000	Prepaid Insurance	14,831.00
12600-0000	Inventories-Materials	971.65
12750-0000	Allowance for Obsolete Inventories	-25.93
12950-0000	Interprogram-Due From	454,818.60
12950-1000	Legacy Interprogram-Due From	94,081.46
12990-0000	TOTAL OTHER CURRENT ASSETS	574,136.39
13000-0000	TOTAL CURRENT ASSETS	5,826,814.53
14000-0000	NONCURRENT ASSETS:	
14000-1000	FIXED ASSETS	
14000-5000	Land	1,350,842.98
14000-6000	Buildings	5,769,618.85
14000-7000	Vehicles	71,268.54
14000-8000	Furniture and Equipment	69,721.00
14001-0000	Site Improvement	775,566.06
14050-1000	Accum Depreciation-Buildings	-6,059,021.42
14050-3000	Accum Depreciation-Furn & Equip Adm	-2,521.52

PH - Scattered Sites East (sse_amp4)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
14050-4000	Accum Depreciation-Leashold Improver	-10,587.94
14050-5000	Accum Depreciation-Furn & Equip Dwel	-5,944.84
14200-0000	TOTAL FIXED ASSETS	1,958,941.71
14990-0000	TOTAL NONCURRENT ASSETS	1,958,941.71
19990-0000	TOTAL ASSETS	7,785,756.24
20000-0000	LIABILITIES & EQUITY	
20010-0000	LIABILITIES:	
21000-0000	CURRENT LIABLITIES:	
21110-0000	A/P Vendors and Contractors	4,429.01
21140-0000	Tenant Security Deposits	29,070.45
21150-0000	A/P Other	450.00
21171-8000	A/P-Payroll ROTH 401k	-12.86
21199-0000	Other Current Liabilities	4,850.00
21199-1000	Accrued Payable	-156,992.87
21350-0000	Accrued Payroll & Payroll Taxes	1,015.26
21370-0000	Accrued PILOT	80,653.00
21450-0000	Interprogram-Due To	20,276.23
21450-1000	Legacy Interprogram-Due To	55,081.22
21500-5000	Unearned Revenue	106,674.81
22400-0000	Tenant Prepaid Rents	11,505.65
22600-0000	Accrued Compensated Absences-Curre	8,452.91
22990-0000	TOTAL CURRENT LIABILITIES	165,452.81
23000-0000	NONCURRENT LIABILITIES:	
23050-0000	Accrued Compensated Absences-LT	14,610.60
23070-0000	FSS Escrow	103,312.95
23990-0000	TOTAL NONCURRENT LIABILITIES	117,923.55
24990-0000	TOTAL LIABILITIES	283,376.36
28000-0000	EQUITY	
28090-0000	RETAINED EARNINGS:	
28090-1000	Invested in Capital Assets-Net of Debt	4,153,267.93
28090-2000	Retained Earnings-Unrestricted Net Ass	3,349,111.95
28099-9000	TOTAL RETAINED EARNINGS:	7,502,379.88
28990-0000	TOTAL EQUITY	7,502,379.88

PH - Scattered Sites East (sse_amp4)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
29990-0000	TOTAL LIABILITIES AND EQUITY	7,785,756.24

PH - Scattered Sites West (ssw_amp5)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
31010-0000	Rental Income								
31110-0000	Tenant Rent	8,211.40	6,666.67	1,544.73	23.17	66,130.56	60,000.03	6,130.53	10.22
31130-0000	Less: Vacancies	-32.40	0.00	-32.40	N/A	-2,200.56	0.00	-2,200.56	N/A
31190-0000	Total Rental Income	8,179.00	6,666.67	1,512.33	22.68	63,930.00	60,000.03	3,929.97	6.55
31200-0000	Other Tenant Income								
31200-3000	Damages	0.00	0.00	0.00	N/A	-656.00	0.00	-656.00	N/A
31200-4000	Late Charges	210.00	0.00	210.00	N/A	1,640.00	0.00	1,640.00	N/A
31200-7000	Excess Utility	2,057.04	166.67	1,890.37	1,134.20	7,793.18	1,500.03	6,293.15	419.53
31200-9000	Misc.Tenant Income	0.00	333.33	-333.33	-100.00	0.00	2,999.97	-2,999.97	-100.00
31290-0000	Total Other Tenant Income	2,267.04	500.00	1,767.04	353.41	8,777.18	4,500.00	4,277.18	95.05
31990-0000	TOTAL TENANT INCOME	10,446.04	7,166.67	3,279.37	45.76	72,707.18	64,500.03	8,207.15	12.72
34000-0000	GRANT INCOME								
34010-0000	Subsidy Grants	29,641.00	30,000.00	-359.00	-1.20	294,193.00	270,000.00	24,193.00	8.96
34010-1000	CFP Operating Grants	7,207.14	8,488.04	-1,280.90	-15.09	61,664.38	76,392.36	-14,727.98	-19.28
34150-0000	Other Government Grants	0.00	0.00	0.00	N/A	18,028.00	0.00	18,028.00	N/A
34990-0000	TOTAL GRANT INCOME	36,848.14	38,488.04	-1,639.90	-4.26	373,885.38	346,392.36	27,493.02	7.94
36000-0000	OTHER INCOME								
36100-0000	Investment Income - Unrestricted	3,490.38	2,666.67	823.71	30.89	27,006.89	24,000.03	3,006.86	12.53
36500-0000	Miscellaneous Other Income	0.00	2,621.54	-2,621.54	-100.00	7,874.94	23,593.86	-15,718.92	-66.62
36990-0000	TOTAL OTHER INCOME	3,490.38	5,288.21	-1,797.83	-34.00	34,881.83	47,593.89	-12,712.06	-26.71
39990-0000	TOTAL INCOME	50,784.56	50,942.92	-158.36	-0.31	481,474.39	458,486.28	22,988.11	5.01
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41009-9000	Administrative Salaries								
41100-0000	Administrative Salaries	12,963.72	15,284.52	2,320.80	15.18	120,984.88	137,560.68	16,575.80	12.05
41100-3000	Compensated Absences	0.00	1,154.32	1,154.32	100.00	0.00	10,388.88	10,388.88	100.00
41100-4000	Employee Benefit Contribution-Admin	6,405.20	6,636.12	230.92	3.48	64,498.18	59,725.08	-4,773.10	-7.99
41109-9000	Total Administrative Salaries	19,368.92	23,074.96	3,706.04	16.06	185,483.06	207,674.64	22,191.58	10.69
41300-0000	Legal Expense								
41300-3000	Tenant Screening	0.00	12.10	12.10	100.00	682.25	108.90	-573.35	-526.49
41300-4000	General Legal Expense	478.00	250.00	-228.00	-91.20	1,674.00	2,250.00	576.00	25.60
41310-0000	Total Legal Expense	478.00	262.10	-215.90	-82.37	2,356.25	2,358.90	2.65	0.11
41390-0000	Other Admin Expenses								
41400-0000	Staff Training	0.00	137.56	137.56	100.00	0.00	1,238.04	1,238.04	100.00
41500-0000	Travel	27.37	49.62	22.25	44.84	83.69	446.58	362.89	81.26
41700-0000	Accounting Fees	275.39	528.41	253.02	47.88	2,458.64	4,755.69	2,297.05	48.30
41710-0000	Auditing Fees	0.00	101.29	101.29	100.00	250.57	911.61	661.04	72.51
41730-0000	Management Fee	2,164.12	3,233.33	1,069.21	33.07	24,191.77	29,099.97	4,908.20	16.87
41730-1000	Bookkeeping Fee	210.00	317.50	107.50	33.86	2,347.50	2,857.50	510.00	17.85
41730-2000	Asset Management Fee	280.00	440.83	160.83	36.48	3,130.00	3,967.47	837.47	21.11
41740-0000	Marketing	24.74	0.00	-24.74	N/A	59.54	0.00	-59.54	N/A

PH - Scattered Sites West (ssw_amp5)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
41820-0000	Consultants	0.00	213.43	213.43	100.00	0.00	1,920.87	1,920.87	100.00
41890-0000	Total Other Admin Expenses	2,981.62	5,021.97	2,040.35	40.63	32,521.71	45,197.73	12,676.02	28.05
41900-0000	Miscellaneous Admin Expenses								
41900-1000	Membership and Fees	26.37	89.27	62.90	70.46	312.75	803.43	490.68	61.07
41900-2000	Publications	0.00	9.53	9.53	100.00	6.62	85.77	79.15	92.28
41900-3000	Advertising	0.00	0.00	0.00	N/A	272.16	0.00	-272.16	N/A
41900-4000	Office Supplies	32.63	33.39	0.76	2.28	34.44	300.51	266.07	88.54
41900-5000	Inspection Expense	0.00	462.04	462.04	100.00	0.00	4,158.36	4,158.36	100.00
41900-7000	Telephone	125.00	186.98	61.98	33.15	1,055.93	1,682.82	626.89	37.25
41900-8000	Postage	0.00	131.74	131.74	100.00	445.40	1,185.66	740.26	62.43
41901-0000	Office Equipment Contracts	87.32	79.48	-7.84	-9.86	240.22	715.32	475.10	66.42
41901-5000	Special Events	28.87	0.00	-28.87	N/A	425.68	0.00	-425.68	N/A
41901-7000	Temporary Administrative Labor	0.00	0.00	0.00	N/A	42.84	0.00	-42.84	N/A
41901-8000	Small Office Equipment	0.00	0.23	0.23	100.00	2.08	2.07	-0.01	-0.48
41902-0000	Bank Fees	135.50	0.00	-135.50	N/A	1,221.75	0.00	-1,221.75	N/A
41902-2000	Other Misc Admin Expenses	0.00	145.95	145.95	100.00	-94.18	1,313.55	1,407.73	107.17
41910-0000	Total Miscellaneous Admin Expenses	19,804.61	24,213.57	4,408.96	18.21	189,448.75	217,922.13	28,473.38	13.07
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	23,264.23	29,497.64	6,233.41	21.13	224,326.71	265,478.76	41,152.05	15.50
42000-0000	TENANT SERVICES								
42100-0000	Tenant Services Salaries	0.00	103.63	103.63	100.00	-289.49	932.67	1,222.16	131.04
42100-1000	Employee Benefit Contributions-Tenant Sv	147.62	84.16	-63.46	-75.40	1,455.83	757.44	-698.39	-92.20
42300-1000	Tenant Relocation	0.00	1,070.42	1,070.42	100.00	0.00	9,633.78	9,633.78	100.00
42990-0000	TOTAL TENANT SERVICES EXPENSES	147.62	1,258.21	1,110.59	88.27	1,166.34	11,323.89	10,157.55	89.70
43000-0000	UTILITY EXPENSES								
43100-0000	Water	129.70	22.00	-107.70	-489.55	865.11	198.00	-667.11	-336.92
43200-0000	Electricity	0.00	49.25	49.25	100.00	91.76	443.25	351.49	79.30
43200-1000	Electricity-Vacant Units	0.00	0.00	0.00	N/A	516.37	0.00	-516.37	N/A
43300-0000	Gas	0.00	165.33	165.33	100.00	-73.14	1,487.97	1,561.11	104.92
43300-1000	Gas-Vacant Units	0.00	0.00	0.00	N/A	613.95	0.00	-613.95	N/A
43320-0000	Tenant-Owed Utilities	1,742.90	418.08	-1,324.82	-316.88	7,761.37	3,762.72	-3,998.65	-106.27
43400-0000	Garbage/Trash Removal	200.00	18.17	-181.83	-1,000.72	8,117.74	163.53	-7,954.21	-4,864.07
43900-0000	Sewer	29.71	86.08	56.37	65.49	822.63	774.72	-47.91	-6.18
43990-0000	TOTAL UTILITY EXPENSES	2,102.31	758.91	-1,343.40	-177.02	18,715.79	6,830.19	-11,885.60	-174.02
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								
44009-9000	General Maint Expense								
44100-0000	Maintenance Salaries	10,201.49	6,045.42	-4,156.07	-68.75	88,546.67	54,408.78	-34,137.89	-62.74
44100-4000	Maint. Empl. Rent Free Unit	137.50	0.00	-137.50	N/A	137.50	0.00	-137.50	N/A
44100-5000	Employee Benefit Contribution-Maint.	3,139.21	2,293.58	-845.63	-36.87	28,516.35	20,642.22	-7,874.13	-38.15
44120-0000	Vehicle Gas	0.00	0.00	0.00	N/A	936.46	0.00	-936.46	N/A
44130-0000	Misc Vehicle Expenses	388.13	445.92	57.79	12.96	2,032.44	4,013.28	1,980.84	49.36
44190-0000	Total General Maint Expense	13,866.33	8,784.92	-5,081.41	-57.84	120,169.42	79,064.28	-41,105.14	-51.99
44200-0000	Materials								
44200-1000	Supplies-Grounds	0.00	1.17	1.17	100.00	0.00	10.53	10.53	100.00
44200-2000	Supplies-Appliance	608.00	73.58	-534.42	-726.31	3,608.72	662.22	-2,946.50	-444.94
44200-3000	Supplies-Decorating	7.36	145.67	138.31	94.95	296.96	1,311.03	1,014.07	77.35
44200-4000	Supplies-Electrical	82.48	45.92	-36.56	-79.62	940.44	413.28	-527.16	-127.56
44200-6000	Supplies-Janitorial/Cleaning	3.88	1.42	-2.46	-173.24	101.61	12.78	-88.83	-695.07
44200-7000	Supplies-Maint/Repairs	1,186.70	1,504.67	317.97	21.13	9,527.44	13,542.03	4,014.59	29.65

PH - Scattered Sites West (ssw_amp5)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
44200-8000	Supplies-Plumbing	151.93	152.67	0.74	0.48	2,077.41	1,374.03	-703.38	-51.19
44200-9000	Tools and Equipment	37.87	93.42	55.55	59.46	297.41	840.78	543.37	64.63
44201-0000	Supplies - HVAC	0.00	0.00	0.00	N/A	414.92	0.00	-414.92	N/A
44290-0000	Total Materials	2,078.22	2,018.52	-59.70	-2.96	17,264.91	18,166.68	901.77	4.96
44300-0000	Contract Costs								
44300-1000	Contract-Alarm/Extinguisher	0.00	0.00	0.00	N/A	106.33	0.00	-106.33	N/A
44300-6000	Contract-Electrical	1,005.00	16.33	-988.67	-6,054.32	2,925.23	146.97	-2,778.26	-1,890.36
44300-7000	Contract-Pest Control	175.00	108.58	-66.42	-61.17	1,020.00	977.22	-42.78	-4.38
44300-9000	Contract-Grounds	865.32	1,127.67	262.35	23.26	4,968.25	10,149.03	5,180.78	51.05
44301-0000	Contract-Janitorial/Cleaning	0.00	105.75	105.75	100.00	0.00	951.75	951.75	100.00
44301-0001	Mold Remediation	1,600.00	29.17	-1,570.83	-5,385.09	3,930.00	262.53	-3,667.47	-1,396.97
44301-1000	Contract-Plumbing	600.00	1,718.42	1,118.42	65.08	24,470.00	15,465.78	-9,004.22	-58.22
44301-2000	Contract-Window Covering	0.00	0.00	0.00	N/A	599.51	0.00	-599.51	N/A
44301-3000	Contract-HVAC	0.00	641.25	641.25	100.00	5,320.28	5,771.25	450.97	7.81
44301-4000	Contract-Vehicle Maintenance	0.00	0.00	0.00	N/A	185.14	0.00	-185.14	N/A
44301-5000	Contract-Equipment Rental	0.00	0.00	0.00	N/A	675.00	0.00	-675.00	N/A
44302-2000	Contract-IT Contracts	1,106.27	583.33	-522.94	-89.65	6,161.05	5,249.97	-911.08	-17.35
44302-3000	Contract-Consultants	0.00	0.00	0.00	N/A	14.34	0.00	-14.34	N/A
44308-0000	Contract - Vehicle Lease	0.00	283.67	283.67	100.00	2,089.38	2,553.03	463.65	18.16
44309-0000	Contract-Security	0.00	1.50	1.50	100.00	0.00	13.50	13.50	100.00
44309-1000	Snow Removal Service	0.00	33.75	33.75	100.00	1,900.00	303.75	-1,596.25	-525.51
44309-9000	Contract Costs-Other	0.00	3,677.74	3,677.74	100.00	2,533.48	33,099.66	30,566.18	92.35
44390-0000	Total Contract Costs	5,351.59	8,327.16	2,975.57	35.73	56,897.99	74,944.44	18,046.45	24.08
44500-0000	Vacancy Turnover	1,800.00	833.33	-966.67	-116.00	17,425.00	7,499.97	-9,925.03	-132.33
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	23,096.14	19,963.93	-3,132.21	-15.69	211,757.32	179,675.37	-32,081.95	-17.86
45000-0000	GENERAL EXPENSES								
45100-0000	Worker's Comp Insurance	1,123.35	511.69	-611.66	-119.54	9,478.57	4,605.21	-4,873.36	-105.82
45101-0000	Property Insurance	2,160.02	1,992.20	-167.82	-8.42	19,063.24	17,929.80	-1,133.44	-6.32
45102-0000	Liability Insurance	247.88	121.58	-126.30	-103.88	2,280.75	1,094.22	-1,186.53	-108.44
45200-0000	Payments in Lieu of Taxes	607.67	1,028.06	420.39	40.89	5,130.85	9,252.54	4,121.69	44.55
45210-0000	Misc. Taxes/Licenses/Insurance	5.00	37.78	32.78	86.77	300.91	340.02	39.11	11.50
45700-0000	Bad Debt-Tenant Rents	0.00	216.97	216.97	100.00	9,081.21	1,952.73	-7,128.48	-365.05
45900-0000	Other General Expense	0.00	40.78	40.78	100.00	-72.79	367.02	439.81	119.83
45900-1000	Radon Grant Expense	0.00	1,660.00	1,660.00	100.00	18,028.00	14,940.00	-3,088.00	-20.67
45990-0000	TOTAL GENERAL EXPENSES	4,143.92	5,609.06	1,465.14	26.12	63,290.74	50,481.54	-12,809.20	-25.37
47000-0000	HOUSING ASSISTANCE PAYMENTS								
47150-1012	URP Expense - PH	1,603.00	0.00	-1,603.00	N/A	20,870.00	0.00	-20,870.00	N/A
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	1,603.00	0.00	-1,603.00	N/A	20,870.00	0.00	-20,870.00	N/A
48990-0000	TOTAL OPERATING EXPENSES	54,357.22	57,087.75	2,730.53	4.78	540,126.90	513,789.75	-26,337.15	-5.13
49990-0000	**NET OPERATING INCOME**	**-3,572.66**	**-6,144.83**	**2,572.17**	**41.86**	**-58,652.51**	**-55,303.47**	**-3,349.04**	**-6.06**
50000-0000	NON-OPERATING ITEMS								
51000-1000	Depreciation -Buildings	0.00	0.00	0.00	N/A	115,424.76	0.00	-115,424.76	N/A
51000-2000	Depreciation -Furn,Equip,Machinery-Dwelli	0.00	0.00	0.00	N/A	1,621.62	0.00	-1,621.62	N/A
51000-3000	Depreciation -Furn,Equip,Machinery-Admir	0.00	0.00	0.00	N/A	1,131.84	0.00	-1,131.84	N/A

PH - Scattered Sites West (ssw_amp5)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
51000-4000	Depreciation-Leashold Improvements	0.00	0.00	0.00	N/A	5,707.62	0.00	-5,707.62	N/A
52100-2000	Operating Transfer In from CFP	0.00	0.00	0.00	N/A	-12,500.00	0.00	12,500.00	N/A
52300-0000	Gain/Loss on Sale of Fixed Assets	-353,303.72	-75,000.00	278,303.72	371.07	-2,089,491.41	-675,000.00	1,414,491.41	209.55
59990-0000	TOTAL NON-OPERATING ITEMS	-353,303.72	-75,000.00	278,303.72	371.07	-1,978,105.57	-675,000.00	1,303,105.57	193.05
90000-0000	NET INCOME	349,731.06	68,855.17	280,875.89	407.92	1,919,453.06	619,696.53	1,299,756.53	209.74

PH - Scattered Sites West (ssw_amp5)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	6,026,168.51
11112-0000	Cash Operating 2	303,513.33
11119-9000	Total Unrestricted Cash	6,329,681.84
11190-0000	TOTAL CASH	6,329,681.84
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11220-0000	A/R -Tenants	17,612.20
11220-1000	Allowance for Doubtful Accounts-Tenar	-14,026.69
11350-1000	A/R-HUD	400.00
11350-3000	A/R -Other Government	39,403.00
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVABI	43,388.51
11600-0000	OTHER CURRENT ASSETS	
12110-0000	Prepaid Expenses and Other Assets	9,917.41
12110-1000	Prepaid Insurance	10,583.71
12600-0000	Inventories-Materials	1,142.00
12750-0000	Allowance for Obsolete Inventories	-25.45
12950-1000	Legacy Interprogram-Due From	4,030.45
12990-0000	TOTAL OTHER CURRENT ASSETS	25,648.12
13000-0000	TOTAL CURRENT ASSETS	6,398,718.47
14000-0000	NONCURRENT ASSETS:	
14000-1000	FIXED ASSETS	
14000-5000	Land	1,083,160.12
14000-6000	Buildings	2,180,660.31
14000-8000	Furniture and Equipment	83,375.80
14001-0000	Site Improvement	629,784.99
14001-0001	Construction-Work in Progress	-0.01
14050-1000	Accum Depreciation-Buildings	-2,615,334.64
14050-3000	Accum Depreciation-Furn & Equip Adm	-1,391.84
14050-4000	Accum Depreciation-Leashold Improver	-7,567.62
14050-5000	Accum Depreciation-Furn & Equip Dwel	-2,081.62
14200-0000	TOTAL FIXED ASSETS	1,350,605.49
14990-0000	TOTAL NONCURRENT ASSETS	1,350,605.49
19990-0000	TOTAL ASSETS	7,749,323.96

PH - Scattered Sites West (ssw_amp5)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
20000-0000	LIABILITIES & EQUITY	
20010-0000	LIABILITIES:	
21000-0000	CURRENT LIABLITIES:	
21140-0000	Tenant Security Deposits	17,573.21
21140-3100	Pet Fee - one time non reimbursable	300.00
21150-0000	A/P Other	60,683.75
21171-8000	A/P-Payroll ROTH 401k	-9.08
21199-1000	Accrued Payable	3,091.43
21350-0000	Accrued Payroll & Payroll Taxes	1,200.54
21370-0000	Accrued PILOT	34,487.30
21450-0000	Interprogram-Due To	-337,508.29
21450-1000	Legacy Interprogram-Due To	2,564.64
21500-5000	Unearned Revenue	790,947.50
22400-0000	Tenant Prepaid Rents	-738.18
22990-0000	TOTAL CURRENT LIABILITIES	572,592.82
24990-0000	TOTAL LIABILITIES	572,592.82
28000-0000	EQUITY	
28090-0000	RETAINED EARNINGS:	
28090-1000	Invested in Capital Assets-Net of Debt	2,763,448.50
28090-2000	Retained Earnings-Unrestricted Net Ass	4,413,282.64
28099-9000	TOTAL RETAINED EARNINGS:	7,176,731.14
28990-0000	TOTAL EQUITY	7,176,731.14
29990-0000	TOTAL LIABILITIES AND EQUITY	7,749,323.96

Business Activities (.busact)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
31010-0000	Rental Income								
31110-0000	Tenant Rent	7,317.00	14,583.33	-7,266.33	-49.83	71,129.00	131,249.97	-60,120.97	-45.81
31120-1000	Tenant Based Subsidy	7,243.00	0.00	7,243.00	N/A	59,911.00	0.00	59,911.00	N/A
31190-0000	Total Rental Income	14,560.00	14,583.33	-23.33	-0.16	131,040.00	131,249.97	-209.97	-0.16
31200-0000	Other Tenant Income								
31200-7000	Excess Utility	0.00	0.00	0.00	N/A	57.31	0.00	57.31	N/A
31290-0000	Total Other Tenant Income	0.00	0.00	0.00	N/A	57.31	0.00	57.31	N/A
31990-0000	TOTAL TENANT INCOME	14,560.00	14,583.33	-23.33	-0.16	131,097.31	131,249.97	-152.66	-0.12
36000-0000	OTHER INCOME								
36100-0000	Investment Income - Unrestricted	4,606.66	4,150.00	456.66	11.00	41,474.67	37,350.00	4,124.67	11.04
36500-0000	Miscellaneous Other Income	0.00	850.00	-850.00	-100.00	11,526.74	7,650.00	3,876.74	50.68
36990-0000	TOTAL OTHER INCOME	4,606.66	5,000.00	-393.34	-7.87	53,001.41	45,000.00	8,001.41	17.78
39990-0000	TOTAL INCOME	19,166.66	19,583.33	-416.67	-2.13	184,098.72	176,249.97	7,848.75	4.45
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41009-9000	Administrative Salaries								
41100-0000	Administrative Salaries	0.00	4,166.67	4,166.67	100.00	0.00	37,500.03	37,500.03	100.00
41109-9000	Total Administrative Salaries	0.00	4,166.67	4,166.67	100.00	0.00	37,500.03	37,500.03	100.00
41300-0000	Legal Expense								
41300-4000	General Legal Expense	809.75	0.00	-809.75	N/A	809.75	0.00	-809.75	N/A
41310-0000	Total Legal Expense	809.75	0.00	-809.75	N/A	809.75	0.00	-809.75	N/A
41390-0000	Other Admin Expenses								
41730-0000	Management Fee	850.19	750.00	-100.19	-13.36	7,651.71	6,750.00	-901.71	-13.36
41730-1000	Bookkeeping Fee	82.50	70.83	-11.67	-16.48	742.50	637.47	-105.03	-16.48
41730-2000	Asset Management Fee	110.00	0.00	-110.00	N/A	990.00	0.00	-990.00	N/A
41890-0000	Total Other Admin Expenses	1,042.69	820.83	-221.86	-27.03	9,384.21	7,387.47	-1,996.74	-27.03
41900-0000	Miscellaneous Admin Expenses								
41900-5000	Inspection Expense	0.00	0.00	0.00	N/A	600.00	0.00	-600.00	N/A
41901-5000	Special Events	0.00	1,166.67	1,166.67	100.00	54.21	10,500.03	10,445.82	99.48
41902-0000	Bank Fees	517.85	0.00	-517.85	N/A	4,562.24	0.00	-4,562.24	N/A
41902-2000	Other Misc Admin Expenses	2,075.00	366.66	-1,708.34	-465.92	4,042.76	3,299.94	-742.82	-22.51
41910-0000	Total Miscellaneous Admin Expenses	2,592.85	5,700.00	3,107.15	54.51	9,259.21	51,300.00	42,040.79	81.95
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	4,445.29	6,520.83	2,075.54	31.83	19,453.17	58,687.47	39,234.30	66.85
43000-0000	UTILITY EXPENSES								
43100-0000	Water	318.59	0.00	-318.59	N/A	318.59	0.00	-318.59	N/A
43200-0000	Electricity	0.00	8.33	8.33	100.00	0.00	74.97	74.97	100.00
43300-0000	Gas	0.00	8.33	8.33	100.00	0.00	74.97	74.97	100.00
43320-0000	Tenant-Owed Utilities	0.00	125.00	125.00	100.00	0.00	1,125.00	1,125.00	100.00
43990-0000	TOTAL UTILITY EXPENSES	318.59	141.66	-176.93	-124.90	318.59	1,274.94	956.35	75.01
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								

Business Activities (.busact)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
44200-0000	Materials								
44200-2000	Supplies-Appliance	0.00	16.67	16.67	100.00	583.33	150.03	-433.30	-288.81
44200-4000	Supplies-Electrical	13.99	0.00	-13.99	N/A	56.45	0.00	-56.45	N/A
44200-7000	Supplies-Maint/Repairs	325.95	333.33	7.38	2.21	2,199.55	2,999.97	800.42	26.68
44200-8000	Supplies-Plumbing	0.00	0.00	0.00	N/A	115.56	0.00	-115.56	N/A
44201-0000	Supplies - HVAC	0.00	0.00	0.00	N/A	53.98	0.00	-53.98	N/A
44290-0000	Total Materials	339.94	350.00	10.06	2.87	3,008.87	3,150.00	141.13	4.48
44300-0000	Contract Costs								
44300-6000	Contract-Electrical	0.00	20.83	20.83	100.00	0.00	187.47	187.47	100.00
44300-9000	Contract-Grounds	0.00	12.50	12.50	100.00	0.00	112.50	112.50	100.00
44301-1000	Contract-Plumbing	295.00	300.00	5.00	1.67	1,155.00	2,700.00	1,545.00	57.22
44301-3000	Contract-HVAC	0.00	8.33	8.33	100.00	476.00	74.97	-401.03	-534.92
44302-2000	Contract-IT Contracts	4.50	0.00	-4.50	N/A	23.50	0.00	-23.50	N/A
44309-9000	Contract Costs-Other	0.00	173.33	173.33	100.00	350.00	1,559.97	1,209.97	77.56
44390-0000	Total Contract Costs	299.50	514.99	215.49	41.84	2,004.50	4,634.91	2,630.41	56.75
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	639.44	864.99	225.55	26.08	5,013.37	7,784.91	2,771.54	35.60
45000-0000	GENERAL EXPENSES								
45101-0000	Property Insurance	507.31	500.00	-7.31	-1.46	4,477.44	4,500.00	22.56	0.50
45200-0000	Payments in Lieu of Taxes	699.84	1,166.67	466.83	40.01	7,080.88	10,500.03	3,419.15	32.56
45700-0000	Bad Debt-Tenant Rents	0.00	6.25	6.25	100.00	0.00	56.25	56.25	100.00
45990-0000	TOTAL GENERAL EXPENSES	1,207.15	1,672.92	465.77	27.84	11,558.32	15,056.28	3,497.96	23.23
48990-0000	TOTAL OPERATING EXPENSES	6,610.47	9,200.40	2,589.93	28.15	36,343.45	82,803.60	46,460.15	56.11
49990-0000	**NET OPERATING INCOME**	**12,556.19**	**10,382.93**	**2,173.26**	**20.93**	**147,755.27**	**93,446.37**	**54,308.90**	**58.12**
50000-0000	NON-OPERATING ITEMS								
51000-1000	Depreciation -Buildings	0.00	0.00	0.00	N/A	34,296.48	0.00	-34,296.48	N/A
59990-0000	TOTAL NON-OPERATING ITEMS	0.00	0.00	0.00	N/A	34,296.48	0.00	-34,296.48	N/A
90000-0000	NET INCOME	12,556.19	10,382.93	2,173.26	20.93	113,458.79	93,446.37	20,012.42	21.42

Business Activities (.busact)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	660,522.49
11112-0000	Cash Operating 2	55,891.85
11119-9000	Total Unrestricted Cash	716,414.34
11190-0000	TOTAL CASH	716,414.34
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11220-0000	A/R -Tenants	52,047.84
11220-1000	Allowance for Doubtful Accounts-Tenar	-10,635.64
11290-0000	A/R -Other	495,858.65
11400-0000	Note Receivable - Brookstone at Cole P	110,350.00
11400-0001	Note Receivable - Brookstone at Cole P	1,545,454.96
11400-0003	Note Receivable - Brookstone at Cole P	293,625.00
11400-0004	Note Receivable - Regency at Cole Park	454,545.06
11400-0005	Note Receivable - TBG Marion Jones LP	-35,406.91
11450-0000	Accrued Interest Receivable	319,286.84
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVABI	3,225,125.80
11600-0000	OTHER CURRENT ASSETS	
12110-1000	Prepaid Insurance	1,521.91
12950-0000	Interprogram-Due From	8,001.91
12950-1000	Legacy Interprogram-Due From	2,544,892.35
12990-0000	TOTAL OTHER CURRENT ASSETS	2,554,416.17
13000-0000	TOTAL CURRENT ASSETS	6,495,956.31
14000-0000	NONCURRENT ASSETS:	
14000-1000	FIXED ASSETS	
14000-5000	Land	1,936,553.61
14050-1000	Accum Depreciation-Buildings	-1,142,965.27
14200-0000	TOTAL FIXED ASSETS	793,588.34
14990-0000	TOTAL NONCURRENT ASSETS	793,588.34
19990-0000	TOTAL ASSETS	7,289,544.65
20000-0000	LIABILITIES & EQUITY	
20010-0000	LIABILITIES:	

Business Activities (.busact)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
21000-0000	CURRENT LIABLITIES:	
21140-0000	Tenant Security Deposits	5,880.46
21150-0000	A/P Other	42,772.22
21199-0000	Other Current Liabilities	164,836.00
21199-1000	Accrued Payable	1,493.32
21370-0000	Accrued PILOT	23,364.68
21450-0000	Interprogram-Due To	15,718.83
21450-1000	Legacy Interprogram-Due To	1,466,769.81
21500-0000	Suspense	-2,854.32
21500-4000	Tenant-Based Subsidy Suspense Clearii	947.00
22400-0000	Tenant Prepaid Rents	1,385.02
22990-0000	TOTAL CURRENT LIABILITIES	1,720,313.02
24990-0000	TOTAL LIABILITIES	1,720,313.02
28000-0000	EQUITY	
28010-0000	CONTRIBUTED CAPITAL	
28020-0000	Contributed Capital	438,697.04
28059-9000	TOTAL CONTRIBUTED CAPITAL	438,697.04
28070-0000	RESERVED FUND BALANCE	
28070-1000	Reserved for Operating Activities	12,972.73
28080-0000	TOTAL RESERVED FUND BALANCE	12,972.73
28090-0000	RETAINED EARNINGS:	
28090-1000	Invested in Capital Assets-Net of Debt	1,154,175.75
28090-2000	Retained Earnings-Unrestricted Net Ass	3,963,386.11
28099-9000	TOTAL RETAINED EARNINGS:	5,117,561.86
28990-0000	TOTAL EQUITY	5,569,231.63
29990-0000	TOTAL LIABILITIES AND EQUITY	7,289,544.65

Housing Counseling (.chc)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
34000-0000	GRANT INCOME								
34150-0000	Other Government Grants	27,636.52	66,666.67	-39,030.15	-58.55	248,755.64	600,000.03	-351,244.39	-58.54
34150-1000	CHC Grant Revenue	24,005.00	0.00	24,005.00	N/A	587,515.00	0.00	587,515.00	N/A
34990-0000	TOTAL GRANT INCOME	51,641.52	66,666.67	-15,025.15	-22.54	836,270.64	600,000.03	236,270.61	39.38
36000-0000	OTHER INCOME								
36100-0000	Investment Income - Unrestricted	255.72	416.67	-160.95	-38.63	2,781.91	3,750.03	-968.12	-25.82
36200-3000	CHC- Admin Fee earned	8,966.00	0.00	8,966.00	N/A	91,407.00	0.00	91,407.00	N/A
36500-0000	Miscellaneous Other Income	0.00	0.00	0.00	N/A	36,680.95	0.00	36,680.95	N/A
36990-0000	TOTAL OTHER INCOME	9,221.72	416.67	8,805.05	2,113.20	130,869.86	3,750.03	127,119.83	3,389.84
39990-0000	TOTAL INCOME	60,863.24	67,083.34	-6,220.10	-9.27	967,140.50	603,750.06	363,390.44	60.19
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41009-9000	Administrative Salaries								
41100-0000	Administrative Salaries	18,219.48	19,999.22	1,779.74	8.90	191,739.95	179,992.98	-11,746.97	-6.53
41100-4000	Employee Benefit Contribution-Admin	8,874.82	7,861.11	-1,013.71	-12.90	99,665.97	70,749.99	-28,915.98	-40.87
41109-9000	Total Administrative Salaries	27,094.30	27,860.33	766.03	2.75	291,405.92	250,742.97	-40,662.95	-16.22
41300-0000	Legal Expense								
41300-3000	Tenant Screening	0.00	1,929.65	1,929.65	100.00	0.00	17,366.85	17,366.85	100.00
41300-4000	General Legal Expense	0.00	4.21	4.21	100.00	0.00	37.89	37.89	100.00
41310-0000	Total Legal Expense	0.00	1,933.86	1,933.86	100.00	0.00	17,404.74	17,404.74	100.00
41390-0000	Other Admin Expenses								
41400-0000	Staff Training	665.00	272.91	-392.09	-143.67	665.00	2,456.19	1,791.19	72.93
41500-0000	Travel	0.00	459.56	459.56	100.00	234.67	4,136.04	3,901.37	94.33
41700-0000	Accounting Fees	1,918.28	2,161.67	243.39	11.26	17,182.61	19,455.03	2,272.42	11.68
41710-0000	Auditing Fees	0.00	266.01	266.01	100.00	1,044.00	2,394.09	1,350.09	56.39
41740-0000	Marketing	0.00	0.00	0.00	N/A	145.03	0.00	-145.03	N/A
41890-0000	Total Other Admin Expenses	2,583.28	3,160.15	576.87	18.25	19,271.31	28,441.35	9,170.04	32.24
41900-0000	Miscellaneous Admin Expenses								
41900-1000	Membership and Fees	1,038.21	589.13	-449.08	-76.23	8,837.02	5,302.17	-3,534.85	-66.67
41900-2000	Publications	0.00	0.00	0.00	N/A	27.60	0.00	-27.60	N/A
41900-3000	Advertising	0.00	0.00	0.00	N/A	2,425.00	0.00	-2,425.00	N/A
41900-4000	Office Supplies	135.97	88.53	-47.44	-53.59	143.59	796.77	653.18	81.98
41900-5000	Inspection Expense	0.00	8.33	8.33	100.00	0.00	74.97	74.97	100.00
41900-7000	Telephone	163.51	452.28	288.77	63.85	4,773.20	4,070.52	-702.68	-17.26
41900-8000	Postage	0.00	263.34	263.34	100.00	1,855.87	2,370.06	514.19	21.70
41901-0000	Office Equipment Contracts	528.57	521.74	-6.83	-1.31	2,346.64	4,695.66	2,349.02	50.03
41901-3000	Internet	0.00	137.30	137.30	100.00	1,299.60	1,235.70	-63.90	-5.17
41901-5000	Special Events	0.00	0.00	0.00	N/A	221.52	0.00	-221.52	N/A
41901-7000	Temporary Administrative Labor	0.00	1,250.00	1,250.00	100.00	0.00	11,250.00	11,250.00	100.00
41901-8000	Small Office Equipment	21.13	60.38	39.25	65.00	331.26	543.42	212.16	39.04
41902-0000	Bank Fees	436.45	0.00	-436.45	N/A	4,491.41	0.00	-4,491.41	N/A

Housing Counseling (.chc)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
41902-2000	Other Misc Admin Expenses	-1.92	290.15	292.07	100.66	923.98	2,611.35	1,687.37	64.62
41910-0000	Total Miscellaneous Admin Expenses	29,416.22	31,521.51	2,105.29	6.68	319,082.61	283,693.59	-35,389.02	-12.47
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	31,999.50	36,615.52	4,616.02	12.61	338,353.92	329,539.68	-8,814.24	-2.67
43000-0000	UTILITY EXPENSES								
43100-0000	Water	118.83	0.00	-118.83	N/A	118.83	0.00	-118.83	N/A
43200-0000	Electricity	359.10	472.12	113.02	23.94	2,830.13	4,249.08	1,418.95	33.39
43300-0000	Gas	0.00	108.33	108.33	100.00	2,972.88	974.97	-1,997.91	-204.92
43400-0000	Garbage/Trash Removal	0.00	96.85	96.85	100.00	3,143.54	871.65	-2,271.89	-260.64
43990-0000	TOTAL UTILITY EXPENSES	477.93	677.30	199.37	29.44	9,065.38	6,095.70	-2,969.68	-48.72
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								
44009-9000	General Maint Expense								
44130-0000	Misc Vehicle Expenses	0.00	5.98	5.98	100.00	0.00	53.82	53.82	100.00
44190-0000	Total General Maint Expense	0.00	5.98	5.98	100.00	0.00	53.82	53.82	100.00
44200-0000	Materials								
44200-6000	Supplies-Janitorial/Cleaning	40.38	4.17	-36.21	-868.35	853.26	37.53	-815.73	-2,173.54
44200-7000	Supplies-Maint/Repairs	0.00	41.61	41.61	100.00	-483.21	374.49	857.70	229.03
44200-9000	Tools and Equipment	0.00	0.00	0.00	N/A	167.99	0.00	-167.99	N/A
44290-0000	Total Materials	40.38	45.78	5.40	11.80	538.04	412.02	-126.02	-30.59
44300-0000	Contract Costs								
44300-1000	Contract-Alarm/Extinguisher	0.00	0.00	0.00	N/A	548.03	0.00	-548.03	N/A
44300-6000	Contract-Electrical	0.00	0.00	0.00	N/A	34.34	0.00	-34.34	N/A
44300-9000	Contract-Grounds	3,100.00	808.13	-2,291.87	-283.60	10,600.00	7,273.17	-3,326.83	-45.74
44301-1000	Contract-Plumbing	0.00	33.33	33.33	100.00	0.00	299.97	299.97	100.00
44301-8000	Contract-Alarm Monitoring	0.00	0.00	0.00	N/A	1,867.09	0.00	-1,867.09	N/A
44302-2000	Contract-IT Contracts	5,088.14	2,844.99	-2,243.15	-78.85	27,702.84	25,604.91	-2,097.93	-8.19
44302-3000	Contract-Consultants	0.00	0.00	0.00	N/A	-1,500.21	0.00	1,500.21	N/A
44308-0000	Contract - Vehicle Lease	0.00	0.00	0.00	N/A	120.75	0.00	-120.75	N/A
44309-0000	Contract-Security	0.00	182.16	182.16	100.00	0.00	1,639.44	1,639.44	100.00
44309-1000	Snow Removal Service	0.00	1,232.67	1,232.67	100.00	9,120.00	11,094.03	1,974.03	17.79
44309-9000	Contract Costs-Other	0.00	9,122.37	9,122.37	100.00	120.00	82,101.33	81,981.33	99.85
44390-0000	Total Contract Costs	8,188.14	14,223.65	6,035.51	42.43	48,612.84	128,012.85	79,400.01	62.02
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	8,228.52	14,275.41	6,046.89	42.36	49,150.88	128,478.69	79,327.81	61.74
45000-0000	GENERAL EXPENSES								
45100-0000	Worker's Comp Insurance	1,975.33	0.00	-1,975.33	N/A	15,739.00	0.00	-15,739.00	N/A
45101-0000	Property Insurance	342.51	795.81	453.30	56.96	2,964.45	7,162.29	4,197.84	58.61
45102-0000	Liability Insurance	435.87	0.00	-435.87	N/A	4,071.51	0.00	-4,071.51	N/A
45210-0000	Misc. Taxes/Licenses/Insurance	0.00	0.00	0.00	N/A	-338.67	0.00	338.67	N/A
45990-0000	TOTAL GENERAL EXPENSES	2,753.71	795.81	-1,957.90	-246.03	22,436.29	7,162.29	-15,274.00	-213.26
47000-0000	HOUSING ASSISTANCE PAYMENTS								
47150-0000	Housing Assistance Payments	0.00	0.00	0.00	N/A	-1,350.00	0.00	1,350.00	N/A
47150-7000	Housing Counseling Program Expenses	21,995.89	3,356.19	-18,639.70	-555.38	589,640.03	30,205.71	-559,434.32	-1,852.08
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	21,995.89	3,356.19	-18,639.70	-555.38	588,290.03	30,205.71	-558,084.32	-1,847.61
48990-0000	TOTAL OPERATING EXPENSES	65,455.55	55,720.23	-9,735.32	-17.47	1,007,296.50	501,482.07	-505,814.43	-100.86
49990-0000	**NET OPERATING INCOME**	**-4,592.31**	**11,363.11**	**-15,955.42**	**-140.41**	**-40,156.00**	**102,267.99**	**-142,423.99**	**-139.27**

Housing Counseling (.chc)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
50000-0000	NON-OPERATING ITEMS								
51000-1000	Depreciation -Buildings	0.00	0.00	0.00	N/A	1,455.84	0.00	-1,455.84	N/A
51000-3000	Depreciation -Furn,Equip,Machinery-Admir	0.00	0.00	0.00	N/A	73.38	0.00	-73.38	N/A
51000-4000	Depreciation-Leashold Improvements	0.00	0.00	0.00	N/A	13,838.04	0.00	-13,838.04	N/A
59990-0000	TOTAL NON-OPERATING ITEMS	0.00	0.00	0.00	N/A	15,367.26	0.00	-15,367.26	N/A
90000-0000	NET INCOME	-4,592.31	11,363.11	-15,955.42	-140.41	-55,523.26	102,267.99	-157,791.25	-154.29

Housing Counseling (.chc)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	50,959.58
11114-0000	Cash Operating 4	10,995.25
11119-9000	Total Unrestricted Cash	61,954.83
11190-0000	TOTAL CASH	61,954.83
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11290-0000	A/R -Other	72,129.52
11350-3000	A/R -Other Government	358,775.82
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVAB	430,905.34
11600-0000	OTHER CURRENT ASSETS	
12110-0000	Prepaid Expenses and Other Assets	18,050.72
12110-1000	Prepaid Insurance	8,261.15
12600-0000	Inventories-Materials	283.16
12750-0000	Allowance for Obsolete Inventories	-14.16
12950-0000	Interprogram-Due From	1,195.12
12950-1000	Legacy Interprogram-Due From	983,720.01
12990-0000	TOTAL OTHER CURRENT ASSETS	1,011,496.00
13000-0000	TOTAL CURRENT ASSETS	1,504,356.17
14000-0000	NONCURRENT ASSETS:	
14000-1000	FIXED ASSETS	
14000-5000	Land	110,000.00
14000-6000	Buildings	940,140.00
14000-8000	Furniture and Equipment	18,663.74
14001-0000	Site Improvement	43,675.53
14050-1000	Accum Depreciation-Buildings	-591,883.90
14050-3000	Accum Depreciation-Furn & Equip Adm	-103.29
14050-4000	Accum Depreciation-Leashold Improver	-18,438.04
14200-0000	TOTAL FIXED ASSETS	502,054.04
14990-0000	TOTAL NONCURRENT ASSETS	502,054.04
19990-0000	TOTAL ASSETS	2,006,410.21
20000-0000	LIABILITIES & EQUITY	

Housing Counseling (.chc)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
20010-0000	LIABILITIES:	
21000-0000	CURRENT LIABLITIES:	
21110-0000	A/P Vendors and Contractors	4,149.45
21150-0000	A/P Other	367,774.07
21171-8000	A/P-Payroll ROTH 401k	-37.82
21199-1000	Accrued Payable	9,167.95
21350-0000	Accrued Payroll & Payroll Taxes	1,683.77
21450-0000	Interprogram-Due To	74,626.61
21450-1000	Legacy Interprogram-Due To	2,006,419.75
21500-0000	Suspense	3,600.00
21500-5000	Unearned Revenue	20,686.41
22600-0000	Accrued Compensated Absences-Curre	16,369.90
22990-0000	TOTAL CURRENT LIABILITIES	2,504,440.09
23000-0000	NONCURRENT LIABILITIES:	
23050-0000	Accrued Compensated Absences-LT	19,364.75
23990-0000	TOTAL NONCURRENT LIABILITIES	19,364.75
24990-0000	TOTAL LIABILITIES	2,523,804.84
28000-0000	EQUITY	
28090-0000	RETAINED EARNINGS:	
28090-1000	Invested in Capital Assets-Net of Debt	584,267.09
28090-2000	Retained Earnings-Unrestricted Net Ass	-1,101,661.72
28099-9000	TOTAL RETAINED EARNINGS:	-517,394.63
28990-0000	TOTAL EQUITY	-517,394.63
29990-0000	TOTAL LIABILITIES AND EQUITY	2,006,410.21

All HCV - HAP, MS5, ADMIN, PBV (.allhcv)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
31010-0000	Rental Income								
31110-0000	Tenant Rent	9,786.00	0.00	9,786.00	N/A	82,184.00	0.00	82,184.00	N/A
31120-4000	Utility Reimbursement Recovery -PHA	0.00	0.00	0.00	N/A	-450.00	0.00	-450.00	N/A
31190-0000	Total Rental Income	9,786.00	0.00	9,786.00	N/A	81,734.00	0.00	81,734.00	N/A
31200-0000	Other Tenant Income								
31210-0000	Tenant Payment Agreement (TPA) Ren	-3,002.14	0.00	-3,002.14	N/A	-22,056.49	0.00	-22,056.49	N/A
31290-0000	Total Other Tenant Income	-3,002.14	0.00	-3,002.14	N/A	-22,056.49	0.00	-22,056.49	N/A
31990-0000	TOTAL TENANT INCOME	6,783.86	0.00	6,783.86	N/A	59,677.51	0.00	59,677.51	N/A
34000-0000	GRANT INCOME								
34100-1000	Section 8 HAP Earned (VO)	3,948,496.00	3,258,434.00	690,062.00	21.18	30,393,546.00	29,325,906.00	1,067,640.00	3.64
34100-1050	Section 8 Mainstream HAP (DV)	77,642.00	64,785.25	12,856.75	19.85	644,404.00	583,067.25	61,336.75	10.52
34100-1060	Section 8 EHV HAP Earned (EH)	58,257.00	50,247.58	8,009.42	15.94	460,302.00	452,228.22	8,073.78	1.79
34100-2000	Section 8 Admin Fee Income (AF)	385,346.00	309,551.23	75,794.77	24.49	2,939,274.00	2,785,961.07	153,312.93	5.50
34100-2050	Section 8 Mainstream Admin Inc (8F)	7,141.00	9,583.33	-2,442.33	-25.49	47,252.00	86,249.97	-38,997.97	-45.22
34100-2060	Section 8 EHV Admin Fee Inc (EF)	5,593.00	5,000.00	593.00	11.86	101,660.00	45,000.00	56,660.00	125.91
34100-4000	Port-In Admin Fees Earned	2,857.00	2,219.06	637.94	28.75	20,233.74	19,971.54	262.20	1.31
34100-5000	Section 8 EHV Issuance Fee	0.00	50.00	-50.00	-100.00	0.00	450.00	-450.00	-100.00
34100-5030	Section 8 EHV Service Fee	0.00	196.38	-196.38	-100.00	0.00	1,767.42	-1,767.42	-100.00
34100-6000	Port In HAP Earned	49,958.00	22,364.58	27,593.42	123.38	310,694.00	201,281.22	109,412.78	54.36
34990-0000	TOTAL GRANT INCOME	4,535,290.00	3,722,431.41	812,858.59	21.84	34,917,365.74	33,501,882.69	1,415,483.05	4.23
36000-0000	OTHER INCOME								
36100-0000	Investment Income - Unrestricted	114.99	191.67	-76.68	-40.01	1,065.57	1,725.03	-659.46	-38.23
36500-0000	Miscellaneous Other Income	75.00	6,250.00	-6,175.00	-98.80	3,562.50	56,250.00	-52,687.50	-93.67
36990-0000	TOTAL OTHER INCOME	189.99	6,441.67	-6,251.68	-97.05	4,628.07	57,975.03	-53,346.96	-92.02
39990-0000	TOTAL INCOME	4,542,263.85	3,728,873.08	813,390.77	21.81	34,981,671.32	33,559,857.72	1,421,813.60	4.24
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41009-9000	Administrative Salaries								
41100-0000	Administrative Salaries	80,477.10	110,487.95	30,010.85	27.16	896,416.33	994,391.55	97,975.22	9.85
41100-1000	Administrative Salaries - Mainstream	1,491.35	3,637.82	2,146.47	59.00	16,585.57	32,740.38	16,154.81	49.34
41100-1100	Administrative Salaries - EHV	1,168.06	1,666.67	498.61	29.92	17,805.32	15,000.03	-2,805.29	-18.70
41100-4000	Employee Benefit Contribution-Admin	44,851.06	46,364.89	1,513.83	3.26	474,583.42	417,284.01	-57,299.41	-13.73
41100-4001	Emp Benefit Cont-Admin Mainstream	309.33	1,083.33	774.00	71.45	3,774.38	9,749.97	5,975.59	61.29
41100-4002	Emp Benefit Cont-Admin EHV	242.27	641.67	399.40	62.24	3,930.46	5,775.03	1,844.57	31.94
41109-9000	Total Administrative Salaries	128,539.17	163,882.33	35,343.16	21.57	1,413,095.48	1,474,940.97	61,845.49	4.19
41300-0000	Legal Expense								
41300-1000	Pre 2004 Admin Fee Expense	0.00	0.00	0.00	N/A	-5,968.39	0.00	5,968.39	N/A
41300-2000	Court Costs	0.00	0.00	0.00	N/A	1,417.35	0.00	-1,417.35	N/A
41300-3000	Tenant Screening	67.00	1,083.33	1,016.33	93.82	18,206.88	9,749.97	-8,456.91	-86.74
41300-4000	General Legal Expense	0.00	144.08	144.08	100.00	0.00	1,296.72	1,296.72	100.00
41310-0000	Total Legal Expense	67.00	1,227.41	1,160.41	94.54	13,655.84	11,046.69	-2,609.15	-23.62

All HCV - HAP, MS5, ADMIN, PBV (.allhcv)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
41390-0000	Other Admin Expenses								
41400-0000	Staff Training	1,475.00	2,083.33	608.33	29.20	2,441.00	18,749.97	16,308.97	86.98
41500-0000	Travel	2,240.11	308.33	-1,931.78	-626.53	8,872.95	2,774.97	-6,097.98	-219.75
41700-0000	Accounting Fees	2,671.48	3,583.33	911.85	25.45	23,796.17	32,249.97	8,453.80	26.21
41710-0000	Auditing Fees	0.00	533.33	533.33	100.00	3,132.00	4,799.97	1,667.97	34.75
41720-0000	Port Out Admin Fee Paid	3,574.32	4,833.33	1,259.01	26.05	32,990.69	43,499.97	10,509.28	24.16
41730-0000	Management Fee	0.00	57,278.25	57,278.25	100.00	0.00	515,504.25	515,504.25	100.00
41730-0100	Management Fee - HCV	77,069.20	0.00	-77,069.20	N/A	570,811.00	0.00	-570,811.00	N/A
41730-0150	Management Fee - HCV Mainstream	1,428.20	1,884.37	456.17	24.21	9,450.40	16,959.33	7,508.93	44.28
41730-0160	Management Fee - HCV EHV	1,118.60	875.00	-243.60	-27.84	10,516.00	7,875.00	-2,641.00	-33.54
41730-1100	Bookkeeping Fee - HCV	21,772.50	21,403.17	-369.33	-1.73	195,480.00	192,628.53	-2,851.47	-1.48
41730-1150	Bookkeeping Fee - HCV Mainstream	585.00	911.73	326.73	35.84	4,965.00	8,205.57	3,240.57	39.49
41730-1160	Bookkeeping Fee - HCV EHV	352.50	600.00	247.50	41.25	3,090.00	5,400.00	2,310.00	42.78
41740-0000	Marketing	254.32	0.00	-254.32	N/A	689.32	0.00	-689.32	N/A
41820-0000	Consultants	0.00	3,333.33	3,333.33	100.00	0.00	29,999.97	29,999.97	100.00
41890-0000	Total Other Admin Expenses	112,541.23	97,627.50	-14,913.73	-15.28	866,234.53	878,647.50	12,412.97	1.41
41900-0000	Miscellaneous Admin Expenses								
41900-1000	Membership and Fees	329.64	403.07	73.43	18.22	5,841.12	3,627.63	-2,213.49	-61.02
41900-2000	Publications	0.00	83.28	83.28	100.00	82.80	749.52	666.72	88.95
41900-4000	Office Supplies	888.10	847.16	-40.94	-4.83	2,158.93	7,624.44	5,465.51	71.68
41900-6000	Computer Parts	0.00	0.00	0.00	N/A	68.63	0.00	-68.63	N/A
41900-7000	Telephone	499.46	1,534.29	1,034.83	67.45	14,877.15	13,808.61	-1,068.54	-7.74
41900-8000	Postage	0.00	875.52	875.52	100.00	6,205.41	7,879.68	1,674.27	21.25
41901-0000	Office Equipment Contracts	1,091.64	814.77	-276.87	-33.98	5,880.78	7,332.93	1,452.15	19.80
41901-3000	Internet	0.00	469.11	469.11	100.00	635.53	4,221.99	3,586.46	84.95
41901-4000	Cable/Video	0.00	78.15	78.15	100.00	482.56	703.35	220.79	31.39
41901-5000	Special Events	0.00	0.00	0.00	N/A	839.60	0.00	-839.60	N/A
41901-7000	Temporary Administrative Labor	15,226.26	2,750.00	-12,476.26	-453.68	64,731.60	24,750.00	-39,981.60	-161.54
41901-8000	Small Office Equipment	0.00	77.27	77.27	100.00	247.57	695.43	447.86	64.40
41902-0000	Bank Fees	2,136.39	0.00	-2,136.39	N/A	17,929.28	0.00	-17,929.28	N/A
41902-2000	Other Misc Admin Expenses	471.06	2,282.62	1,811.56	79.36	3,200.48	20,543.58	17,343.10	84.42
41910-0000	Total Miscellaneous Admin Expenses	149,181.72	174,097.57	24,915.85	14.31	1,536,276.92	1,566,878.13	30,601.21	1.95
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	261,789.95	272,952.48	11,162.53	4.09	2,416,167.29	2,456,572.32	40,405.03	1.64
42000-0000	TENANT SERVICES								
42100-0000	Tenant Services Salaries	0.00	0.00	0.00	N/A	2,605.48	0.00	-2,605.48	N/A
42100-1000	Employee Benefit Contributions-Tenant Sv	1,176.70	0.00	-1,176.70	N/A	-2,665.84	0.00	2,665.84	N/A
42990-0000	TOTAL TENANT SERVICES EXPENSES	1,176.70	0.00	-1,176.70	N/A	-60.36	0.00	60.36	N/A
43000-0000	UTILITY EXPENSES								
43100-0000	Water	30.00	55.70	25.70	46.14	388.12	501.30	113.18	22.58
43200-0000	Electricity	772.45	664.79	-107.66	-16.19	5,338.46	5,983.11	644.65	10.77
43300-0000	Gas	0.00	261.48	261.48	100.00	2,112.02	2,353.32	241.30	10.25
43400-0000	Garbage/Trash Removal	0.00	325.30	325.30	100.00	11,084.94	2,927.70	-8,157.24	-278.62
43900-0000	Sewer	40.00	47.83	7.83	16.37	490.76	430.47	-60.29	-14.01
43990-0000	TOTAL UTILITY EXPENSES	842.45	1,355.10	512.65	37.83	19,414.30	12,195.90	-7,218.40	-59.19
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								
44009-9000	General Maint Expense								
44100-5000	Employee Benefit Contribution-Maint.	0.00	0.00	0.00	N/A	327.37	0.00	-327.37	N/A
44120-0000	Vehicle Gas	0.00	0.00	0.00	N/A	556.80	0.00	-556.80	N/A

All HCV - HAP, MS5, ADMIN, PBV (.allhcv)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
44130-0000	Misc Vehicle Expenses	318.01	214.89	-103.12	-47.99	876.63	1,934.01	1,057.38	54.67
44190-0000	Total General Maint Expense	318.01	214.89	-103.12	-47.99	1,760.80	1,934.01	173.21	8.96
44200-0000	Materials								
44200-3000	Supplies-Decorating	0.00	0.00	0.00	N/A	15.99	0.00	-15.99	N/A
44200-4000	Supplies-Electrical	0.00	0.00	0.00	N/A	64.02	0.00	-64.02	N/A
44200-6000	Supplies-Janitorial/Cleaning	98.29	0.00	-98.29	N/A	609.48	0.00	-609.48	N/A
44200-7000	Supplies-Maint/Repairs	51.76	810.60	758.84	93.61	1,246.44	7,295.40	6,048.96	82.91
44200-9000	Tools and Equipment	0.00	0.00	0.00	N/A	503.84	0.00	-503.84	N/A
44201-0000	Supplies - HVAC	0.00	0.00	0.00	N/A	323.95	0.00	-323.95	N/A
44290-0000	Total Materials	150.05	810.60	660.55	81.49	2,763.72	7,295.40	4,531.68	62.12
44300-0000	Contract Costs								
44300-1000	Contract-Alarm/Extinguisher	0.00	0.00	0.00	N/A	1,329.20	0.00	-1,329.20	N/A
44300-3000	Contract-Building Repairs	0.00	0.00	0.00	N/A	10,014.68	0.00	-10,014.68	N/A
44300-6000	Contract-Electrical	390.00	53.07	-336.93	-634.88	492.90	477.63	-15.27	-3.20
44300-7000	Contract-Pest Control	489.00	29.16	-459.84	-1,576.95	762.00	262.44	-499.56	-190.35
44300-9000	Contract-Grounds	374.02	328.21	-45.81	-13.96	2,120.08	2,953.89	833.81	28.23
44301-0000	Contract-Janitorial/Cleaning	0.00	394.00	394.00	100.00	34,587.96	3,546.00	-31,041.96	-875.41
44301-1000	Contract-Plumbing	0.00	190.79	190.79	100.00	46,820.08	1,717.11	-45,102.97	-2,626.68
44301-2000	Contract-Window Covering	0.00	0.00	0.00	N/A	1,203.60	0.00	-1,203.60	N/A
44301-3000	Contract-HVAC	293.40	14.32	-279.08	-1,948.88	293.40	128.88	-164.52	-127.65
44301-4000	Contract-Vehicle Maintenance	0.00	610.28	610.28	100.00	4,310.12	5,492.52	1,182.40	21.53
44301-7000	Contract-Elevator Monitoring	1,021.12	131.88	-889.24	-674.28	1,854.22	1,186.92	-667.30	-56.22
44301-8000	Contract-Alarm Monitoring	749.60	0.00	-749.60	N/A	1,243.96	0.00	-1,243.96	N/A
44302-2000	Contract-IT Contracts	13,842.65	9,605.75	-4,236.90	-44.11	85,999.25	86,451.75	452.50	0.52
44302-3000	Contract-Consultants	0.00	0.00	0.00	N/A	2,943.25	0.00	-2,943.25	N/A
44308-0000	Contract - Vehicle Lease	0.00	1,052.61	1,052.61	100.00	8,465.21	9,473.49	1,008.28	10.64
44309-0000	Contract-Security	924.91	252.92	-671.99	-265.69	924.91	2,276.28	1,351.37	59.37
44309-1000	Snow Removal Service	0.00	377.61	377.61	100.00	5,379.60	3,398.49	-1,981.11	-58.29
44309-9000	Contract Costs-Other	2,986.60	1,525.07	-1,461.53	-95.83	4,676.05	13,725.63	9,049.58	65.93
44390-0000	Total Contract Costs	21,071.30	14,565.67	-6,505.63	-44.66	213,420.47	131,091.03	-82,329.44	-62.80
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	21,539.36	15,591.16	-5,948.20	-38.15	217,944.99	140,320.44	-77,624.55	-55.32
45000-0000	GENERAL EXPENSES								
45100-0000	Worker's Comp Insurance	5,068.34	5,838.68	770.34	13.19	38,569.01	52,548.12	13,979.11	26.60
45101-0000	Property Insurance	50.60	103.34	52.74	51.04	450.90	930.06	479.16	51.52
45102-0000	Liability Insurance	1,118.36	1,381.79	263.43	19.06	10,290.37	12,436.11	2,145.74	17.25
45210-0000	Misc. Taxes/Licenses/Insurance	183.58	749.55	565.97	75.51	2,081.55	6,745.95	4,664.40	69.14
45800-0000	HCV nonHAP Admin Expense	626.00	0.00	-626.00	N/A	23,761.00	0.00	-23,761.00	N/A
45850-0000	Port-In HAP Expense	49,446.00	22,364.58	-27,081.42	-121.09	307,407.00	201,281.22	-106,125.78	-52.73
45850-1000	LL Incentive - Bonus	0.00	0.00	0.00	N/A	89,916.00	0.00	-89,916.00	N/A
45850-2000	LL Incentive - Vacancy	2,200.00	0.00	-2,200.00	N/A	29,683.00	0.00	-29,683.00	N/A
45900-0000	Other General Expense	0.00	0.00	0.00	N/A	0.04	0.00	-0.04	N/A
45990-0000	TOTAL GENERAL EXPENSES	58,692.88	30,437.94	-28,254.94	-92.83	502,158.87	273,941.46	-228,217.41	-83.31
47000-0000	HOUSING ASSISTANCE PAYMENTS								
47150-0000	Housing Assistance Payments	2,357,556.00	3,258,434.00	900,878.00	27.65	21,419,608.00	29,325,906.00	7,906,298.00	26.96
47150-0001	HAP Expense - EHV	51,193.00	50,247.58	-945.42	-1.88	456,833.00	452,228.22	-4,604.78	-1.02
47150-0002	HAP Expense - Mainstream	76,814.00	64,785.25	-12,028.75	-18.57	690,685.00	583,067.25	-107,617.75	-18.46
47150-0003	HAP Expense - FUP	286,635.86	0.00	-286,635.86	N/A	2,663,895.86	0.00	-2,663,895.86	N/A
47150-0004	HAP Expense - FUPY	2,764.00	0.00	-2,764.00	N/A	24,945.00	0.00	-24,945.00	N/A
47150-0005	HAP Expense - FUP09	17,603.00	0.00	-17,603.00	N/A	175,595.00	0.00	-175,595.00	N/A

All HCV - HAP, MS5, ADMIN, PBV (.allhcv)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
47150-0006	HAP Expense - NED	92,864.00	0.00	-92,864.00	N/A	832,426.00	0.00	-832,426.00	N/A
47150-0008	HAP Expense - VASH	5,554.00	0.00	-5,554.00	N/A	44,929.00	0.00	-44,929.00	N/A
47150-0010	HAP Expense - Tenant Protection	62,760.00	0.00	-62,760.00	N/A	420,682.00	0.00	-420,682.00	N/A
47150-0011	HAP Expense - PBV	461,929.00	0.00	-461,929.00	N/A	4,077,148.00	0.00	-4,077,148.00	N/A
47150-1000	URP Expense	40,647.00	0.00	-40,647.00	N/A	403,025.00	0.00	-403,025.00	N/A
47150-1001	URP Expense - EHV	1,105.00	0.00	-1,105.00	N/A	14,874.00	0.00	-14,874.00	N/A
47150-1002	URP Expense - Mainstream	1,177.00	0.00	-1,177.00	N/A	9,396.00	0.00	-9,396.00	N/A
47150-1003	URP Expense - FUP	7,874.00	0.00	-7,874.00	N/A	83,199.00	0.00	-83,199.00	N/A
47150-1004	URP Expense - FUPY	29.00	0.00	-29.00	N/A	291.00	0.00	-291.00	N/A
47150-1005	URP Expense - FUP09	146.00	0.00	-146.00	N/A	992.00	0.00	-992.00	N/A
47150-1006	URP Expense - NED	215.00	0.00	-215.00	N/A	4,841.00	0.00	-4,841.00	N/A
47150-1008	URP Expense - VASH	0.00	0.00	0.00	N/A	306.00	0.00	-306.00	N/A
47150-1010	URP Expense - Tenant Protection	2,101.00	0.00	-2,101.00	N/A	17,012.00	0.00	-17,012.00	N/A
47150-1011	URP Expense - PBV	8,337.00	0.00	-8,337.00	N/A	79,733.00	0.00	-79,733.00	N/A
47150-2000	Port Out HAP Payments	124,729.00	0.00	-124,729.00	N/A	833,473.00	0.00	-833,473.00	N/A
47150-2001	Port Out HAP Exp - PBV	1,302.00	0.00	-1,302.00	N/A	14,406.00	0.00	-14,406.00	N/A
47150-2003	Port Out HAP Exp - FUP	9,260.00	0.00	-9,260.00	N/A	53,600.00	0.00	-53,600.00	N/A
47150-2005	Port Out HAP Exp - FUP 09	1,437.00	0.00	-1,437.00	N/A	13,201.00	0.00	-13,201.00	N/A
47150-2006	Port Out HAP Exp - Mainstream	1,002.00	0.00	-1,002.00	N/A	3,006.00	0.00	-3,006.00	N/A
47150-2007	Port Out HAP Exp - NED	1,788.00	0.00	-1,788.00	N/A	18,861.00	0.00	-18,861.00	N/A
47150-2008	Port Out HAP Exp - TPV	1,948.00	0.00	-1,948.00	N/A	5,259.00	0.00	-5,259.00	N/A
47150-3000	Port-Out Admin Fee Expense	2,834.61	0.00	-2,834.61	N/A	11,124.70	0.00	-11,124.70	N/A
47150-3001	Port-Out Admin Fee Exp - PBV	81.70	0.00	-81.70	N/A	857.30	0.00	-857.30	N/A
47150-3002	Port-Out Admin Fee Exp - FUP	313.82	0.00	-313.82	N/A	2,018.42	0.00	-2,018.42	N/A
47150-3004	Port-Out Admin Fee Exp - FUP 09	114.92	0.00	-114.92	N/A	984.84	0.00	-984.84	N/A
47150-3005	Port-Out Admin Fee Exp - Mainstream	79.64	0.00	-79.64	N/A	238.92	0.00	-238.92	N/A
47150-3006	Port-Out Admin Fee Exp - NED	80.83	0.00	-80.83	N/A	799.90	0.00	-799.90	N/A
47150-3007	Port-Out Admin Fee Exp - TPV	52.21	0.00	-52.21	N/A	156.63	0.00	-156.63	N/A
47150-4000	Port-Out Other Expense	0.00	0.00	0.00	N/A	43.00	0.00	-43.00	N/A
47150-6000	FSS Escrow Payments	34,635.43	0.00	-34,635.43	N/A	245,942.92	0.00	-245,942.92	N/A
47150-6001	FSS Escrow Exp - PBV	811.00	0.00	-811.00	N/A	7,386.00	0.00	-7,386.00	N/A
47150-6003	FSS Escrow Exp - EHV	143.00	0.00	-143.00	N/A	797.00	0.00	-797.00	N/A
47150-6004	FSS Escrow Exp - FUP	8,901.00	0.00	-8,901.00	N/A	69,478.00	0.00	-69,478.00	N/A
47150-6006	FSS Escrow Exp - FUP 09	2,390.00	0.00	-2,390.00	N/A	25,701.00	0.00	-25,701.00	N/A
47150-6009	FSS Escrow Exp - TPV	489.00	0.00	-489.00	N/A	-361.27	0.00	361.27	N/A
47150-7000	Housing Counseling Program Expenses	0.00	0.00	0.00	N/A	30.42	0.00	-30.42	N/A
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	3,669,697.02	3,373,466.83	-296,230.19	-8.78	32,727,419.64	30,361,201.47	-2,366,218.17	-7.79
48990-0000	TOTAL OPERATING EXPENSES	4,013,738.36	3,693,803.51	-319,934.85	-8.66	35,883,044.73	33,244,231.59	-2,638,813.14	-7.94
49990-0000	**NET OPERATING INCOME**	**528,525.49**	**35,069.57**	**493,455.92**	**1,407.08**	**-901,373.41**	**315,626.13**	**-1,216,999.54**	**-385.58**
50000-0000	NON-OPERATING ITEMS								
51000-3000	Depreciation -Furn,Equip,Machinery-Admir	0.00	0.00	0.00	N/A	241.20	0.00	-241.20	N/A
51000-4000	Depreciation-Leashold Improvements	0.00	0.00	0.00	N/A	8,316.96	0.00	-8,316.96	N/A
52310-0000	Pre 2004 Admin Fee Expense	10,051.07	31,906.02	21,854.95	68.50	378,957.76	287,154.18	-91,803.58	-31.97
59990-0000	TOTAL NON-OPERATING ITEMS	10,051.07	31,906.02	21,854.95	68.50	387,515.92	287,154.18	-100,361.74	-34.95
90000-0000	NET INCOME	518,474.42	3,163.55	515,310.87	16,289.01	-1,288,889.33	28,471.95	-1,317,361.28	-4,626.87

All HCV - HAP, MS5, ADMIN, PBV (.allhcv)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	-437,937.38
11112-0000	Cash Operating 2	31,567.20
11113-0000	Cash Operating 3	1,719,771.51
11119-9000	Total Unrestricted Cash	1,313,401.33
11120-0000	Restricted Cash	
11120-2000	Cash Restricted-FSS Escrow	789,681.04
11120-3000	Cash Restricted-HAP	1,849,612.97
11120-4000	Cash Restricted-FSS Forfeitures	109,560.67
11129-9000	Total Restricted Cash	2,748,854.68
11190-0000	TOTAL CASH	4,062,256.01
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11220-0000	A/R -Tenants	-38,550.99
11220-2000	A/R - Tenant Payment Agreement (TPA	89,115.51
11231-1000	Allowance For Doubtful - Fraud	-547,998.19
11290-0000	A/R -Other	549,943.19
11299-9000	Allowance for Doubtful Accounts-Other	11,633.00
11300-0000	A/R Port Ins	167,296.76
11310-0000	A/R Port In Suspense	-45,666.49
11350-1000	A/R-HUD	95,458.00
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVABI	281,230.79
11600-0000	OTHER CURRENT ASSETS	
12110-0000	Prepaid Expenses and Other Assets	72,623.37
12110-1000	Prepaid Insurance	19,262.63
12950-0000	Interprogram-Due From	34,011.86
12950-1000	Legacy Interprogram-Due From	231,491.53
12990-0000	TOTAL OTHER CURRENT ASSETS	357,389.39
13000-0000	TOTAL CURRENT ASSETS	4,700,876.19
14000-0000	NONCURRENT ASSETS:	
14000-1000	FIXED ASSETS	
14000-5000	Land	194,990.27
14000-7000	Vehicles	30,411.24
14000-8000	Furniture and Equipment	111,452.41
14050-1000	Accum Depreciation-Buildings	-275,218.69

All HCV - HAP, MS5, ADMIN, PBV (.allhcv)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
14050-3000	Accum Depreciation-Furn & Equip Adm	-321.20
14050-4000	Accum Depreciation-Leashold Improver	-9,536.96
14200-0000	TOTAL FIXED ASSETS	51,777.07
14990-0000	TOTAL NONCURRENT ASSETS	51,777.07
19990-0000	TOTAL ASSETS	4,752,653.26
20000-0000	LIABILITIES & EQUITY	
20010-0000	LIABILITIES:	
21000-0000	CURRENT LIABLITIES:	
21110-0000	A/P Vendors and Contractors	-79,316.06
21140-0000	Tenant Security Deposits	35,860.00
21150-0000	A/P Other	31,364.67
21171-8000	A/P-Payroll ROTH 401k	-113.46
21199-1000	Accrued Payable	4,301.28
21350-0000	Accrued Payroll & Payroll Taxes	6,863.96
21450-0000	Interprogram-Due To	262,846.67
21450-1000	Legacy Interprogram-Due To	183,938.91
22400-0000	Tenant Prepaid Rents	17,149.51
22400-5000	FSS Forfeitures	-6,963.12
22600-0000	Accrued Compensated Absences-Curre	34,251.76
22990-0000	TOTAL CURRENT LIABILITIES	490,184.12
23000-0000	NONCURRENT LIABILITIES:	
23050-0000	Accrued Compensated Absences-LT	2,392.71
23070-0000	FSS Escrow	1,047,495.60
23070-0001	FSS Escrow - PBV	8,668.98
23070-0004	FSS Escrow - EHV	1,053.83
23070-0005	FSS Escrow - FUP	62,045.45
23070-0006	FSS Escrow - FUPY	54.36
23070-0007	FSS Escrow - FUP 09	30,412.44
23070-0010	FSS Escrow - TPV	-24,467.51
23990-0000	TOTAL NONCURRENT LIABILITIES	1,127,655.86
24990-0000	TOTAL LIABILITIES	1,617,839.98
28000-0000	EQUITY	
28090-0000	RETAINED EARNINGS:	
28090-1000	Invested in Capital Assets-Net of Debt	16,742.98
28090-2000	Retained Earnings-Unrestricted Net Ass	2,080,972.73

All HCV - HAP, MS5, ADMIN, PBV (.allhcv)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
28090-3000	Retained Earnings-Restricted Net Asset	1,037,097.57
28099-9000	TOTAL RETAINED EARNINGS:	3,134,813.28
28990-0000	TOTAL EQUITY	3,134,813.28
29990-0000	TOTAL LIABILITIES AND EQUITY	4,752,653.26

Central Office Cost Center (cocc)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
31200-0000	Other Tenant Income								
31200-1000	Laundry and Vending	0.00	55.05	-55.05	-100.00	234.70	495.45	-260.75	-52.63
31290-0000	Total Other Tenant Income	0.00	55.05	-55.05	-100.00	234.70	495.45	-260.75	-52.63
31990-0000	TOTAL TENANT INCOME	0.00	55.05	-55.05	-100.00	234.70	495.45	-260.75	-52.63
34000-0000	GRANT INCOME								
34010-1000	CFP Operating Grants	13,580.56	13,580.87	-0.31	0.00	122,227.14	122,227.83	-0.69	0.00
34990-0000	TOTAL GRANT INCOME	13,580.56	13,580.87	-0.31	0.00	122,227.14	122,227.83	-0.69	0.00
36000-0000	OTHER INCOME								
36200-0000	Management Fee Income	33,286.19	32,833.33	452.86	1.38	312,605.85	302,599.97	10,005.88	3.31
36200-0001	Management Fee Earned - HCV	77,069.20	57,278.25	19,790.95	34.55	570,811.00	515,504.25	55,306.75	10.73
36200-0002	Management Fee Earned - HCV Mainstrear	1,428.20	2,318.60	-890.40	-38.40	9,450.40	17,404.80	-7,954.40	-45.70
36200-0003	Management Fee Earned - HCV EHV	1,118.60	875.00	243.60	27.84	3,855.90	7,875.00	-4,019.10	-51.04
36200-1000	Bookkeeping Fee Income	3,082.50	3,187.50	-105.00	-3.29	28,987.50	29,147.50	-160.00	-0.55
36200-1001	Bookkeeping Fee Earned - HCV	21,772.50	21,403.17	369.33	1.73	195,480.00	192,628.53	2,851.47	1.48
36200-1002	Bookkeeping Fee Earned - HCV Mainstrear	585.00	502.50	82.50	16.42	4,965.00	9,314.50	-4,349.50	-46.70
36200-1003	Bookkeeping Fee Earned - HCV EHV	352.50	600.00	-247.50	-41.25	9,750.10	5,400.00	4,350.10	80.56
36200-2000	Asset Management Fee Income	2,590.00	4,323.33	-1,733.33	-40.09	24,770.00	39,899.97	-15,129.97	-37.92
36500-0000	Miscellaneous Other Income	367.50	1,703.93	-1,336.43	-78.43	32,102.93	15,335.37	16,767.56	109.34
36990-0000	TOTAL OTHER INCOME	141,652.19	125,025.61	16,626.58	13.30	1,192,778.68	1,135,109.89	57,668.79	5.08
39990-0000	TOTAL INCOME	155,232.75	138,661.53	16,571.22	11.95	1,315,240.52	1,257,833.17	57,407.35	4.56
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41009-9000	Administrative Salaries								
41100-0000	Administrative Salaries	49,250.58	54,091.44	4,840.86	8.95	460,386.18	540,914.42	80,528.24	14.89
41100-4000	Employee Benefit Contribution-Admin	24,663.01	19,806.06	-4,856.95	-24.52	216,413.52	198,060.60	-18,352.92	-9.27
41109-9000	Total Administrative Salaries	73,913.59	73,897.50	-16.09	-0.02	676,799.70	738,975.02	62,175.32	8.41
41300-0000	Legal Expense								
41300-3000	Tenant Screening	0.00	7.29	7.29	100.00	340.65	65.61	-275.04	-419.20
41300-4000	General Legal Expense	0.00	1,459.85	1,459.85	100.00	7,888.75	13,138.65	5,249.90	39.96
41310-0000	Total Legal Expense	0.00	1,467.14	1,467.14	100.00	8,229.40	13,204.26	4,974.86	37.68
41390-0000	Other Admin Expenses								
41400-0000	Staff Training	1,668.00	1,781.04	113.04	6.35	9,557.95	16,029.36	6,471.41	40.37
41500-0000	Travel	1,820.07	2,489.75	669.68	26.90	28,844.97	22,407.75	-6,437.22	-28.73
41700-0000	Accounting Fees	3,048.09	4,833.33	1,785.24	36.94	26,910.27	43,499.97	16,589.70	38.14
41710-0000	Auditing Fees	0.00	4,800.00	4,800.00	100.00	4,176.00	9,600.00	5,424.00	56.50
41740-0000	Marketing	226.83	14.38	-212.45	-1,477.40	806.83	129.42	-677.41	-523.42
41800-0000	Office Rent	0.00	0.00	0.00	N/A	10.86	0.00	-10.86	N/A
41890-0000	Total Other Admin Expenses	6,762.99	13,918.50	7,155.51	51.41	70,306.88	91,666.50	21,359.62	23.30
41900-0000	Miscellaneous Admin Expenses								
41900-1000	Membership and Fees	439.52	1,231.29	791.77	64.30	9,839.92	11,081.61	1,241.69	11.20
41900-2000	Publications	0.00	53.92	53.92	100.00	110.40	485.28	374.88	77.25

Central Office Cost Center (cocc)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
41900-3000	Advertising	0.00	0.00	0.00	N/A	337.99	0.00	-337.99	N/A
41900-4000	Office Supplies	668.98	1,066.77	397.79	37.29	5,361.17	9,600.93	4,239.76	44.16
41900-5000	Inspection Expense	0.00	1.18	1.18	100.00	0.00	10.62	10.62	100.00
41900-6000	Computer Parts	0.00	0.00	0.00	N/A	45.75	0.00	-45.75	N/A
41900-7000	Telephone	712.18	1,256.58	544.40	43.32	13,589.75	11,309.22	-2,280.53	-20.17
41900-8000	Postage	0.00	1,119.59	1,119.59	100.00	7,438.09	10,076.31	2,638.22	26.18
41901-0000	Office Equipment Contracts	1,508.65	1,078.92	-429.73	-39.83	5,288.30	9,710.28	4,421.98	45.54
41901-1000	Printer Supplies	426.07	0.00	-426.07	N/A	426.07	0.00	-426.07	N/A
41901-3000	Internet	0.00	408.13	408.13	100.00	423.84	3,673.17	3,249.33	88.46
41901-4000	Cable/Video	0.00	49.75	49.75	100.00	321.66	447.75	126.09	28.16
41901-5000	Special Events	1,902.56	114.95	-1,787.61	-1,555.12	10,956.63	1,034.55	-9,922.08	-959.07
41901-7000	Temporary Administrative Labor	0.00	416.67	416.67	100.00	19,270.00	3,750.03	-15,519.97	-413.86
41901-8000	Small Office Equipment	0.00	75.12	75.12	100.00	-1,236.69	676.08	1,912.77	282.92
41902-0000	Bank Fees	545.44	0.00	-545.44	N/A	4,411.31	0.00	-4,411.31	N/A
41902-1000	Sponsorships	0.00	92.22	92.22	100.00	0.00	829.98	829.98	100.00
41902-2000	Other Misc Admin Expenses	-127.70	1,270.80	1,398.50	110.05	10,228.82	11,437.20	1,208.38	10.57
41910-0000	Total Miscellaneous Admin Expenses	79,989.29	82,133.39	2,144.10	2.61	763,612.71	813,098.03	49,485.32	6.09
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	86,752.28	97,519.03	10,766.75	11.04	842,148.99	917,968.79	75,819.80	8.26
42000-0000	TENANT SERVICES								
42100-1000	Employee Benefit Contributions-Tenant Sv	0.00	0.00	0.00	N/A	-92.07	0.00	92.07	N/A
42990-0000	TOTAL TENANT SERVICES EXPENSES	0.00	0.00	0.00	N/A	-92.07	0.00	92.07	N/A
43000-0000	UTILITY EXPENSES								
43100-0000	Water	20.00	34.74	14.74	42.43	258.73	312.66	53.93	17.25
43200-0000	Electricity	514.98	479.37	-35.61	-7.43	3,558.95	4,314.33	755.38	17.51
43300-0000	Gas	0.00	140.17	140.17	100.00	1,561.34	1,261.53	-299.81	-23.77
43400-0000	Garbage/Trash Removal	0.00	286.53	286.53	100.00	12,833.76	2,578.77	-10,254.99	-397.67
43900-0000	Sewer	30.00	37.99	7.99	21.03	357.15	341.91	-15.24	-4.46
43990-0000	TOTAL UTILITY EXPENSES	564.98	978.80	413.82	42.28	18,569.93	8,809.20	-9,760.73	-110.80
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								
44009-9000	General Maint Expense								
44100-0000	Maintenance Salaries	0.00	8,026.81	8,026.81	100.00	26,172.51	80,268.09	54,095.58	67.39
44100-5000	Employee Benefit Contribution-Maint.	944.77	1,720.36	775.59	45.08	21,289.87	17,203.58	-4,086.29	-23.75
44120-0000	Vehicle Gas	24.79	0.00	-24.79	N/A	24.79	0.00	-24.79	N/A
44130-0000	Misc Vehicle Expenses	162.74	122.59	-40.15	-32.75	251.38	1,103.31	851.93	77.22
44190-0000	Total General Maint Expense	1,132.30	9,869.76	8,737.46	88.53	47,738.55	98,574.98	50,836.43	51.57
44200-0000	Materials								
44200-1000	Supplies-Grounds	0.00	0.00	0.00	N/A	31.99	0.00	-31.99	N/A
44200-2000	Supplies-Appliance	0.00	0.00	0.00	N/A	1,144.00	0.00	-1,144.00	N/A
44200-3000	Supplies-Decorating	0.00	166.67	166.67	100.00	120.45	1,500.03	1,379.58	91.97
44200-4000	Supplies-Electrical	0.00	0.00	0.00	N/A	42.67	0.00	-42.67	N/A
44200-6000	Supplies-Janitorial/Cleaning	578.36	258.11	-320.25	-124.08	5,889.88	2,322.99	-3,566.89	-153.55
44200-7000	Supplies-Maint/Repairs	2,009.33	1,084.98	-924.35	-85.20	9,474.07	9,764.82	290.75	2.98
44200-9000	Tools and Equipment	0.00	0.00	0.00	N/A	671.79	0.00	-671.79	N/A
44201-0000	Supplies - HVAC	0.00	0.00	0.00	N/A	215.94	0.00	-215.94	N/A
44290-0000	Total Materials	2,587.69	1,509.76	-1,077.93	-71.40	17,590.79	13,587.84	-4,002.95	-29.46
44300-0000	Contract Costs								
44300-1000	Contract-Alarm/Extinguisher	0.00	0.00	0.00	N/A	1,772.27	0.00	-1,772.27	N/A
44300-3000	Contract-Building Repairs	0.00	0.00	0.00	N/A	6,676.44	0.00	-6,676.44	N/A

Central Office Cost Center (cocc)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
44300-6000	Contract-Electrical	260.00	40.09	-219.91	-548.54	397.20	360.81	-36.39	-10.09
44300-7000	Contract-Pest Control	26.00	39.75	13.75	34.59	208.00	357.75	149.75	41.86
44300-9000	Contract-Grounds	249.34	225.75	-23.59	-10.45	1,413.36	2,031.75	618.39	30.44
44301-0000	Contract-Janitorial/Cleaning	0.00	50.00	50.00	100.00	23,058.63	450.00	-22,608.63	-5,024.14
44301-1000	Contract-Plumbing	0.00	481.27	481.27	100.00	31,213.37	4,331.43	-26,881.94	-620.63
44301-2000	Contract-Window Covering	0.00	0.00	0.00	N/A	802.40	0.00	-802.40	N/A
44301-3000	Contract-HVAC	195.60	13.47	-182.13	-1,352.12	195.60	121.23	-74.37	-61.35
44301-4000	Contract-Vehicle Maintenance	0.00	124.35	124.35	100.00	33.56	1,119.15	1,085.59	97.00
44301-7000	Contract-Elevator Monitoring	680.74	71.48	-609.26	-852.35	1,236.14	643.32	-592.82	-92.15
44301-8000	Contract-Alarm Monitoring	499.72	0.00	-499.72	N/A	829.28	0.00	-829.28	N/A
44302-2000	Contract-IT Contracts	18,429.86	11,666.67	-6,763.19	-57.97	103,765.61	105,000.03	1,234.42	1.18
44302-3000	Contract-Consultants	0.00	0.00	0.00	N/A	6,397.00	0.00	-6,397.00	N/A
44308-0000	Contract - Vehicle Lease	0.00	443.88	443.88	100.00	2,256.07	3,994.92	1,738.85	43.53
44309-0000	Contract-Security	616.61	221.63	-394.98	-178.22	616.61	1,994.67	1,378.06	69.09
44309-1000	Snow Removal Service	0.00	282.07	282.07	100.00	3,586.40	2,538.63	-1,047.77	-41.27
44309-9000	Contract Costs-Other	4.40	2,482.83	2,478.43	99.82	1,130.70	22,345.47	21,214.77	94.94
44390-0000	Total Contract Costs	20,962.27	16,143.24	-4,819.03	-29.85	185,588.64	145,289.16	-40,299.48	-27.74
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	24,682.26	27,522.76	2,840.50	10.32	250,917.98	257,451.98	6,534.00	2.54
45000-0000	GENERAL EXPENSES								
45100-0000	Worker's Comp Insurance	2,690.15	3,597.72	907.57	25.23	15,229.26	32,379.48	17,150.22	52.97
45101-0000	Property Insurance	873.79	807.09	-66.70	-8.26	4,394.04	7,263.81	2,869.77	39.51
45102-0000	Liability Insurance	593.60	885.23	291.63	32.94	5,461.89	7,967.07	2,505.18	31.44
45210-0000	Misc. Taxes/Licenses/Insurance	87.55	90.69	3.14	3.46	1,262.44	816.21	-446.23	-54.67
45900-0000	Other General Expense	0.00	1,041.67	1,041.67	100.00	26,915.66	9,375.03	-17,540.63	-187.10
45990-0000	TOTAL GENERAL EXPENSES	4,245.09	6,422.40	2,177.31	33.90	53,263.29	57,801.60	4,538.31	7.85
48990-0000	TOTAL OPERATING EXPENSES	116,244.61	132,442.99	16,198.38	12.23	1,164,808.12	1,242,031.57	77,223.45	6.22
49990-0000	**NET OPERATING INCOME**	**38,988.14**	**6,218.54**	**32,769.60**	**526.97**	**150,432.40**	**15,801.60**	**134,630.80**	**852.01**
50000-0000	NON-OPERATING ITEMS								
51000-1000	Depreciation -Buildings	0.00	0.00	0.00	N/A	45,581.76	0.00	-45,581.76	N/A
51000-3000	Depreciation -Furn,Equip,Machinery-Admir	0.00	0.00	0.00	N/A	2,631.00	0.00	-2,631.00	N/A
51000-4000	Depreciation-Leashold Improvements	0.00	0.00	0.00	N/A	9,718.62	0.00	-9,718.62	N/A
52300-0000	Gain/Loss on Sale of Fixed Assets	0.00	0.00	0.00	N/A	-4,970.00	0.00	4,970.00	N/A
52310-0000	Pre 2004 Admin Fee Expense	0.00	0.00	0.00	N/A	10,428.22	0.00	-10,428.22	N/A
52310-1000	Extraordinary Expense	0.00	0.00	0.00	N/A	40,520.00	0.00	-40,520.00	N/A
59990-0000	TOTAL NON-OPERATING ITEMS	0.00	0.00	0.00	N/A	103,909.60	0.00	-103,909.60	N/A
90000-0000	NET INCOME	38,988.14	6,218.54	32,769.60	526.97	46,522.80	15,801.60	30,721.20	194.42

Central Office Cost Center (cocc)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	196,122.52
11119-9000	Total Unrestricted Cash	196,122.52
11190-0000	TOTAL CASH	196,122.52
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11290-0000	A/R -Other	56,764.28
11350-1000	A/R-HUD	-63,352.70
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVAB	-6,588.42
11600-0000	OTHER CURRENT ASSETS	
12110-0000	Prepaid Expenses and Other Assets	69,193.03
12110-1000	Prepaid Insurance	12,735.26
12600-0000	Inventories-Materials	13,042.05
12700-0000	Inventories-Equipment	11,479.43
12750-0000	Allowance for Obsolete Inventories	-101.30
12950-0000	Interprogram-Due From	317,286.37
12950-1000	Legacy Interprogram-Due From	271,431.75
12990-0000	TOTAL OTHER CURRENT ASSETS	695,066.59
13000-0000	TOTAL CURRENT ASSETS	884,600.69
14000-0000	NONCURRENT ASSETS:	
14000-1000	FIXED ASSETS	
14000-5000	Land	51,232.46
14000-6000	Buildings	2,070,248.56
14000-8000	Furniture and Equipment	320,608.38
14001-0000	Site Improvement	152,596.25
14050-1000	Accum Depreciation-Buildings	-2,141,005.61
14050-2000	Accum Depreciation-Vehicles	13,834.97
14050-3000	Accum Depreciation-Furn & Equip Adm	-3,511.00
14050-4000	Accum Depreciation-Leashold Improver	-12,938.62
14200-0000	TOTAL FIXED ASSETS	451,065.39
14990-0000	TOTAL NONCURRENT ASSETS	451,065.39
19990-0000	TOTAL ASSETS	1,335,666.08
20000-0000	LIABILITIES & EQUITY	

Central Office Cost Center (cocc)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
20010-0000	LIABILITIES:	
21000-0000	CURRENT LIABLITIES:	
21110-0000	A/P Vendors and Contractors	43,070.52
21150-0000	A/P Other	57,925.06
21170-3000	A/P-Misc. Payroll Witholdings	2,363.24
21170-4000	A/P-Federal Tax Witholding	-22,498.11
21170-5000	A/P-State Tax Witholding - IL	12,209.07
21170-6000	A/P-Payroll FICA Witholding -Employee	-7,228.88
21170-7000	A/P-Payroll FICA Witholding -Employer	-0.01
21170-8000	A/P-Payroll Vol Life/AD&D	-2,000.24
21170-9000	A/P-Payroll State Unemployment Tax	-6,796.05
21171-0000	A/P-Payroll 457 Deductions	1,000.00
21171-1000	A/P-Payroll 457 Loan	-3,650.00
21171-2000	A/P-Payroll AXA Pension Deferred	88,091.62
21171-3000	A/P-Payroll AXA Pension Vested	69,563.08
21171-3500	A/P-Payroll AXA Loan	5,948.85
21171-4000	A/P-Payroll Employee Health	4,607.37
21171-5000	A/P-Payroll Employee Vision	12,710.58
21171-6000	A/P-Payroll Employee Dental	5,647.16
21171-7000	A/P-Payroll AFLAC Pre Tax	10,045.15
21171-7500	A/P-Payroll AFLAC Post Tax	43,654.62
21171-8000	A/P-Payroll ROTH 401k	6,474.26
21190-0000	A/P-Payroll Garnishment	-20,062.05
21199-1000	Accrued Payable	19,118.86
21350-0000	Accrued Payroll & Payroll Taxes	2,903.23
21450-0000	Interprogram-Due To	2,342.59
21450-1000	Legacy Interprogram-Due To	512,865.09
22600-0000	Accrued Compensated Absences-Curre	28,187.95
22990-0000	TOTAL CURRENT LIABILITIES	866,492.96
23000-0000	NONCURRENT LIABILITIES:	
23050-0000	Accrued Compensated Absences-LT	26,974.58
23990-0000	TOTAL NONCURRENT LIABILITIES	26,974.58
24990-0000	TOTAL LIABILITIES	893,467.54
28000-0000	EQUITY	
28090-0000	RETAINED EARNINGS:	
28090-1000	Invested in Capital Assets-Net of Debt	730,995.64
28090-2000	Retained Earnings-Unrestricted Net Ass	-288,797.10

Central Office Cost Center (cocc)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
28099-9000	TOTAL RETAINED EARNINGS:	442,198.54
28990-0000	TOTAL EQUITY	442,198.54
29990-0000	TOTAL LIABILITIES AND EQUITY	1,335,666.08

Aim North (aimnorth)

Budget Comparison (with PTD)

Period = Oct 2024-Jun 2025

Book = Accrual

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
29999-9999	Revenue & Expenses								
30000-0000	INCOME								
31000-0000	TENANT INCOME								
31200-0000	Other Tenant Income								
31201-0000	Developer Fee Income	0.00	0.00	0.00	N/A	13,871.85	0.00	13,871.85	N/A
31290-0000	Total Other Tenant Income	0.00	0.00	0.00	N/A	13,871.85	0.00	13,871.85	N/A
31990-0000	TOTAL TENANT INCOME	0.00	0.00	0.00	N/A	13,871.85	0.00	13,871.85	N/A
36000-0000	OTHER INCOME								
36100-0000	Investment Income - Unrestricted	1.21	0.00	1.21	N/A	8.92	0.00	8.92	N/A
36500-0000	Miscellaneous Other Income	250.00	0.00	250.00	N/A	250.00	0.00	250.00	N/A
36990-0000	TOTAL OTHER INCOME	251.21	0.00	251.21	N/A	258.92	0.00	258.92	N/A
39990-0000	TOTAL INCOME	251.21	0.00	251.21	N/A	14,130.77	0.00	14,130.77	N/A
40000-0000	EXPENSES								
41000-0000	ADMINISTRATIVE EXPENSES								
41300-0000	Legal Expense								
41300-4000	General Legal Expense	0.00	83.33	83.33	100.00	1,560.07	749.97	-810.10	-108.02
41310-0000	Total Legal Expense	0.00	83.33	83.33	100.00	1,560.07	749.97	-810.10	-108.02
41390-0000	Other Admin Expenses								
41500-0000	Travel	4.20	0.00	-4.20	N/A	4.20	0.00	-4.20	N/A
41700-0000	Accounting Fees	1,870.00	0.00	-1,870.00	N/A	1,870.00	0.00	-1,870.00	N/A
41890-0000	Total Other Admin Expenses	1,874.20	0.00	-1,874.20	N/A	1,874.20	0.00	-1,874.20	N/A
41900-0000	Miscellaneous Admin Expenses								
41901-5000	Special Events	797.29	0.00	-797.29	N/A	797.29	0.00	-797.29	N/A
41902-0000	Bank Fees	16.00	0.00	-16.00	N/A	16.00	0.00	-16.00	N/A
41910-0000	Total Miscellaneous Admin Expenses	813.29	0.00	-813.29	N/A	813.29	0.00	-813.29	N/A
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	2,687.49	83.33	-2,604.16	-3,125.12	4,247.56	749.97	-3,497.59	-466.36
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES								
44300-0000	Contract Costs								
44309-9000	Contract Costs-Other	0.00	8.33	8.33	100.00	0.00	74.97	74.97	100.00
44390-0000	Total Contract Costs	0.00	8.33	8.33	100.00	0.00	74.97	74.97	100.00
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	0.00	8.33	8.33	100.00	0.00	74.97	74.97	100.00
45000-0000	GENERAL EXPENSES								
45101-0000	Property Insurance	0.00	16.67	16.67	100.00	0.00	150.03	150.03	100.00
45102-0000	Liability Insurance	177.75	0.00	-177.75	N/A	2,016.75	0.00	-2,016.75	N/A
45990-0000	TOTAL GENERAL EXPENSES	177.75	16.67	-161.08	-966.29	2,016.75	150.03	-1,866.72	-1,244.23
48990-0000	TOTAL OPERATING EXPENSES	2,865.24	108.33	-2,756.91	-2,544.92	6,264.31	974.97	-5,289.34	-542.51
49990-0000	**NET OPERATING INCOME**	**-2,614.03**	**-108.33**	**-2,505.70**	**-2,313.02**	**7,866.46**	**-974.97**	**8,841.43**	**906.84**
90000-0000	NET INCOME	-2,614.03	-108.33	-2,505.70	-2,313.02	7,866.46	-974.97	8,841.43	906.84

Aim North (aimnorth)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
09999-9000	All	
10000-0000	**ASSETS**	
10010-0000	CURRENT ASSETS	
11000-0000	CASH	
11100-0000	Unrestricted Cash	
11111-0000	Cash Operating 1	580.58
11112-0000	Cash Operating 2	48,979.94
11119-9000	Total Unrestricted Cash	49,560.52
11190-0000	TOTAL CASH	49,560.52
11200-0000	ACCOUNTS AND NOTES RECEIVABLE	
11290-0000	A/R -Other	460.00
11490-0000	TOTAL ACCOUNTS AND NOTES RECEIVAB	460.00
11600-0000	OTHER CURRENT ASSETS	
11620-0000	Investments-Unrestricted	-4.84
12110-1000	Prepaid Insurance	533.25
12990-0000	TOTAL OTHER CURRENT ASSETS	528.41
13000-0000	TOTAL CURRENT ASSETS	50,548.93
14000-0000	NONCURRENT ASSETS:	
19990-0000	TOTAL ASSETS	50,548.93
20000-0000	LIABILITIES & EQUITY	
20010-0000	LIABILITIES:	
21000-0000	CURRENT LIABLITIES:	
21110-0000	A/P Vendors and Contractors	100.00
21199-0000	Other Current Liabilities	239.74
21199-1000	Accrued Payable	-2,590.00
21450-0000	Interprogram-Due To	939.27
21450-1000	Legacy Interprogram-Due To	10,751.23
22990-0000	TOTAL CURRENT LIABILITIES	9,440.24
23000-0000	NONCURRENT LIABILITIES:	
23101-0000	Loan Payable - 1	7,762.16
23102-0000	Loan Payable - 2	6,572.40
23990-0000	TOTAL NONCURRENT LIABILITIES	14,334.56
24990-0000	TOTAL LIABILITIES	23,774.80

Aim North (aimnorth)

Balance Sheet

Period = Jun 2025

Book = Accrual

		Current Balance
28000-0000	EQUITY	
28090-0000	RETAINED EARNINGS:	
28090-2000	Retained Earnings-Unrestricted Net Ass	26,774.13
28099-9000	TOTAL RETAINED EARNINGS:	26,774.13
28990-0000	TOTAL EQUITY	26,774.13
29990-0000	TOTAL LIABILITIES AND EQUITY	50,548.93

Lake County Housing Authority
33928 North U.S. Highway 45, Grayslake, IL 60030

LIST OF BILLS FOR JUNE 2025

AIM NORTH

.all

Period: From 06/2025 to 06/2025

Check #	Bank Code	Payee Code	Check Date	Payment Method	Property	Amount
1397	aimnorth	h50	6/3/2025	Check	aimnorth	800.00
1398	aimnorth	h50	6/18/2025	Check	aimnorth	1,070.00
Grand Total						**1,870.00**

BUSINESS ACTIVITES

.all

Period: From 06/2025 to 06/2025

Check #	Bank Code	Payee Code	Check Date	Payment Method	Property	Amount
1471	busactiv	l39	6/3/2025	Check	lcha	295.00
10	busactiv	a7	6/3/2025	EFT	lcha	43.98
1472	busactiv	v0000380	6/5/2025	Check	lcha	75.00
1473	busactiv	g7	6/5/2025	Check	lcha	295.96
11	busactiv	g274	6/9/2025	EFT	lcha	60.00
12	busactiv	g274	6/16/2025	EFT	lcha	749.75
1474	busactiv	l8a	7/1/2025	Check	lcha	2,076.50
Grand Total						**3,596.19**

CAPITAL FUND

.all

Period: From 06/2025 to 06/2025

Check #	Bank Code	Payee Code	Check Date	Payment Method	Property	Amount
25	capfund	v0000267	6/6/2025	EFT	cfp50123	131,664.21
Grand Total						**131,664.21**

COUNSELING

.all

Period: From 06/2025 to 06/2025

Check #	Bank Code	Payee Code	Check Date	Payment Method	Property	Amount
19033	chcadmin	v0000376	6/3/2025	Check	chc	282.00
19034	chcadmin	v0000379	6/3/2025	Check	chc	2,200.00
158	chcadmin	10328	6/3/2025	EFT	chc	4,026.89
159	chcadmin	11737	6/3/2025	EFT	chc	1,850.00
160	chcadmin	12570	6/3/2025	EFT	chc	2,725.00
161	chcadmin	k110	6/3/2025	EFT	chc	129.14
162	chcadmin	v0000372	6/3/2025	EFT	chc	1,350.00
163	chcadmin	v0000377	6/3/2025	EFT	chc	4,000.00
19039	chcadmin	w154	6/5/2025	Check	chc	1,519.27
164	chcadmin	c234	6/5/2025	EFT	chc	511.92
165	chcadmin	12165	6/5/2025	EFT	chc	1,700.00
166	chcadmin	w6	6/5/2025	EFT	chc	399.41
167	chcadmin	s221	6/6/2025	EFT	chc	242.34
168	chcadmin	370	6/10/2025	EFT	chc	253.00
169	chcadmin	m180	6/10/2025	EFT	chc	364.33
170	chcadmin	m28	6/10/2025	EFT	*	40.38
19044	chcadmin	d124	6/12/2025	Check	*	164.69
19045	chcadmin	c33	6/18/2025	Check	*	359.10
171	chcadmin	a265	6/24/2025	EFT	chc	3,100.00
19046	chcadmin	v0000397	6/26/2025	Check	chc	3,891.00
Grand Total						**29,108.47**

CENTRAL OFFICE (COCC)

.all

Period: From 06/2025 to 06/2025

Check #	Bank Code	Payee Code	Check Date	Payment Method	Property	Amount
1564	cocc	i112	6/3/2025	Check	*	21.13
1565	cocc	v0000052	6/3/2025	Check	cocc	269.11
157	cocc	g200	6/3/2025	EFT	*	471.50
158	cocc	j229	6/3/2025	EFT	cocc	445.74
159	cocc	k110	6/3/2025	EFT	cocc	516.56
160	cocc	k26	6/3/2025	EFT	*	139.00
161	cocc	m2	6/3/2025	EFT	cocc	1,436.98
1566	cocc	a271	6/5/2025	Check	*	3,823.26
1567	cocc	c158	6/5/2025	Check	*	819.15
1568	cocc	c33	6/5/2025	Check	*	1,421.17
1569	cocc	c47	6/5/2025	Check	*	338.46
1570	cocc	c47	6/5/2025	Check	*	2,101.40
1571	cocc	d124	6/5/2025	Check	cocc	53.13
1572	cocc	e99	6/5/2025	Check	*	975.39
1573	cocc	e99	6/5/2025	Check	*	69.00
1574	cocc	l60	6/5/2025	Check	sse_amp4	82.82
1575	cocc	n21b	6/5/2025	Check	*	4,000.00
1576	cocc	n28	6/5/2025	Check	*	143.84
1577	cocc	w154	6/5/2025	Check	cocc	6,077.08
1578	cocc	b1	6/5/2025	Check	*	78,663.86
1579	cocc	d83	6/5/2025	Check	*	4,460.94
1580	cocc	e101a	6/5/2025	Check	*	1,658.85
1581	cocc	p84	6/5/2025	Check	*	7,083.21
162	cocc	h103	6/5/2025	EFT	cocc	434.31
163	cocc	w6	6/5/2025	EFT	cocc	1,597.59
1582	cocc	a293	6/6/2025	Check	cocc	125.08
1583	cocc	g103	6/6/2025	Check	*	623.36
164	cocc	s46	6/6/2025	EFT	cocc	512.84
165	cocc	s221	6/6/2025	EFT	cocc	969.20
166	cocc	m85	6/9/2025	EFT	cocc	151.31
4	cocc	y11	6/9/2025	EFT	*	0.00
1584	cocc	e99	6/9/2025	Check	*	975.39
1585	cocc	b172	6/10/2025	Check	*	150.00
1586	cocc	s136	6/10/2025	Check	*	687.37
1587	cocc	v75	6/12/2025	Check	*	995.52
1588	cocc	v75	6/12/2025	Check	*	682.42
1589	cocc	v75	6/12/2025	Check	*	608.74
167	cocc	a52	6/12/2025	EFT	*	65.00
168	cocc	p14	6/16/2025	EFT	*	1,056.00
1590	cocc	a76	6/16/2025	Check	*	100,231.75
1591	cocc	l160	6/16/2025	Check	*	24.00
1592	cocc	i10	6/18/2025	Check	*	764.79
1593	cocc	m72	6/18/2025	Check	*	489.00
1594	cocc	v0000370	6/18/2025	Check	*	143.93
1595	cocc	w13	6/18/2025	Check	cocc	4.40
169	cocc	j229	6/18/2025	EFT	*	1,541.52
170	cocc	y11	6/18/2025	EFT	*	12,931.68
171	cocc	b172	6/18/2025	EFT	*	150.00
1596	cocc	c33	6/18/2025	Check	*	1,287.43
1597	cocc	d124	6/18/2025	Check	cocc	53.13
1598	cocc	a271	6/24/2025	Check	*	3,766.03
1599	cocc	e99	6/24/2025	Check	*	975.39
1600	cocc	a5	6/24/2025	Check	cocc	381.56
1601	cocc	k75	6/24/2025	Check	cocc	83.10
1602	cocc	t21	6/24/2025	Check	*	650.00
173	cocc	k110	6/24/2025	EFT	*	1,291.40
174	cocc	k26	6/24/2025	EFT	cocc	542.04
1603	cocc	v0000317	6/25/2025	Check	cocc	86.00
1606	cocc	u64	6/26/2025	Check	*	1,770.00
175	cocc	i56	6/26/2025	EFT	aimnorth	797.29

1607	cocc	m187	6/27/2025	Check	*	433.07
176	cocc	m28	6/27/2025	EFT	cocc	32.28
1608	cocc	p84	7/1/2025	Check	*	5,301.80
Grand Total						**258,437.30**

HCV FSS ESCROW

.all

Period: From 06/2025 to 06/2025

Check #	Bank Code	Payee Code	Check Date	Payment Method	Property	Amount
116	hcvfsse	v0000384	6/6/2025	Check	vouhcv	285.90
117	hcvfsse	v0000239	6/18/2025	Check	vouhcv	1,927.63
118	hcvfsse	t0000531	6/23/2025	Check	voutpv	17,979.58
Grand Total						**20,193.11**

LOW RENT PUBLIC HOUSING

.all

Period: From 06/2025 to 06/2025

Check #	Bank Code	Payee Code	Check Date	Payment Method	Property	Amount
41168	lrph	105578	6/2/2025	Check	millview	22.00
690	lrph	104473	6/2/2025	EFT	orchard	30.00
691	lrph	b0003721	6/2/2025	EFT	sse_amp4	340.00
692	lrph	t0000248	6/2/2025	EFT	sse_amp4	302.00
693	lrph	t0000263	6/2/2025	EFT	sse_amp4	57.00
694	lrph	b0000698	6/2/2025	EFT	sse_amp4	291.00
695	lrph	t0000998	6/2/2025	EFT	sse_amp4	13.00
696	lrph	t0001023	6/2/2025	EFT	sse_amp4	313.00
697	lrph	t0001531	6/2/2025	EFT	sse_amp4	387.00
698	lrph	t0001536	6/2/2025	EFT	sse_amp4	296.00
699	lrph	t0001981	6/2/2025	EFT	jkm	30.00
700	lrph	t0002009	6/2/2025	EFT	sse_amp4	32.00
701	lrph	t0002393	6/2/2025	EFT	ssw_amp5	156.00
702	lrph	t0002399	6/2/2025	EFT	sse_amp4	168.00
703	lrph	t0002418	6/2/2025	EFT	sse_amp4	125.00
704	lrph	t0002798	6/2/2025	EFT	sse_amp4	131.00
705	lrph	t0002801	6/2/2025	EFT	ssw_amp5	227.00
706	lrph	t0003207	6/2/2025	EFT	sse_amp4	70.00
707	lrph	t0003732	6/2/2025	EFT	ssw_amp5	93.00
708	lrph	t0003734	6/2/2025	EFT	ssw_amp5	291.00
709	lrph	t0003901	6/2/2025	EFT	sse_amp4	152.00
710	lrph	t0003924	6/2/2025	EFT	ssw_amp5	264.00
711	lrph	t0004110	6/2/2025	EFT	sse_amp4	209.00
712	lrph	t0004204	6/2/2025	EFT	sse_amp4	67.00
713	lrph	t0004363	6/2/2025	EFT	sse_amp4	149.00
714	lrph	t0004371	6/2/2025	EFT	sse_amp4	302.00
715	lrph	t0004374	6/2/2025	EFT	sse_amp4	209.00
716	lrph	t0004580	6/2/2025	EFT	ssw_amp5	309.00
717	lrph	t0005018	6/2/2025	EFT	sse_amp4	263.00
718	lrph	t0005019	6/2/2025	EFT	ssw_amp5	263.00
719	lrph	t0005532	6/2/2025	EFT	sse_amp4	3.00
41186	lrph	a20	6/3/2025	Check	shiloh	3.90
41187	lrph	a260	6/3/2025	Check	*	400.00
41188	lrph	a293	6/3/2025	Check	ross	138.98
41189	lrph	a5	6/3/2025	Check	bht	1,400.00
41190	lrph	c10	6/3/2025	Check	hawley	81.75
41194	lrph	g7	6/3/2025	Check	orchard	158.63
41195	lrph	m178	6/3/2025	Check	hawley	585.33
41196	lrph	m72	6/3/2025	Check	warren	282.00
41201	lrph	r256	6/3/2025	Check	sse_amp4	293.00
41202	lrph	t21	6/3/2025	Check	*	1,250.00
721	lrph	a265	6/3/2025	EFT	sse_amp4	3,740.00
722	lrph	a7	6/3/2025	EFT	*	310.09
723	lrph	k110	6/3/2025	EFT	*	258.28
724	lrph	k26	6/3/2025	EFT	*	3,980.22
725	lrph	m2	6/3/2025	EFT	shiloh	33.74
726	lrph	m28	6/3/2025	EFT	*	1,195.33
727	lrph	t223	6/3/2025	EFT	sse_amp4	1,100.00
728	lrph	v0000378	6/3/2025	EFT	*	39.20
41204	lrph	c158	6/5/2025	Check	orchard	307.74
41205	lrph	c33	6/5/2025	Check	shiloh	49.65
41206	lrph	c33	6/5/2025	Check	warren	448.75
41207	lrph	c33	6/5/2025	Check	sse_amp4	32.45
41208	lrph	c33	6/5/2025	Check	shiloh	1,536.87
41209	lrph	c33	6/5/2025	Check	warren	24.30
41210	lrph	c33	6/5/2025	Check	warren	97.82

41211	lrph	c33	6/5/2025	Check	bht	1,835.35
41212	lrph	c33	6/5/2025	Check	orchard	2,281.33
41213	lrph	c33	6/5/2025	Check	millview	1,727.05
41214	lrph	c33	6/5/2025	Check	bht	12.55
41215	lrph	c33	6/5/2025	Check	bht	62.04
41216	lrph	c33	6/5/2025	Check	sse_amp4	24.58
41217	lrph	c33	6/5/2025	Check	shiloh	43.91
41218	lrph	c33	6/5/2025	Check	bht	40.00
41219	lrph	c33	6/5/2025	Check	millview	81.17
41220	lrph	c33	6/5/2025	Check	sse_amp4	955.80
41221	lrph	c33	6/5/2025	Check	bht	56.67
41222	lrph	c33	6/5/2025	Check	hawley	1,646.13
41223	lrph	c33	6/5/2025	Check	sse_amp4	33.56
41224	lrph	c33	6/5/2025	Check	jkm	1,270.16
41225	lrph	c33	6/5/2025	Check	hawley	35.00
41226	lrph	c47	6/5/2025	Check	hawley	196.65
41227	lrph	c47	6/5/2025	Check	jkm	345.20
41228	lrph	c47	6/5/2025	Check	millview	289.77
41229	lrph	l60	6/5/2025	Check	sse_amp4	110.42
41230	lrph	l60	6/5/2025	Check	sse_amp4	110.42
41231	lrph	l60	6/5/2025	Check	sse_amp4	58.02
41232	lrph	n19	6/5/2025	Check	shiloh	1,034.49
41233	lrph	n28	6/5/2025	Check	warren	38.78
41234	lrph	n28	6/5/2025	Check	sse_amp4	32.46
41235	lrph	n31	6/5/2025	Check	millview	150.62
41236	lrph	n31	6/5/2025	Check	orchard	145.52
41237	lrph	n31	6/5/2025	Check	jkm	163.13
41238	lrph	v0000380	6/5/2025	Check	sse_amp4	225.00
41239	lrph	v13	6/5/2025	Check	jkm	1,029.00
41240	lrph	v3	6/5/2025	Check	ssw_amp5	370.07
41241	lrph	v6	6/5/2025	Check	sse_amp4	1,103.01
41242	lrph	v6	6/5/2025	Check	hawley	1,222.35
41243	lrph	v6	6/5/2025	Check	hawley	857.67
41244	lrph	z2	6/5/2025	Check	shiloh	3,203.20
41245	lrph	z2	6/5/2025	Check	shiloh	3,261.88
41246	lrph	g103	6/5/2025	Check	*	1,135.32
41247	lrph	m12	6/5/2025	Check	*	245.25
41248	lrph	r256	6/5/2025	Check	shiloh	195.00
41249	lrph	u39	6/5/2025	Check	*	4,241.20
41250	lrph	w154	6/5/2025	Check	*	3,038.54
729	lrph	10455	6/5/2025	EFT	ssw_amp5	4,200.00
730	lrph	11902	6/5/2025	EFT	sse_amp4	1,800.00
731	lrph	a7	6/5/2025	EFT	*	343.29
732	lrph	k26	6/5/2025	EFT	shiloh	594.00
733	lrph	m28	6/5/2025	EFT	*	1,075.23
734	lrph	m85	6/5/2025	EFT	hawley	55.44
735	lrph	s46	6/5/2025	EFT	shiloh	65.35
736	lrph	t223	6/5/2025	EFT	hawley	3,390.00
737	lrph	w6	6/5/2025	EFT	*	798.74
41251	lrph	b0001538	6/5/2025	Check	ssw_amp5	287.65
41252	lrph	b0001999	6/5/2025	Check	ssw_amp5	282.28
41253	lrph	b0004843	6/5/2025	Check	ssw_amp5	369.02
41254	lrph	b0000257	6/5/2025	Check	sse_amp4	340.92
41255	lrph	b0003226	6/5/2025	Check	ssw_amp5	318.40
41256	lrph	t0001541	6/5/2025	Check	jkm	210.00
41257	lrph	g103	6/6/2025	Check	orchard	360.00
738	lrph	m28	6/6/2025	EFT	warren	410.43
41258	lrph	a20	6/6/2025	Check	warren	120.71
41259	lrph	a6	6/6/2025	Check	ssw_amp5	600.00
41260	lrph	d85	6/6/2025	Check	ssw_amp5	200.00
41261	lrph	g103	6/6/2025	Check	*	1,397.00
41262	lrph	v0000038	6/6/2025	Check	ross	249.60

739	lrph	a7	6/6/2025	EFT	bht	36.55
740	lrph	m85	6/6/2025	EFT	*	1,219.63
742	lrph	s46	6/6/2025	EFT	bht	277.89
743	lrph	v0000385	6/6/2025	EFT	*	108.56
41263	lrph	p159	6/6/2025	Check	sse_amp4	2,900.00
41264	lrph	c33	6/6/2025	Check	sse_amp4	67.58
41265	lrph	c33	6/6/2025	Check	sse_amp4	7.00
41266	lrph	b0001980	6/6/2025	Check	ssw_amp5	1,400.00
1	lrph	b0004087	10/29/2024	Check	ssw_amp5	257.40
41267	lrph	f115	6/9/2025	Check	bht	87.00
41268	lrph	g103	6/9/2025	Check	ssw_amp5	465.32
41269	lrph	m178	6/9/2025	Check	ssw_amp5	608.00
41270	lrph	s72	6/9/2025	Check	millview	367.98
41271	lrph	g23	6/9/2025	Check	bht	1,024.62
41272	lrph	m178	6/9/2025	Check	sse_amp4	585.33
41273	lrph	t225	6/9/2025	Check	sse_amp4	1,040.00
41274	lrph	p159	6/9/2025	Check	sse_amp4	1,000.00
744	lrph	a7	6/9/2025	EFT	*	791.76
745	lrph	g274	6/9/2025	EFT	ssw_amp5	60.00
746	lrph	m28	6/9/2025	EFT	*	1,371.16
747	lrph	m85	6/9/2025	EFT	*	184.78
748	lrph	m86	6/9/2025	EFT	warren	264.44
749	lrph	t223	6/9/2025	EFT	warren	2,390.00
41275	lrph	c33	6/9/2025	Check	sse_amp4	71.41
41276	lrph	c33	6/9/2025	Check	bht	84.10
41277	lrph	n28	6/9/2025	Check	hawley	57.11
41278	lrph	n28	6/9/2025	Check	hawley	163.20
41279	lrph	n28	6/9/2025	Check	hawley	275.35
41280	lrph	n28	6/9/2025	Check	bht	3,000.70
41281	lrph	g103	6/10/2025	Check	warren	1,302.68
750	lrph	a7	6/10/2025	EFT	hawley	114.81
751	lrph	g274	6/10/2025	EFT	*	420.00
752	lrph	m85	6/10/2025	EFT	warren	264.44
41282	lrph	c47	6/12/2025	Check	shiloh	327.72
41283	lrph	n28	6/12/2025	Check	hawley	280.49
41284	lrph	n28	6/12/2025	Check	hawley	83.25
41285	lrph	n28	6/12/2025	Check	shiloh	3,061.86
41286	lrph	c33	6/12/2025	Check	sse_amp4	50.07
41287	lrph	l60	6/12/2025	Check	sse_amp4	110.42
41288	lrph	v6	6/12/2025	Check	sse_amp4	51.28
41289	lrph	l60	6/12/2025	Check	sse_amp4	29.45
41290	lrph	a20	6/12/2025	Check	shiloh	141.26
41291	lrph	l237	6/12/2025	Check	*	3,180.00
41292	lrph	m12	6/12/2025	Check	*	355.00
41293	lrph	m184	6/12/2025	Check	*	246.40
753	lrph	a52	6/12/2025	EFT	*	270.00
754	lrph	a7	6/12/2025	EFT	*	241.25
755	lrph	g274	6/12/2025	EFT	*	1,223.75
756	lrph	l25	6/12/2025	EFT	*	590.00
757	lrph	m28	6/12/2025	EFT	*	914.61
758	lrph	t223	6/12/2025	EFT	*	999.00
1	lrph	b0004579	6/16/2025	Check	bht	939.99
41294	lrph	a20	6/16/2025	Check	shiloh	598.65
41295	lrph	f115	6/16/2025	Check	bht	90.00
41296	lrph	g7	6/16/2025	Check	shiloh	96.91
41297	lrph	r256	6/16/2025	Check	shiloh	200.00
41298	lrph	w13	6/16/2025	Check	shiloh	668.50
759	lrph	a52	6/16/2025	EFT	bht	135.00
760	lrph	a7	6/16/2025	EFT	*	618.28
761	lrph	g274	6/16/2025	EFT	orchard	593.00
762	lrph	m2	6/16/2025	EFT	shiloh	332.73
763	lrph	m28	6/16/2025	EFT	*	246.44

764	lrph	t223	6/16/2025	EFT	hawley	1,471.00
41299	lrph	c33	6/16/2025	Check	sse_amp4	31.35
41300	lrph	c33	6/16/2025	Check	warren	1,089.69
41301	lrph	c33	6/16/2025	Check	shiloh	7.94
41302	lrph	c33	6/16/2025	Check	shiloh	52.89
41303	lrph	c33	6/16/2025	Check	sse_amp4	188.34
41304	lrph	n28	6/16/2025	Check	sse_amp4	18.56
41305	lrph	v3	6/16/2025	Check	millview	2,341.48
41306	lrph	v3	6/16/2025	Check	orchard	1,468.41
1	lrph	b0004686	5/15/2025	Check	shiloh	467.02
41307	lrph	a20	6/18/2025	Check	shiloh	409.18
41308	lrph	f115	6/18/2025	Check	warren	87.00
41309	lrph	l237	6/18/2025	Check	shiloh	830.00
41310	lrph	p233	6/18/2025	Check	hawley	3,640.00
765	lrph	u33	6/18/2025	EFT	*	213.98
41311	lrph	w13	6/18/2025	Check	bht	150.00
766	lrph	a52	6/18/2025	EFT	millview	135.00
767	lrph	a7	6/18/2025	EFT	*	201.27
768	lrph	j229	6/18/2025	EFT	*	4,820.56
769	lrph	m28	6/18/2025	EFT	*	92.31
770	lrph	t223	6/18/2025	EFT	shiloh	2,040.00
771	lrph	v0000378	6/18/2025	EFT	*	81.20
41312	lrph	c33	6/18/2025	Check	millview	1,231.00
41313	lrph	c33	6/18/2025	Check	orchard	1,192.03
41314	lrph	c33	6/18/2025	Check	shiloh	1,470.94
41315	lrph	c33	6/18/2025	Check	warren	65.24
41316	lrph	c33	6/18/2025	Check	warren	23.82
41317	lrph	c33	6/18/2025	Check	shiloh	7.94
41318	lrph	c33	6/18/2025	Check	warren	335.55
41319	lrph	c33	6/18/2025	Check	ssw_amp5	1,085.52
41320	lrph	l60	6/18/2025	Check	sse_amp4	7.36
41321	lrph	l60	6/18/2025	Check	ssw_amp5	535.62
41322	lrph	l87	6/18/2025	Check	shiloh	402.00
41323	lrph	n28	6/18/2025	Check	sse_amp4	50.45
41324	lrph	v0000380	6/18/2025	Check	sse_amp4	1.00
41325	lrph	v0000256	6/20/2025	Check	bht	7,514.80
41326	lrph	c33	6/24/2025	Check	warren	82.50
41327	lrph	h20	6/24/2025	Check	*	4,078.40
41328	lrph	l60	6/24/2025	Check	sse_amp4	1,060.15
41329	lrph	l60	6/24/2025	Check	ssw_amp5	59.43
41330	lrph	l60	6/24/2025	Check	ssw_amp5	121.76
41331	lrph	n28	6/24/2025	Check	sse_amp4	3.74
772	lrph	a7	6/24/2025	EFT	*	171.81
773	lrph	g274	6/24/2025	EFT	*	791.25
774	lrph	k78	6/24/2025	EFT	millview	3,804.10
775	lrph	l25	6/24/2025	EFT	sse_amp4	109.95
776	lrph	m28	6/24/2025	EFT	*	670.44
777	lrph	m85	6/24/2025	EFT	jkm	44.58
778	lrph	u33	6/24/2025	EFT	ssw_amp5	99.98
41332	lrph	a01	6/24/2025	Check	*	596.00
41333	lrph	a6	6/24/2025	Check	*	885.00
41334	lrph	d134	6/24/2025	Check	bht	200.00
41335	lrph	l180	6/24/2025	Check	sse_amp4	414.00
41336	lrph	m12	6/24/2025	Check	*	165.50
779	lrph	a98	6/24/2025	EFT	orchard	285.27
780	lrph	j229	6/24/2025	EFT	orchard	285.27
781	lrph	t223	6/24/2025	EFT	ssw_amp5	1,005.00
782	lrph	v0000056	6/24/2025	EFT	warren	200.00
783	lrph	v0000314	6/24/2025	EFT	shiloh	200.00
41337	lrph	a5	6/26/2025	Check	ssw_amp5	187.24
41338	lrph	a6	6/26/2025	Check	sse_amp4	375.00
41339	lrph	m12	6/26/2025	Check	*	101.50

41340	lrph	t21	6/26/2025	Check	bht	450.00
41341	lrph	t225	6/26/2025	Check	*	460.00
784	lrph	a265	6/26/2025	EFT	*	4,140.00
785	lrph	a7	6/26/2025	EFT	*	464.97
786	lrph	m28	6/26/2025	EFT	*	275.86
41342	lrph	s72	6/26/2025	Check	shiloh	104.28
787	lrph	a7	6/26/2025	EFT	*	380.60
788	lrph	m85	6/26/2025	EFT	*	2,750.98
789	lrph	m86	6/26/2025	EFT	millview	62.23
790	lrph	t223	6/26/2025	EFT	shiloh	2,010.00
791	lrph	v0000108	6/26/2025	EFT	ssw_amp5	1,600.00
41343	lrph	a293	6/27/2025	Check	sse_amp4	37.20
41344	lrph	l237	6/27/2025	Check	ssw_amp5	1,800.00
41345	lrph	m178	6/27/2025	Check	shiloh	1,373.07
41346	lrph	s72	6/27/2025	Check	shiloh	128.49
792	lrph	a7	6/27/2025	EFT	ssw_amp5	82.92
793	lrph	b205	6/27/2025	EFT	ssw_amp5	2,000.00
794	lrph	g274	6/27/2025	EFT	ssw_amp5	418.00
795	lrph	m85	6/27/2025	EFT	ssw_amp5	76.61
796	lrph	m86	6/27/2025	EFT	*	606.72
41347	lrph	v0000380	6/27/2025	Check	sse_amp4	50.00
797	lrph	12222	6/30/2025	EFT	ssw_amp5	2,200.00
41351	lrph	a260	6/30/2025	Check	hawley	160.00
41352	lrph	a20	6/30/2025	Check	shiloh	72.32
41353	lrph	a260	6/30/2025	Check	*	1,375.00
41354	lrph	a6	6/30/2025	Check	hawley	395.00
825	lrph	12172	7/1/2025	EFT	sse_amp4	1,995.00
41355	lrph	c33	7/1/2025	Check	bht	1,699.45
41356	lrph	c33	7/1/2025	Check	jkm	758.35
41357	lrph	c33	7/1/2025	Check	shiloh	88.34
41358	lrph	c33	7/1/2025	Check	shiloh	34.94
41359	lrph	c33	7/1/2025	Check	hawley	1,233.67
41360	lrph	c33	7/1/2025	Check	hawley	1,657.30
41361	lrph	c33	7/1/2025	Check	sse_amp4	33.95
41362	lrph	c33	7/1/2025	Check	bht	61.14
41363	lrph	c33	7/1/2025	Check	millview	86.49
41364	lrph	c47	7/1/2025	Check	orchard	307.74
41365	lrph	l60	7/1/2025	Check	warren	3,754.14
41366	lrph	n31	7/1/2025	Check	millview	197.94
41367	lrph	n31	7/1/2025	Check	orchard	188.57
41368	lrph	v0000380	7/1/2025	Check	sse_amp4	53.13
826	lrph	a7	7/1/2025	EFT	hawley	104.05
827	lrph	g274	7/1/2025	EFT	shiloh	889.50
828	lrph	m2	7/1/2025	EFT	*	14.93
829	lrph	m28	7/1/2025	EFT	hawley	294.84
830	lrph	t223	7/1/2025	EFT	hawley	135.00
Grand Total						**199,453.51**

VOUCHER (HCV)

.all

Period: From 06/2025 to 06/2025

Check #	Bank Code	Payee Code	Check Date	Payment Method	Property	Amount
5427	voucher	a260	6/3/2025	Check	hcvadmin	450.00
14628	voucher	k110	6/3/2025	EFT	hcvadmin	387.42
5429	voucher	f3	6/3/2025	Check	hcvadmin	60.96
14630	voucher	s224	6/5/2025	EFT	hcvadmin	1,100.74
14631	voucher	w6	6/5/2025	EFT	hcvadmin	1,198.20
5431	voucher	s58	6/6/2025	Check	hcvadmin	31.00
14632	voucher	s46	6/6/2025	EFT	hcvadmin	480.18
14633	voucher	v0000347	6/6/2025	EFT	hcvadmin	1,344.00
14634	voucher	v0000347	6/6/2025	EFT	hcvadmin	1,680.00
14636	voucher	v0000347	6/9/2025	EFT	hcvadmin	1,344.00
14637	voucher	v0000347	6/9/2025	EFT	hcvadmin	1,344.00
5434	voucher	v0000130	6/10/2025	Check	hcvadmin	36.00
14724	voucher	v0000347	6/16/2025	EFT	hcvadmin	1,680.00
14725	voucher	v0000347	6/16/2025	EFT	hcvadmin	1,680.00
14737	voucher	v0000365	6/24/2025	EFT	hcvadmin	73.92
14741	voucher	m28	6/26/2025	EFT	hcvadmin	51.76
14742	voucher	v0000347	6/26/2025	EFT	hcvadmin	1,680.00
14743	voucher	v0000347	6/26/2025	EFT	hcvadmin	1,680.00
14744	voucher	v0000388	6/26/2025	EFT	hcvadmin	279.13
14745	voucher	v0000394	6/26/2025	EFT	hcvadmin	163.13
5452	voucher	l167	6/27/2025	Check	hcvadmin	24.96
14746	voucher	m28	6/27/2025	EFT	hcvadmin	48.42
16145	voucher	v0000347	7/1/2025	EFT	hcvadmin	1,008.00
16146	voucher	v0000347	7/1/2025	EFT	hcvadmin	1,344.00
Grand Total						**19,169.82**

Key Management Indicators (KMI)

Program Type: All Relevant Programs
Effective Dates Included: 03/01/2024 through 06/30/2025

Property: Waitlist Property, , RCPHA Default, , Conventional Property Template, Affordable Housing Template, PH - Shiloh Towers, PH - Hawley Manor, PH - Warren Manor, PH - Beach Haven Towers, PH - Millview Manor, PH - John Kuester Manor, PH - Orchard Manor, PH - Scattered Sites East, PH - Scattered Sites West, LCHA Rentals, Marion Jones Relocation, OIG Witness Protection, Olmstead Class - SRN - (leaving program), Voucher - Tenant Protected Voucher, Voucher - VASH, voufup - Family Unification Program, Voucher - FUP 2009, Voucher - FUPY, Voucher - EHV, Voucher - NED, Voucher - Housing Choice Voucher, Voucher - Project Based, Voucher - Mainstream, Voucher - Enhanced, PBV - A Safe Place I, PBV - A Safe Place II, PBV - Brookstone Coles Park, PBV - Colonial Park, PBV - Fairhaven Crossing, PBV - Library Lane, PBV - Regency Coles Park, PBV - Woodstone Apts., PBV - Lake Front Sr. Res, PBV - Tiffany Apts., PBV - Lake Zurich, PBV - Mundelein Sr. Apts, PBV - Beech Street Sr. Lofts, PBV - Rosewood, Central Office Cost Center, Midlothian, All programs, HCV Administrative Fees - NON HAP, Port Outs, Housing Counseling, Business Activities, Aim North, IL01P056501-20 Cap Fund, IL01P056501-21 Cap Fund, IL01P056501-22 Cap Fund, IL01P056501-23 Cap Fund, Capital Funds, All Public Housing Units, Voucher - Fair Share, , FSS Grant Program

Families Reported

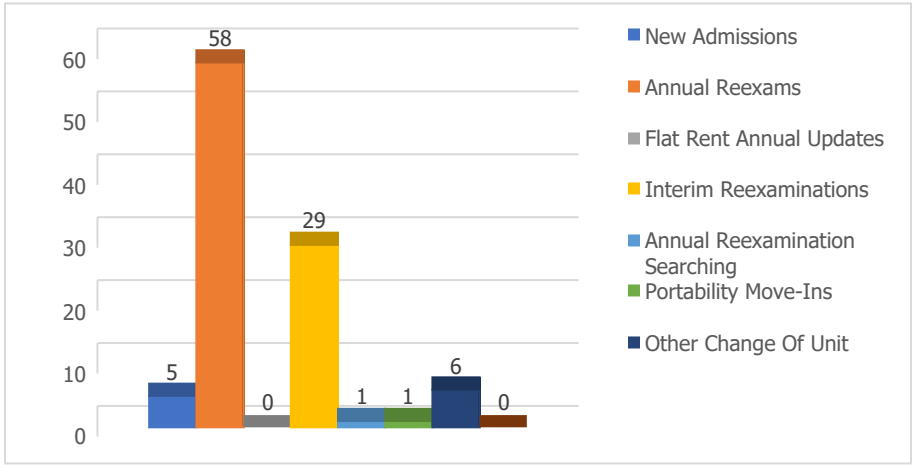
Families Reported

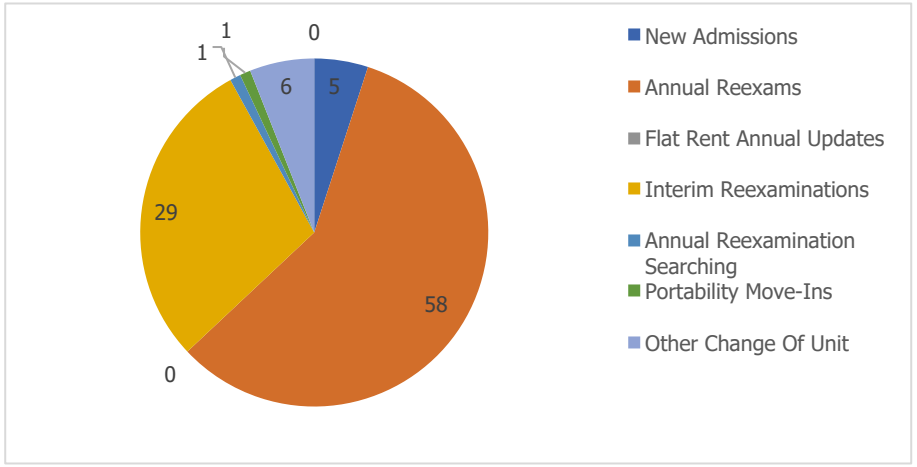
50058s Received (#)	End Of Participation (#)	Portability Move-Outs (#) (Vouchers Only)
3,221	284	93

Distribution by Families Reported *** Some families may be included in multiple categories ***

New Admissions (%)	Annual Reexams (%)	Flat Rent Annual Updates (%) (Public Housing Only)	Interim Reexaminations (%)	Annual Reexamination Searching (%) (Vouchers Only)	Portability Move-Ins (%) (Vouchers only)	Other Change Of Unit (%)
5	58	0	29	1	1	6

Historical Adjustments (%)
0





Discrepancies

Families Reported

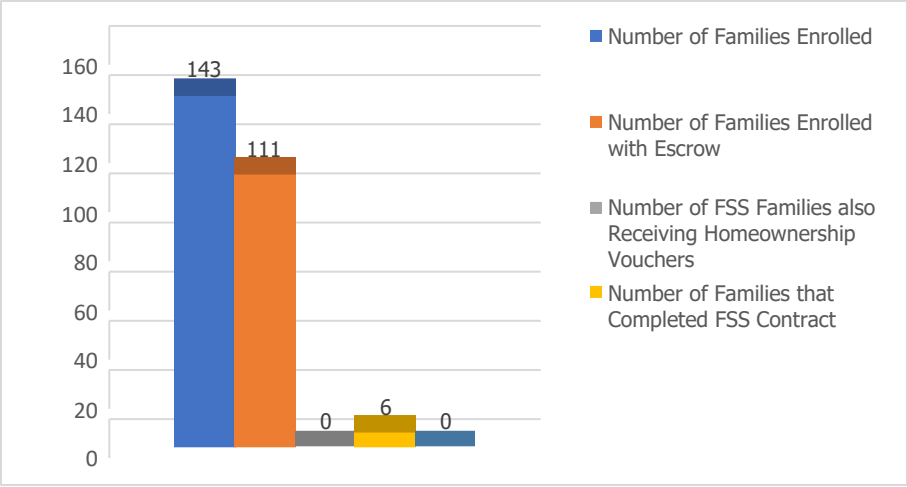
Percent of Admissions of Over Income Families (%)
0

Units where the Number of Bedrooms exceeds the Number of Family Members			
Number of Families (#)	Percent of Units with Elderly Families (%)	Percent of Units with Non-Elderly, Disabled Families (%)	Percent of Units with 2 or more Bedrooms more than the Number of Family Members (%)
590	10	22	10

FSS/Special Programs

Family Self-Sufficiency

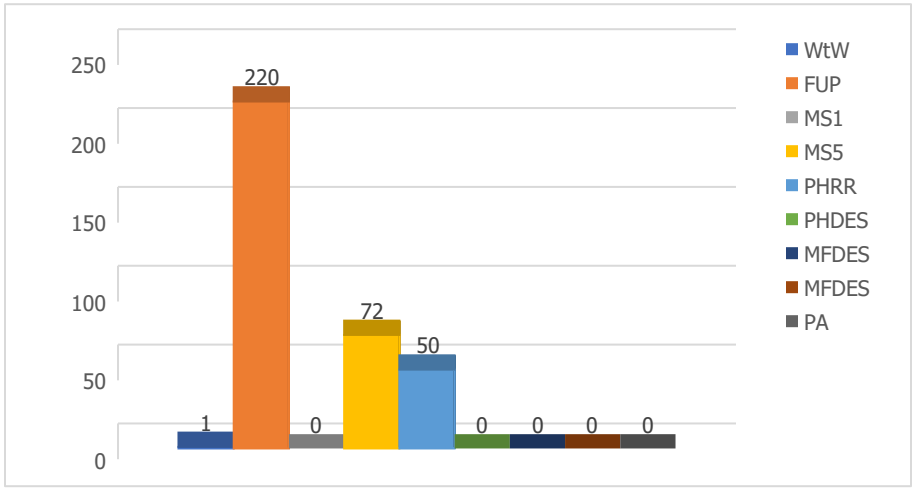
Number of Families Enrolled (#)	Number of Families Enrolled with Escrow (#)	Number of FSS Families also Receiving Homeownership Vouchers (#)	Number of Families that Completed FSS Contract (#)	Number of Families that Completed FSS Contract and Moved to Homeownership (#)
143	111	0	6	0



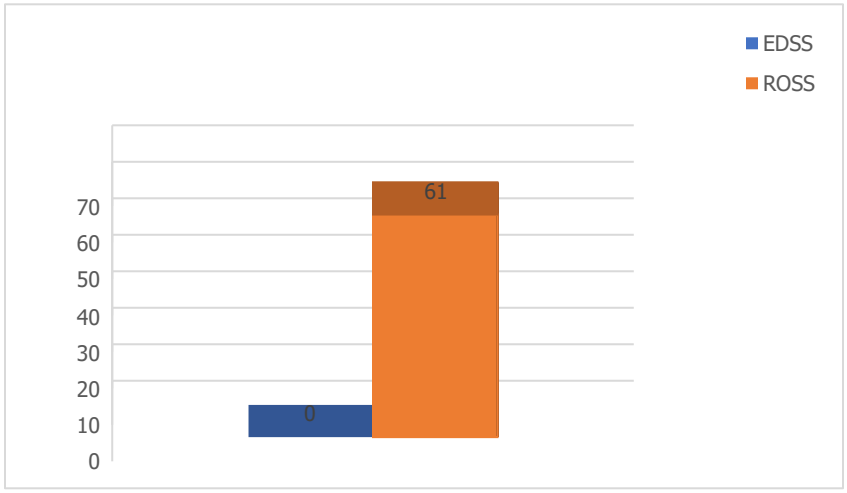
Special Programs

Number of Families Participating

WtW (Vouchers Only)	FUP (Vouchers Only)	MS1 (Vouchers Only)	MS5 (Vouchers Only)	PHRR (Vouchers Only)	PHDES (Vouchers Only)	MFDES (Vouchers Only)	MFDES (Vouchers Only)	PA (Vouchers Only)
1	220	0	72	50	0	0	0	0



EDSS (Public Housing Only))	ROSS (Public Housing Only)
0	61



Utility Arrangements

Utility Arrangements

Families with Utility Allowance		Families with Utility Reimbursement		Avarage Utility Allowance ($)
Count	Percent	Count	Percent	
3,128	97	556	17	150

Gross Rent as % of Fair Market Rent (FMR) (Tenant-Based Vouchers Only)

0 - 1 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

90% of FMR or Under	91-100%	101-110%	111-120%	121% +
0	0	0	0	0

2 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

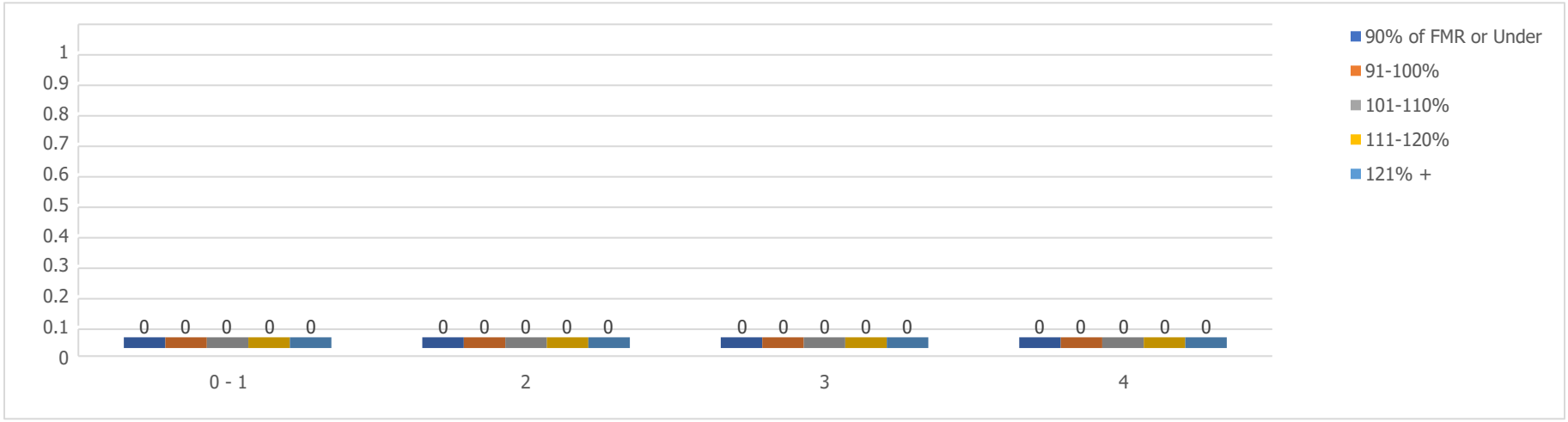
90% of FMR or Under	91-100%	101-110%	111-120%	121% +
0	0	0	0	0

3 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

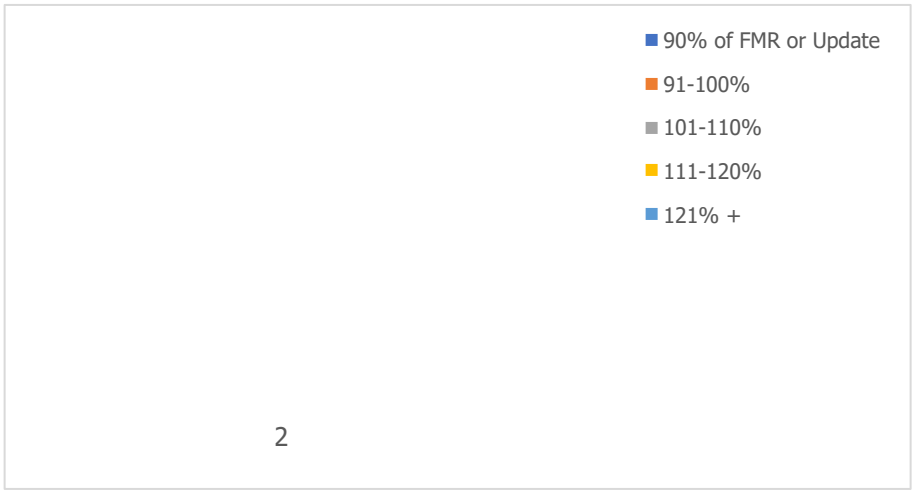
90% of FMR or Under	91-100%	101-110%	111-120%	121% +
0	0	0	0	0

4 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

90% of FMR or Under	91-100%	101-110%	111-120%	121% +
0	0	0	0	0




0 - 1


90% of FMR or Update
91-100%
101-110%
111-120%
121% +
2

3

4

Gross Rent as % of Payment Standard (Tenant-Based Vouchers Only)

0 - 1 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

90% of PS or Under	91-100%	101-110%	111-120%	121% +
82	13	5	0	0

2 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

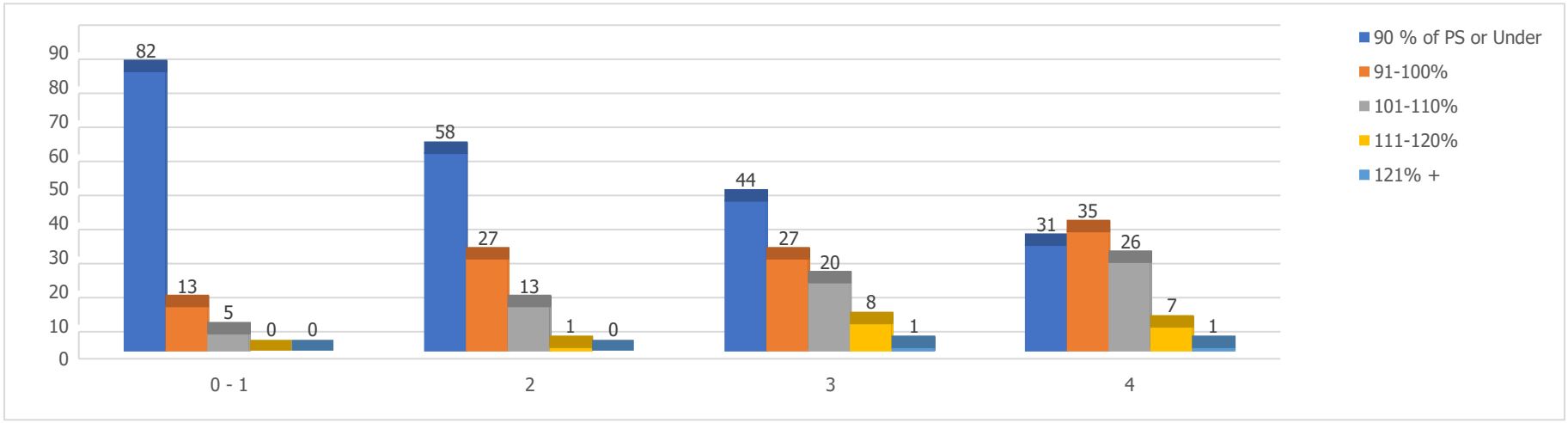
90% of PS or Under	91-100%	101-110%	111-120%	121% +
58	27	13	1	0

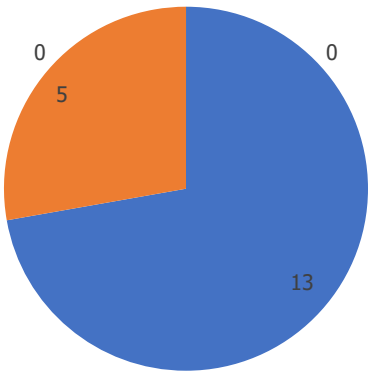
3 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

90% of PS or Under	91-100%	101-110%	111-120%	121% +
44	27	20	8	1

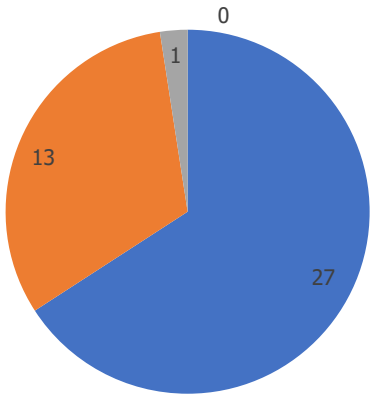
4 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

90% of PS or Under	91-100%	101-110%	111-120%	121% +
31	35	26	7	1

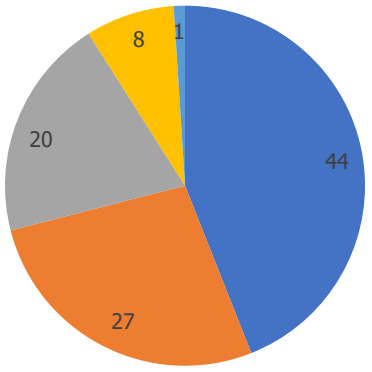




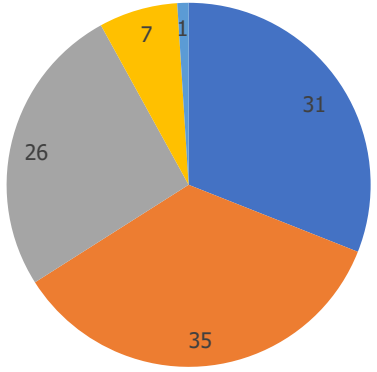
0 - 1



2



3

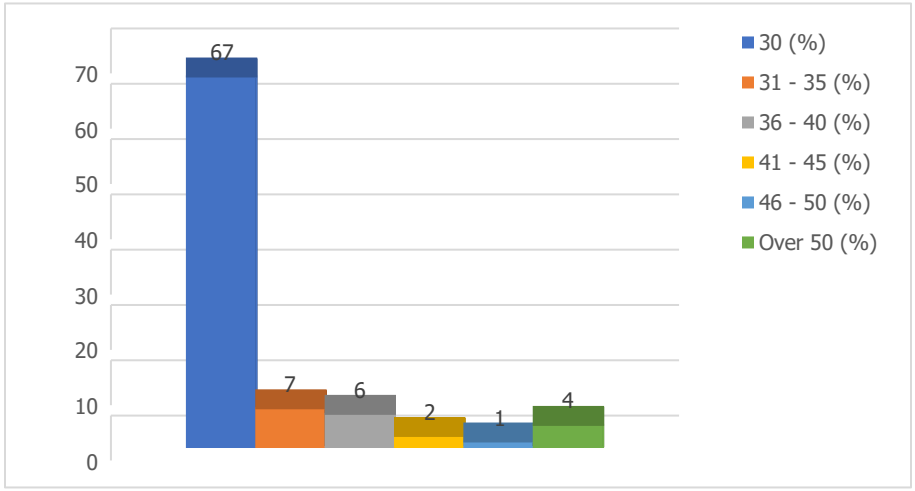


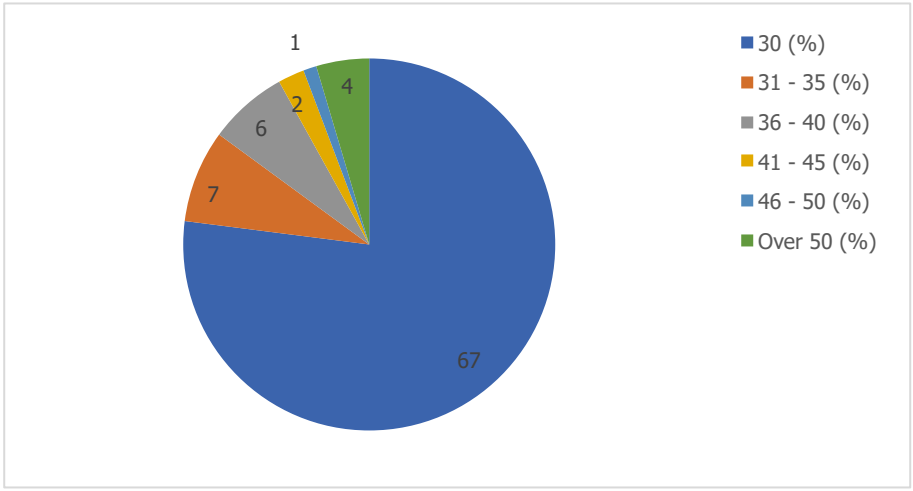
4

Rent Burden as % of Family Adjusted Income (Tenant-Based Vouchers Only and Excluding Mixed Families)

Rent Burden

30 (%)	31 - 35 (%)	36 - 40 (%)	41 - 45 (%)	46 - 50 (%)	Over 50 (%)
67	7	6	2	1	4



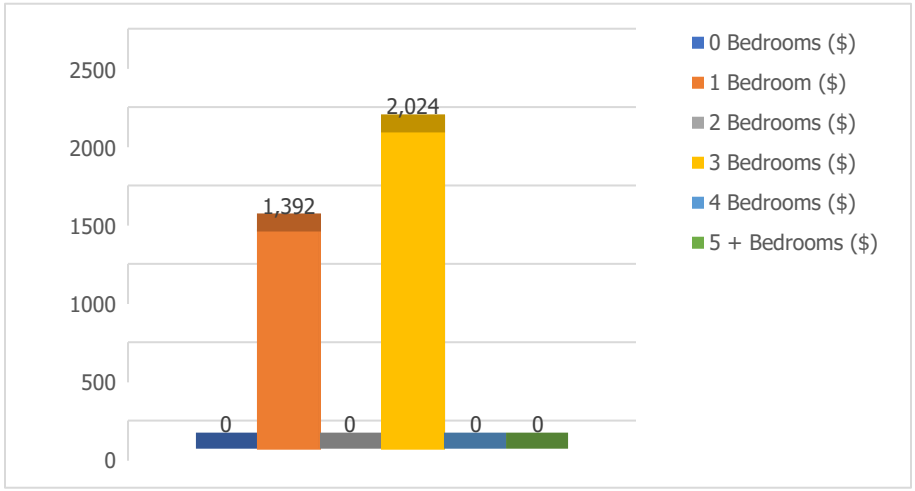


Average Rent Burden For PH Families Choosing Flat Rent (%) (Public Housing Only)	Average Rent Burden For PH Families Subject to Ceiling Rent (%) (Public Housing Only)
0	0

Flat Rent (Public Housing Only)

Average Flat Rent by Bedroom Size

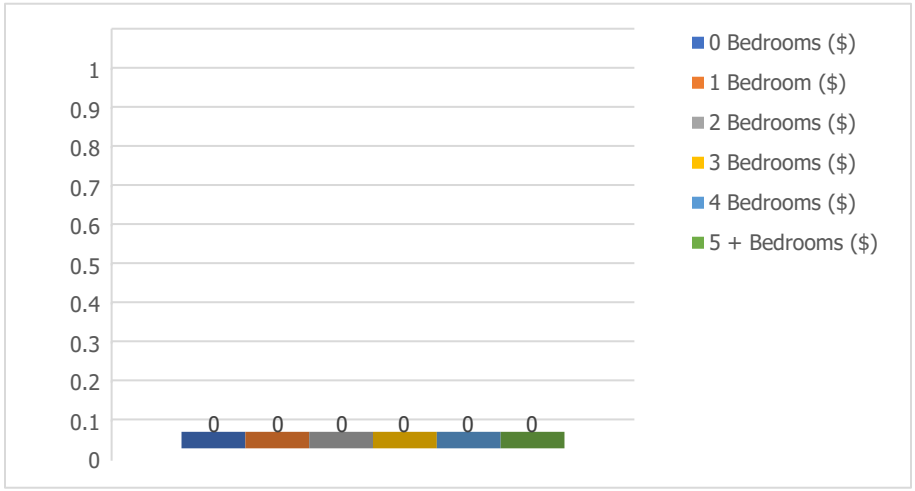
0 Bedrooms ($)	1 Bedroom ($)	2 Bedrooms ($)	3 Bedrooms ($)	4 Bedrooms ($)	5 + Bedrooms ($)	Units with Flat Rent	
						Count	Percent
0	1,392	0	2,024	0	0	2	0



Ceiling Rent (Public Housing Only)

Average Ceiling Rent by Bedroom Size

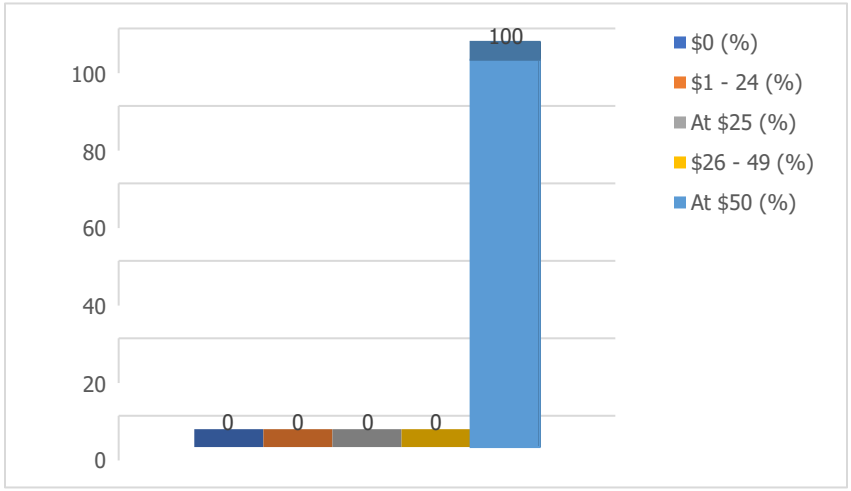
0 Bedrooms ($)	1 Bedroom ($)	2 Bedrooms ($)	3 Bedrooms ($)	4 Bedrooms ($)	5 + Bedrooms ($)	Units with Flat Rent	
						Count	Percent
0	0	0	0	0	0	0	0

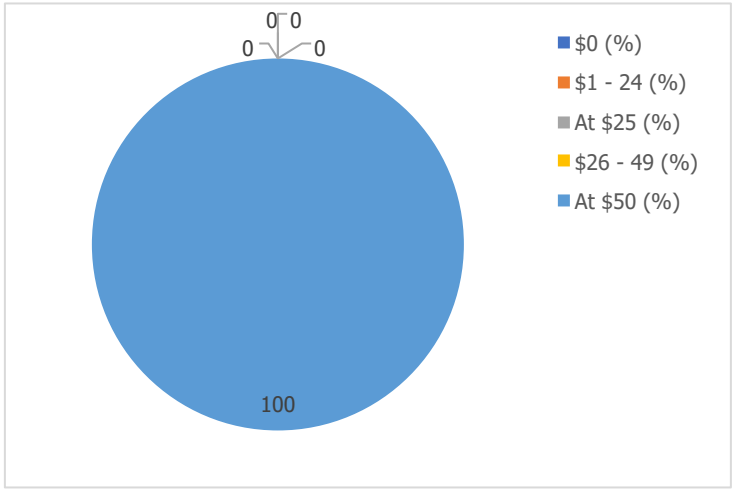


Minimum Rent

Distribution of Families Subject to Minimum Rent

$0 (%)	$1 - 24 (%)	At $25 (%)	$26 - 49 (%)	At $50 (%)
0	0	0	0	100

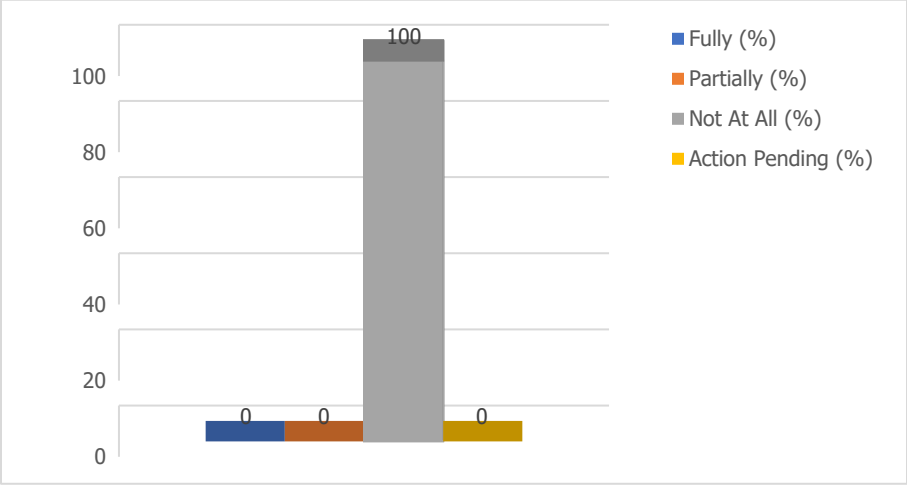


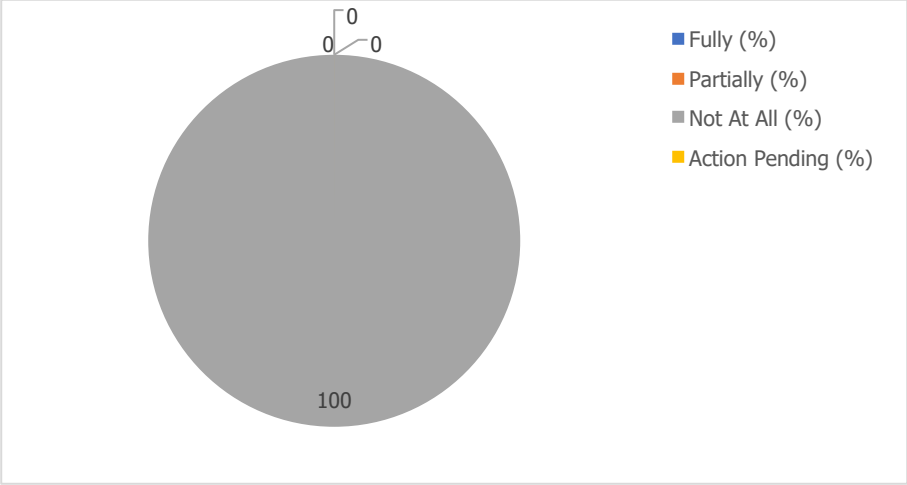


Accessibility Needs (Public Housing Only)

Distribution of Families Who Received Accessibility Features

Number of Families Requesting Accessibility Features (#)	Received Requested Accessibility Features *			
	Fully (%)	Partially (%)	Not At All (%)	Action Pending (%)
3	0	0	100	0





Homeownership (Homeownership Vouchers Only)

Homeownership

Number of Families with Homeownership Voucher (#)	Average Gross Homeownership Expense ($)	Average HAP for Non-Prorated Families ($)	Number of Mixed Families with a Homeownership Voucher (#)	Average HAP for Mixed Families ($)
0	0	0	0	0

Community Service (Public Housing Only)

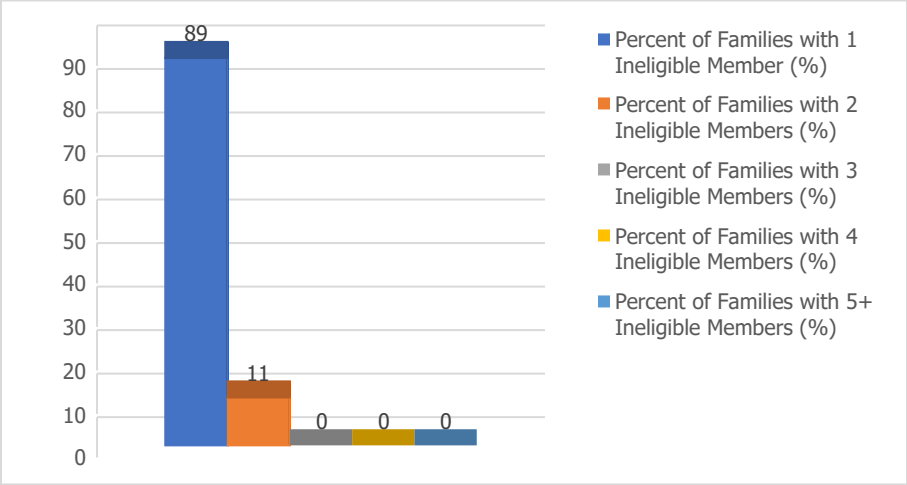
Community Service

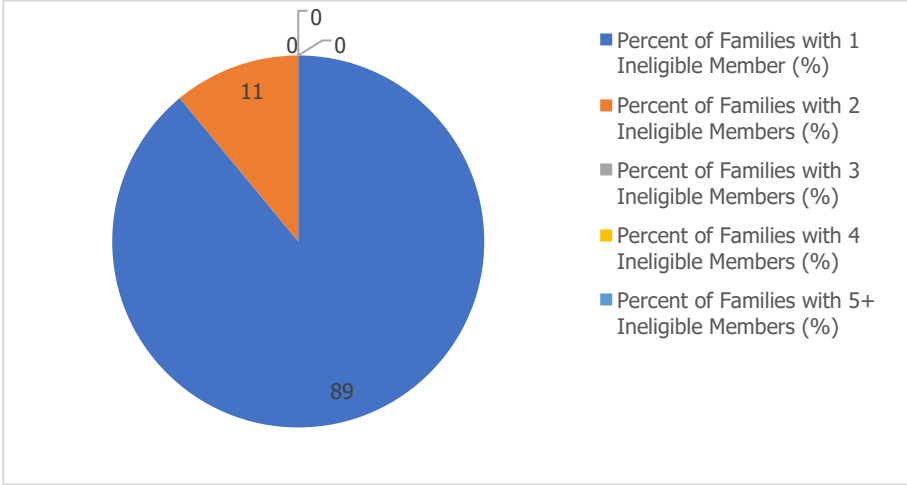
Total Number of Individuals in Public Housing (#)	Total Number of Individuals Exempt from Community Service Req. (#)	Total Number of Individuals Required to Perform Community Service (#)	Percent of Individuals Meeting Community Service Req. (%)	Percent of Individuals Not Meeting Community Service Req. (%)	Percent of Individuals for whom Meeting of Community Service Req. is Pending (%)
567	537	27	70	30	0

Proration

Families with Prorated Subsidy

Number of Mixed Families		Total Number of Ineligible Family Members (#)	Percent of Families with 1 Ineligible Member (%)	Percent of Families with 2 Ineligible Members (%)	Percent of Families with 3 Ineligible Members (%)	Percent of Families with 4 Ineligible Members (%)	Percent of Families with 5+ Ineligible Members (%)
Count	Percent						
28	1	31	89	11	0	0	0





Project-Based (PB) Vouchers, Project-Based (PB) Certificates and Enhanced Vouchers

PB Vouchers, PB Certificates and Enhanced Vouchers

Total Number of Voucher Assisted Units (ACC Units)	Total Number of Project-Based Vouchers		Total Number of Project-Based Certificates		Total Number of Enhanced Vouchers (#)
	Count	Percent	Count	Percent	
3726	577	100	0	0	9

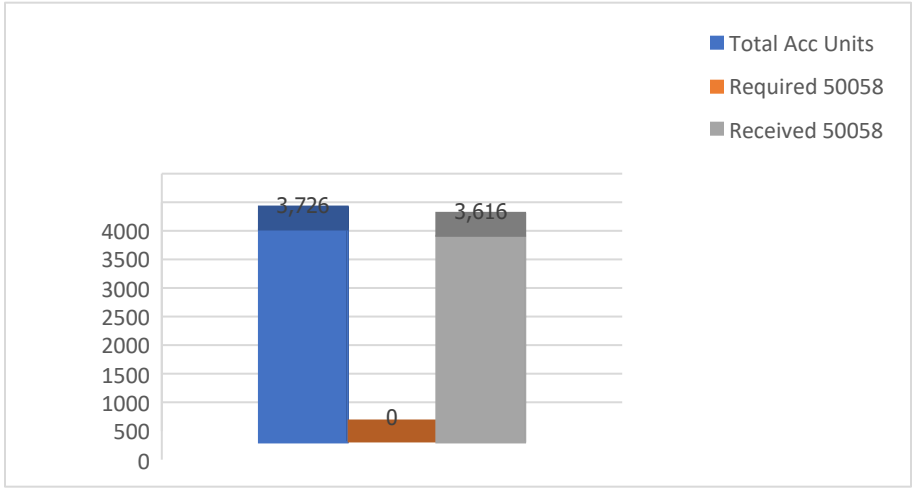
Resident Characteristics Report

Program Type: All Relevant Programs
Effective Dates Included: 03/01/2024 through 06/30/2025

Property: Waitlist Property, , RCPHA Default, , Conventional Property Template, Affordable Housing Template, PH - Shiloh Towers, PH - Hawley Manor, PH - Warren Manor, PH - Beach Haven Towers, PH - Millview Manor, PH - John Kuester Manor, PH - Orchard Manor, PH - Scattered Sites East, PH - Scattered Sites West, LCHA Rentals, Marion Jones Relocation, OIG Witness Protection, Olmstead Class - SRN - (leaving program), Voucher - Tenant Protected Voucher, Voucher - VASH, voufup - Family Unification Program, Voucher - FUP 2009, Voucher - FUPY, Voucher - EHV, Voucher - NED, Voucher - Housing Choice Voucher, Voucher - Project Based, Voucher - Mainstream, Voucher - Enhanced, PBV - A Safe Place I, PBV - A Safe Place II, PBV - Brookstone Coles Park, PBV - Colonial Park, PBV - Fairhaven Crossing, PBV - Library Lane, PBV - Regency Coles Park, PBV - Woodstone Apts., PBV - Lake Front Sr. Res, PBV - Tiffany Apts., PBV - Lake Zurich, PBV - Mundelein Sr. Apts, PBV - Beech Street Sr. Lofts, PBV - Rosewood, Central Office Cost Center, Midlothian, All programs, HCV Administrative Fees - NON HAP, Port Outs, Housing Counseling, Business Activities, Aim North, IL01P056501-20 Cap Fund, IL01P056501-21 Cap Fund, IL01P056501-22 Cap Fund, IL01P056501-23 Cap Fund, Capital Funds, All Public Housing Units, Voucher - Fair Share, , FSS Grant Program

Units Information

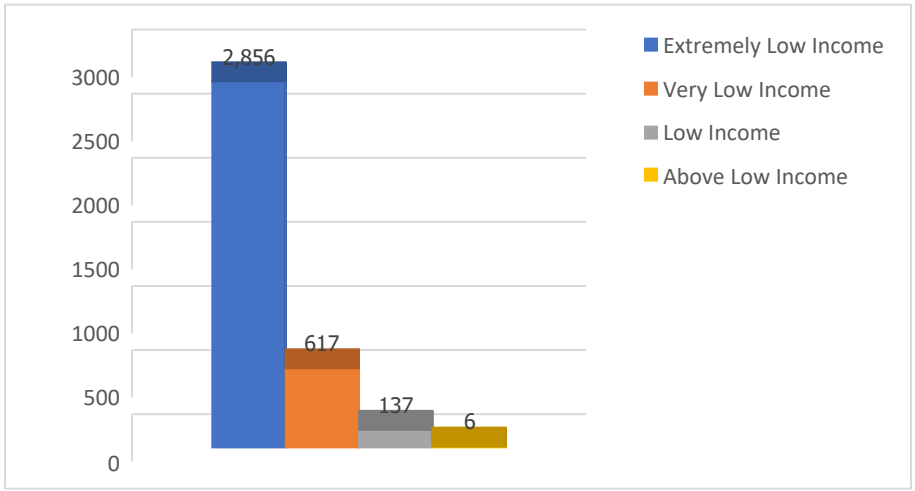
ACC Units	Family Report (50058) Required	Family Report (50058) Received
3,726	0	3,616

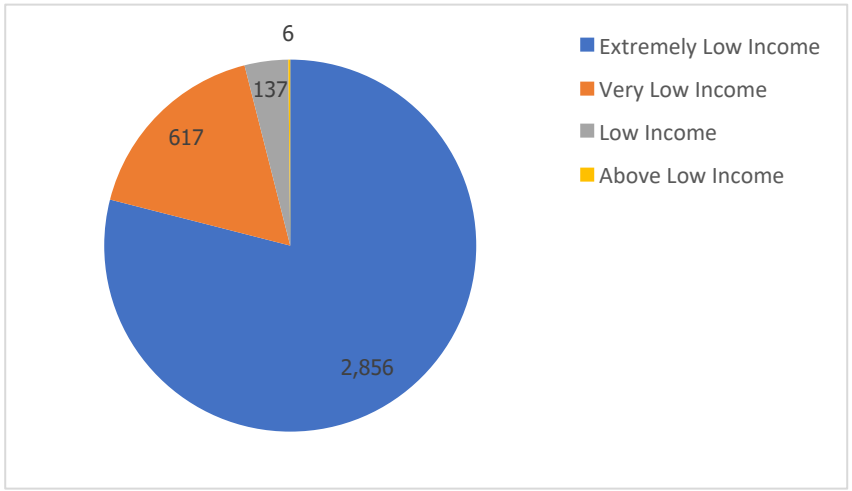


Income Information

Distribution by Income. Average Annual as a % of 50058

Extremely Low Income, 0% - 30% of Median		Very Low Income, 31% - 50% of Median		Low Income, 51% - 80% of Median		Above Low Income 81% + of Median	
Count	Percent	Count	Percent	Count	Percent	Count	Percent
2,856	79	617	17	137	4	6	0



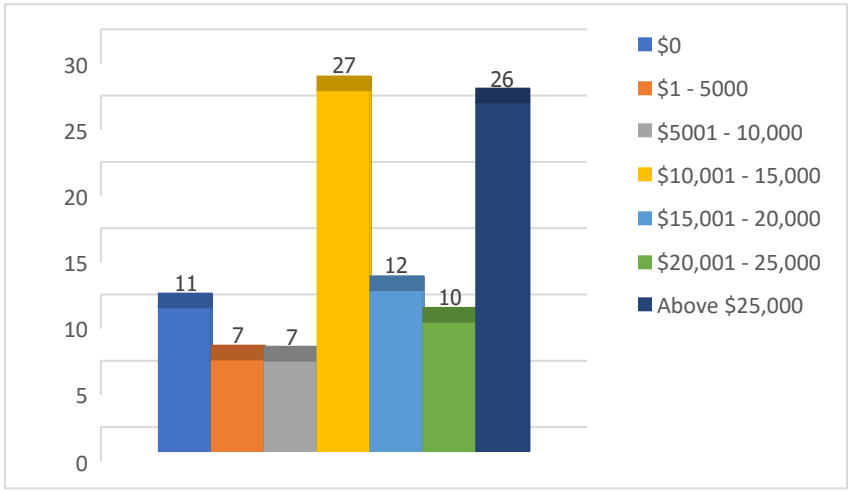


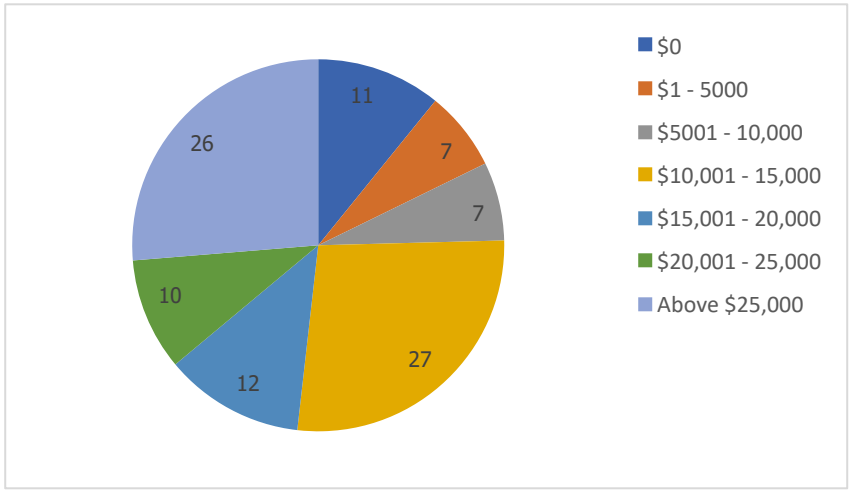
Average Annual Income ($)

Average Annual Income
18,443

Distribution by Income as a % of 50058

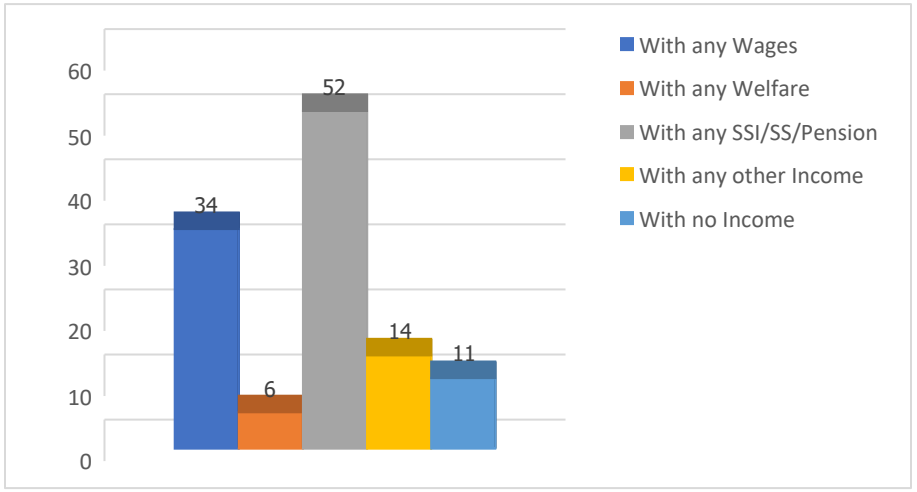
$0	$1 - $5000	$5001 - $10,000	$10,001 - $15,000	$15,001 - $20,000	$20,001 - $25,000	Above $25,000
11	7	7	27	12	10	26

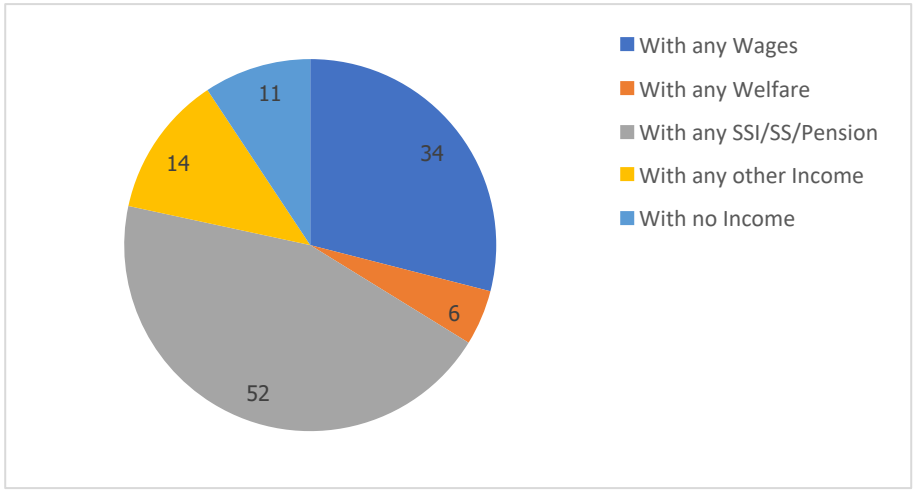




Distribution by Source of Income as a % of 50058 ** Some families have multiple sources of income **

With any Wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With no Income
34	6	52	14	11

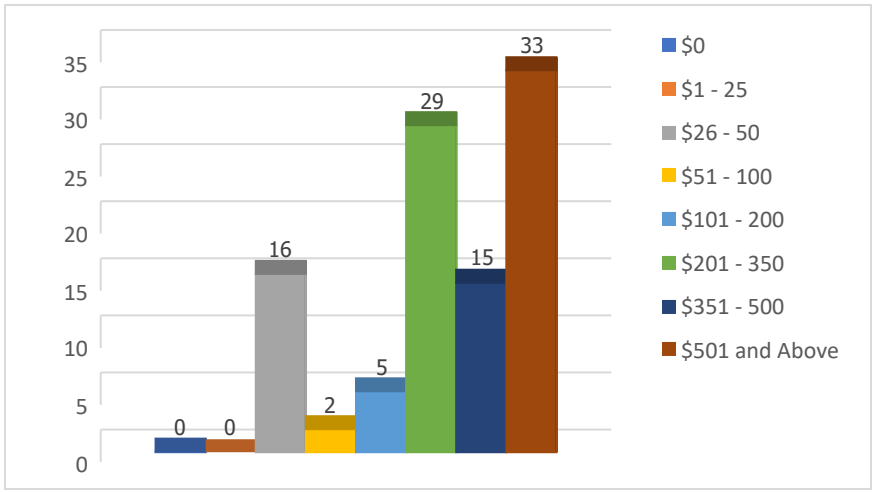


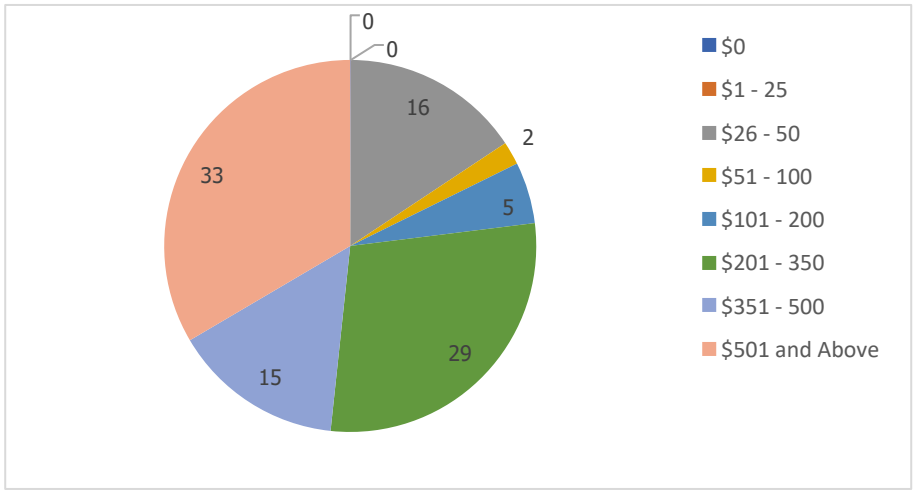


TTP/Family Type Information

Distribution by Total Tenant Payment as a % of 50058

$0	$1 - $25	$26 - $50	$51 - $100	$101 - $200	$201 - $350	$351 - $500	$501 and Above
0	0	16	2	5	29	15	33





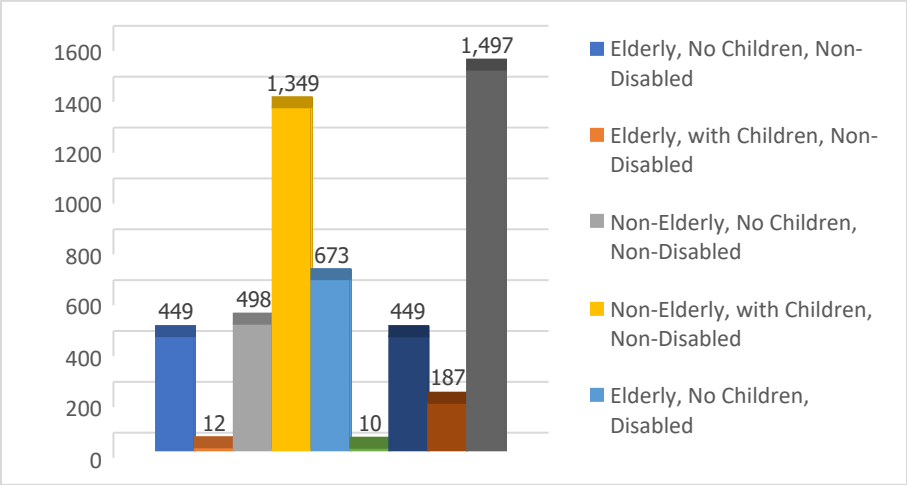
Average Monthly TTP ($)

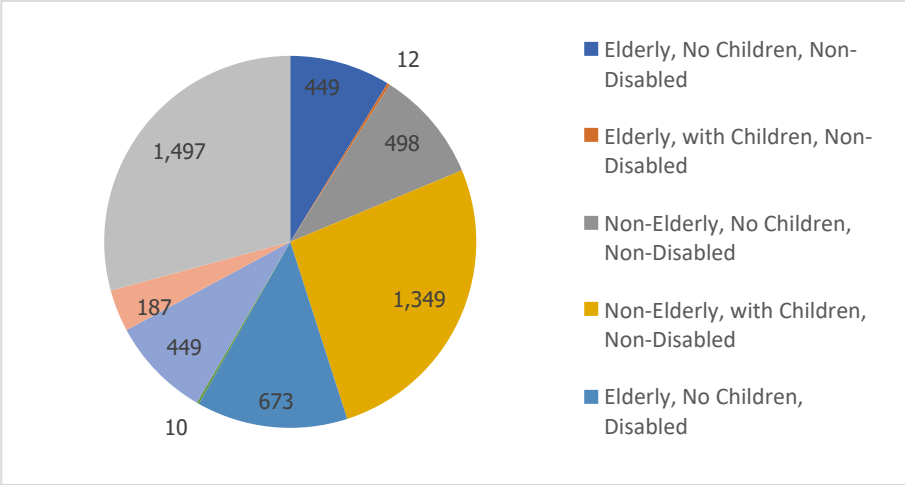
Average Monthly TTP
445

Distribution of Family Type as a % of 50058

Elderly, No Children, Non-Disabled		Elderly, with Children, Non-Disabled		Non-Elderly, No Children, Non-Disabled		Non-Elderly, with Children, Non-Disabled		Elderly, No Children, Disabled		Elderly, with Children, Disabled		Non-Elderly, No Children, Disabled	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
449	12	12	0	498	14	1,349	37	673	19	10	0	449	12

Non-Elderly, with Children, Disabled		Female Head of Household, with Children	
Count	Percent	Count	Percent
187	5	1,497	41





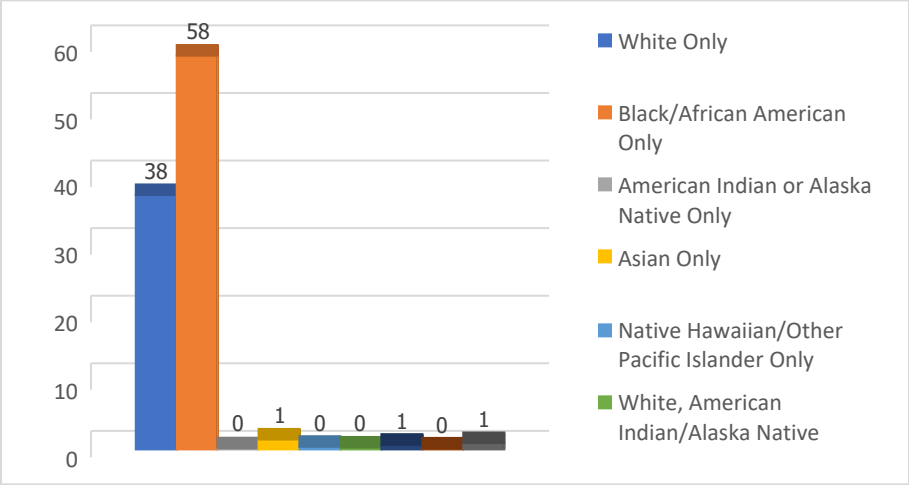
Average TTP by Family Type ($)

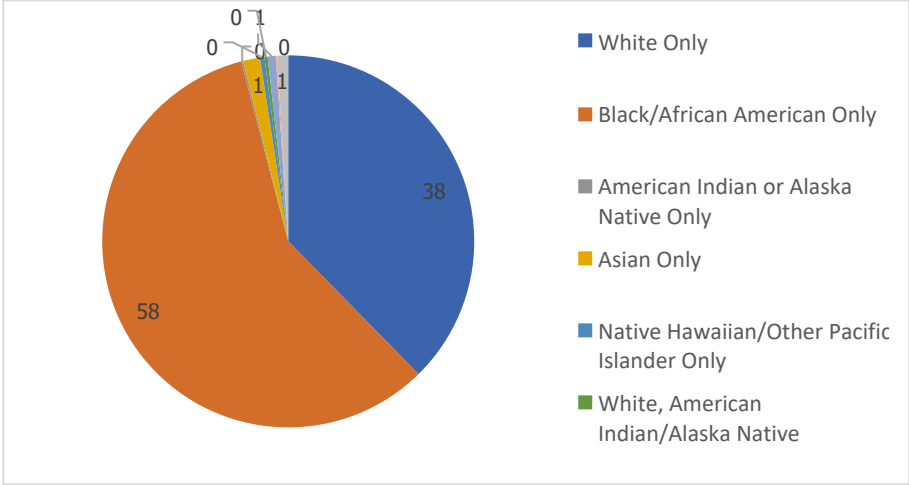
Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-Elderly, No Children, Non-Disabled	Non-Elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, with Children, Disabled	Female Head of Household, with Children
422	418	422	490	411	645	381	533	493

Family Race/Ethnicity

Distribution by Head of Household's Race as a % of 50058

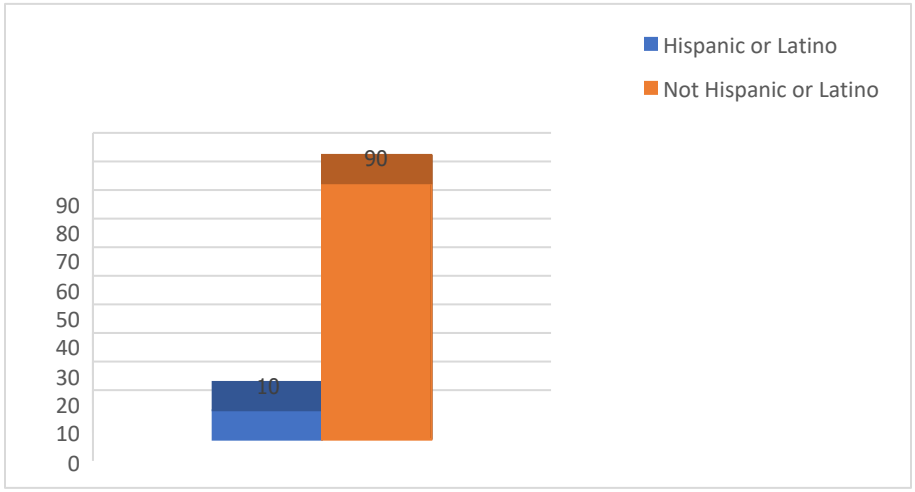
White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only	Native Hawaiian/ Other Pacific Islander Only	White, American Indian/ Alaska Native	White, Black/ African American	White, Asian	All Other Combina-tions
38	58	0	1	0	0	1	0	1

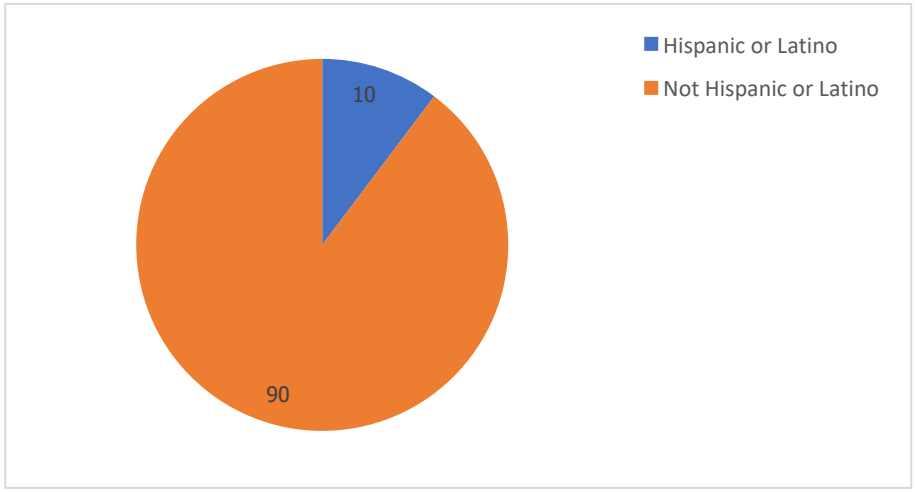




Distribution by Head of Household's Ethnicity as a % of 50058

Hispanic or Latino	Not Hispanic or Latino
10	90

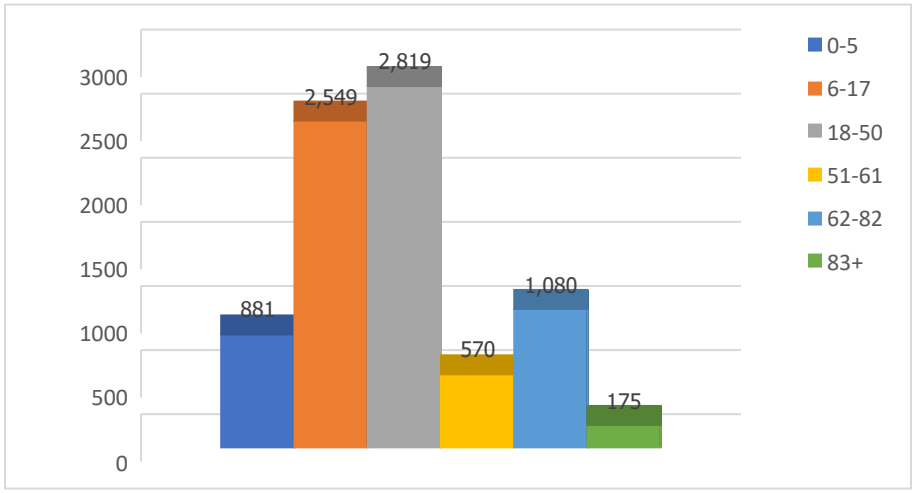


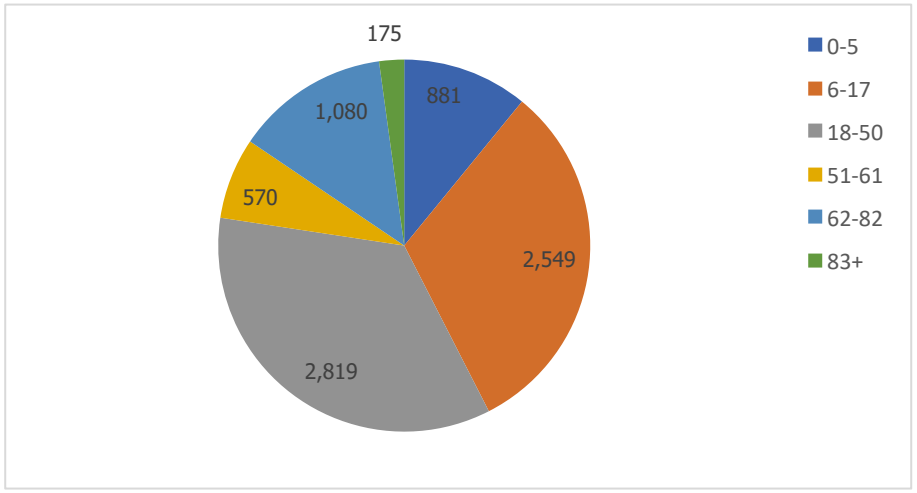


Household Information

Distribution by Household Member's Age as a % of Total Household Members

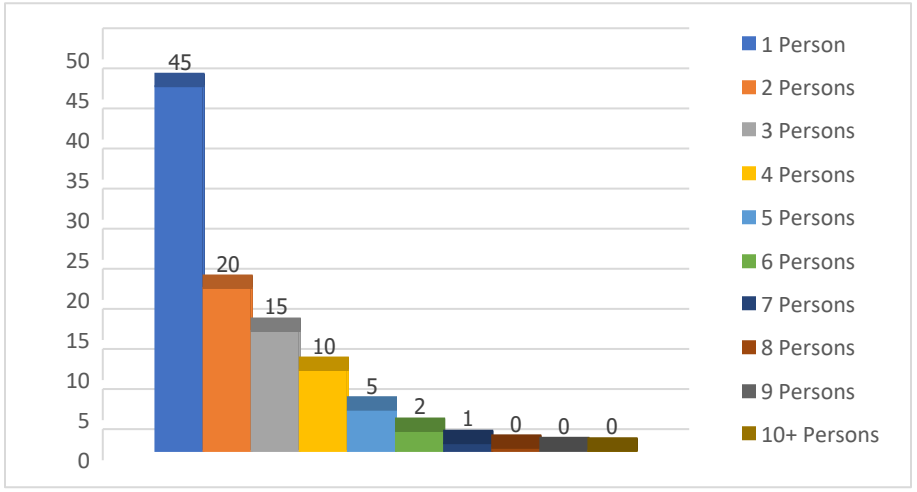
0 - 5		6 - 17		18 - 50		51 - 61		62 - 82		83+	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
881	11	2,549	32	2,819	35	570	7	1,080	13	175	2

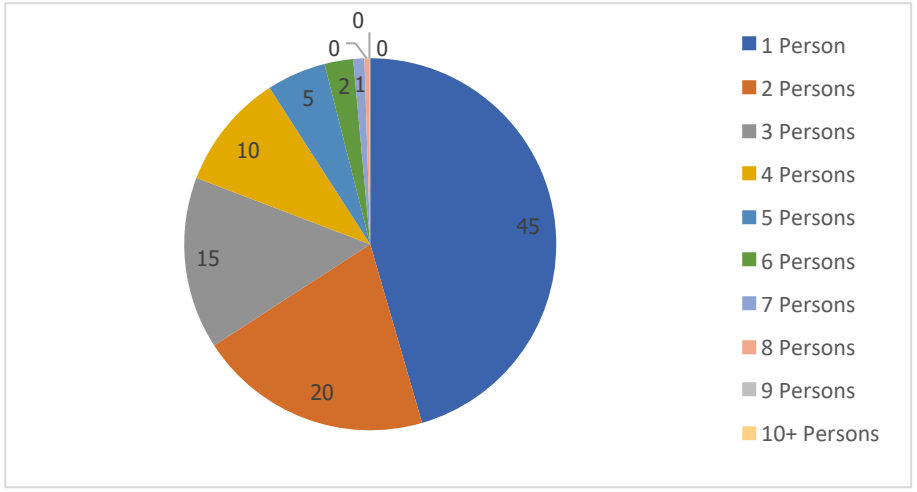




Distribution by Household Size as a % of 50058

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons	9 Persons	10+ Persons
45	20	15	10	5	2	1	0	0	0



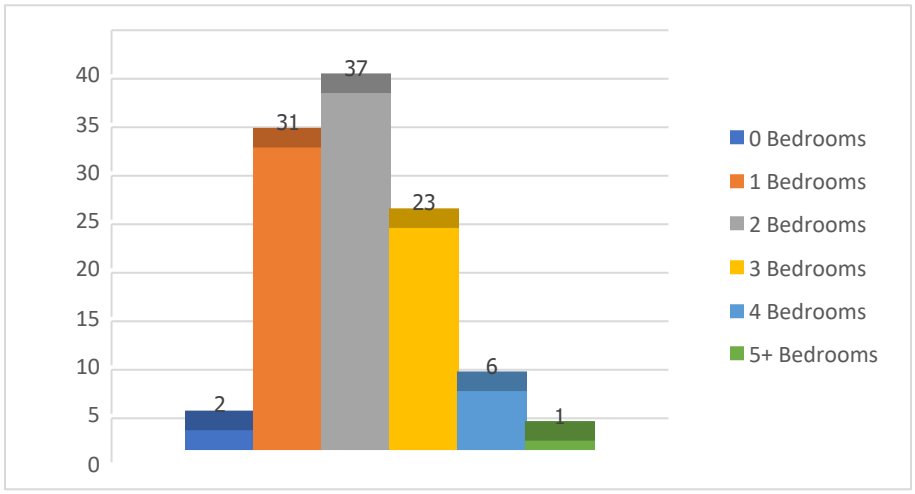


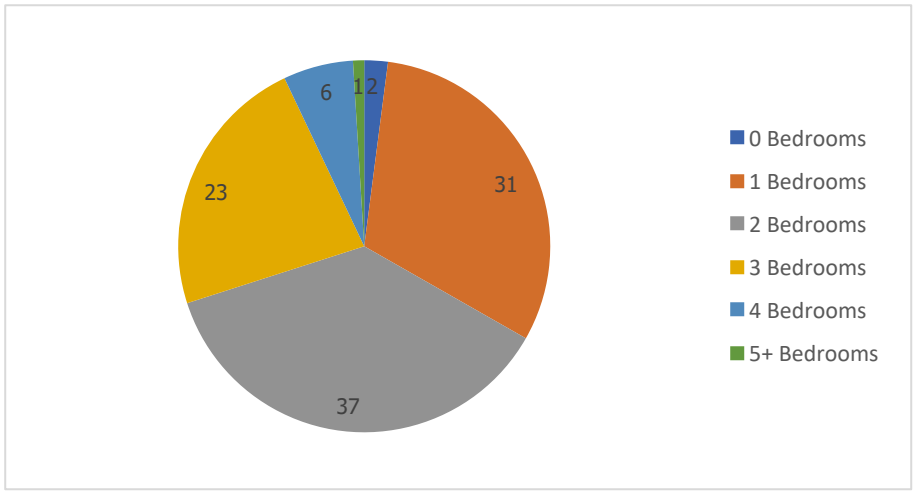
Total Household Members and Average Size

Total Number of Household Members	Average Household Size	Number of Households
8,074	2	3,616

Distribution by Number of Bedrooms as a % of 50058

0 Bedrooms	1 Bedrooms	2 Bedrooms	3 Bedrooms	4 Bedrooms	5+ Bedrooms
2	31	37	23	6	1

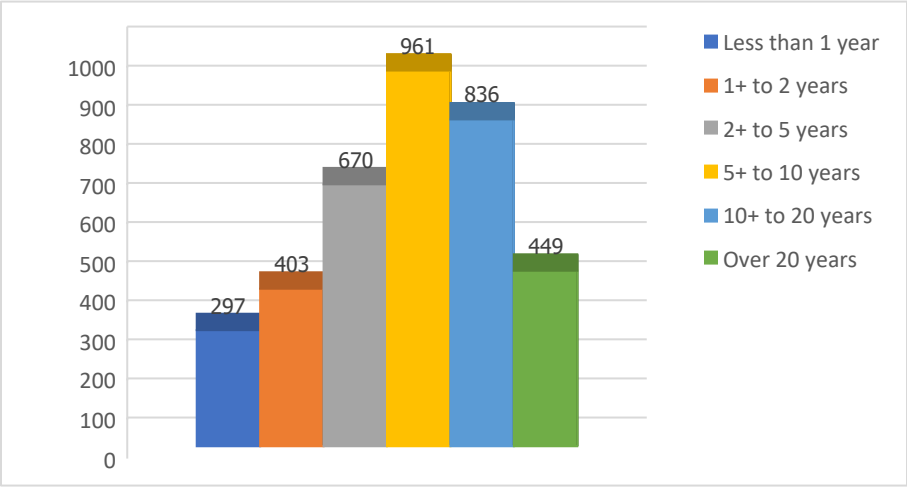


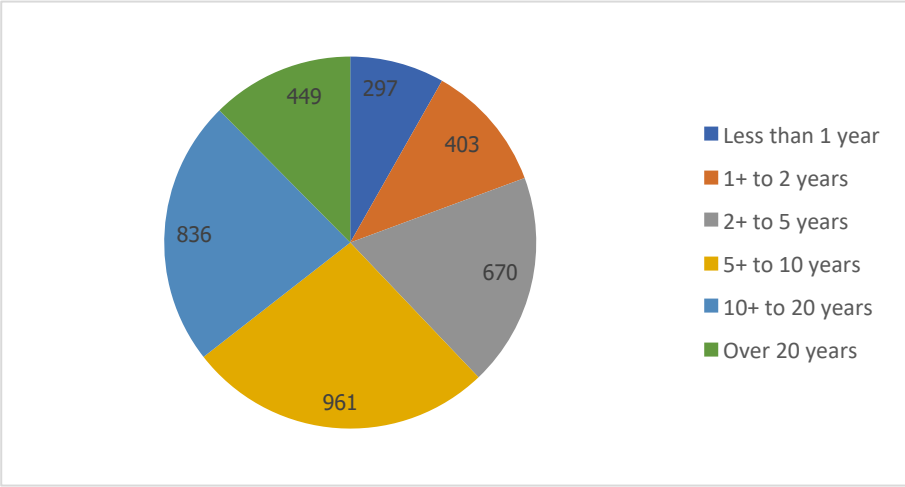


Length of Stay Information

Distribution by Length of Stay as a % of 50058 (currently assisted families)

Less than 1 year		1+ to 2 years		2+ to 5 years		5+ to 10 years		10+ to 20 years		Over 20 years	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
297	8	403	11	670	19	961	27	836	23	449	12

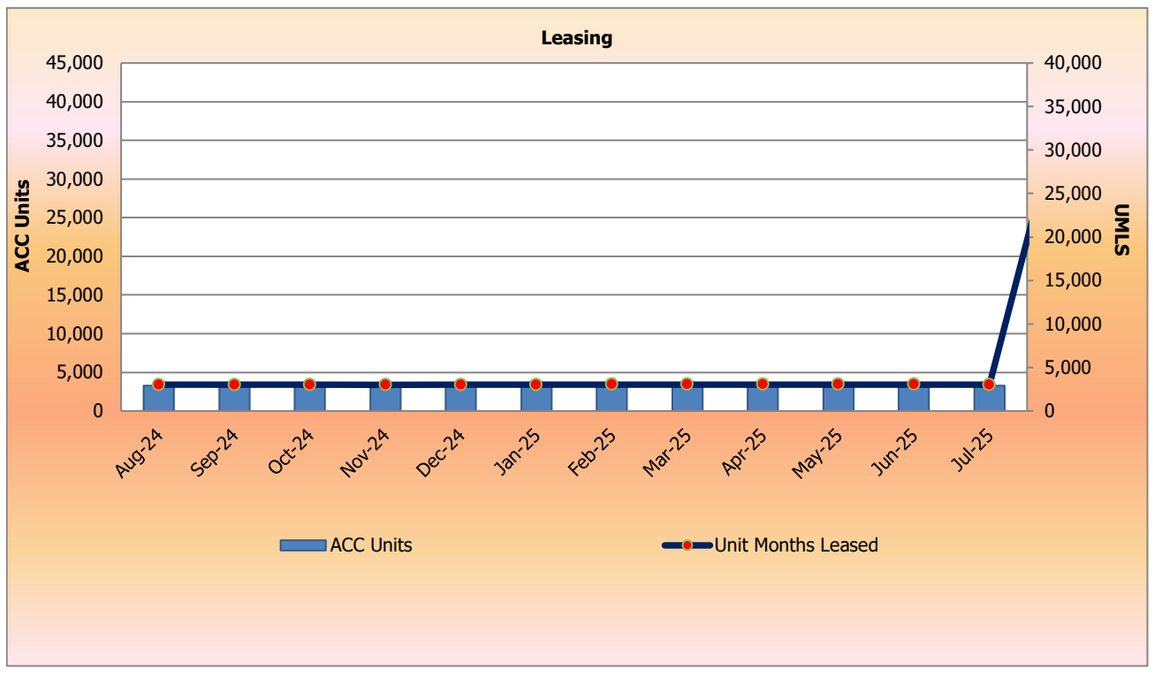


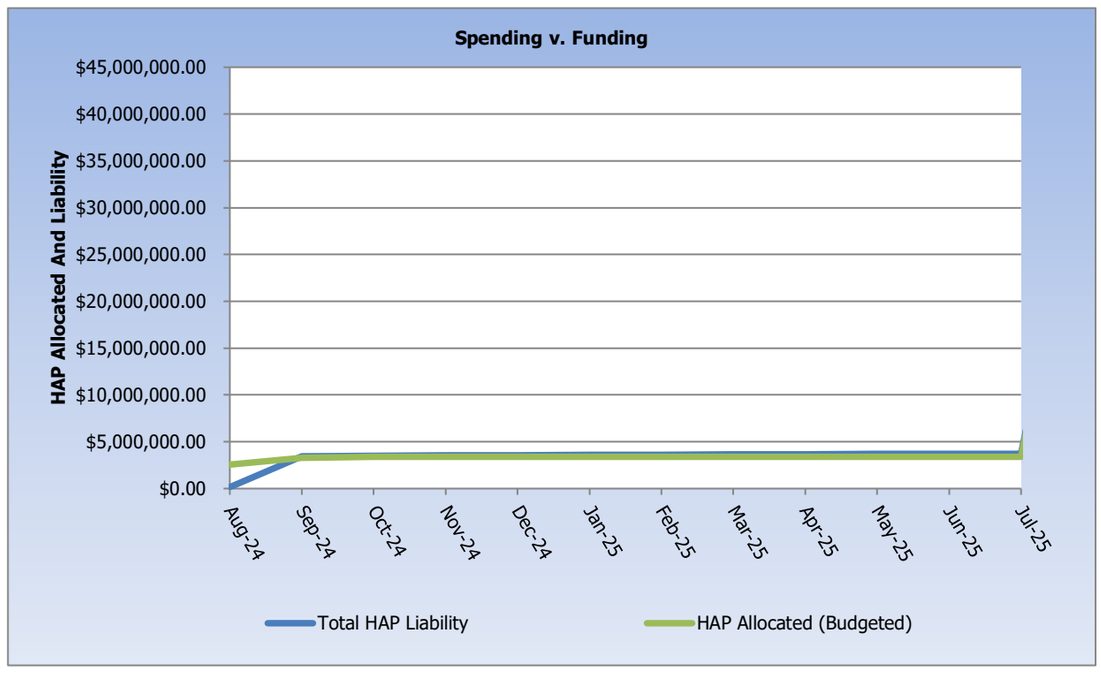


Voucher Utilization Report

Property: .allhcv
As of Month: 07/2025
Book: Accrual
Indicates VMS not generated

2025	HAP Allocated (Budgeted)	HAP Posted	HAP Unposted	Total HAP Liability	Variance	% Variance	ACC Units	Unit Months Leased	Percent Leased (monthly)	(Over)/Under Leased by Unit	HUD-Funded PUC	Actual PUC	Max ACC Total Units at Actual PUC	Available Units at Actual PUC
Aug-24	$2,557,788.00	$150,610.00	($43.00)	$150,567.00	$2,407,221.00	94.11%	3,282	3,024	92.14%	258	$779.34	$49.79	3282	258
Sep-24	$3,258,434.00	$3,466,773.00	($43.00)	$3,466,730.00	($208,296.00)	-6.39%	3,282	3,022	92.08%	260	$992.82	$1,147.16	2840	0
Oct-24	$3,395,831.41	$3,518,871.00	($43.00)	$3,518,828.00	($122,996.59)	-3.62%	3,282	3,004	91.53%	278	$1,034.68	$1,171.38	2899	0
Nov-24	$3,395,831.41	$3,546,090.00	($43.00)	$3,546,047.00	($150,215.59)	-4.42%	3,282	3,003	91.50%	279	$1,034.68	$1,180.83	2876	0
Dec-24	$3,395,831.41	$3,556,486.00	$338.00	$3,556,824.00	($160,992.59)	-4.74%	3,282	3,010	91.71%	272	$1,034.68	$1,181.67	2874	0
Jan-25	$3,395,831.41	$3,602,535.00	$338.00	$3,602,873.00	($207,041.59)	-6.10%	3,282	3,031	92.35%	251	$1,034.68	$1,188.67	2857	0
Feb-25	$3,395,831.41	$3,630,514.00	$338.00	$3,630,852.00	($235,020.59)	-6.92%	3,282	3,037	92.54%	245	$1,034.68	$1,195.54	2840	0
Mar-25	$3,395,831.41	$3,648,348.00	$1,833.00	$3,650,181.00	($254,349.59)	-7.49%	3,282	3,042	92.69%	240	$1,034.68	$1,199.93	2830	0
Apr-25	$3,395,831.41	$3,671,731.00	$1,833.00	$3,673,564.00	($277,732.59)	-8.18%	3,282	3,046	92.81%	236	$1,034.68	$1,206.03	2816	0
May-25	$3,395,831.41	$3,686,355.00	$4,016.00	$3,690,371.00	($294,539.59)	-8.67%	3,282	3,041	92.66%	241	$1,034.68	$1,213.54	2798	0
Jun-25	$3,395,831.41	$3,698,017.00	$9,509.00	$3,707,526.00	($311,694.59)	-9.18%	3,282	3,036	92.50%	246	$1,034.68	$1,221.19	2781	0
Jul-25	$3,395,831.41	$3,668,204.00	$34,971.00	$3,703,175.00	($307,343.59)	-9.05%	3,282	3,021	92.05%	261	$1,034.68	$1,225.81	2770	0
Total	*$39,774,536*	*$39,844,534*	*$53,004*	*$39,897,538*	*($123,002)*	*-0.31%*	*39,384*	*36,317*	*92.21%*	*3,067*	*$1,010*	*$1,099*	*34,463*	*258*





Delinquency

As Of: 7/7/2025

Property / Unit	Total Charges	Future Charges	0-30 Owed	31-60 Owed	61-90 Owed	Over 90 Owed	Prepayments	Total Owed
Total bht - PH - Beach Haven Towers	**5,204.22**	**0.00**	**4,980.22**	**89.00**	**30.00**	**105.00**	**-2,889.32**	**2,314.90**
Total hawley - PH - Hawley Manor	**1,466.00**	**0.00**	**1,958.00**	**492.00**	**24.00**	**-1,008.00**	**-2,012.00**	**-546.00**
Total jkm - PH - John Kuester Manor	**1,092.95**	**0.00**	**443.00**	**77.00**	**30.00**	**542.95**	**-268.43**	**824.52**
Total millview - PH - Millview Manor	**9,352.05**	**0.00**	**3,025.00**	**519.00**	**75.00**	**5,733.05**	**-628.00**	**8,724.05**
Total orchard - PH - Orchard Manor	**17,606.00**	**0.00**	**4,333.00**	**1,578.00**	**1,548.00**	**10,147.00**	**-1,822.00**	**15,784.00**
Total shiloh - PH - Shiloh Towers	**14,460.18**	**0.00**	**5,383.32**	**1,542.00**	**995.28**	**6,539.58**	**-1,944.00**	**12,516.18**
Total sse_amp4 - PH - Scattered Sites East	**42,180.13**	**0.00**	**13,467.15**	**7,461.81**	**3,889.00**	**17,362.17**	**-6,425.94**	**35,754.19**
Total ssw_amp5 - PH - Scattered Sites West	**21,537.42**	**0.00**	**7,242.14**	**1,160.90**	**665.75**	**12,468.63**	**-524.82**	**21,012.60**
Total warren - PH - Warren Manor	**9,184.28**	**0.00**	**3,889.00**	**751.05**	**47.00**	**4,497.23**	**-2,629.62**	**6,554.66**
Grand Total	**122,083.23**	**0.00**	**44,720.83**	**13,670.76**	**7,304.03**	**56,387.61**	**-19,144.13**	**102,939.10**

UserId : bsnook@lakecountyha.org Date : 7/7/2025 Time : 9:53 AM

Unit Vacancy

For Selected Properties

As Of: 07/02/2025

Unit	Unit Type	Resident Name	Resident Rent	Unit Rent	Resident Deposit	Days Vacant	
PH - Beach Haven Towers (bht) - Vacant Unrented							
105H	1b1bBHT	Leasing	0.00	0.00	0.00	33.00	
322	1b1bBHT	Touch up and Clean - Anna	0.00	0.00	0.00	1.00	
302	1b1bBHT	Leasing	0.00	0.00	-1.00	37.00	
307	1b1bBHT	Cleaning	0.00	0.00	0.00	33.00	
PH - Hawley Manor (hawley) - Vacant Unrented							
22-209	1b1bHawl	Scope				2	
22H-204	1b1bHawl	Leasing	0.00	0.00	0.00	113.00	
42H-208	1b1bHawl	Vendor turn	0.00	0.00	200.05	25.00	
PH - John Kuester Manor (jkm) - Vacant Unrented							
207	1b1bJKM	Leasing	0.00	0.00	0.00	71.00	
PH - Millview Manor (millview) - Vacant Unrented							
300	1b1bMilv	Deceased - scope	0.00	0.00	0.00	2.00	
PH - Shiloh Towers (shiloh) - Vacant Unrented							
707	0b1bShil	Ricky to complete turn	0.00	0.00	0.00	13.00	
208	1b1bshi	Vendor- Kamil	0.00	0.00	428.34	25.00	
PH - Orchard (Orchard) - Vacant Unrented							
309	1b1bShil	Deceased - scope	0.00	0.00	0.00	7.00	
PH - Scattered Sites East (sse_amp4) - Vacant Unrented							
1422	2b1bsse	26281 Violet	0.00	0.00	450.38	308.00	Meeting with Lorraine Monday to review unit turn contracts for Leopardo
1241	3b1bsse	26270 Violet #D	0.00	0.00	0.00	42.00	Candi McGill TR - underhoused - will open up another 2 bedroom
1242	2b1bsse	26270 Violet #A				372.00	Provided Derek with household breakdown for AMPs 4 and 5 to start
1488	2b1bsse	34471 N Almond #D				2.00	moves for any overhoused on his list - 5 - two bedroom units
1491	2b1bsse	34483 N Almond #C				2.00	
1486	2b1bsse	34471 N Almond #B	0.00	0.00	-300.40	126.00	
1452	3b1bsse	☐19464 W. Krueger Ct.	0.00	0.00	530.44	36.00	Greg Bell has requested to port
PH - Warren Manor (warren) - Vacant Unrented Ready							
B110	2b1bWrn	Lease	0.00	0.00	0.00	320.00	
B201	1b1bWrn	Vendor Turn	0.00	0.00	0.00	60.00	

Work Order Analysis

Grouped by: Property

Property=.allamps AND Completion Dates=06/01/2025-06/30/2025

Name	Count	Inventory Qty	Material Qty	Labor Hrs	Inventory $	Material $	Labor $	Total $	Average $	Avg. Days If WO Completed
bht PH - Beach Haven Towers	4	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	35.00
hawley PH - Hawley Manor	46	0.00	0.00	37.91	0.00	0.00	0.00	0.00	0.00	18.00
jkm PH - John Kuester Manor	10	0.00	0.00	12.17	0.00	0.00	0.00	0.00	0.00	25.00
millview PH - Millview Manor	6	0.00	0.00	4.97	0.00	0.00	0.00	0.00	0.00	2.00
orchard PH - Orchard Manor	9	0.00	0.00	6.67	0.00	0.00	0.00	0.00	0.00	5.00
shiloh PH - Shiloh Towers	75	0.00	0.00	137.92	0.00	0.00	0.00	0.00	0.00	12.00
sse_amp4 PH - Scattered Sites East	17	0.00	0.00	65.37	0.00	0.00	0.00	0.00	0.00	13.00
ssw_amp5 PH - Scattered Sites West	14	0.00	0.00	95.36	0.00	0.00	0.00	0.00	0.00	21.00
warren PH - Warren Manor	45	0.00	0.00	377.06	0.00	0.00	0.00	0.00	0.00	16.00
	226	**0.00**	**0.00**	**740.43**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**147.00**

Lake County Housing Authority
33928 North U.S. Highway 45, Grayslake, IL 60030

June 2025
Demo and Disposition Report
by Derek Eovaldi, Demo and Disposition Coordinator
Submitted 7/7/25

BATCH # 9

Thirteen (13) Homes for Disposition SAC APPLICATION – DDA # 0013095 (submitted on 7/12/24)

- LCHA received approval from HUD/SAC on 12.9.24
- Received offers, and successfully completed sales contracts for two (2) homes
- Worked with LCHA Maintenance and vendors to complete various home repair items
- Successfully complete closing on One (1) home: 37125 Summerfield, Lake Villa

BATCH # 10

Thirteen (13) Homes for Disposition SAC APPLICATION – DDA # 0013258 (submitted on 11/28/24)

- LCHA received approval from HUD/SAC on 2.12.25
- Received offers, and successfully completed sales contracts for Five (5) homes
- Worked with LCHA Maintenance and vendors to complete various home repair items

BATCH # 11

Homes for Disposition SAC APPLICATION – DDA # DDA0013386

- Continued reviewing list of homes to submit
- Continue reviewing home in Mundelein for eminent domain acquisition
  - Obtained specific information from IL DOT about property they need to purchase.
  - Continued conversation with IL DOT
  - Obtained information from HUD/SAC, on how to proceed with submitting the (two) homes for Eminent Domain

Lake County Housing Authority
33928 North U.S. Highway 45, Grayslake, IL 60030

Capital Fund Grant Report

Submitted by Tamara Harrington, Assistant Finance Manager

The Capital Fund Program (CFP) provides financial assistance in the form of grants to public housing agencies (PHAs) to carry out capital and management activities for the development, financing, and modernization of public housing developments and for management improvements. It is a formula-based grant and is a critical component of the Low-Rent Public Housing Program.

Regulations on Capital Funds are at 24 Code of Federal Regulation (CFR) part 905. Congress provides Capital Funds through annual appropriations. In order to receive a CFP grant, a PHA must ensure project-level information is validated in HUD's data systems; have an approved 5-Year Action Plan and enter into a Capital Fund Annual Contributions Contract Amendment with HUD.

Current Grant Status

Grant	Grant Amt	Disbursed	Balance	OB Start/End	Disburse End
IL01P056501-23	$1,583,084	$1,578,115.00	$4,969	2.17.23/2.16.25	2.16.27
IL01P056501-24	$1,633,718	$490,115.40	$696,475.24	5.6.24/5.5.26	5.5.28
IL01P056501-25	$1,634,299	$0	$1,634,299	5.13.25/5.12.27	5.12.29

Pending or Current Projects by Grant

IL01P056501-23

- Shiloh Tower – Elevator $655,000
- Beach Haven Tower Gazebo $24,801
- Beach Haven Lighting $3,051
- Shiloh Tower Plumbing $3M

IL01P056501-24

- Shiloh Tower Exterior Plumbing $84,438

Lake County Housing Authority
33928 North U.S. Highway 45, Grayslake, IL 60030

Family Self-Sufficiency (FSS) & Special Programs

FSS Participants Escrow Report
Current Tenants with an escrow balance as of: 6/30/2025

	Current Amount Disbursed	Current Escrow Balance
Total:	(89,283.36)	1,045,157.43

Average:

Addendum Type	Count	Increase in Earned Income	Monthly Escrow	Amount Disbursed	Current Escrow Balance
Enrollment	6	0.00	0.00	0.00	0.00
Progress	138	13,186.20	307.92	0.00	6,853.54
Exit	7	13,728.71	0.00	(3,488.39)	12,772.90
N/A	8			(8,108.08)	1,244.80
	159	12,687.40	281.41	(561.53)	6,573.32

FSS Program Report June 2025

	HCV	PH	TOTAL
FSS GRADUATES	4	0	2
FSS PORT-OUT	0	0	0
% of TOTAL CURRENTLY EMPLOYED	106/72%	1/33%	107/71%
HIGHEST ESCROW CREDIT (June 2025)	$1,545	$1,002	N/A
HIGHEST ESCROW BALANCE (June 2025)	$58,828.99	$13,351.41	N/A
REVISED FSS PROGRAM MIN	59	25	N/A
FSS HOMEOWNER (to date)	23	0	23

Family Self-Sufficiency & Special Programs
June 2025 Program Report
Submitted by: Heidi Semenek, Director of FSS & Special Programs

June was a productive and collaborative month for the FSS Department as we continued to support families in achieving economic independence through education, empowerment, and resources.

FSS Program Highlights:

- Four tenants graduated from the FSS program in June. Graduate write-ups are forthcoming, and we wish them continued success in their journeys.
- In collaboration with Consumer Credit Counseling Services (CCCS) of Northern Illinois, we hosted a **Debt Management Workshop** via Zoom on June 11. Financial Literacy Educator Tom Napholz led this well-received session.
- The FSS and HCV teams have been meeting weekly to plan LCHA's **4th Annual Back-to-School Resource Fair**, with preparations well underway.
- Lead FSS Specialist Jelena conducted three individual FSS Informational Sessions. One participant declined to enroll at this time, one is pending documentation, and the third is awaiting lease-up. We appreciate the continued partnership with Certification Specialists who refer and promote the program.

June 11, 2025 – Debt Management Workshop (via Zoom)
Presenter: Tom Napholz, CCCS of Northern Illinois
This virtual workshop provided practical tools for managing debt and working toward financial stability. Key topics included:

- Building a monthly budget focused on realistic short- and long-term goals.
- Differentiating between efficient and inefficient debt (e.g., 0% interest auto loans vs. payday loans).
- Debt repayment strategies and the CCCS Debt Management Plan, which can help individuals pay off debt in 2–5 years.

Key Takeaways:

1. Develop and maintain a realistic monthly budget.
2. Build and monitor credit history.
3. Understand your financial landscape to make informed decisions.

June 17, 2025 – HUD FSS Office Hours (Virtual)

- FY24 funding has been released and is available for use in calendar year 2025.
- The annual FSS participant survey deadline is **July 13, 2025**; current response rate is 85%.
- HUD confirmed that training sessions will no longer be posted online, and agencies may not record or transcribe the sessions.
- Expired HUD FSS forms are currently under revision—agencies should use the official HUD FSS resource page for updates.
- Clarification on escrow usage: forfeited escrow may be applied to participant debt if documented in the Individual Training and Services Plan (ITSP).
- YARDI cannot issue graduate escrow checks to non-heads of household; the check is made out to the current HOH and notes the FSS graduate.

ROSS Program
June 2025 Report
Submitted by: Janet Lennemann, MS, ROSS Coordinator

June brought moments of both reflection and progress. While we sadly said goodbye to a few residents who passed away, we honored their memories and the community they helped build.

Health & Well-Being

- I am actively pursuing University of Illinois training for the evidence-based **Sit and Stretch Program**.
- Healthcare Plus hosted client appreciation brunches at all seven public housing sites. Events included catered meals, games, prizes, and valuable information on IDOA referrals.
- I continue to seek donations of hand weights and resistance bands for the Beach Haven exercise group. The residents are highly motivated and eager to improve their health.

Digital Literacy

- The **Northstar Digital Skills License** application was submitted by the May 31 deadline. This program, supported through the Minnesota Literacy Council, would enhance our ability to deliver personalized technology training. Thank you to Heidi Semenek for reviewing the narrative. Three information sessions were held in June—one attended live, the others will be reviewed via recording.
- We are eagerly awaiting the results and hopeful that LCHA will be among the 29 selected sites.

Financial Literacy

- In my expanded role, I assist tenants facing eviction, particularly those struggling with rent payments. I provide referrals to:

  - **Community resources for rental assistance**
  - **Prairie State Legal Services**
  - **Consumer Credit Counseling Services**
  - **LCHA's Tenant Assistance Program (TAP)**, which is now accepting applications again
- Residents are encouraged to enroll in **automatic rent payments via RentCafe**, and results show this support is helping many avoid eviction.

Aging in Place

- Phase two of our REAC preparation for AMP 2 was completed, with an outstanding score in the 90s!
- I conducted home visits and referred several tenants to **Catholic Charities Homemaker Services** for additional home support. I continue to work with Marla Harris (Catholic Charities) and Lucinda Hurt (AgeGuide) to streamline services for elderly and at-risk residents.
- I also assist with reviewing site camera footage for lease compliance and collaborated with PH Management to address non-designated smoking violations for tenant and property safety.

ROSS Enrollment Summary

Site	Participants	Notes
Millview Manor	9	
Orchard Manor	9	1 deceased
Beach Haven Towers	10	1 transferred to Warren Manor, 1 new
John Kuester Manor	1	
Hawley Manor	11	
Shiloh Towers	10	1 transferred to Warren Manor
Warren Manor	4	
Total Active	**54**	
New in June	1	
Deactivated	1	

Community Beautification
A heartfelt thank you to residents who beautified their properties:

- Liz (Millview & Orchard Manor)
- Bill (Shiloh Towers)
- Vicki (John Kuester Manor)
- Thelma (Warren Manor)
  Your effort and pride in your homes are truly appreciated.

Lake County Housing Authority
33928 North U.S. Highway 45, Grayslake, IL 60030

Housing Counseling Program

Impact Report – June 2025

Submitted by Elizabeth Werning, Int Dir of Housing Counseling Programs

New Program Participants	JUNE '25
First Time Home Buyers	22
Families That Rent	19
Homeowners Facing Foreclosure	7
Families Facing Eviction	10

Housing Counseling Impacts	JUNE '25
Households for Whom Counselor Developed a Customized Budget	58
Families That Received Information on Fair Housing	58
Households Who Received Info on Affordable Housing Options	22
Families That Were Referred for Legal Representation	17
Families Who Closed on Their New Homes	3
Households Saved from Foreclosure	5
Households Who Attended a Foreclosure Prevention Workshop	5
Households Who Attended a Financial Literacy Workshop	6

Tenants Assistance Program (TAP)	JUNE '25
Amount of assistance issued between 6/1/25 – 6/30/25	$24,003.55
Number of Households Served June 2025 through TAP Program	10
REMAINING AMOUNT OF TAP GRANT 2024-2025	**$0.00**

Closeout of the 2024-2025 Program Year and Future of TAP Program:

The 2024-2025 TAP program year ended on 6-30-2025. Over the past 12 months, TAP staff has issued $587,514 in financial assistance for delinquent rent and/or security deposit for Lake County tenants who meet the qualifications of the program. LCHA was also awarded $121,878 to offset staff salary/fringe costs for the program year. Attached is a breakdown of the assistance issued per month.

The 2025-2026 TAP program year begins on 7-1-2025. The $570,600 that LCHA has been awarded by the IL Department of Human Services is anticipated to cover $456,48 in direct tenant assistance and $114,120 to offset staff salary/fringe. Like last year, LCHA will qualify for an increase in this grant award if the established performance metrics are met, which should not be difficult considering the demand for non-PHA rental assistance in Lake County. Attached is the flyer for the 2025-2026 TAP program year.

Month	Rent	Sec Dep	Total	Salary
	Grant Award 2024-2025 Year		**$587,514**	**$121,878**
July	$0.00	$0.00	$0	-$10,157
August	$0.00	$0.00	$0	-$10,157
September	$0.00	$0.00	$0	-$10,157
October	-$49,995.00	-$9,966.00	-$59,961	-$10,157
November	-$58,128.00	-$20,272.00	-$78,400	-$10,157
December	-$84,788.00	-$44,246.00	-$129,034	-$10,157
January	-$79,053.00	-$37,165.00	-$116,218	-$10,157
February	-$50,540.00	-$10,185.00	-$60,725	-$10,157
March	-$35,882.00	-$3,135.00	-$39,017	-$10,157
April	-$21,330.61	-$7,050.00	-$28,381	-$10,157
May	-$34,859.00	-$16,915.00	-$51,774	-$11,342
June	-$12,379.55	-$11,625.00	-$24,005	-$8,966
	Rollover to Next Grant Year		**$0**	**$0**

Tenants Assistance Program (TAP)

Who Can Apply:

Lake County, IL Renters Who:

- Have NOT received funds from an IDHS Homeless Prevention Program in the last 24 months.
- Can document a recent financial crisis or hardship.
- Can afford monthly housing costs after assistance from TAP has been received.
- Have a Landlord who agrees to receive funds directly.
- Provide All Required Documents.

Required Documents:

- Intake Form
- Lease
- Ledger of rent owed
- Proof of Income
- Proof of Hardship

Maximum Coverage:

UP TO:

- 3 months delinquent rent, or
- 2 months in security deposit, or
- 2 months in future rent.
- *Maximum 6 months combined*

Complete Intake HERE:

Questions?

847-223-1170
ext 1800

Tenants Assistance Program - FAQ's

Who funds the TAP program?

TAP is funded by the IL Dept of Human Services Homeless Prevention Program. LCHA receives a set amount of funding per year to distribute to Lake County, IL renters to prevent homelessness through rent or security deposit assistance

Does TAP cover mortgages or utilities?

No, the TAP program only covers rental arrears, security deposit, or future rent. Mortgages are not covered.

What is the income cap to qualify?

TAP has no minimum or maximum income requirement. Applicants must be able to demonstrate an ability to meet prospective rental/utility obligations after assistance has been granted based on current or anticipated income.

What IS a qualifying hardship?

A hardship is defined by our funder as a "temporary economic crisis beyond household's control". Your TAP case manager will work with you to identify and document this crisis.

What if my landlord will not participate?

Our funder requires that TAP pay the landlord directly. There is no option for direct-to-tenant payments. If a landlord will not participate, the TAP applicant does not qualify.

Does everyone who applies to TAP get funded?

TAP has limited funding & is a first-come, first-served program. Some applicants may not be funded if program funds are exhausted sooner than anticipated.

Lake County Housing Authority
33928 North U.S. Highway 45, Grayslake, IL 60030

Human Resources

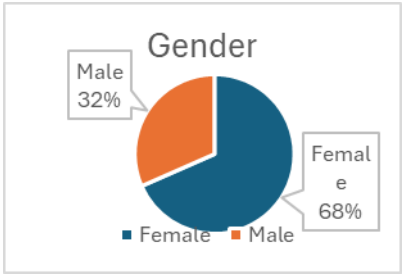
Written By: Christine N. Pryor – Sr. HR Generalist

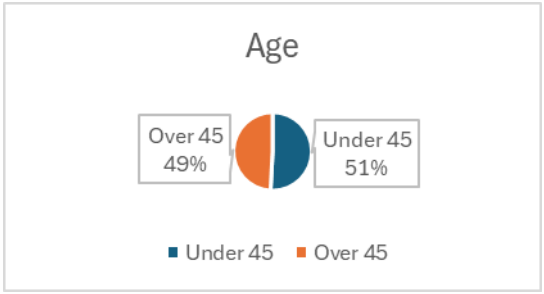
Demographics

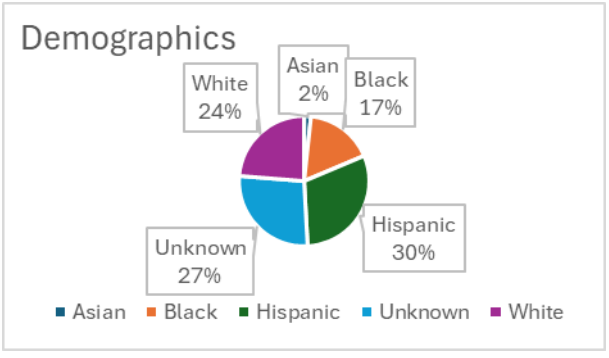
Employees Hired:	0
Internal Promotions:	0
Employees Terminated:	0
Employees Retired:	0
Temporary Staff:	3
Open Positions:	0

Population Data

Current Full-time Employees:	59
Current Part-time Employees:	0
Gender Ratios: Females	68% (41 headcount)
Gender Ratios: Male	32% (18 headcount)
Age Ratios: Under 45	55% (30 head count)
Age Ratios: Over 45	45% (29 headcount)
African American	17%
Hispanic	30%
White	24%
Asian Pacific	2%
Unknown	27%







Payroll

Gross Payroll June: $279,819.66 (June included 2 payrolls)

RESOLUTION 2025-18
APPROVING AND AUTHORIZING THE SUBMISSION OF
THE FY 2026 ANNUAL PHA PLAN

WHEREAS, the United Stated Housing Act of 1937 as amended by Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) created the requirement for submission of 5-Year and Annual PHA Plans by all PHAs administering the Public Housing and/or Housing Choice Voucher (HCV) programs; and

WHEREAS, pursuant to 24 CFR 903, the Housing Authority of the County of Lake (LCHA) is required to submit a PHA Annual Plan; and

WHEREAS, LCHA has been determined to be a *Standard Performing* PHA under the Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) as of the last annual assessment of the PHA before the submission of the Five-Year or Annual Plans and therefore required to submit an Standard Performing Annual Plan; and

WHEREAS, the attached FY 2026 Annual PHA Plan has been drafted in consultation with the Authority's Resident Advisory Board; and

WHEREAS, the requisite public notices and hearings have been given and held and the draft documents can be viewed in their entirety on the authorities website https://www.lakecountyha.org/plugins/show_image.php?id=1513 ; and

WHEREAS, the Executive Director/Chief Executive Officer has prepared said plans as attached, and requests that the Board of Commissioners of the Housing Authority of the County of Lake approve and authorize submission to the US Department of Housing and Urban Development.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the County of Lake Approves and Authorizes the Submission of the PHA FY 2026 Annual Plan to the U.S. Department of Housing and Urban Development as presented; and

BE IT FURTHER RESOLVED that the Chairman is authorized and directed to sign the PHA Certifications of Compliance with the PHA Plans and Related Regulation Board Resolution to accompany the PHA Plan.

(See attached **Exhibit A**)

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 10th day of July 2025.

_____
Kevin Considine
Chair
Board of Commissioners
Lake County Housing Authority

ATTEST:

_____
Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer

Lake County Housing Authority – IL056

PHA Annual Plan -FYB 10.1.25

FY 26

"LCHA's vision is to be a leader in affordable housing by taking an innovative and dynamic approach to developing sustainable communities throughout Lake County."

L: Lifting up others

C: Changing lives by providing sustainable Affordable Housing

H: Helping create success stories

A: And empowering families one roof at a time

DRAFT

Lake County Housing Authority
33928 North U.S. Highway 45
Grayslake, IL 60030
847.223.1170
https://www.lakecountyha.org

Annual PHA Plan *(Standard PHAs and Troubled PHAs)*	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Applicability. The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

(1) ***High-Performer PHA*** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.

(2) ***Small PHA*** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.

(3) ***Housing Choice Voucher (HCV) Only PHA*** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.

(4) ***Standard PHA*** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.

(5) ***Troubled PHA*** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.

(6) ***Qualified PHA*** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A. PHA Information.

A.1

PHA Name: The Lake County Housing Authority **PHA Code**: IL056
PHA Type: ☐ Standard PHA ☐ Troubled PHA
PHA Plan for Fiscal Year Beginning: (MM/YYYY): 10.1.25
PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)
Number of Public Housing (PH) Units 427 **Number of Housing Choice Vouchers (HCVs)** 3282
Total Combined Units/Vouchers 3709
PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission

Availability of Information. PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

☐ **PHA Consortia**: (Check box if submitting a Joint PHA Plan and complete table below)

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B.	Plan Elements
B.1	**Revision of Existing PHA Plan Elements.** (a) Have the following PHA Plan elements been revised by the PHA? Y N ☐ ☒ Statement of Housing Needs and Strategy for Addressing Housing Needs ☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. ☒ ☐ Financial Resources. ☐ ☒ Rent Determination. ☐ ☒ Operation and Management. ☐ ☒ Grievance Procedures. ☐ ☒ Homeownership Programs. ☐ ☒ Community Service and Self-Sufficiency Programs. ☐ ☒ Safety and Crime Prevention. ☐ ☒ Pet Policy. ☐ ☒ Asset Management. ☐ ☒ Substantial Deviation. ☐ ☒ Significant Amendment/Modification (b) If the PHA answered yes for any element, describe the revisions for each revised element(s): Please see attachment B.1 for updated Financial Resources. (c) The PHA must submit its Deconcentration Policy for Field Office review. Please see attachment B.1
B.2	**New Activities.** (a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year? Y N ☐ ☒ Hope VI or Choice Neighborhoods. ☒ ☐ Mixed Finance Modernization or Development. ☒ ☐ Demolition and/or Disposition. ☒ ☐ Designated Housing for Elderly and/or Disabled Families. ☒ ☐ Conversion of Public Housing to Tenant-Based Assistance. ☒ ☐ Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD. ☒ ☐ Occupancy by Over-Income Families. ☒ ☐ Occupancy by Police Officers. ☐ ☒ Non-Smoking Policies. ☒ ☐ Project-Based Vouchers. ☒ ☐ Units with Approved Vacancies for Modernization. ☒ ☐ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). (b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan. Please see attachment B.2
B.3	**Progress Report.** Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. Please see attachment B.3

B.4	**Capital Improvements.** Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. **Please see HUD form 50075.2 for FY2024 approved on 10/18/2024.**
B.5	**Most Recent Fiscal Year Audit**. (a) Were there any findings in the most recent FY Audit? Y N ☐ ☒ If yes, please describe:
C.	**Other Document and/or Certification Requirements.**
C.1	**Resident Advisory Board (RAB) Comments.** (a) Did the RAB(s) have comments to the PHA Plan? Y N ☒ ☐ (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
C.2	**Certification by State or Local Officials.** Form HUD 50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.3	**Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed,* must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.4	**Challenged Elements.** If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y N ☐ ☒ If yes, include Challenged Elements.
C.5	**Troubled PHA.** (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y N N/A ☐ ☐ ☒ (b) If yes, please describe:
D.	**Affirmatively Furthering Fair Housing (AFFH).**
D.1	**Affirmatively Furthering Fair Housing (AFFH).** **Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete**

this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal: Educate landlords regarding fair housing

Describe fair housing strategies and actions to achieve the goal

Continue promoting fair housing laws and conduct a broad-based educational campaign to counter misperceptions around affordable and accessible housing.

Fair Housing Goal: Expand fair housing outreach, education, and enforcement

Describe fair housing strategies and actions to achieve the goal

Institute innovative ways to conduct outreach and education, develop an online education and training program in English and Spanish. Provide referrals to HUD and FHAP agencies for investigations of alleged fair housing violations.

Fair Housing Goal: Prevent Involuntary displacement and stabilize neighborhoods

Describe fair housing strategies and actions to achieve the goal

When funding is available, provide emergency rental assistance to families experiencing instability. Provide financial education and budget management to renters and homeowners to ensure long term stability.

Instructions for Preparation of Form HUD-50075-ST
Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

Lake County Housing Authority
33928 North U.S. Highway 45
Grayslake, IL 60030

B.1 – PLAN ELEMENTS – Revision of Existing PHA Plan Elements

The following PHA Plan elements have been revised by IL056 Lake County Housing Authority [LCHA]

Financial Resources

FY2026 Planned Financial Sources and Uses *Estimates from previous year's funding*		
PHA Anticipated Resources	**Planned Dollar Amounts**	**Planned Uses**
Annual Contributions for S8 Tenant-Based Assistance (2025)	$40,481,602	3282 Is the maximum number of low-income families that can be served (based on PIC data at the time of submission)
Public Housing Operating Fund	$326,744	Operations
Public Housing Capital Fund	$1,633,718	Various Projects as noted in the latest EPIC submission
Other Federal Grants		
Family Self-Sufficiency Grant	$500,090	Family Self Sufficiency HCV & PH
Ross Service Coordinator	$489,294	Public Housing Self-sufficiency
RADON Remediation Grant	$593,670	Public Housing Radon Remediation
Prior Year Capital Funds ***Un-Disbursed***		
IL01P056501-23	$308,157	Public Housing General Capacity Activity – planned activities
IL01P056501-24	$1,143,602	Public Housing General Capacity Activity – planned activities
Public Housing Tenant & Miscellaneous Income		
Rental Income	$1,501,000	Public Housing Operating Expense
Miscellaneous Income	$107,150	Public Housing Operating Expenses
Demo/Dispo Funds	$1,860,000	Restricted development

B.1.c. Deconcentration: If at any time, one of LCHA's public housing properties has an average tenant income more than 15 percent higher than the LCHA-wide average income, by bedroom size, extremely low and very low-income applicants will be targeted for admission until it is within 15 percent of LCHA-wide average income. In addition, LCHA may offer voluntary transfers from higher-income properties to lower-income properties to help achieve deconcentration goals.

B.2 – PLAN ELEMENTS – New Activities

IL056 Lake County Housing Auth ority [LCHA] intends to undertake the following new activities in the PHA's current and upcoming FYB 10.1.2025.

Mixed Finance Modernization or Development.

LCHA is currently under a Section 18 Demolition and Disposition plan. This plan involves the removal of more than 100 single-family public housing homes from the LCHA inventory. LCHA will consider utilizing proceeds from the plan in a mixed-finance project or development.

Demolition and/or Disposition.

LCHA's repositioning plan:

Repositioning Assistance: In coordination with the U.S. Department of Housing and Urban Development, Strategic Plan 2018-2022, the Lake County Housing Authority will continue to focus on resolutions to the struggles of the Lake County community to find affordable housing.

Lake County Housing Authority must move away from the policies and programs of the past and develop an innovative approach that is more responsive to the community; and anticipates the public housing essentials of the future while addressing current needs. In devising a strategic plan, LCHA will examine:

- Capital needs of property
- Cost to operate
- Future HUD funding potential
- Market demand
- Existing debt or other obligations

LCHA will facilitate the preservation, rehabilitation, or demolition of units by utilizing existing HUD-provided tools:

- Rental Assistance Demonstration (RAD)
- Demolition & Disposition (Section 18)
- RAD/Section 18 Blends
- HUD's Subject Matter Experts (SMEs)

By implementing the above, LCHA will deliver units that are in better physical condition and provide long-term availability of affordable housing and rental assistance in the local community.

Background: LCHA began the Disposition plan with 496 units in 2020. The Lake County Housing Authority wants to explore options for converting its elderly/disabled development, consisting of 207 units. Additionally, the LCHA wants to know what choices under the options we have for two scattered-site properties, totaling 61 single-family homes. *The Repositioning Panel advises that LCHA has several options to consider for its portfolio and could do them in different phases.*

First LCHA- Scattered Site units (161 single-family homes)

- The units must also be in non-contiguous buildings with four or fewer units. Additionally, the LCHA must have a relocation plan with the option for residents to remain using Project-Based Vouchers (PBVs) or Tenant Protection Vouchers (TPV) under the Housing Choice Voucher (HCV) program.
- LCHA could dispose of the properties to a third-party entity under state law, including a non-profit, and could retain ownership or control. The options discussed during the call included:
    - Selling the property at Fair Market Value and using the net proceeds to maintain other LCHA PH properties.
    - Disposing of the property below fair market (Commensurate public benefit. Use restriction required)
    - Creating a local Homeownership program under Section 32 (Exploring under AIM North Nonprofit).
- TPVs are available for all units occupied by assisted tenants within the previous 24 months at the HUD's Special Application Center (SAC) approval time.
    - Eligible to project-based 100% of property; however, families could request a voucher to move after one year.
    - LCHA has seven (7) over-income families that would not be eligible for a Tenant Protection Voucher (TPV) under Section I8. LCHA would have to provide comparable housing for the seven families.

UPDATE: LCHA has begun the Section 18 process for the 161 Single-family homes and as of this submission has officially disposed of 75 with 25 approved and LCHA has received 32 TPVs thus far.

Second LCHA -Elderly /Disabled Properties (2 sites totaling 160 units)

- LCHA will continue to explore options for a blended conversion for a mixed development.
- These properties would be strong Rental Assistance Demonstration (RAD) candidates.
- Additionally, LCHA may consider submitting a Section 18 under the RAD/Section 18 blend if the units will be substantially rehabilitated without the use of 9% Low-Income Housing Tax Credits. Substantially rehabilitated means hard construction costs over 60% of Housing Construction Costs (published by HUD).
- If eligible, SAC will approve the disposition of 25% of the project units under Section 18 and replace those units with Section 18 TPVs. If the properties are in an Opportunity Zone, they may qualify for the RAD $100 PUM rent boost for a PBRA conversion.
- TPVs will be issued based on the occupancy of the public housing units being removed through Section 18 when the SAC application is approved. Those vouchers may be project-based. RAD units are not eligible for TPVs.

Remaining 175 Units

- If LCHA submits applications based on the LCHA one and LCHA two options, they would have 175 PH units remaining and consider submitting an application under Streamlined Voluntary Conversion (SVC) for the remainder of its inventory. Under SVC, conversion to PBV requires tenant consent. Tenants have the right to remain in their unit with the TPV, or take the TPV and rent in the private market, or accept a PBV and remain in the unit (must be in writing)

- LCHA could remove the remaining 175 units via the RAD/Section 18 Close-out Blend, where 125 units are converted through RAD, and the last 50 units are converted through Section 18. The LCHA would project based on the TPVs obtained for the 50 Section 18 units, and the LCHA would not need tenant consent.

Additional Takeaways:

- LCHA will continue assessing what options are best for the community and the families needs before they consider selling units at fair market value or PBV.
- Only applications submitted through Section 18 are eligible for ARF and DDTF. RAD and Streamlined Voluntary Conversions are not eligible.
- Under RAD, LCHA can maintain PH reserves after conversion. Under Section 18 or SVC, LCHA has up until the transaction's closing to spend down any PH reserves. LCHA cannot use PH reserves to support any Section 8 projects.

Next Steps: Option

- LCHA will have a PNA completed for its public housing properties (Sr. Buildings)
- LCHA will follow up with the Chicago Field Office (FO) with any additional questions, comments, or concerns.

Designated Housing for Elderly and/or Disabled Families.

LCHA has submitted renewal elderly designation for seven (7) public housing buildings consisting of two Asset Management Developments (AMPs): IL056000003 and IL056000002.

Conversion of Public Housing to Tenant-Based Assistance.

LCHA has no required conversions, however, LCHA will be evaluating Public Housing to Tenant-Based Assistance conversion options as noted in the Demolition and Disposition section of this document and per the analysis of the Repositioning Panel consulted in LCHA's strategic plan.

Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.

LCHA will be evaluating Public Housing to Tenant-Based Assistance conversion options as noted in the Demolition and Disposition section of this document and per the analysis of the Repositioning Panel consulted in LCHA's strategic plan.

Occupancy by Over-Income Families.

Public Housing Over-income tenants – see summary below and refer to the Admissions & Continued Occupancy Policy for detailed information.

LCHA is compliant with HOTMA provisions for over-income families. If a Tenant's projected income at the time of annual reexamination or interim adjustment exceeds the income limit for continued occupancy (120 percent of Area Median Income, adjusted for family size) the LCHA will inform the Tenant that if their income continues to exceed this income limit at their annual reexamination for two more consecutive years the Tenant must move out of public housing in six months.

Occupancy by Police Officers

LCHA continues to evaluate the safety needs of each development. Currently, LCHA is contracting with local law enforcement for dedicated security patrols. Should there be an escalation in crime or the need for additional safety measures LCHA intends to seek HUD approval to utilize two (2) units as police units. We intend to host police units at Beach Haven Tower – 730 Golfview Dr. Round Lake Beach, IL 60073, and Shiloh Tower – 1525 27th St. Zion Il 60099.

LCHA will determine exact units based on tenant attrition and specialized needs and will specify those units when seeking written approval from HUD. LCHA will enter a Memorandum of Understanding, or other form of contractual agreement, between PHA and Local Law Enforcement Agencies or a Use Agreement specifying the terms and requirements of the officer residing in the designated unit.

Under 24 CFR 960.505, PHAs are required to provide the HUD Field Office with a statement indicating that occupancy by Police Officers is necessary to increase security for public housing residents. The terms and conditions of the Police Officer's tenancy must be included in the PHA Plan, along with a statement that such occupancy is needed to increase security for public housing residents.

As per the requirements, the unit will be used as a full-time dwelling unit, and a written lease will be executed. Units that house Police Officers who must actively provide security to (including patrolling) the development(s) as a condition of tenancy, may be eligible for a full Operating Fund Grant. If the community conditions that created the need to house Police Officers in the development cease to exist, LCHA will make these units available to eligible program participants.

Project-Based Vouchers.

LCHA has exercised the MTW expansion to Project Base up to the lower of 50% of the total authorized units or 50% of the Budget Authority.

LCHA also plans to adopt and implement alternative competitive processing in awarding Project Base Vouchers as allowed in the MTW expansion. Developments that have been awarded funding through Low-Income Housing Tax Credits, HOME funding, or CDBG funding will be accepted as an alternative to a Request for Proposal to Project Base a development.

LCHA has 602 current Project Based Vouchers with 168 in process as noted below:

Development	# of Vouchers	Status
A Safe Place I	17	HAP
A Safe Place II	20	HAP
Brookstone Coles Park	131	HAP
Colonial Park Apts.	60	HAP
Fairhaven Crossing	14	HAP
Library Lane	135	HAP
Regency Coles Park	48	HAP
Woodstone Apts.	59	HAP
Lake Front Sr Res	25	HAP
Tiffany Apts.	28	HAP
Lake Zurich	2	HAP
Mundelein Sr. Apts.	45	HAP
Beech Street Sr. Lofts	18	HAP
Eva B. Lee	15	*AHAP*
Rosewood	153 *AHAP 2025	*Pending*
TOTAL PBV	**602***[+168]* = 770 adjust after	

Units with Approved Vacancies for Modernization.

Under 24 CFR 990.145, PHAs are eligible to receive Operating Fund grant funding for certain vacant public housing units that are under ACC. Each of these approved vacancies requires that the PHA request an approval Letter from the HUD Field Office. LCHA intends to seek HUD approval for units in its AMP 4 and AMP 5 that require significant modernization. LCHA intends to target up to ten (10) units where the unit is required to be vacant to accomplish the modernization (i.e., renovating the kitchen/bathroom where it would leave the tenant without either facility would require the unit to be vacant or address any health hazards). LCHA will list specific units within its request for approval. Units will be selected and or approval will be requested based on tenant attrition and priority of unit needs.

This modernization work will be accomplished using both Capital and Operating Funds. Upon completion of all modernization work, that required the unit to be vacant, even if additional modernization work continues, LCHA will either re-occupy the unit by an eligible family or place the unit in Vacant status. Modernization plans can be referenced in our most recent HUD-approved Capital Fund submission.

Other Capital Grant Programs.

LCHA intends to seek grant funding under the Emergency Safety and Security Grants.

B.3 - PROGRESS REPORT

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

The Lake County Housing Authority (LCHA) continues to make significant strides in achieving its goals, thanks to our ongoing partnership with the Lake County government. Together, we are dedicated to improving the response to the homeless crisis by leveraging LCHA's diverse special-purpose program options, including Mainstream, Emergency Housing Vouchers, VASH Vouchers, and, newly added in FY24, 15 Fair Share Vouchers, all of which target special needs populations.

One of our key initiatives, the Section 18 Demo/Disposition program, has shown remarkable progress. Over the past four years, we have successfully disposed of 75 single-family homes, with an additional 25 currently in progress. These homes have been sold to various parties, including affordable housing providers, investors with the intent to maintain the Tenant Protection Vouchers (TPV) under the Housing Choice Voucher (HCV) program, and in particularly satisfying transactions, to the families residing in the homes who can purchase them. This ensures the continuity of affordable housing options within Lake County. The proceeds from the sale of these homes have generated Tenant Protection Vouchers, which are now benefiting eligible families in need.

Looking ahead, LCHA remains committed to aggressively completing the Demo/Dispo program over the next four years. This initiative not only significantly reduces operational costs for the agency but also provides opportunities for further development using the proceeds from the program. Additionally, LCHA continues to build affordable housing through its project-based voucher program, fostering several partnerships and expanding the development of affordable housing.

Based on funding availability, LCHA plans to project-base approximately 200 vouchers in new developments, which will have a direct impact on poverty deconcentration efforts and increase the number of affordable housing units available.

Furthermore, LCHA has entered into an intergovernmental agreement with the Lake County Government, for more than $600,000 to directly assist residents still facing housing instability and eviction.

LCHA continues to aggressively address voucher utilization and has maintained a voucher utilization of 97%+ through calendar year 24 and in to 2025. LCHA has experienced a significant increase in area rents realzing an increase in the Per Unit Cost [PUC]. LCHA is currently operating in shortfall. As such, shortfall prevention strategies have been enacted.

Presently, there are approximately 630 applicants on the Housing Choice Voucher (HCV) waiting list. The current composition of the Authority's applicants underscores the pressing need for affordable housing, with more than 80% representing extremely low-income households, the demographic with the highest need. Furthermore, the waiting list data highlights the necessity to assist a diverse range of households, including housholds headed by disabled individuals with special needs and low-income seniors on fixed incomes. To address these needs, LCHA actively engages in affirmative furthering fair housing with its marketing and collaborates with local agencies that support seniors and persons with disabilities, while also continuing outreach efforts to private property owners to promote the HCV program.

The waiting lists for Public Housing total more than 4,000 applicants. One bedroom elderly/disabled lists are temporarily open. The Public Housing Program encompasses elderly buildings and family scattered-site homes throughout the county. The 4,000 applicants includes elderly, disabled, and are at an extremely low income level.

Attachment C

C – Other Documents and/or Certification Requirements

C.1 – Resident Advisory Board (RAB) Comments

Will be compiled after meetings.

C.2 – Certification by State or Local Officials

In process.

C.3 – Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan

Signed form to be completed upon board approval of plan.

C.4 – Challenged Elements

To be determined.

33928 North U.S. Highway 45, Grayslake, IL 60030 847-223-1170 www .lakecountyha.org

Resident Advisory Board Comments

Lake County Housing Authority held two resident meetings on April 24, 2025, and a public hearing on June 12, 2025, to discuss the *PHA Annual Plan FYB26 [10.1.25 - 9.30.25] and the 5-Year Action Plan for Capital Improvements, Administrative Plan and the Admissions and Continued Occupancy Policy.* Comments were received either in person or via email submission at info@lakecountyha.org.

Below and attached are the comments received and analyzed by LCHA staff.

- BHT – Better parking signs and have the small parking lot be for Tenants only.
- BHT – Discussion of Resident Advisory Board Councils.
- BHT – Seeking additional offsite activities.
- BHT – Discussion of new elevator and windows
- Shiloh –Security for after hours and weekends is a persistent issue.
- Shiloh – Incoming updated alarms and security cameras have been and will be installed.
- Shiloh - Elevator renovation project scheduled for later this year.
- Shiloh - Potential plumbing project which will involve remodeling the bathrooms in each unit. The project will be significant and most likely require temporary resident relocation. Targeting 2026.

PUBLIC COMMENT Comments – A public hearing was held on June 12, 2025. No one from the public was present, no written comments have been received.

Tenants provided input on desires for their respective buildings, overall LCHA Operations and plans. All were directed to detailed plans hosted on www.lakecountyha.org

There were no challenged elements.

Explanatory Note to Public Reviewers of the Proposed Moving to Work Supplement Fillable Form

The Moving to Work (MTW) Supplement collects information about policies implemented by MTW expansion agencies. MTW agencies use it to communicate their plans with residents and community stakeholders through required public comment processes, and HUD uses the information collected to monitor and evaluate the MTW demonstration program. MTW agencies will submit the MTW Supplement to HUD annually, and amend as needed. HUD plans to make the MTW Supplement into a fillable form so as to reduce respondent burden and make the information collected more useful to HUD. When the MTW Supplement is available through the fillable form, it will include skip patterns[1] that prompt the user to populate only the sections relevant to what they are currently implementing. It will also include screening questions that will ask which waivers and associated activities they are currently implementing, plan to implement in the upcoming year, or will be discontinued in the submission year. The MTW Agency will be able to print the information from the MTW Supplement in a reader-friendly format in order to inform the public of its plans for the upcoming year. The purposes of the MTW Supplement are two-fold: it reports to HUD what is happening at the local level in a way that the Department can monitor and evaluate; and, more importantly, it informs the public about what the agency is planning and gives the public the ability to provide comment.

The MTW Supplement asks for information about each of the MTW Waivers and associated activities that are made possible by the MTW Operations Notice, Safe Harbor Waivers and Agency-Specific Waivers, and a few other types of information. MTW agencies will fill in information/data through a fillable form and the information collected will be stored in a database so that it can be analyzed by HUD. The approved forms will be posted to the MTW website for viewing by the public. For instance, it will be simple to find out how many MTW agencies and which MTW agencies are implementing each type of activity. It will also simplify reporting for the MTW agency since information will carry over year-to-year in the fillable form so that information that does not change from year to year will be pre-populated, thereby reducing respondent burden.

This document lists the sections of the MTW Supplement and then presents the proposed questions to be included in the MTW Supplement for MTW agencies to answer annually. Throughout the online version, there will be a dropdown menu option that makes it clear as to which activities an agency is permitted to do within the safe harbors of the MTW Operations Notice, Appendix I, MTW Waivers.

Sections of the MTW Supplement:

A. PHA Information
B. Narrative
C. MTW Waivers and Associated MTW Activities
D. Safe Harbor Waivers
E. Agency-Specific Waivers
F. Public Housing Operating Subsidy Grant Reporting
G. MTW Statutory Requirements
H. Public Comments
I. Evaluations
J. MTW Certifications of Compliance

Information to be Collected for MTW Activities

There are many MTW activities, subject to limitations as outlined in the MTW Operations Notice, that an MTW agency may implement. Each MTW agency will likely only engage in a subset of these MTW activities. The MTW Supplement will first ask MTW agencies to identify which MTW activities they are proposing to implement and which of those MTW activities they are already implementing. MTW agencies will subsequently be asked to provide information only about the MTW activities they are proposing to implement or are already implementing. This feature will reduce respondent burden. MTW waivers have associated MTW activities. MTW agencies are also able to combine MTW activities into their own initiatives.

MTW agencies will be asked for specific information about each MTW activity they are proposing to implement or are already implementing. There are six types of questions that could be asked about each MTW activity. The exact mix of questions will depend partly upon the MTW activity and partly upon the requirements for that MTW activity listed in the MTW Operations Notice. The six types of questions are:

(1) Core—questions applicable to most MTW activities
(2) Custom—questions specific to an individual MTW activity
(3) Safe Harbor Waiver—questions asked when the MTW activity requires a Safe Harbor Waiver
(4) Hardship Policy—questions asked when the MTW Operations Notice requires a hardship policy for the MTW activity
(5) Impact Analysis—questions asked when the MTW Operations Notice requires an impact analysis for the MTW activity
(6) Agency-Specific Waiver—questions asked when the MTW activity requires an Agency-Specific Waiver

[1] A skip pattern is a question or series of questions associated with a conditional response.

DRAFT

Questions

The questions are presented below by type, beginning with the core questions. In the final online version of the MTW Supplement, the relevant questions from each type will be asked together in relation to each MTW activity the MTW agency is proposing to implement or is already implementing. The final online version of the MTW Supplement will be set up to allow for different versions of the same MTW activity—for instance, a different minimum rent for the non-elderly/non-disabled than for the elderly/disabled. The final online version of the MTW Supplement will also be able to autofill items with information from previous years. This feature will reduce respondent burden.

Table 1, at the end of this document, lists the MTW activities and indicates which types of questions need to be asked about each one.

DRAFT

MTW Supplement to the Annual PHA Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024

Purpose. The Moving to Work (MTW) Supplement to the Annual PHA Plan informs HUD, families served by the PHA, and members of the public, about the MTW Waivers and associated activities that the MTW agency seeks to implement in the coming Fiscal Year and updates the status of MTW activities that have been previously approved. It also provides information about Safe Harbor Waivers, Agency-Specific Waivers, compliance with MTW statutory requirements, and evaluations. The MTW Supplement does not replace the PHA Plan. MTW agencies must continue to submit the applicable PHA Plan. MTW agencies that are not required to submit annual PHA Plans under the Housing and Economic Recovery Act of 2008 (HERA) must submit the MTW Supplement annually, in addition to holding public hearings, obtaining board approval, and consulting with Resident Advisory Boards (RABs) and tenant associations, as applicable, on planned MTW activities.

Applicability. Form HUD-50075-MTW is to be completed annually by all MTW agencies brought onto the MTW Demonstration Program pursuant to Section 239 of the Fiscal Year 2016 Appropriations Act, P.L. 114-113 (2016 MTW Expansion Statute) or legacy MTW agencies[2] that chose to follow the requirements of the MTW Operations Notice.

Definitions. All terms used in this MTW Supplement are consistent with the definitions stated in the MTW Operations Notice, including:

(1) **Local, Non-Traditional Activities** (LNT) – Those MTW activities that use MTW funding flexibility outside of the Housing Choice Voucher (HCV) and public housing programs established in Sections 8 and 9 of the U.S. Housing Act of 1937.
(2) **Safe Harbors** – The additional parameters or requirements, beyond those specified in the MTW activity description itself found in the MTW Operations Notice, following each activity description, that the MTW agency must follow in implementing MTW activities.
(3) **Substantially the Same Requirement** – A statutory MTW requirement that MTW agencies must continue to assist substantially the same total number of eligible low-income families as would have been served absent the MTW demonstration.

A.	**PHA Information.**
A.1	**PHA Name**: Lake County Housing Authority **PHA Code**: IL 056 **MTW Supplement for PHA Fiscal Year Beginning**: (MM/DD/YYYY): 10/01/2025 **PHA Program Type:** ☐ Public Housing (PH) only ☐ Housing Choice Voucher (HCV) only ☑ Combined **MTW Cohort Number**: 4 **MTW Supplement Submission Type:** ☑ Annual Submission ☐ Amended Annual Submission
B.	**Narrative.**
B.1	**MTW Supplement Narrative.** The narrative provides the MTW agency with an opportunity to explain to the public, including the families that it serves, its MTW plans for the fiscal year and its short and long-term goals. The MTW agency should provide a description of how it seeks to further the three MTW statutory objectives during the coming Fiscal Year. Those three MTW statutory objectives are: (1) to reduce cost and achieve greater cost effectiveness in federal expenditures; (2) to give incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, educational or other programs that assist in obtaining employment and becoming economically self-sufficient; and (3) to increase housing choices for low-income families.

DRAFT

[2] Legacy MTW Agencies are agencies that were designated as MTW as of December 15, 2015

C.	**MTW Waivers and Associated Activities.**
	NOTE: MTW agencies are reminded that all MTW Waivers and associated activities must be implemented in accordance with the MTW Operations Notice and within its safe harbors unless a Safe Harbor or Agency-Specific Waiver approval is provided by HUD, in which case, the activity utilizing the Safe Harbor or Agency-Specific Waiver must be implemented in accordance with the terms of the approval.
Screener	For all MTW Waivers and Activities in Section C, the screening question listed below will be presented in the fillable form. This will allow the form to only display those waivers that input where is required. Each waiver and activity will be listed with the following choices. If "Not Currently Implemented" is selected, the agency will not be shown any further questions for the activity. • Currently Implementing • Plan to Implement in the Submission Year • Will be Discontinued in the Submission Year • Was Discontinued in a previous Submission Year • Not Currently Implemented
Core Questions	The following core questions apply to all of the MTW Waivers and associated activities listed in the MTW Operations Notice. The core questions collect basic information about any MTW activity proposed or implemented by MTW agencies.

Text	**Input options and instructions**
Narrative. Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative.	Text box [Note: If an MTW agency has the same MTW activity in both its public housing and HCV programs, it receives instructions to just write one narrative explaining that it covers both programs.]
MTW Statutory Objectives. Which of the MTW statutory objectives does this MTW activity serve?	(Check at least one) ✔ Cost effectiveness ✔ Self-sufficiency ✔ Housing choice
Cost implications. What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.	(Check at least one) Neutral (no cost implications) Increased revenue Decreased revenue ✔ Increased expenditures Decreased expenditures
Different policy by household status/family types/sites? Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?	The MTW activity applies to all assisted households ✔ The MTW activity applies only to a subset or subsets of assisted households *If the agency selects "The MTW activity applies only to a subset or subsets of assisted households" then the agency will receive the following three questions:*
Household Status. Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?	(Check one) New admissions (i.e., applicants) only Currently assisted households only New admissions and currently assisted households

DRAFT

Text	Input options and instructions
Family Types. Does the MTW activity apply to all family types or only to selected family types?	✔ The MTW activity applies to all family types The MTW activity applies only to selected family types *If the agency selects "The MTW activity applies to all family types" it does not get any further questions about family types. If the agency selects "The MTW activity applies only to selected family types" it is presented the following question and options:* Please select the family types subject to this MTW activity: Non-elderly, non-disabled families Elderly families Disabled families (to the extent those families are not exempt via a reasonable accommodation) Other – another specifically defined target population or populations. Please describe this target population in the text box.
Location. Depending on if responses are being provided for a public housing (PH) or HCV activity, the agency will either see questions applicable to PH or HCV. **For PH activities:** Does the MTW activity apply to all public housing developments? **For HCV activities:** Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?	**For PH activities:** The MTW activity applies to all developments The MTW activity applies to specific developments *If the agency selects "The MTW activity applies to specific developments" then it is presented the follow up question:* Which developments participate in the MTW activity? [agencies choose the applicable development number(s) from a list of their public housing developments] **For HCV activities:** The MTW activity applies to all tenant-based units The MTW activity applies to all properties with project-based vouchers ✔ The MTW activity applies to specific tenant-based units and/or properties with project-based vouchers *If the agency selects "The MTW activity applies to specific tenant-based units and/or properties with project-based vouchers" then it is presented the follow up question:* Please describe which tenant-based units and/or properties with project-based vouchers participate in the MTW activity.
Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?	Yes/No [If Yes]: What is the status of the Safe Harbor Waiver request? The waiver request is being submitted for review with this submission of the MTW Supplement (see Section D). The waiver was previously approved. [If checked]: Please describe the extent to which the Safe Harbor Waiver is supporting the MTW agency's goal in implementing this MTW activity.
Does this MTW activity require a hardship policy?	Yes/No/Already provided [If Yes]: Upload Hardship Policy [If No, skip below Hardship Policy questions] [If Already provided, the agency has already provided the Hardship Policy under another activity and indicated that the policy is also applicable to this activity.]
Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities. (Only upload hardship policy once when said policy applies to multiple MTW activities.)	Yes/No [If yes, a list will be presented to select the applicable MTW activities]

DRAFT

Text	Input options and instructions
Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?	Yes/No [If Yes, then a further question pops up.]: What considerations led the MTW agency to modify the hardship policy?
How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?	___ [Numerical entry only] [if number > 0, further questions pop up]: ☐ How many hardship requests were approved? [Numerical entry only] ___ How many hardship requests were denied? [Numerical entry only] ___ How many are pending? [numerical entry only]
Does the MTW activity require an impact analysis?	Yes/No/Already provided [If Yes]: Upload Impact Analysis [If No, skip the below Impact Analysis questions] [If Already provided, the agency has already provided the impact analysis under another activity and indicated that the policy is also applicable to this activity.]
Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities. (Only upload impact analysis once when said impact analysis applies to multiple MTW activities.)	Yes/No [If yes, a list will be presented to select the applicable MTW activities]
Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.	
Please provide an explanation as to why the activity was discontinued or will be discontinued.	[Will only apply if "Will be Discontinued in the Submission Year" or "Was Discontinued in a previous Submission Year" is selected in the screener.] [Text box]

Custom Questions	Custom questions are tailored to each MTW activity. In what follows, the MTW activities are listed with their custom questions. The final online version of the MTW Supplement will be set up so that if an MTW activity is the same in the HCV and/or public housing programs, the MTW agency fills in the information for public housing, then the information is auto populated for the HCV program. MTW agencies are asked to fill in answers only to questions that are relevant to the MTW activities they propose to implement or are already implementing.

C.1 Tenant Rent Policies

1.a., 1.b. - Tiered Rent (PH & HCV)	Input options and instructions
Please describe how the income bands are structured.	
Please upload the tiered rent policy table that shows the income bands.	[Upload document]
What is the income basis for assigning households to income bands?	☐ This activity uses adjusted annual income as defined in 24 CFR 5.611 (as required for non-MTW PHAs) ☐ This activity uses a different definition of income because we are using the following MTW waivers (check all that apply) ☐ 1.r. and/or 1.s. "elimination of deductions" ☐ 1.t. and/or 1.u. "standard deductions" ☐ 1.v. and/or 1.w "alternative inclusions and exclusions"

1.c., 1.d. - Stepped Rent (PH & HCV)	Input options and instructions
Describe how the stepped rent is structured, including the following: how each household's rent will be set in the first year; how frequently rents will change and by what amount; and how the stepped rent will end (i.e., what is the maximum rent). Please	Description Stepped rent schedule [Upload document]

DRAFT

1.c., 1.d. - Stepped Rent (PH & HCV)	Input options and instructions
upload a document that presents the stepped rent schedule in the form of a table.	
If a household progresses all the way through the stepped rent schedule, what will their status be?	___ They will no longer receive a subsidy ___ They will continue to receive a shallow subsidy ___ Other\Not Applicable. [If checked]: Please explain

1.e., 1.f. - Minimum Rent (PH & HCV)	Input options and instructions
How much is the minimum rent or minimum Total Tenant Payment (TTP)?	$_____ [Note: If the MTW agency indicates they have a minimum rent that applies only to particular subgroups, as determined by responses to core questions, the question gets asked for each subgroup.]

1.g., 1.h. - Tenant Payment as a Modified Percentage of Income (PH & HCV)	Input options and instructions
What percentage of income will equal the Total Tenant Payment (TTP)?	____%
What is the income basis for calculating Total Tenant Payment?	___ This activity uses adjusted annual income as defined in 24 CFR 5.611 (as required for non-MTW PHAs) ___ This activity uses a different definition of income because we are using the following MTW waivers (check all that apply) ___ 1.r. and/or 1.s. “elimination of deductions” ___ 1.t. and/or 1.u. “standard deductions” ___ 1.v. and/or 1.w “alternative inclusions and exclusions”

1.i., 1.j. - Alternative Utility Allowance (PH & HCV)	Input options and instructions
Please describe the alternative method of calculating the utility allowances. Please explain how the method of calculating utility allowances is different from the standard method and what objective the MTW agency aims to achieve by using this alternative method.	

1.k., 1.l. - Fixed Rents/Subsidy (PH & HCV)	Input options and instructions
Describe the method used to establish the fixed rents.	
How many households are currently subject to this policy?	

Table 1.k.1, 1.l.1 - What is the fixed rent/subsidy for each of the following unit sizes?

Unit Size	Rent Amount – PH	Subsidy Amount – HCV
Studio/Efficiency	**$**	**$**
One-bedroom	**$**	**$**
Two-bedroom	**$**	**$**
Three-bedroom	**$**	**$**
Four or more bedrooms	**$**	**$**

1.m., 1.n. - Utility Reimbursements (PH & HCV)	[No custom questions for this activity.]

1.o. - Initial Rent Burden (HCV)	Input options and instructions
If the MTW agency plans to implement a new maximum income-based rent percentage (higher than 40% of adjusted monthly income), what is that maximum?	____%

1.p., 1.q. - Imputed Income (PH & HCV)	Input options and instructions
Does the imputed income policy assume a set number of hours worked per individual or per household?	(Check one) Per individual ___Per household
How many hours per week are assumed?	[Number entries between 0 and 15 or 0 and 30, as appropriate, allowed]
What is the assumed wage rate?	[Must be a number less than or equal to the federal minimum wage]

DRAFT

1.p., 1.q. - Imputed Income (PH & HCV)	Input options and instructions
How many households are currently subject to this policy?	_____ [number]

1.r., 1.s. - Elimination of Deduction(s) (PH & HCV)	Input options and instructions
Which deduction(s) will be eliminated, modified, or added?	(Check all that apply) ___ Dependent allowance ___ Unreimbursed childcare costs ___ Other (please explain)

1.t., 1.u. - Standard Deductions (PH & HCV)	Input options and instructions
How much will the single standard deduction be in the Fiscal Year?	$_____

1.v., 1.w. - Alternative Income Inclusions/Exclusions (PH & HCV)	Input options and instructions
What inclusions or exclusions will be eliminated, modified, or added?	

C.2	Payment Standards and Rent Reasonableness

2.a. - Payment Standards – Small Area Fair Market Rents (FMR) (HCV)	Input options and instructions
Please explain the payment standards by ZIP code or "grouped" ZIP codes.	

2.b. - Payment Standards – Fair Market Rents (HCV)	Input options and instructions
Please explain the payment standards by FMR.	

2.c. - Rent Reasonableness – Process (HCV)	
Describe the method used to determine rent reasonableness and the motivations for using a method different from the standard method.	

2.d. - Rent Reasonableness – Third-Party Requirement (HCV)	Input options and instructions
Please explain or upload a description of the quality assurance method.	[Upload file] options
Please explain or upload a description of the rent reasonableness determination method.	[Upload file] options

C.3	Reexaminations

3.a., 3.b. - Alternative Reexamination Schedule for Households (PH & HCV)	Input options and instructions
What is the recertification schedule?	(Check one) Once every two years Once every three years Other [If checked]: Please describe. [Text box]
How many interim recertifications per year may a household request?	___ 0 ___ 1 ___ 2 or more
Please describe briefly how the MTW agency plans to address changes in family/household circumstances under the alternative reexamination schedule.	

3.c., 3.d. - Self-Certification of Assets (PH & HCV)	Input options and instructions
Please state the dollar threshold for the self-certification of assets.	$___

DRAFT

C.4 Landlord Leasing Incentives

4.a., 4.b., 4.c. - Vacancy Loss, Damage Claims, and Other Landlord Incentives (HCV)	Input options and instructions (The same custom questions are asked for each of these activities.)
Does this policy apply to certain types of units or to all units all HCV units or only certain types of units (for example, accessible units, units in a low-poverty neighborhood, or units/landlords new to the HCV program?	___ To all units [No follow-up questions] ___ Certain types of units only [if checked, there are follow up questions]: What types of units does this policy apply to? ___ Accessible units ✔ Units in particular types of areas or neighborhoods [if checked]: Please describe these areas briefly: [Text box] ✔ Units/landlords new to the HCV program ___ Other [if checked]: Please describe briefly [Text box]
What is the maximum payment that can be made to a landlord under this policy?	one month's rent
How many payments were issued under this policy in the most recently completed PHA fiscal year?	32 [number of payments]
What is the total dollar value of payments issued under this policy in the most recently completed PHA fiscal year?	$71,061

C.5 Housing Quality Standards (HQS)

5.a. - Pre-Qualifying Unit Inspections (HCV)	Input options and instructions
How long is the pre-inspection valid for?	___ [number of days]

5.b. - Reasonable Penalty Payments for Landlords (HCV)	Input options and instructions
What is the maximum penalty payment that can be made to a landlord under this policy?	
How many penalty payments were charged under this policy in the most recently completed PHA fiscal year?	_____ [number]

5.c. - Third-Party Requirement (HCV)	Input options and instructions
Please explain or upload a description of the quality assurance method.	[Upload file] options

5.d. - Alternative Inspection Schedule (HCV)	[No custom questions for this activity.]

C.6 Short-Term Assistance

6.a., 6.b. - Short-Term Assistance (PH & HCV)	Input options and instructions
What is the term of assistance?	___ [number of months]
How is the tenant contribution established for this program?	
How many households do you expect to serve in this program in the Fiscal Year?	___ [Numerical entry only allowed]
How do you fulfill the obligation to offer participants in this program the opportunity to transition to the HCV or public housing (as applicable) program subject to availability?	
Please list any partner organizations and briefly note the services that each provides.	

DRAFT

C.7	Term-Limited Assistance

7.a., 7.b. - Term-Limited Assistance (PH & HCV)	Input options and instructions
Does the term-limited assistance MTW activity exempt any type of household or individual other than the elderly or individuals with disabilities	Yes/No [If Yes]: Please describe the conditions for exemption. [text box]
Please describe how the MTW agency supports households to prepare for the end of assistance.	[Text box]
How many households are currently subject to this policy?	_____ [number]

C.8	Increase Elderly Age

8. - Increase Elderly Age (PH & HCV)	Input options and instructions
What is the new definition of elderly?	___ years old [Numerical entry allowed between 62 - 65]

C.9	Project-Based Voucher Program Flexibilities (PBV)

9.a. - Increase PBV Program Cap (HCV)	Input options and instructions
What percentage of total authorized HCV units will be authorized for project-basing?	50 %

9.b. - Increase PBV Project Cap (HCV)	[No custom questions for this activity.]

9.c. - Elimination of PBV Selection Process for PHA-owned Projects without Improvement, Development, or Replacement (HCV)	[No custom questions for this activity.]

9.d. - Alternative PBV Selection Process (HCV)	[No custom questions for this activity.]

9.e. - Alternative PBV Unit Types (Shared Housing and Manufactured Housing) (HCV)	Input options and instructions
How many shared housing units does the MTW agency anticipate assisting in the Fiscal Year?	0 Units
How many shared housing units did the MTW agency assist in the most recently completed PHA Fiscal Year?	0 Units
How many manufactured housing units does the MTW agency anticipate assisting in the Fiscal Year?	0 Units
How many manufactured housing units did the MTW agency assist in the most recently completed PHA Fiscal Year?	0 Units

9.f. - Increase PBV Housing Assistance Payment (HAP) Contract Length (HCV)	[No custom questions for this activity.]

9.g. - Increase PBV Rent to Owner (HCV)	[No custom questions for this activity.]

9.h. - Limit Portability for PBV Units (HCV)	[No custom questions for this activity.]

C.10	Family Self-Sufficiency Program with MTW Flexibility (Traditional)

10.a. - Waive Operating a Required FSS Program (PH & HCV)	[No custom questions for this activity.]

DRAFT

10.b. - Alternative Structure for Establishing Program Coordinating Committee (PH & HCV)	Input options and instructions
Please describe the alternative structure and how it is designed to secure local resources to support an MTW Self-Sufficiency program.	[Text box]

10.c. - Alternative Family Selection Procedures (PH & HCV)	Input options and instructions
Please describe the purpose and goals of the alternative contract or locally developed agreement, and/or the MTW agency's motivation for developing its own contract or agreement.	[Text box]

10.d. - Modify or Eliminate the Contract of Participation (PH & HCV)	[No custom questions for this activity.]

10.e. - Policies for Addressing Increases in Family Income (PH & HCV)	Input options and instructions
How will the MTW agency treat increased earnings for families participating in the FSS Program with MTW flexibility?	

C.11	MTW Self-Sufficiency Program

11.a. - Alternative Family Selection Procedures (PH & HCV)	Input options and instructions
Will the MTW agency's MTW Self-Sufficiency policy make the program mandatory for anyone?	Yes/No [If Yes]: Please describe the population group for whom participation in the MTW Self-Sufficiency program is mandatory.

11.b. - Policies for Addressing Increases in Family Income (PH & HCV)	Input options and instructions
What is the policy for the increased earnings for families participating in the MTW Self-Sufficiency program?	

C.12	Work Requirement

12.a., 12.b. – Work Requirement (PH & HCV)	Input options and instructions
Does the work requirement MTW activity exempt any type of household or individual other than those required to be excluded through the MTW Operations Notice or those excluded as a reasonable accommodation?	Yes/No [If Yes]: Please describe the conditions for exemption.
What counts as "work" under this the work requirement MTW activity?	
How will the MTW agency monitor compliance with the work requirement MTW activity?	
What supportive services are offered to support households to comply with the work requirement?	
How does the agency address noncompliance with the work requirement policy?	
How many households are currently subject to the policy?	_____ [number]
How many households in the most recently completed PHA fiscal year were sanctioned for non-compliance with the work requirement?	_____ [number]

C.13	Public Housing as an Incentive for Economic Progress

DRAFT

13. - Public Housing as an Incentive for Economic Progress (PH)	Input options and instructions
How many months will households be able to remain in a unit while over income?	_____ [number]

C.14	Moving On Policy

14.a. - Waive Initial HQS Inspection Requirement (HCV)	[No custom questions for this activity.]

14.b. - Allow Income Calculations from Partner Agencies (PH and HCV)	[No custom questions for this activity.]

14.c. - Aligning Tenant Rents and Utility Payments Between Partner Agencies (PH & HCV)	[No custom questions for this activity.]

C.15	Acquisition without Prior HUD Approval

15. - Acquisition without Prior HUD Approval (PH)	[No custom questions for this activity.]

C.16	Deconcentration of Poverty in Public Housing Policy

16. - Deconcentration of Poverty in Public Housing (PH)	[No custom questions for this activity.]

C.17	Local, Non-Traditional (LNT) Activities

17.a. - Rental Subsidy Programs	Input options and instructions
Does the MTW activity apply to all LNT units/properties?	___ The MTW activity applies to all units/properties ___ The MTW activity applies to specific units/properties *If the agency selects "The MTW activity applies to specific LNT units/properties" then it is presented the follow up question:* Describe which LNT units/properties participate in the MTW activity?

Table 17.a.1 - For each third-party partner, please complete the information in the following table.

Third-party Partner	Type of Services the Partner Provides	# of Units Allocated to that Partner for the Fiscal Year

17.b. - Service Provision	Input options and instructions
What types of services is the MTW agency providing?	
How many households did the PHA provide services to in the most recently completed PHA Fiscal Year through this activity?	___ [number]

DRAFT

17.b. - Service Provision	Input options and instructions
Does the MTW activity apply to all LNT units/properties?	___ The MTW activity applies to all units/properties ___ The MTW activity applies to specific units/properties *If the agency selects "The MTW activity applies to specific LNT units/properties" then it is presented the follow up question:* Describe which LNT units/properties participate in the MTW activity? [Text box]
Are any families receiving services only (i.e., services only and no housing assistance provided by the PHA)?	Yes/No [If yes, answer question below.] ____ # of persons receiving LNT services only in the most recently completed PHA fiscal year.

17.c. - Housing Development Programs

For each LNT housing development that the MTW agency will commit funds to or spend funds on in this Fiscal Year, in Table 17.c.1 below please add the name of the development to one column heading and then provide the requested information, including the MTW agency role (Acquisition, Rehabilitation, or New Construction), the type of MTW agency financing (Gap Financing, Tax Credit Partnership, Other), and the total number of affordable units in the development. If possible, please provide a breakdown of the number of affordable units by level of affordability.

Table 17.c.1 - Housing Development Programs that the MTW Agency plans to commit Funds to in Fiscal Year [autofill upcoming year]

Question	[add name of development and address]	[add name of development and address]	[add name of development and address]	[add name of development and address]
MTW Role: Acquisition, Rehabilitation, New Construction?				
Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other				
Number of Affordable Units				
Total Number of Units				
Number of Units by Affordability				
• 80% of AMI				
• 60% of AMI				
• 30% of AMI				
• Other				

Housing Development Programs that the MTW Agency plans to spend funds on in the Fiscal Year [autofill upcoming year]

DRAFT

Question	[add name of development and address]	[add name of development and address]	[add name of development and address]	[add name of development and address]
MTW Role: Acquisition, Rehabilitation, New Construction?				
Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other				
Number of Affordable Units				
Total Number of Units				
Number of Units by Affordability				
• 80% of AMI				
• 60% of AMI				
• 30% of AMI				
• Other				

For each LNT housing development that the MTW agency committed funds to or spent funds on in the most recently completed Fiscal Year, please add the name of the development to one column in Table 17.c.2 below heading and then provide the requested information, including the MTW agency role (Acquisition, Rehabilitation, or New Construction), the type of MTW agency financing (Gap Financing, Tax Credit Partnership, Other), and the total number of affordable units in the development. If possible, please provide a breakdown of the number of affordable units by level of affordability.

Table 17.c.2 - Housing Development Programs that the MTW Agency committed funds to in prior Fiscal Year [autofill previous year]

Question	[add name of development and address]	[add name of development and address]	[add name of development and address]	[add name of development and address]
MTW Role: Acquisition, Rehabilitation, New Construction?				
Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other				
Number of Affordable Units				
Total Number of Units				
Number of Units by Affordability				
• 80% of AMI				
• 60% of AMI				
• 30% of AMI				
• Other				

Housing Development Programs that the MTW Agency spent funds on in prior Fiscal Year [autofill previous year]

DRAFT

Question	[add name of development and address]	[add name of development and address]	[add name of development and address]	[add name of development and address]
MTW Role: Acquisition, Rehabilitation, New Construction?				
Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other				
Number of Affordable Units				
Total Number of Units				
Number of Units by Affordability				
• 80% of AMI				
• 60% of AMI				
• 30% of AMI				
• Other				

D.	**Safe Harbor Waivers.**
D.1	**Safe Harbor Waivers seeking HUD Approval:** The MTW Operations Notice describes a simplified process for MTW agencies to implement MTW activities outside of the safe harbors described in Appendix I. For each Safe Harbor Waiver request, a document that includes the following information must be provided: (a) the name and number of the MTW Waiver and associated activity for which the MTW agency is seeking to expand the safe harbor, (b) the specific safe harbor and its implementing regulation, (c) the proposed MTW activity the MTW agency wishes to implement via this Safe Harbor Waiver, (d) a description of the local issue and why such an expansion is needed to implement the MTW activity, (e) an impact analysis, (f) a description of the hardship policy for the MTW activity, if applicable, and (g) a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement. Will the MTW agency submit request for approval of a Safe Harbor Waiver this year? ___ No ___ Yes [If yes, upload required information in a-g above for each Safe Harbor Waiver request]
E.	**Agency-Specific Waivers.**
E.1	**Agency-Specific Waivers for HUD Approval:** The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, flexibilities beyond those provided for in Appendix I may be needed. Agency-Specific Waivers may be requested if an MTW agency wishes to implement additional activities, or waive a statutory and/or regulatory requirement not included in Appendix I. In order to pursue an Agency-Specific Waiver, an MTW agency must include an Agency-Specific Waiver request, an impact analysis, and a hardship policy (as applicable), and respond to all of the mandatory core questions as applicable. For each Agency-Specific Waiver(s) request, please upload supporting documentation, that includes: a) a full description of the activity, including what the agency is proposing to waive (i.e., statute, regulation, and/or Operations Notice), b) how the initiative achieves one or more of the 3 MTW statutory objectives, c) a description of which population groups and household types that will be impacted by this activity, d) any cost implications associated with the activity, e) an implementation timeline for the initiative, f) an impact analysis, g) a description of the hardship policy for the initiative, and h) a copy of all comments

DRAFT

	received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement. Will the MTW agency submit a request for approval of an Agency-Specific Waiver this year? ✔ No [If no, skip to E.2] Yes [If yes, please provide a title and upload required information in a-h above for each Agency-Specific Waiver request]
E.2	**Agency-Specific Waiver(s) for which HUD Approval has been Received:** For each previously approved Agency-Specific Waiver(s), a set of questions will populate. Does the MTW agency have any approved Agency-Specific Waivers? Yes [If yes, then the following questions will pop up for each Agency-Specific Waiver approved in Section E.1 in a previous submission; the titles will be prepopulated] [Yes/No/Discontinued] Has there been a change in how the waiver is being implemented from when it was originally approved? [If Yes]: If there has been a change, please provide a description of what has changed. [If Discontinued]: 1) If this waiver has been discontinued, please provide a description of the final outcomes and lessons learned from implementing this Activity at your PHA. 2) If the MTW Agency was previously required to prepare an impact analysis, was a final impact analysis prepared at the time of discontinuation. ✔ No [If no, question set concludes]

F.	**Public Housing Operating Subsidy Grant Reporting.**
F.1	Please provide the public housing Operating Subsidy grant information in the table below for Operating Subsidy grants appropriated in each Federal Fiscal Year the PHA is designated an MTW PHA.

Federal Fiscal Year (FFY)	Total Operating Subsidy Authorized Amount	How Much PHA Disbursed by the 9/30 Reporting Period	Remaining Not Yet Disbursed	Deadline
2021	$	$	$	9/30/2029
2022	$ 309099	$ 309099	$ 0	9/30/2030
2023	$ 394529	$ 394529	$ 0	9/30/2031
2024	$ 407426	0	407426	9/30/2032

G.	**MTW Statutory Requirements.**
G.1	**75% Very Low Income – Local, Non-Traditional.** HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW agency are very low-income for MTW public housing units and MTW HCVs through HUD systems. The MTW PHA must provide data for the actual families housed upon admission during the PHA's most recently completed Fiscal Year for its Local, Non-Traditional program households.

DRAFT

Income Level	Number of Local, Non-Traditional Households Admitted in the Fiscal Year*
80%-50% Area Median Income	#
49%-30% Area Median Income	#
Below 30% Area Median Income	#
Total Local, Non-Traditional Households	#

*Local, non-traditional income data must be provided in the MTW Supplement form until such time that it can be submitted in IMS-PIC or other HUD system.

G.2 Establishing Reasonable Rent Policy.

Question	Input options and instructions
Has the MTW agency established a rent reform policy to encourage employment and self-sufficiency?	Yes/No [If Yes]: please describe the MTW agency's plans for its future rent reform activity and the implementation time line.

G.3 Substantially the Same (STS) – Local, Non-Traditional.

Questions	Input options and instructions
Please provide the total number of unit months that families were housed in a local, non-traditional rental subsidy for the prior full calendar year.	___ # of unit months
Please provide the total number of unit months that families were housed in a local, non-traditional housing development program for the prior full calendar year.	___ # of unit months
How many units, developed under the local, non-traditional housing development activity, were available for occupancy during the prior full calendar year (by bedroom size)?	Please include only those units that serve households **at or below 80% of AMI** in the table provided.

PROPERTY NAME/ADDRESS	0/1 BR	2 BR	3 BR	4 BR	5 BR	6+ BR	TOTAL UNITS	POPULATION TYPE*	# of Section 504 Accessible (Mobility)**	# of Section 504 Accessible (Hearing/ Vision)	Was this Property Made Available for Initial Occupancy during the Prior Full Calendar Year?	What was the Total Amount of MTW Funds Invested into the Property?
Name/Address	#	#	#	#	#	#	#	Type (below)	#	#	Y/N	$
Name/Address	#	#	#	#	#	#	#	Type (below)	#	#	Y/N	$
Name/Address	#	#	#	#	#	#	#	Type (below)	#	#	Y/N	$
Totals	#	#	#	#	#	#	#		#	#		

* User will select one of the following from the "Population Type" dropdown box: General, Elderly, Disabled, Elderly/Disabled, Other

If the "Population Type" of is Other is selected, please state the Property Name/Address and describe the population type. [Text box]

** The federal accessibility standard under HUD's Section 504 regulation is the Uniform Federal Accessibility Standards (UFAS) for purposes of Section 504 compliance. HUD recipients may alternatively use the 2010 ADA Standards for Accessible Design under Title II of the ADA, except for certain specific identified provisions, as detailed in HUD's Notice on "Instructions for use of alternative accessibility standard," published in the Federal Register on May 23, 2014 ("Deeming Notice") for purposes of Section 504 compliance, https://www.govinfo.gov/content/pkg/FR-2014-05-23/pdf/2014-11844.pdf. This would also include adaptable units as defined by HUD's Section 504 regulation (See 24 CFR § 8.3 and § 8.22).

DRAFT

G.4	Comparable Mix (by Family Size) – Local, Non-Traditional.

In order to demonstrate that the MTW statutory requirement of "maintaining a comparable mix of families (by family size) are served, as would have been provided had the amounts not been used under the demonstration" is being achieved, the MTW agency will provide information for its most recently completed Fiscal Year in the following table.

Local, non-traditional family size data must be provided in the MTW Supplement form until such time that it can be submitted in IMS-PIC or other HUD system.

Family Size:	Occupied Number of Local, Non-Traditional units by Household Size
1 Person	#
2 Person	#
3 Person	#
4 Person	#
5 Person	#
6+ Person	#
Totals	#

G.5	Housing Quality Standards.
	Certification is included in MTW Certifications of Compliance for HCV and local, non-traditional program. The public housing program is monitored through physical inspections performed by the Real Estate Assessment Center (REAC).

H.	Public Comments.

H.1	Input options and instructions
Please provide copy of all comments received by the public, Resident Advisory Board, and tenant associations.	Upload Attachment
Please attach a narrative describing the MTW agency's analysis of the comments and any decisions made based on these comments.	Upload Attachment
If applicable, was an additional public hearing held for an Agency-Specific Waiver and/or Safe Harbor waiver?	___ Yes ___ No X__ N/A
If yes, please attach the comments received along with the MTW agency's description of how comments were considered.	Upload Attachment

I	Evaluations.
I.1	Please list any ongoing and completed evaluations of the MTW agency's MTW policies, that the PHA is aware of, including the information requested in the table below. In the box "title and short description," please write the title of the evaluation and a brief description of the focus of the evaluation.

Question	Input options and instructions
Does the PHA have an agency-sponsored evaluation?	Yes/No [If Yes]: Please complete the table below.

DRAFT

Table I.1 - Evaluations of MTW Policies

Title and short description	Evaluator name and contact information	Time period	Reports available
Landlord Incentives Cohort 4	ABT Associates	5 year ending 2026	none yet

J	MTW Certifications of Compliance.
J.1	The MTW agency must execute the MTW Certifications of Compliance form and submit as part of the MTW Supplement submission to HUD. Certification is provided below.

DRAFT

MTW CERTIFICATIONS OF COMPLIANCE

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING

Certifications of Compliance with Regulations:
Board Resolution to Accompany the MTW Supplement to the Annual PHA Plan

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairperson or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the MTW Supplement to the Annual PHA Plan for the MTW PHA Fiscal Year beginning (**10/01/2025**), hereinafter referred to as "the MTW Supplement", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the MTW Supplement and implementation thereof:

(1) The PHA made the proposed MTW Supplement and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the MTW Supplement and invited public comment.

(2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board(s) or tenant associations, as applicable) before approval of the MTW Supplement by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the annual MTW Supplement.

(3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).

(4) The MTW PHA will carry out the MTW Supplement in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), the Violence Against Women Act (34 U.S.C. § 12291 et seq.), and all regulations implementing these authorities; and other applicable Federal, State, and local civil rights laws.

(5) The MTW Supplement is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.

(6) The MTW Supplement contains a signed certification by the appropriate State or local official (form HUD-50077-SL) that the Plan is consistent with the applicable Consolidated Plan, which includes any applicable fair housing goals or strategies for the MTW PHA's jurisdiction and a description of the way the MTW Supplement is consistent with the applicable Consolidated Plan (24 CFR 91.2, 91.225, 91.325, and 91.425).

(7) The MTW PHA will affirmatively further fair housing in compliance with the Fair Housing Act, 24 CFR 5.150 et. seq, 24 CFR 903.7(o), and 24 CFR 903.15, which means that it will take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing requires meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. 24 CFR 5.151. The MTW PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.

(8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.

(9) In accordance with the Fair Housing Act and Act's prohibition on sex discrimination, which includes sexual orientation and gender identity, and 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not base a determination of eligibility for housing based on actual or perceived sexual orientation, gender identity, or marital status and will not otherwise discriminate because of sex (including sexual orientation and gender identity), will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.

(10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, 'Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped' for people with physical disabilities.

(11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

(12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.

(13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment.

(14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

DRAFT

(15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

(16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.

(17) With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.

(18) The MTW PHA will keep records in accordance with 2 CFR 200.333-200.337 and facilitate an effective audit to determine compliance with program requirements.

(19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.

(20) The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200.

(21) The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of housing quality standards as required in PIH Notice 2011-45, or successor notice, for any local, non-traditional program units. The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982, for any Housing Choice Voucher units under administration.

(22) The MTW PHA will undertake only activities and programs covered by the Moving to Work Operations Notice in a manner consistent with its MTW Supplement and will utilize covered grant funds only for activities that are approvable under the Moving to Work Operations Notice and included in its MTW Supplement. MTW Waivers activities being implemented by the agency must fall within the safe harbors outlined in Appendix I of the Moving to Work Operations Notice and/or HUD approved Agency-Specific or Safe Harbor Waivers.

(23) All attachments to the MTW Supplement have been and will continue to be available at all times and all locations that the MTW Supplement is available for public inspection. All required supporting documents have been made available for public inspection along with the MTW Supplement and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its MTW Supplement and will continue to be made available at least at the primary business office of the MTW PHA and should be made available electronically, upon request.

DRAFT

Lake County Housing Authority	IL 056
MTW PHA NAME	***MTW PHA NUMBER/HA CODE***

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

Lorraine Hocker	Secretary/Treasurer of the Board
NAME OF AUTHORIZED OFFICIAL	***TITLE***
SIGNATURE	***DATE***

* ***Must be signed by either the Chairperson or Secretary of the Board of the MTW PHA's legislative body. This certification cannot be signed by an employee unless authorized by the MTW PHA Board to do so. If this document is not signed by the Chairperson or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.***

TABLE 1. GUIDE

- Core questions - An “X” in this column means that these are the set of core questions that are relevant for every waiver/activity.
- Custom questions - An “X” in this column means that these are questions that are specific to a particular activity. Not every activity will have custom questions.
- Safe Harbor - An "X" in this column means that the activity as described in Appendix 1 of the Operations Notice includes a set of Safe Harbor provisions.
- Impact Analysis - An "X" in this column means that the activity as described in Appendix 1 of the Operations Notice requires the PHA to conduct an impact analysis. This impact analysis must be submitted to HUD via the MTW Supplement; thus, the Supplement should include some statement regarding the requirement and an opportunity for the PHA to upload the impact analysis. The Operations Notice also states that an updated impact analysis must be attached to the MTW Supplement in each subsequent year.
- Hardship Policy - An "X" in this column means that the activity as described in Appendix 1 of the Operations Notice requires the PHA to establish a hardship policy. The hardship policy must be submitted to HUD via the MTW Supplement; thus, the Supplement should include some statement regarding the requirement and an opportunity for the PHA to upload the hardship policy. PHA must still grant reasonable accommodation requests related to all activities even if the hardship policy is not in place.

TABLE 1. MTW ACTIVITIES QUESTIONS FOR THE MTW SUPPLEMENT

Section/Question	Core Questions	Custom Questions	Safe Harbor	Impact Analysis	Hardship Policy
1. Tenant Rent Policies					
a. Tiered Rent (PH)	X	X	X		
b. Tiered Rent (HCV)	X	X	X		
c. Stepped Rent (PH)	X	X	X	X	X
d. Stepped Rent (HCV)	X	X	X	X	X
e. Minimum Rent (PH)	X	X	X	X	X
f. Minimum Rent (HCV)	X	X	X	X	X
g. Total Tenant Payment as a Percentage of Gross Income (PH)	X	X	X	X	X
h. Total Tenant Payment as a Percentage of Gross Income (HCV)	X	X	X	X	X
i. Alternative Utility Allowance (PH)	X	X	X		
j. Alternative Utility Allowance (HCV)	X	X	X		
k. Fixed Rents (PH)	X	X	X		
l. Fixed Subsidy (HCV)	X	X	X		
m. Utility Reimbursements (PH)	X				
n. Utility Reimbursements (HCV)	X				
o. Initial Rent Burden (HCV)	X	X	X	X	
p. Imputed Income (PH)	X	X	X	X	X
q. Imputed Income (HCV)	X	X	X	X	X
r. Elimination of Deduction(s) (PH)	X	X		X	X
s. Elimination of Deduction(s) (HCV)	X	X		X	X
t. Standard Deductions (PH)	X	X			
u. Standard Deductions (HCV)	X	X			
v. Alternative Income Inclusions/Exclusions (PH)	X	X			
w. Alternative Income Inclusions/Exclusions (HCV)	X	X			
2. Payment Standards and Rent Reasonableness					
a. Payment Standards- Small Area Fair Market Rents (HCV)	X	X	X	X	X
b. Payment Standards- Fair Market Rents (HCV)	X	X	X	X	X

DRAFT

Section/Question	Core Questions	Custom Questions	Safe Harbor	Impact Analysis	Hardship Policy
c. Rent Reasonableness – Process (HCV)	X	X			
d. Rent Reasonableness – Third-Party Requirement (HCV)	X	X			
3. Reexaminations					
a. Alternative Reexamination Schedule for Households (PH)	X	X	X	X	X
b. Alternative Reexamination Schedule for Households (HCV)	X	X	X	X	X
c. Self-Certification of Assets (PH)	X	X	X		
d. Self-Certification of Assets (HCV)	X	X	X		
4. Landlord Leasing Incentives					
a. Vacancy Loss (HCV-Tenant-based Assistance)	X	X	X		
b. Damage Claims (HCV-Tenant-based Assistance)	X	X	X		
c. Other Landlord Incentives (HCV-Tenant-based Assistance)	X	X	X		
5. Housing Quality Standards (HQS)					
a. Pre-Qualifying Unit Inspections (HCV)	X	X	X		
b. Reasonable Penalty Payments for Landlords (HCV)	X	X	X		
c. Third-Party Requirement (HCV)	X	X			
d. Alternative Inspection Schedule (HCV)	X		X		
6. Short-Term Assistance					
a. Short-Term Assistance (PH)	X	X	X		
b. Short-Term Assistance (HCV)	X	X	X		
7. Term-Limited Assistance					
Term-Limited Assistance (PH)	X	X	X	X	X
Term-Limited Assistance	X	X	X	X	X
8. Increase Elderly Age (PH & HCV)	X	X	X		
9. Project-Based Voucher Program Flexibilities					
a. Increase PBV Program Cap (HCV)	X	X	X		
b. Increase PBV Project Cap (HCV)	X		X		
c. Elimination of PBV Selection Process for PHA-owned Projects Without Improvement, Development, or Replacement (HCV)	X				
d. Alternative PBV Selection Process (HCV)	X				
e. Alternative PBV Unit Types (Shared Housing and Manufactured Housing) (HCV)	X	X			
f. Increase PBV HAP Contract Length (HCV)	X		X		
g. Increase PBV Rent to Owner (HCV)	X				
h. Limit Portability for PBV Units (HCV)	X				
10. Family Self-Sufficiency Program with MTW Flexibility					
a. Waive Operating a Required FSS Program (PH & HCV)	X		X		

DRAFT

Section/Question	Core Questions	Custom Questions	Safe Harbor	Impact Analysis	Hardship Policy
b. Alternative Structure for Establishing Program Coordinating Committee (PH & HCV)	X	X	X		
c. Alternative Family Selection Procedures (PH & HCV)	X	X	X		
d. Modify or Eliminate the Contract of Participation (PH & HCV)	X	X	X		
e. Policies for Addressing Increases in Family Income (PH & HCV)	X	X	X		
11. MTW Self-Sufficiency Program					
a. Alternative Family Selection Procedures (PH & HCV)	X	X	X		
b. Policies for Addressing Increases in Family Income (PH & HCV)	X	X	X		
12. Work Requirement					
a. Work Requirement (PH)	X	X	X	X	X
b. Work Requirement (HCV)	X	X	X	X	X
13. Use of Public Housing as an Incentive for Economic Progress (PH)	X		X		
14. Moving on Policy					
a. Waive Initial HQS Inspection Requirement (HCV)	X		X		
b. Allow Income Calculations from Partner Agencies (PH & HCV)	X		X		
c. Aligning Tenant Rents and Utility Payments Between Partner Agencies (PH & HCV)	X		X		
15. Acquisition without Prior HUD Approval (PH)	X	X			
16. Deconcentration of Poverty in Public Housing Policy (PH)	X				
17. Local, Non-Traditional Activities					
a. Rental Subsidy Programs	X	X	X		
b. Service Provision	X	X	X		
c. Housing Development Programs	X	X	X		

DRAFT

Instructions for Preparation of Form HUD-50075-MTW, MTW Supplement to the Annual PHA Plan

The instructions below detail how to complete the MTW Supplement. These instructions will not appear in the fillable form.

Note about file uploads: PHAs can upload PDF or Word documents. Files should be named with the following naming convention: PHA code, Fiscal Year (FY), and short name for the policy/item. Some examples would be CA789FY21RentHardship for a rent hardship policy, CA789FY21ImpactAnalysis for an impact analysis that is applicable to multiple MTW activities, and CA789FY21MTWCertofCompliance for the MTW Certifications of Compliance.

A. PHA Information. All PHAs must complete this section.

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/DD/YYYY), **MTW Cohort Number**, and **MTW Supplement Submission Type**.

B. Narrative. All MTW agencies must complete this section.

B.1 MTW Supplement Narrative.

Provide a written description of how the MTW agency seeks to address the three statutory objectives during the coming year. Those three statutory objectives are: (1) to reduce cost and achieve greater cost effectiveness in federal expenditures; (2) to give incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, educational or other programs that assist in obtaining employment and becoming economically self-sufficient; (3) and to increase housing choices for low-income families.

The narrative provides the PHA an opportunity to explain to the public, and the families that it serves, its MTW plans and goals for the coming Fiscal Year.

C. MTW Waivers.

Core Questions. All MTW activities found in Section C require responses to the same common questions.

Narrative. Describe the activity, the agency's goals for this activity, and, if applicable, how this activity contributes to a larger initiative.

Statutory Objective. Indicate which of the MTW statutory objectives this activity serves; each activity may serve one or more objectives. The three statutory objectives are housing choice, self-sufficiency, and cost effectiveness. Check all that apply.

Cost Implications. State the cost implications of each activity. Choose the best description of the cost implications based on what is known at the time of completing the MTW Supplement. Indicate which categories best describe the cost implications of the activity from among the following choices: neutral (no cost implications), increased revenue, decreased revenue, increased costs, decreased costs. Check all that apply. For instance, an activity may increase revenue, increase costs, and therefore be cost neutral. Alternatively, an activity may simply increase costs.

Different versions. Indicate whether there will be different policies for different household statuses, family types, or locations (public housing developments or HCV properties). If [Yes] is checked, questions will pop up which allow the MTW agency to explain which household statuses, family types, and/or locations will be affected. If [No] is checked, the respondent will move on to the next question. The agency will be able to indicate if a policy is different for one or more of these areas.

For example, if an MTW agency chooses to apply a Tenant Rent Policy to only non-elderly, non-disabled families, and not to the elderly or disabled, then it would check [Yes] and then receive the subsequent items that allow the agency to indicate what types of households and family types are affected by the activity.

Household status. MTW Agency's must indicate what type of household to which the activity applies. Household types means the following types: new admissions only, currently assisted households only, or new admissions and currently assisted households.

DRAFT

Family Types: Family types mean the following: non-elderly, non-disabled families; elderly families; disabled families; or other specifically defined target populations.

Location. The MTW agency indicates if the activity is or will be implemented at all or only at certain locations. Depending on if responses are being provided for a public housing (PH) or HCV activity, the agency will either see questions applicable to PH or HCV. For PH, the questions will be about developments and for HCV the questions will be about tenant-based units and properties with project-based vouchers. The agency must check the applicable response for all or specific. If the response is for specific locations, then the agency will be asked to provide the details.

PHAs may develop one comprehensive hardship policy to cover all MTW activities requiring a hardship policy, which would only need to be uploaded once.

Safe Harbor Waiver. PHAs must indicate if a Safe Harbor Waiver is needed to implement this policy as described. If yes, then the MTW Agency is asked the following: what is the status of the Safe Harbor Waiver Request? PHAs must indicate if the waiver request is being submitted for review with this submission of the MTW Supplement (see Section D), or if the waiver was previously approved. If the latter is checked (the waiver was previously approved), then the PHA must describe the extent to which the Safe Harbor Waiver is supporting the PHA's goal in implementing this activity.

Hardship policy. The MTW Operations Notice requires agencies to adopt written policies for determining when a requirement or provision of the MTW activity constitutes a financial or other hardship for the family. If applicable for the activity, please upload the hardship policy associated with this activity. Hardship policies may be applicable to multiple MTW Activities. Only upload Hardship Policy once if said Hardship Policy applies to multiple Activities. Reference Table 1 for specificity on when a hardship policy is required.

Modification of hardship policy. PHAs must indicate if the hardship policy has been modified since the last submission of the MTW Supplement. PHAs must check yes or no. If yes, then the respondent is asked: why has the MTW agency modified the hardship policy? The PHA will use the provided text box to describe the modifications.

Number of hardship requests. PHAs must indicate the number of hardship requests that have been received for each applicable activity in the most recently completed PHA fiscal year.

PHAs are legally required to provide reasonable accommodations to their MTW requirements, provisions, or policies, or any component of those requirements, provisions, and policies, following the same standards and processes that generally apply to reasonable accommodations.

Impact analysis. The MTW Operations Notice requires agencies to analyze and put into writing the various impacts of the MTW activity if it is required for the MTW activity. Please upload the impact analysis that has been prepared related to this activity, if applicable. An impact analysis may be applicable to multiple MTW Activities. Only upload Impact Analysis once if said Impact Analysis applies to multiple Activities. Reference Table 1 for specificity on when an impact analysis is required.

Description of accomplishments or changes in implementation. Provide a description, based on the Fiscal Year goals as listed in the activity's previous Fiscal Year's narrative, about what has been accomplished or changed during the implementation.

Discontinuation of activity. If the PHA selects "Will be Discontinued in the Submission Year" or "Was Discontinued in a previous Submission Year" in the screener, a question will be displayed that asks for an explanation as to why the activity was discontinued or will be discontinued. The PHA should explain why the activity was or will be discontinued. If the activity has already been discontinued, the PHA should include the final outcomes and lessons learned. If the activity was discontinued in a previous submission year, the PHA should state which year the activity was discontinued in.

Custom Questions. Some MTW activities require responses to custom questions that are specific only to that activity. Some MTW activities contain no custom questions. Respondents must answer each of the custom questions, which will only appear if the PHA is opting to implement the MTW activity in the coming Fiscal Year.

Information for how to answer each custom question is included in the 'input options and instructions' column for each MTW activity.

D. Safe Harbor Waivers.

DRAFT

D.1: Safe Harbor Waivers seeking HUD Approval. The MTW Operations Notice describes a simplified process for MTW agencies to implement MTW activities outside of the safe harbors described in Appendix I For each Safe Harbor Waiver request, a document that includes the following must be provided: a) the name and activity number of the MTW Waiver for which the PHA is seeking to expand the safe harbor, b) the specific safe harbor and its implementing regulation, c) the proposed policy the PHA wishes to implement via this waiver, d) a description of the local issue and why such an expansion is needed to implement the activity, e) an impact analysis, f) a description of the hardship policy for the initiative, and g) a copy of all comments received at the public hearing a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.

E. Agency-Specific Waivers.

E.1: Agency-Specific Waivers Submitted for HUD Approval. The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, flexibilities beyond those provided for in Appendix I may be needed. Agency-Specific Waivers may be requested if an MTW agency wishes to implement additional activities, waive a statutory or regulatory requirement not included in Appendix I.

In order to pursue an Agency-Specific Waiver, an MTW agency must include an Agency-Specific Waiver request, an impact analysis, and a hardship policy (as applicable).

For each Agency-Specific Waiver(s) request, please provide a title and upload supporting documentation, that includes: a) a full description of the activity, including what the agency is proposing to waive (i.e., statute, regulation, and/or Operations Notice), b) how the initiative achieves one or more of the 3 MTW statutory objectives, c) a description of which population groups and household types that will be impacted by this activity, d) any cost implications associated with the activity, e) an implementation timeline for the initiative; f) an impact analysis, g) a description of the hardship policy for the initiative, and h) a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.

A PHA planning to pursue an Agency-Specific Waiver is encouraged to read Section 4.c. of the MTW Operations Notice prior to filling out this section of the MTW Supplement.

E.2: Agency-Specific Waiver(s) for which HUD Approval has been Received. For each previously approved Agency-Specific Waiver(s), a set of questions will populate. Does the agency have any approved agency-specific waivers? If yes, the title previously provided in Section E.1 will prepopulate and ask if there has been a change in how the Agency-Specific Waivers is being implemented from when it was originally approved or if it has been discontinued. For changes, the PHA will need to provide a description of what has changed. If it has been discontinued, the PHA will need to provide a description about the final outcomes and lessons learned, as well as whether a final impact analysis was prepared at the time of discontinuation if one was previously required.

F. Public Housing Operating Subsidy Grant Reporting

F.1: Public Housing Operating Subsidy Grant Reporting. PHAs must fill out this table if it receives public housing Operating Subsidy grant funding from HUD. Only public housing Operating Subsidy grant funding awarded in the year the PHA is designated an MTW agency and beyond must be reported in this table. Additional rows must be added for Federal Fiscal Years beyond 2023, as applicable.

The federal account closing law applies to time-limited funds appropriated by Congress during the annual appropriations act process. For the public housing Operating Fund, PHAs must expend federal funds no more than five (5) years after the period of availability for obligation expires. After this 5-year period, the account closes, and the funds are no longer available for any purpose. For public housing Operating Subsidy grant funding, the period of availability for obligation ends at the end of the fourth Federal Fiscal Year (i.e., the period of availability for obligation of FY 2021 funds ends 9/30/2024). Pursuant to the account closing law, PHAs must expend all Operating Subsidy grant amounts within five years of this date (i.e., for FY 2021 funds, the account will close, and funds will no longer be legally available for any purpose on 9/30/2029).

G. MTW Statutory Requirements.

General. HUD will verify compliance with the statutory requirements G.1, G.3, and G.4 for public housing units and HCV units through HUD systems. In addition, agencies are to report compliance with the same requirements for Local, Non-Traditional

DRAFT

Households in the tables provided in this section. Once HUD systems are capable of capturing this data then this will no longer need to be reported through the MTW Supplement.

G.1: 75% Very Low Income. All PHAs must fill out the table in G.1. The MTW PHA must provide data for the actual families housed upon admission during the PHA's most recently completed Fiscal Year for its local, non-traditional program households. For instance, a PHA submitting its MTW Supplement to the FY2020 Annual PHA Plan should include its Fiscal Year (FY) 2018 local, non-traditional data since this is the most recently completed Fiscal year. Only local, non-traditional new admissions should be included in the table. If a PHA houses no local, non-traditional households, then zeros must be inputted into the table.

HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW PHA are very low income for public housing and HCV programs through existing HUD systems.

G.2: Establishing Reasonable Rent Policy. All PHAs must fill out section G.2. Per the MTW Operations Notice, all activities falling under the Tenant Rent Policies category (Section C.1 of the MTW Supplement) or the Alternative Reexamination Schedule category (Section C.3 of the MTW Supplement), detailed in the Appendix of the MTW Operations Notice, meet the definition of a reasonable rent policy.

MTW agencies are reminded that the Rent Determination section of the PHA Plan should be reflective of MTW reasonable rent policies where applicable. From the PHA Plan: "Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d)).

G.3: Substantially the Same (STS). All PHAs must fill out section G.3. The number of local, non-traditional families served must be provided by month for the most recently completed Calendar Year. If a PHA houses no local, non-traditional families, then zeros must be inputted into the table. The additional information on Local, Non-Traditional development units must be provided for each development.

HUD will verify compliance with the STS statutory requirement for public housing and HCV programs through existing HUD systems.

G.4: Comparable Mix (by Family Size). All PHAs must fill out section G.4. In order to demonstrate that the statutory objective of "maintaining a comparable mix of families (by family size) are served, as would have been provided had the amounts not been used under the demonstration" is being achieved, the PHA will provide family size (i.e., not bedroom size) data in the table for the most recently completed Fiscal Year. For instance, a PHA submitting its MTW Supplement to the FY2021 Annual PHA Plan should include its FY 2019 local, non-traditional data since this is the most recently completed Fiscal Year. If a PHA houses no local, non-traditional household, then zeros must be inputted into the table.

HUD will verify compliance with the comparable mix statutory requirement for public housing and HCV programs through existing HUD systems.

G.5: Housing Quality Standards. PHAs are not required to enter any information into section G.5. This statutory requirement is certified to in the MTW Certifications of Compliance form for the HCV and local, non-traditional housing programs. The public housing program is monitored by HUD through the Public Housing Assessment System (PHAS) Physical Subsystem, or successor, despite the MTW PHA being exempt from an overall designation.

H. Public Comments.

H.1: Public Comments. All PHAs are required, per the Annual PHA Plan regulations, to go through a public process prior to submitting the MTW Supplement to HUD. The MTW agency must consider, in consultation with the Resident Advisory Board (RAB) and tenant association, as applicable, all of the comments received at the public hearing. The comments received by the public, RABs, and tenant associations must be submitted by the MTW agency, along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.

As described above, PHAs must submit comments and responses for all Safe Harbor and Agency-Specific Waivers, which are to be held in an additional public meeting.

The public comment process must include the Supplement and all uploaded attachments.

DRAFT

I. Evaluations

I.1: Evaluations. The MTW agency should fill in Table I.1, listing each evaluation of the MTW policies and providing contact information for the evaluator, the time period of the evaluation, and the names of available reports. The MTW agency should list internal evaluations that result in reports that could be shared upon request but may leave off evaluations meant for internal use only. The MTW agency should list all third-party evaluations, as applicable.

J. MTW Certifications of Compliance.

J.1: MTW Certifications of Compliance Form. The format for submission of the required MTW Certifications of Compliance is provided in this Form MTW Supplement. The preamble to the MTW Certifications of Compliance directs the MTW PHA to fill in the beginning of the Fiscal Year for which the certification is being made. This should be provided as the first day of the Fiscal Year to be covered by the Annual PHA Plan (for example, a FY2021 Annual PHA Plan for an MTW PHA with a Fiscal Year of January 1 – December 31, this would be January 1, 2021).

The MTW Certifications of Compliance must be signed by either the Chairperson or Secretary of the Board of the MTW PHA's legislative body. This certification cannot be signed by an employee unless authorized by the MTW PHA Board to do so. If this document is not signed by the Chairperson or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.

The MTW Certifications of Compliance must be submitted to HUD as part of the MTW Supplement for each annual submission and each revised annual submission.

Public reporting burden for this information collection is estimated to average 6.5 hours 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. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB control number. The information collected is required to obtain or retain benefits. The information collected will not be held confidential.

DRAFT

B.1 Narrative

The main goal is to decentralize the concentration of assisted families in low-income areas and gain new landlords in opportunity areas. An aggressive outreach to landlords in opportunity areas combined with the landlord incentives will increase housing choices for families giving them incentives to live in opportunity areas with better schools. The cost effectiveness will balance out as those in the work force retain their employment and thus result in lower Housing Assistance Payments in addition to funding received from Lake County, IL.

Our short-term goal is to decrease the number of voucher holders living in low-income areas. Ongoing efforts to increase landlord participation in opportunity areas will increase the supply of rental units for the families to choose from. They have a better chance to realize Self-Sufficiency with seeking employment, retaining employment, or gain better employment. More housing choices will be available when the new landlords in opportunity areas agree to participate in the HCV program. LCHA will try to bridge the Landlord-Tenant gap the families have had to overcome on their own.

The Landlord Liaison will work together with the Housing Quality Specialists to educate and encourage landlord participation. The Family Self-Sufficiency staff will promote participation in the FSS program, and the Housing Counseling staff will assist families in areas where their needs require credit counseling or managing finances. As new landlords and families renting in opportunities area are tracked, additional support will be given and encouraged frequently.

LCHA will continuously hold landlord information meetings to communicate the incentives being offered. Local realtors and leasing agents will be contacted in hopes of educating them on the benefits to the Housing Choice Voucher program. An additional goal is to have many rentals to choose from in the opportunity areas.

The change in opportunity areas where the property is located in a census tract that is considered low poverty defined by HUD's deconcentrating initiatives has increased participation in the program.

The property must be located in a census tract where less than 10% of the residents live below the poverty level. The poverty level is determined by the most recent US Census.

New landlords to the program will be given one month's rent as an incentive to lease to a HCV family. One on one contact with staff will help maintain relationships during the leasing process.

Landlords in opportunity areas will be given one month's rent as a vacancy payment in between tenants if they rent to another HCV family.

In an effort to increase availability of units to our families, LCHA plans to increase the number of Project Base units. The flexibility of the MTW program allows the Housing Authority to Project Base up to the lower of 50% of the authorized units or up to 50% of the budget authority.

DRAFT

In keeping with HUD's guidelines, LCHA will strive to Project Base units in census tracts with a poverty rate of 20 percent or less, favoring projects that provide supportive housing to persons with disabilities or to the elderly.

LCHA will also try and implement new Project Base developments using an Alternative Selection Process. Many of the efforts are duplicated when developers are committing to leasing of low income families. Alternative competitive processing of Low-Income Housing Tax Credits, HOME funding, or CDBG funding will be accepted as an alternative to a Request for Proposal to Project Base a development.

C – Text box regarding location

The Housing Choice Voucher property must be located in a census tract where less than 10% of the residents live below the poverty level. The poverty level is determined by the most recent US Census.

C.4 – Text box Landlord Leasing Incentives

The Housing Choice Voucher property must be located in a census tract where less than 10% of the residents live below the poverty level. The poverty level is determined by the most recent US Census.

H.1 – attach Public Hearing comments and/or RAB meeting

DRAFT



Move To Work

Administrative Plan

October 1, 2025

Chapter 1

Overview of the Plan

The Lake County Housing Authority (LCHA) was granted participation in the Move to Work (MTW) Expansion - Landlord Incentives Cohort on August 24, 2022.

The three statutory objectives of the MTW Demonstration Program are:

1. Increase housing choices for low-income families.

2. Give incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient.

3. Reduce costs and achieve greater cost effectiveness in federal expenditures.

Move To Work agencies have directly influenced national policy for 25 years, allowing Housing Authorities the flexibility to leverage resources to create customized housing solutions specific to the challenges of the Lake County community.

LCHA is a leader in affordable housing by taking an innovative and dynamic approach to developing sustainable communities throughout Lake County. LCHA continues to cultivate its partnership with local, state, and federal organizations to provide supportive services to the families and neighborhoods it serves.

This program provides LCHA with the flexibility to meet our local specific needs and enables the creation of innovative policies that promote self-sufficiency, reduce program cost, and increase options for participants in the program.

The new MTW Cohort will be a blueprint and exam incentives for property owners who rent to individuals and families with a Housing Choice Voucher (HCV).

The goal is to increase the choice to live in areas with more employment opportunities for our family's encouraging self-sufficiency, better schools, lower crime rates, and more desirable housing.

This Landlord Incentive Cohort continues the MTW's tradition of policy innovation benefiting residents who receive federal assistance, which helps promote the Housing Choice Voucher Program.

Chapter 2

Fair Housing

LCHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990. LCHA will affirmatively further fair housing by:

- examining their programs or proposed programs,
- identify any impediments to fair housing choice within those programs,
- address those impediments in a reasonable fashion in view of the resources available,
- work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require LCHA's involvement,
- maintain records reflecting these analyses and actions.

Chapter 3

Landlord Incentives

Utilizing the Landlord Incentive Program, LCHA plans to gain new landlords in opportunity areas to increase options for voucher families with the hope that the families will be closer to better employment opportunities and strive for self-sufficiency.

Only rental units in opportunities areas will be able to participate in the Landlord Incentive MTW activities. Opportunity areas are defined by HUD's deconcentrating initiatives where the property is located in a census tract that is considered low poverty.

The property must be located in a census tract where less than 10% of the residents live below the poverty level. The poverty level is determined by the most recent US Census.

Vacancy Loss (HCV – Tenant Based Assistance)
One month's rent in between HCV families in opportunity areas

Landlords in opportunity areas will be offered one month's rent by continuing to rent to another HCV family. The vacancy loss payment will be paid after the executed contract of the continued leasing of an HCV family.

The maximum amount of time in between HCV family leases will be 120 days.

New Landlord Incentive (HCV – Tenant Based Assistance)
One month's rent to a Landlord in an opportunity area who has never participated or has not had a HCV tenant within the last 12 months in the unit.

New landlords or those who have not had a HCV tenant in the past 12 months will be offered one month's rent for participating in the HCV program. The incentive payment will be paid after the executed contract.

Increase PBV Program Cap

Increase PBV Program Cap (HCV) to 50% of the lower of either the total authorized units or annual budget authority.

In an effort to increase availability of units to our families, LCHA plans to increase the number of Project Base units. The flexibility of the MTW program allows the Housing Authority to Project Base up to the lower of 50% of the authorized units or up to 50% of the budget authority. In keeping with HUD's guidelines, LCHA will strive to Project Base units in census tracts with a poverty rate of 20 percent or less, favoring projects that provide supportive housing to persons with disabilities or to the elderly.

Alternative PBV Selection Process

Alternative competitive processing of Low Income Housing Tax Credits, HOME funding, or CDBG funding will be accepted as an alternative to a Request for Proposal to Project Base a development.

LCHA will also try and implement new Project Base developments using an Alternative Selection Process. Many of the efforts are duplicated when developers are committing to leasing of low-income families.

Chapter 4

General Operating Information

LCHA will try to bridge the Landlord-Tenant gap the families have had to overcome on their own. LCHA will continuously hold landlord information meetings, both in person and online. Local realtors and leasing agents will be contacted in hopes of educating them on the benefits to the Housing Choice Voucher program. An additional goal is to have many rentals to choose from in the opportunity areas.

All staff will work diligently in landlord outreach in opportunity areas. Housing Quality Standards Specialists will adhere to a streamlined process from landlord inquiries to the Request for Tenancy Approvals to move in inspection and contract execution.

The Family Self-Sufficiency staff will encourage participation in the FSS program to all families including those gaining residence in the landlord incentive program. Individualized consistent contact with the families will help ensure any issues are addressed to help them succeed.

The Housing Counseling staff will continue to assist all families in areas where their needs require credit counseling or managing finances. As new landlords and families renting in opportunities area are tracked, additional support will be given and encouraged frequently.

Chapter 5

Updating and Revising the Plan

There are many MTW activities, subject to limitations as outlined in the MTW Operations Notice, that an MTW agency may implement. The PHA must annually submit requests to change the plan to HUD and identify which MTW activities they are proposing to implement and which of those MTW activities they are already implementing.

MTW agencies will subsequently be asked to provide information about the MTW activities they are proposing to implement, request waivers associated MTW activities and provide specific information about each MTW activity they are proposing to implement.

LCHA is participating in the MTW program to encourage landlords to rent to voucher families and looks forward to future opportunities to strengthen and develop successful program participation.

RESOLUTION 2025-19
AMENDING THE HCV ADMINISTRATIVE PLAN

WHEREAS significant modifications are required of Lake County Housing Authority's Housing Choice Voucher Administrative Plan; and

WHEREAS changes made represent updated language, clarifying language and changes supported and or recommended by an industry program leader, Nan McKay & Associates ["NMA"], along with incorporating the new NSPIRE Inspection protocol, HUD HOTMA Changes, PIH 2023-27 and staff recommendations; and

WHEREAS changes are summarized in **EXHIBIT A** and can be seen in detail through the draft redlined document located on the Authority website https://www.lakecountyha.org/

NOW, THEREFORE, BE IT RESOLVED, the Lake County Housing Authority Administrative Plan is modified as described in **EXHIBIT A**.

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 10th day of July 2025.

_____
Kevin Considine
Chair
Board of Commissioners
Lake County Housing Authority

ATTEST:

_____
Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer

33928 North U.S. Highway 45, Grayslake, IL 60030

EXHIBIT A #2025-19

Housing Choice Voucher Administrative Plan
Summary of Changes

The Lake County Housing Authority Housing Choice Voucher Administrative Plan has been modified from the last approved version Resolution #2024-43 approved July 11, 2024. Throughout the Plan the following summarized changes have been made. These changes represent updated language, clarifying language and are changes supported and or recommended by our purchased service contract with Nan McKay & Associates [NMA], the new NSPIRE Inspection protocol, HUD HOTMA Changes, PIH 2023-27, PIH 2024-38 and staff recommendations.

> > > > **Special Note** < < < <

PHAs were to comply with HOTMA by January 1, 2025, however, due to upgrade delays in HUD IT systems, the HOTMA implementation has been partially delayed. HUD has implemented specific elements of HOTMA, of which these changes reflect.

Throughout this modified plan, indications of Pre HOTMA and Post HOTMA policy will be noted. LCHA will operate Pre HOTMA as prescribed by HUD until HUD mandates a HOTMA compliance date, at which time LCHA will adhere to all HOTMA regulatory requirements.

- General grammar, typo corrections and document formatting changes have been made throughout the policy. Upon acceptance of changes, additional minor formatting changes may occur including pagination, footer, and table of contents update.
- General non policy changing language has been added and or removed to clarify the existing policies and verbiage as recommended by NMA (e.g., added updated language).
- Regulatory updates have been added or modified to be current with HUD Regulations and PIH Notices.
- Within the summarized listing below, underlined italics have been used to indicate where LCHA *policy* changes have been made.

> > > > Summary of Changes < < < <

Chapter 3 - ELIGIBILITY

- This chapter was previously updated for January 1, 2025, HOTMA implementation. Due to HUD delay, we are defaulting back to the March 17, 2022, edition.

Chapter 5 – BRIEFINGS AND VOUCHER ISSUANCE

- 5-I.B. BRIEFING – added updated language under documents provided in Briefing Packet.

Chapter 6 – INCOME AND SUBSIDY DETERMINATIONS

- This chapter was previously significantly modified to support the HOTMA changes. Due to the HUD delay in HOTMA, we are defaulting back to a Pre HOTMA version. This version includes the currently required HOTMA definitions, wage and related compensation information.

Chapter 7 – VERIFICATION

- This chapter was previously significantly modified to support the HOTMA changes. Due to the HUD delay in HOTMA, we are defaulting back to a Pre HOTMA version dated March 17, 2022.

Chapter 8 – NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REALESTATE AND RENT REASONABLNESS DETERMINATIONS

- NSPIRE standards will begin October 1, 2025. Until then, LCHA will utilize HQS protocol and the Administrative Plan Chapter 8 dated March 17, 2022.

Chapter 11 – REEXAMINATIONS

- This chapter was previously significantly modified to support the HOTMA changes. Due to HUD delay in HOTMA, we are defaulting back to a Pre HOTMA version.

Pre HOTMA Detail of what will/will not be implemented

Our agency cannot implement the income and asset requirements in Sections 102 and 104 of HOTMA without having access to the revised HUD-50058 in HIP. For now, PHAs must continue to report HUD-50058 transactions to IMS/PIC until instructed to do otherwise.

Industry experts **e**ncourage PHAs to implement the following specific provisions of HOTMA that do not require HIP, described below. Some are requirements and others are options PHAs can exercise irrespective of HIP:

- PHAs **must not** enroll families into the Earned Income Disregard (EID).
- PHAs **may** now implement the "Safe Harbor" income verification option of the HOTMA final rule.
- PHAs **may** begin using the new HUD-9886-A Authorization for the Release of Information/Privacy Act Notice.
- Verifications streamlining that allows PHAs to: accept third-party documents dated within 120 days of receipt, use an award letter from the appropriate year for benefits that are set annually, and use a self-certification of SSN.

RESOLUTION 2025-20
AMENDING THE ADMISSIONS & CONTINUED OCCUPANCY POLICY

WHEREAS significant modifications are required of Lake County Housing Authority's Admissions & Continued Occupancy Policy ["ACOP"]; and

WHEREAS changes made represent updated language, clarifying language and changes supported and or recommended by an industry program leader, Nan McKay & Associates ["NMA"], along with incorporating the new NSPIRE Inspection protocol, HUD HOTMA Changes, PIH 2023-27 and staff recommendations; and

WHEREAS changes are summarized in **EXHIBIT A** and can be seen in detail through the draft redlined document located on the Authority website https://www.lakecountyha.org/

NOW, THEREFORE, BE IT RESOLVED, the Lake County Housing Authority Admissions & Continued Occupancy Policy is modified as described in **EXHIBIT A**.

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 10th day of July 2025.

_____
Kevin Considine
Chair
Board of Commissioners
Lake County Housing Authority

ATTEST:

_____
Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer

EXHIBIT A #2025-20

Public Housing Admissions & Continued Occupancy Policy
Summary of Changes

The Lake County Housing Authority Public Housing Admissions & Continued Occupancy Policy has been modified from the last approved version Resolution #2024-42 approved July 11, 2024. Throughout the Plan the following summarized changes have been made. These changes represent updated language, clarifying language and are changes supported and or recommended by industry expert service providers, the new NSPIRE Inspection protocol, HUD HOTMA Changes, PIH 2023-27, PIH 2024-38 and staff recommendations.

> > > > **Special Note** < < < <

PHAs were to comply with HOTMA by January 1, 2025, however, due to upgrade delays in HUD IT systems, the HOTMA implementation has been partially delayed. HUD has implemented specific elements of HOTMA, of which these changes reflect.

Throughout this modified plan, indications of Pre HOTMA and Post HOTMA policy will be noted. LCHA will operate Pre HOTMA as prescribed by HUD until HUD mandates a HOTMA compliance date, at which time LCHA will adhere to all HOTMA regulatory requirements.

- ❖ General grammar, typo corrections and document formatting changes have been made throughout the policy. Upon acceptance of changes, additional minor formatting changes may occur including pagination, footer, and table of contents update.
- ❖ General non policy changing language has been added and or removed to clarify the existing policies and verbiage.
- ❖ Regulatory updates have been added or modified to be current with HUD Regulations and PIH Notices.
- ❖ Within the summarized listing below, underlined italics have been used to indicate where LCHA *policy* changes have been made.

> > > > Summary of Changes < < < <

ELIGIBILITY AND INTAKE

- ➢ HOTMA notations added.
- ➢ For tenants adequately housed in an Authority owned dwelling unit are currently leased and meeting occupancy standards are not qualified for admission. Language was added "*and therefore will not be processed in the normal course of pulling from the waiting list to fill vacancies*"

ANNUAL REEXAMINATIONS OF INCOME AND FAMILY CIRCUMSTANCES

- ➢ HOTMA notations added.

DETERMINING INCOME AND RENT

- Added HOTMA notations.

Pre HOTMA Detail of what will/will not be implemented

Our agency cannot implement the income and asset requirements in Sections 102 and 104 of HOTMA without having access to the revised HUD-50058 in HIP. For now, PHAs must continue to report HUD-50058 transactions to IMS/PIC until instructed to do otherwise.

Industry experts **e**ncourage PHAs to implement the following specific provisions of HOTMA that do not require HIP, described below. Some are requirements and others are options PHAs can exercise irrespective of HIP:

- PHAs **must not** enroll families into the Earned Income Disregard (EID).
- PHAs **may** now implement the "Safe Harbor" income verification option of the HOTMA final rule.
- PHAs **may** begin using the new HUD-9886-A Authorization for the Release of Information/Privacy Act Notice.
- Verifications streamlining that allows PHAs to: accept third-party documents dated within 120 days of receipt, use an award letter from the appropriate year for benefits that are set annually, and use a self-certification of SSN.

RESOLUTION 2025-21

APPROVAL OF AND AUTHORIZATION TO SUBMIT THE CAPITAL FUND PROGRAM (CFP) 5-YEAR ACTION PLAN (2025-2030) AND THE CAPITAL FUND PROGRAM (CFP) FY 2025 BUDGET

WHEREAS, the Capital Fund Annual Submission was decoupled from the PHA Plan submission in 24 CFR part 905 which was published on October 24, 2013, and became effective on November 25, 2013; and

WHEREAS, pursuant to 24 CFR 905, the Housing Authority of the County of Lake (LCHA) is required to submit a Capital Fund Program 5-Year Action Plan and a Capital Fund Program FY 2025 Budget; and

WHEREAS, the Housing Authority of the County of Lake has prepared its Capital Fund Program 5-Year Action Plan for Federal Fiscal Years (FFs) 2025-2030 describing capital improvements needed to ensure long-term viability of the Agency's public housing developments; and

WHEREAS, in FY 2025, all PHAs are required to submit their Capital Fund Program (CFP) 5-Year Action Plans and Budgets within HUD's Energy and Performance Information Center (EPIC) system; the electronic CFP submission process replaced the paper submission process that was retired at the end of 2017; and

WHEREAS, PHAs are required to have on file a copy of a Board Resolution approving the PHA's CFP 5-Year Action Plan, including ones submitted in the EPIC system; and

WHEREAS, the requisite public notices have been given; and

WHEREAS, the Director of Asset Management in conjunction with the Executive Director/Chief Executive Officer has prepared said plans as attached in **Exhibit A**, and requests that the Board of Commissioners of the Housing Authority of the County of Lake approve and authorize submission to the US Department of Housing and Urban Development.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the County of Lake Approves and Authorizes the Submission of The Capital Fund Program 5-Year Action Plan (2025-2030) and the Capital Fund Program FY 2025 Budget to the U.S. Department of Housing and Urban Development as presented.

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 10th day of July 2025.

_____

Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

_____

Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer

RESOLUTION 2025 – 22

ACCEPTING A GRANT UNDER FEDERAL HOME LOAN BANK OF CHICAGO – HOUSING COUNSELING RESOURCE PROGRAM - 2.0 PID#52563

The Board of Directors of LAKE COUNTY HOUSING AUTHORITY, an Illinois not-for- profit corporation (the "Corporation") met on July 10th, 2025 and adopted the following Resolution all of which is in accordance with the laws of the State of Illinois, and the Articles of Incorporation and By-Laws of the Corporation:

WHEREAS, the Illinois Housing Development Authority (the "Authority") has agreed to issue to the Corporation a grant in an amount not to exceed One Hundred And Seventy Five Thousand And 0/100 Dollars ($175,000.00) (the "Grant") from the Federal Home Loan Bank of Chicago - Housing Counseling Resource Program - 2.0 (FHLBC HCRP 2) (the "Program"), and the Corporation will use the Grant funds solely and exclusively for eligible activities in connection with the Program and for no other purpose; and

WHEREAS, the Board of Directors deems it to be in the best interest of the Corporation to accept the Grant; and

THEREFORE, BE IT RESOLVED, the Board of Directors of the Corporation hereby authorizes the acceptance of the Grant; and

FURTHER RESOLVED, that the Corporation is authorized to enter into a grant agreement for the Program (the "Agreement") with the Authority wherein the Corporation agrees to perform Program services in return for the Grant; and

FURTHER RESOLVED, that the Corporation hereby accepts the Grant, agrees to deliver and/or execute the Agreement and any and all other instruments, certifications and agreements as may be necessary or desirable for the Corporation to perform all of its obligations and duties under the Program (including any amendments, other agreements or supplements); and

FURTHER RESOLVED, that the Executive Director of the Corporation, without the necessity or requirement for the signature of another person, is hereby authorized, empowered, and directed to execute on behalf of the Corporation the Agreement and all other documents and instruments relating to the Grant to be delivered to the Authority in connection with the closing of the Grant and take such further action on behalf of the Corporation as they deem necessary to effectuate the foregoing Resolutions; and

FURTHER RESOLVED that the Board of Directors of the Corporation hereby ratifies, authorizes, confirms and approves any prior action of the Corporation taken in furtherance of the foregoing resolutions and any and all documents and instruments previously executed on behalf of the Corporation in connection with the Grant, dated July 10th, 2025.

ADOPTED by the Board of Commissioners of the Housing Authority of County of Lake and signed in authentication of its passage, the 10th day of July 2025.

Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

Lorraine Hocker
Executive Director/CEO
Secretary/Treasurer

RESOLUTION 2025 -23

APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN

LAKE COUNTY HOUSING AUTHORITY & LAKE COUNTY WORKFORCE

DEVELOPMENT/JOB CENTER OF LAKE COUNTY

WHEREAS, on July 22, 2014, President Obama signed the Workforce Innovation and Opportunity Act (WIOA); and

WHEREAS, WIOA provides resources, services and leadership tools for the workforce system that improves employer engagement and competitiveness for success in the global marketplace by helping individuals find good jobs, retain employment and advance job-related skill sets; and

WHEREAS, Lake County has been designated as a local workforce development area by the State of Illinois; and

WHEREAS, WIOA requires Lake County to develop and submit workforce compliance plans in order for Lake County to receive WIOA Formula funding; and

WHEREAS, the Memorandum of Understanding, in cooperation with its partners, establishes a collaborative framework encouraging cooperation, collaboration, communication, policy and technical guidance and governance to assist with the efficient and effective participation in the WIOA implementation in Lake County, Illinois; and

WHEREAS, Lake County and the Lake County Workforce Development Board have reviewed and approved the Job Center of Lake County Memorandum of Understanding; and

WHEREAS, Lake County Housing Authority's Family Self Sufficiency Program is a voluntary program for participants who wish to improve their financial situation emphasizing employment as well as education and training; and

WHEREAS, Lake County Housing Authority's Housing Counseling Program serves the needs of Lake County residents in various areas related to housing, including: Homebuyer Education, Pre-Purchase Counseling, Post-Purchase and Foreclosure Prevention, Mortgage Default Counseling, Financial and Budgeting Counseling and Rental Counseling; and

WHEREAS, Lake County Housing Authority wishes to participate as a partner in the Memorandum of Understanding;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of LCHA hereby approves the Executive Director and/or her designee to execute the Memorandum of Understanding between Lake County Housing Authority and Lake County Workforce Development/Job Center of Lake County in substantially the form attached hereto and incorporated herein by reference.

ADOPTED by the Board of Commissioners of the Housing Authority of County of Lake and signed in authentication of its passage, the 10th day of July 2025.

Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

Lorraine Hocker
Executive Director/CEO
Secretary/Treasurer

COVER PAGE FOR SUBMITTAL OF MOU AMENDMENTS AND ANNUAL ONE-STOP OPERATING BUDGETS

MEMORANDUM OF UNDERSTANDING
BETWEEN

Lake County Workforce Development Board

AND
LOCAL REQUIRED PARTNERS UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Amendment No. 1

Pursuant to the Workforce Innovation and Opportunity Act of 2014, the signatories are the Parties to the Memorandum of Understanding for integrated delivery of federally funded workforce services in Local Workforce Innovation Area 1, effective 7/1/2023, (MOU). In accordance with Section 14 of the MOU, the Parties hereby mutually agree to this Amendment No. 2, which is set out in its entirety as follows:

1. Section(s) 2, 7, 12,13 and Attachment – Career Services Matrix of the MOU are hereby revised and replaced with amended Section(s) as provided in Attachment 1 of this Amendment No. 2.
2. IDES Non-Disclosure Agreement is attached hereto as Attachment 2 of this Amendment No. 1 and is incorporated by reference into the MOU.
3. All terms, conditions, provisos, covenants, and provisions of the MOU other than those expressly modified by this Amendment No. 2 shall remain in full force and effect as written. In the event of conflict, this Amendment No. 2 shall prevail.

IN WITNESS WHEREOF**,** the Parties have executed this Amendment No. 1 on the date of last signature.

LWIA #1 MOU

LOCAL MOU TEMPLATE

MEMORANDUM OF UNDERSTANDING
BETWEEN
LAKE COUNTY WORKFORCE DEVELOPMENT BOARD
AND
THE JOB CENTER OF LAKE COUNTY

Jennifer Serino	*Jserino@lakecountyil.gov*
Individual designated by the Local Board Chair to lead MOU negotiations	**Email address**
Daniel Newport	*dnewport@lakecountyil.gov*
Impartial individual designated by the Local Board Chair to lead annual budget negotiations	**Email address**

1. PARTIES TO MOU (SEC. 121 (C)(1)) (GOVERNOR'S GUIDELINES, SECTION 1, ITEM (B))

- *List the required partner providing services in the local area.*
- *List the partner agency providing services of each required partner.*

Note: Please ensure abbreviations and acronyms are accurate and up to date for each required partner and partner agency.

PARTIES TO MOU	TYPED NAME
Local Workforce Innovation Board Chair	Kim Wimer
Chief Elected Official	Sandy Hart
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	
Chief Elected Official	

REQUIRED PARTNERS AS PARTIES TO MOU		ENTITY (NOT NEGOTIATOR) ADMINISTERING PROGRAM TYPED NAME[1]
Title I: Adult, Dislocated Worker, Youth		Lake County Workforce Development Department
Title II: Adult Education and Literacy		College of Lake County
Title III: Employment Programs under Wagner-Peyser		IDES
Title IV: Rehabilitation Services		IDHS-VR
Perkins/Post-secondary Career & Technical Education		College of Lake County
Unemployment Insurance		IDES
Job Counseling, Training, Placement Services for Veterans		IDES
Trade Readjustment Assistance (TRA)		IDES
Trade Adjustment Assistance (TAA)		Lake County Workforce Development Department
Migrant and Seasonal Farmworkers		IDES
Community Services Block Grant (CSBG)		Community Action Partnership
Senior Community Services Employment Program (SCSEP)		National Asian Pacific Center on Aging
TANF		IDHS
Second Chance		NA
OTHER REQUIRED PROGRAMS OFFERED IN THIS LOCAL AREA AS PARTIES TO MOU		**IF MARKED YES, LIST THE ENTITY ADMINISTERING PROGRAM**
National Farmworker Jobs Program	☐ Yes ☒ No	*NA*
Housing and Urban Development Employment and Training Activities	☒ Yes ☐ No	*Lake County Housing Authority* *Waukegan Housing Authority*
Job Corps	☒ Yes ☐ No	*Paul Simon Chicago Job Corps Center*
Youth Build	☒ Yes ☐ No	*YouthBuild Lake County* *Youth Conservation Corps.*
ADDITIONAL PARTNERS AS PARTIES TO MOU		**ENTITY ADMINISTERING PROGRAM**
National Farmworker Jobs Program		☐ Yes ☒ No
Housing and Urban Development Employment and Training Activities		☒ Yes ☐ No
Job Corps		☒ Yes ☐ No
Youth Build		☒ Yes ☐ No
Township School District 113		☒ Yes ☐ No
		☐ Yes ☐ No

2. DURATION OF AGREEMENT (Sec. 121(c)(2)(v)) (Governor's Guidelines, Section 1, Item 10) (§ 678.500(b)(5))

- *Provide the effective date of the MOU (not the MOU Amendment).*
- *List the agreed upon expiration date (cannot exceed three years).*
- *Confirm the purpose of the umbrella MOU.*

[1] Insert only the name(s) of the program(s) in this space. The names of individual negotiators are not needed.

The effective date of the original MOU: July 1, 2023
The effective date of the MOU Amendment: July 1, 2025
Termination date of the MOU: June 30, 2027

Purpose of the umbrella MOU: This umbrella Memorandum Of Understanding (MOU) describes the commitment of the Workforce Innovation & Opportunity Act (WIOA) Required Partners ("Partners") to provide integrated delivery of federally-funded workforce services in Local Workforce Innovation Area (LWIA) #1 at the comprehensive One-Stop Center ("Job Center of Lake County") identified in Section 6 of this MOU. This MOU defines the workforce services each Partner will provide in LWIA #1, the methods each Partner will use to provide these services, and the roles and responsibilities of all Partners related to service delivery.

An additional explanation of the MOU:

3. VISION FOR THE SYSTEM (GOVERNOR'S GUIDELINES, SECTION 1, ITEM 1(B))

- *Describe the shared vision for the system and the role of the local board and required partners to a high-quality local workforce delivery system (vision must be consistent with Federal, State, regional, and local planning priorities, as well as the Governor's Guidelines).*

The Job Center of Lake County partners agree that the shared vision for the local one-stop delivery system is to promote business driven talent solutions through integrated resources and partnerships and to enhance the economic vitality of Lake County. The intent of the MOU is to carefully plan and coordinate services among all federally funded workforce development programs to achieve the level of integrated service delivery WIOA envisions. The partners to the MOU work collaboratively to optimize the quality of services provided with an ongoing focus on sector strategies; enhanced business and employer services; career pathways; access and opportunity for all populations; clear metrics for progress and success; and focus on continuous improvement and innovation.

The Lake County Workforce Development Board is the recognized leader of an exemplary Lake County workforce development system that produces a highly skilled workforce and significantly contributes to the region's economic vitality and quality of life. The Workforce Board provides oversight and policy direction to the Job Center partners to ensure a dynamic workforce development system and a Job Center that fosters lifelong education, training and job readiness program that exceed the needs of area job seekers and employers.

The Job Center partners carry out its vision through structured collaborations to deliver high quality career services to the diverse job seekers and targeted services to the employer customers to connect to the right talent. The partners make the commitment to the vision by sharing in the delivery of career services, overall assistance to customers utilizing the Job Center resources, recruiting and promoting employer and business services including hiring events, and working to address the needs of the job seekers - meeting the individual where they are. The partners to the MOU work collaboratively to optimize the quality of services provided with an ongoing focus on sector strategies, enhanced business and employer services, career pathways and access and opportunity for all populations. The Lake County Workforce Development Board and One-Stop Partners have agreed that throughout the duration of this MOU there will be a consistent emphasis and focus on the following 4 services and strategies:

- An ongoing focus on sector strategies: The Job Center has available a series of industry sector brochures and flyers to educate job seekers in the key industry sectors as well as the top paying occupations. Periodic workshops, orientations, and employer presentations will be provided focusing on a certain industry as well as recruitment events. Partners have access to the materials to assist individuals.
- Enhanced business and employer services: the partners work together to host weekly hiring and recruitment events at the Job Center, collaborate on Job Fairs, and focus on engaging employers directly with the job seekers to best educate the job seekers in the types of jobs and skills needed.
- Career pathways: the partners work together to guide individuals along key career pathway elements including the building and identifying of programs, services, training and education opportunities in targeted sectors. The partners realize the complexities of career pathways and have made a commitment to work collaboratively to customize pathways based on the needs of the individual customer.
- Access and opportunity for all populations: several initiatives take place in the Job Center and system focused on serving populations where they are at including direct services to individuals with a disability; the Job Center is an Employer Network providers; SNAP & TANF recipients receive job search assistance at the Job Center; ABE students receive resume and job search assistance in the classroom; dislocated workers receive RES services in collaboration among partners and orientation to training and employment services.

It is understood that the development and implementation of a successful One-Stop System will require time, planning, mutual trust and cooperation of all Partners acting as a team, in good faith. One-Stop Partners will continue to implement and improve various aspects of the shared vision throughout the duration of this MOU. This MOU supports the vision to ensure collaboration among education, workforce, economic development and required partners as they provide program participants the ability to move along their chosen career pathway, leading to high paying jobs in growing sectors of the economy that offer long-term opportunities for stable employment. The Workforce Board strategic plan has a stated goal to facilitate greater collaboration among and between workforce partners and stakeholders focusing on the implementation of the service integration action plan as noted in Section 4.

4. SERVICE INTEGRATION (ILLINOIS SERVICE INTEGRATION: OVERVIEW AND SELF-ASSESSMENT GUIDE)

- *Identify commitments that required partners will make within the term of this MOU to implement strategies described in the area's Service Integration Action Plan, which is hereby incorporated into this MOU.*

Note that this section will change in future years of the MOU as more state guidance becomes available.

Service Integration Action Plan Goals:

1- Communication is consistent, comprehensive and timely.

- ➢ Explore and implement technology tools that will be utilized to promote and share partner and program information.
  - ▪ Real-time communications shared with/across/between partners. Partner engaged at the onset. Partners will report that a successful process is in place that ensures all staff are regularly informed of changes/updates/trends in service design, program

policies and services to customers.

2- Timely and coordinated access for customers.

- Identify and implement a common electronic referral system to be used by partners.
- Design a shared process to gather feedback from all customers.
  - Referral process improvements. Increased job center customer traffic from partners.
  - Increased shared customers among partners.
  - Partner engaged at the onset.
  - Shared system to track customers.
  - Customers – job seekers, workers, businesses – describe their access to services as timely and coordinated whether on-site, through technology, at a partner site, and other appropriate accessible community services.

3- Services delivered by functions.

- Develop a standard format to chart out all partner services, customers, and customer flow.
- Create a functional organizational structure and customer flow.
- Identify shared functions by partner.
- Cross trainings continue and archived.
  - Increase career services delivered jointly. Each partner owns their program services and activities.
  - Shared measurements and goals. Shared ways to track customers and outcomes.
  - Core agencies create a functional organizational structure to share information, data, and resources to achieve common goals and mutually agreed upon outcomes.

4- Services delivered by functions – Business Services.

- Prioritize and engage in the following activities and tactics in order to Increased customer satisfaction – business and job seeker. Increased business engagement. Unified business engagement practices. More partners engaged at the onset of developing and implementing strategies.
  - Expand current business service team – capacity and partners.
  - Expand Business U Training.
  - Explore shared database.
  - Expand on-site hiring and job fairs throughout the County.

5. MOU DEVELOPMENT (Governor's Guidelines, Section 1, Items 3-8)

- *Fully describe the process and efforts of the Local Workforce Innovation Board and required partners to negotiate the MOU, including draft and final versions of MOUs and annual amendments.*
- *Explain the process to be used if consensus on the MOU is not reached by partners during MOU negotiations.*
- *Explain the process and roles for conflict resolution in daily operations, including the protocol and authority of each entity in decision-making (e.g., leaseholders, one-stop operators, LWIB, State program administrators and local program partners).*

The Workforce Development Board applies all federal and state policies and guidance in developing the MOU process and timeline. The MOU process and tools are shared with the Job Center partners via email and partners agree to the process and commit to completing the tasks in order to submit the MOU on time.

The Workforce Development Board's standing Operations Committee provides guidance and direction to the partners and the MOU process. The Operations Committee members include workforce development board members as well as MOU partner representatives – all MOU partners are invited to sit on the Operations Committee. The chair of the Committee is the IDES representative and assists in managing the discussions and approval process of the MOU among the partners and with the Workforce Development Board. As documented in the process, the partners meet on several occasions – at the Operations Committee, via conference calls, and individually to discuss and document the career service delivery, service locations, cost sharing arrangements, expectations and commitments. All partners provide written input to the MOU and individually negotiate the cost sharing agreement.

The Job Center partners understand that if a consensus is unable to be reached, a workforce board member, identified as a neutral party, will lead additional negotiating efforts. If these additional efforts do not have positive results, the issues will be elevated to the technical assistance team for additional efforts. The Job Center partners understand that it is in Lake County's best interest to come to a consensus on the MOU and begin executing continuous improvement around services, referrals and integration.

The development of this MOU was a collaborative effort facilitated by the Local Workforce Innovation Board (LWIB) in coordination with the Chief Elected Officials (CEOs) and the One-Stop Operator. Partners participated in multiple planning sessions between January and May, where roles, service delivery responsibilities, and infrastructure cost-sharing agreements were discussed.
To ensure a fair and transparent process, negotiation meetings were conducted:

- **February & March** – Initial partner discussion on service delivery alignment
- **April-** Cost-sharing discussions
- **April** – Final negotiation and resolution of concerns

6. NAME AND LOCATION OF ALL SERVICE LOCATIONS (Governor's Guidelines, Section 1, Item 8(d)) (§ 678.310, § 678.315 and § 678.320)

- *Provide the name and address of the comprehensive one-stop center(s) in the local service delivery system.*
- *Clearly identify and list any designated affiliate sites and specialized centers, clearly indicating which type of site has been designated.*[2]

Note: The information provided in this section must match the Illinois Workforce Development System (IWDS) and Illinois workNet listings.

[2] All designated affiliate sites and specialized centers must be included in the Infrastructure Funding Agreement.

Comprehensive One-Stop Center(s)	Designated Affiliate Sites	Designated Specialized Centers
Job Center of Lake County 1 N. Genesee Street Waukegan, IL 60085		

7. DESCRIPTION OF COMPREHENSIVE ONE-STOP SERVICES (Sec. 121 (c)(2)(i)) (Governor's Guidelines, Section 1, Items 8(e)-(g)) (§ 678.500(b)(1))

- *In the spaces provided below:*
  - *The agreed-upon plan for holding in-person orientations, workshops, or other group events, including capacity limits for such group events.*
  - *The Resource Room protocol when capacity is reached, and customers wait to access the Resource Room services.*
  - *The agreed-upon staffing plan to designate a program position to direct walk-in customers. The staffing plan must specify that if security personnel are present at the one-stop center, they cannot be responsible for determining which customers require an appointment and which customers can be seen on a walk-in basis. This is a program staff responsibility.*
  - *The agreed-upon messaging, signage, and communications planned to make it explicit to customers which services are available to walk in customer and which require appointments.*
  - *If security personnel are present at the one-stop center(s), the agreed-upon plan to ensure initial staff interaction with the public is within the security personnel's line of sight, that security personnel are aware of the service area, and the protocol for alerting security if staff need assistance during service delivery.*
  - *Explain the programs and services that correlate with the boxes checked in the Career Service Matrices.*
  - *For each program, describe the staffing plan around which services will be provided by in-person staff, cross-trained partner staff (included the partner's name) or contract provider (include the provider's name), or direct linkage (include the specific method of direct linkage).*
  - *For each program, describe whether services will be made available to walk-in customers, or whether an appointment will be required.*
  - *Describe how each required program's services are provided in real time in all service locations during all regular business hours.*

I**nitial Interaction with Customers:** Upon arrival, customers will be greeted by the receptionist, who will assess their needs and check the availability of services. If services are available immediately, customers will be directed accordingly. If services are at capacity or there is a wait time, the following process will be followed.

Queue Management System:

- **Sign-in Process:** Customers will be asked to sign in at the front desk. The receptionist will maintain a first-come, first-served queue system to ensure fairness in service delivery. Each customer will be informed of their estimated wait time based on current demand. Once seats in

the resource room are filled, individuals will be asked to stay in line in the entry and staff will begin the triage for high-demand situations.

Triage Plan for High-Demand Situations:

- In the event of an unexpectedly large number of people arriving at the Job Center (e.g., for a major hiring event or confusion about services), staff will implement a triage system. Staff will walk the line, identify customer needs, and provide immediate resources, such as pamphlets or contact numbers for unemployment services, appointments, or alternative services.
- The receptionist and on-site supervisor will coordinate with security to maintain order and ensure clear communication. Customers will be informed about who can be served and directed to set appointments as needed.

Resource Room Capacity: The Resource Room is currently not restricted beyond fire code regulations, but this could change as updated guidance from the health department regarding COVID-19 or other illnesses is implemented. Visitors may reserve one of the six available computers, and there is a cleaning period from 12:00 to 1:00 PM daily.

Overflow Plan: If there is a high demand for services or events, customers will be given the option to schedule an appointment for a later time or return during less busy periods. The Job Center's website will provide updated information on high-traffic times and service availability to help customers plan their visits.

Health and Safety Protocols: If updated guidance from the health department necessitates changes to capacity or waiting line procedures, these adjustments will be communicated clearly to customers, and signage will be updated accordingly.

Clear Communication: The receptionist will explain the expected wait time and available service options to each customer. In cases where services are not immediately available, the customer will be informed about alternate options or rescheduling possibilities.

Security Personnel's Role: Security personnel will ensure that staff interactions with the public are visible and that crowd management protocols are followed. They will not be responsible for directing customers; that role falls to the receptionist and designated program staff. In the event of large groups, security will monitor the area and coordinate with staff to implement the triage plan if necessary.

The Job Center supports a culture of access and inclusiveness, guided by federal, state and local laws and regulations. The Job Center has space and capacity appropriate for customer needs, customer traffic and key center functions. The Job Center career resource room provides customers with access to the internet, printers, copiers and fax machines and resources including labor market information on industry sectors and occupations, training providers and programs, job openings, hiring events, and community resources. The Job Center has a section designated with veteran resources.

Partners to this MOU that have staff at the center include: Title I – Lake County Workforce Development; Title II – College of Lake County and APC Partners; Title III – IDES; Title IV – DHS VR; Veterans Services – IDES; TAA – Workforce Development; Unemployment Insurance – IDES; Trade Readjustment Assistance (TRA) – IDES; Migrant & Seasonal Farmworkers – IDES; Senior Community Services Employment Program (SCSEP) – National Able Network; TANF – DHS; YouthBuild – Youth Conservation Corps and YouthBuild Lake County; Job Corps.

The One-Stop Operator facilitates ongoing cross-training with Job Center partners and community agencies that has provided Partners with a good understanding of the career services offered on-site and throughout the One-Stop system.

Title I (Adult, Dislocated Worker and Youth) – Workforce Development is a key community player in the areas of career services, business services, and education/ training required for implementation of the Workforce Innovation and Opportunity Act (WIOA) and is committed to providing and coordinating services on-site at the Job Center of Lake County and through-out the system. Workforce Development is committed to carrying out the functions of the One-Stop Operator through an on-site staff presence at the Job Center. The One Stop Operator is responsible for ensuring career services delivered by each partner are coordinated in the most effective and efficient manner to meet the needs of the individual job seeker and employer.

Workforce Development has an ongoing commitment to deliver all career services on-site and via direct linkage for the Job Center as well as community locations based on the customer needs. Title I is committing a total of 12 FTEs. Workforce Develop has an on-site presence of 6 FTEs and 6 direct linkage FTEs. Workforce Development has allocated staff to directly deliver basic career services including eligibility, outreach, intake and orientation; initial skills assessment, labor exchange services, referral and coordination; information on supportive services and assistance with establishing eligibility for financial assistance.

Workforce Development has access at the Job Center, through the Job Center website and through other partner direct linkages to labor market information, performance and costs information on services, labor exchange services.

Workforce Development has allocated staff to deliver individualized and follow-up career services on-site at the Job Center or within the workforce system at various partner sites. Career services include comprehensive assessments; development of an individual employment plan; individual counseling and career planning; access to internships and work experience opportunities; workforce preparation activities including online workshops and follow-up services.

Title II (Adult Education and Literacy) – The Area Planning Council, comprised of the College of Lake County's Adult Education and ESL Division, Mundelein High School, and Township High School District 113,is a key community player which provides adult basic education, adult secondary education, and English as a Second Language to Lake County residents with low basic skills in reading, writing, mathematics, and English language. To pursue WIOA objectives, the APC members also provide career exploration and planning, college and career readiness, and workforce preparation activities to its students as part of their academic and student support program. All APC partners offer Bridge programs that provide contextualized learning in specific career or industry clusters in high demand occupations while the students are in the adult education program. The College of Lake County's Adult Education and ESL Division also has the Integrated Education and Training (IET) program that provides Bridge programs and Integrated Career and Academic Preparation System (ICAPS) programs to provide career pathways in Healthcare and Manufacturing. Students are also provided transition to college and the workforce services by transition or student success coordinators who provide coaching, referrals to College of Lake County for students ready to pursue certificate or degree programs, and referrals to the Job Center of Lake County for students looking for employment. The APC partners participate in the Job Center of Lake County by coordinating its services on-site or off-site. The College of Lake County works with the Job Center of Lake County to provide Adult Education Job Information sessions, job search, resume assistance, job fairs, and job interview skills to its students. It also works with the other partners in the Job Center of Lake County by referring students to their services and receiving referrals from them for clients that need adult education

instruction. Services are provided by the committed 1.13 FTEs on-site and through technology and direct linkage services are provided through a dedicated phone number.

Title III (Employment Services under Wager-Peyser) – IDES' Employment Services and Outreach is a labor exchange program designed to sustain economic growth by expanding employment opportunities to qualified job seekers that meet the demands of the employers. The program's objectives aim to reduce the loss of productivity by filling job openings as quickly as possible and to shorten the duration of individuals' unemployment. For job seekers who are not job ready, Employment Services, in cooperation with other workforce partners, assist clients to access training, employability development services, and other supportive services needed to realize their employment goals. Wagner-Peyser services are provided on-site and through technology through the 1.75 FTEs .

IDES and other workforce partners have formed local Business Service Teams to coordinate the agencies' employer contacts and streamline services delivered to them. The teams establish their local American Job Center as the one-stop resource for employers' employment and training needs. As part of this effort, Illinois Job Link, available to all American Job Center partners, is one of the tools that facilitate service coordination.

Employment Services under Wagner-Peyser are offered on-site at the Lake County Comprehensive One Stop Center.

Title IV (Rehabilitation Services) –

Illinois Division of Vocational Rehabilitation administered by IDHS, is committed to providing Vocational Rehabilitation services for persons with disabilities in preparing for, finding, and maintaining quality employment that pays a living wage and offers opportunities for advancement. Vocational Rehabilitation staff work closely with state, regional, and local employers, offering individualized placement services that bring employers and qualified employees together. The DRS Waukegan Field Office's objective is to provide and coordinate services with the Job Center of Lake County and co-located partners by having staff on-site and through technology provide support for disabled job seekers. The development of an individualized employment plan with the job seeker includes the following services: guidance, counseling, information, referral, training, and placement. These services are provided with utilization of workforce partners, community rehabilitation providers and local social service agencies. The Division of Vocational Rehabilitation-Waukegan DRS Field Office is committed to working in conjunction with the Workforce board, the one-stop operators, and all other partners in coordinating services for both employers and customers of LWIA 1. The DRS Waukegan Field Office utilizes a dedicated phone line for direct linkage with the Job Center of Lake County. Having a dedicated phone line ensures that the customer will receive immediate access to the DRS Waukegan Field Office during business hours. The customer can also leave a voicemail message before and after business hours and will be contacted by a dedicated staff member within two business days. In addition, the customer can initiate an on-line referral for DRS services via the State of Illinois web site at www.dhs.state.il.us. The on-line referral is reviewed by a dedicated DRS employee within 24 hours of receipt and routed to the co-located counselor who is responsible for initiating contact with the customer within one business day. The DRS Waukegan Field Office have two staff members who are trained and knowledgeable regarding the required Partner's services and programs. A DRS staff member will be available at the Job Center of Lake County once per week as well as provides direct linkage with the DRS Waukegan Field Office. Title IV has committed a total of .25 on site and .75 via direct linkage.

Perkins/Post-Secondary Career and Technical Education –

.

The College of Lake County is committing .25 FTE. is the college is a critical partner for education, training, and career services support. The college has trained staff on connecting students directly to the

Job Center, but also delivers career services, including making information available and accessible on education and careers, directly to students at each of the three campuses. Co-located Job Center staff at the Grayslake Campus allows College of Lake County to seamlessly support students in screening for eligibility, following up on progress, and determining when additional services are needed through the Job Center partners.

Direct linkage between the Job Center and CLC occurs through dedicated phone numbers to the Counseling, Advising & Transfer Center at three campuses. Voicemail is available on all three phone lines - Grayslake (847-543-2060), Lakeshore (847-543-2186), and Southlake (847-543-6502). Specific counselors are trained to assist Job Center clients and receive annual training on the status of WIOA approved programs. The college's website (http://www.clcillinois.edu/student-services/counseling-advising-transfer) also specifically references WIOA/TAA clients having access to trained counselors.

IDES/Unemployment Insurance (UI) – The Unemployment Insurance program, administered by IDES, is designated to contribute to the state's overall economic stability by partially protecting eligible workers against loss of income during periods of unemployment. Eligible workers who become unemployed and meet all requirements set forth in the UI Act may receive benefits for the maximum number of weeks payable under the law or until the worker finds employment or becomes otherwise ineligible.

Unemployment Insurance services are offered through technology and Direct Linkage (Telephone line directly to a live person) of .25 FTE at the Lake County Comprehensive One Stop Center.

IDES/Job Counseling, Training and Placement Services for Veterans –

IDES provides veterans priority of service over all other job applicants, actively promotes and develops employment opportunities, and provides placement and vocational guidance services. Veteran's Representatives work in conjunction with Wagner-Peyser staff to assess the needs veterans, and assistance is then provided to ensure that the veteran is job-ready. If significant barriers to employment (SBEs) are identified, the veteran receives intensive service from a Veteran's Representative. Those with SBEs work one-on-one with a Veteran's Representative to overcome their barriers in order to become job-ready. Priority is given to veterans when referring candidates to open employment positions and dedicated staff continually do outreach with local employers to find current employment opportunities in the community that are suitable for job-ready veterans. Individualized labor market information is provided to veterans to help determine if additional training is needed to obtain employment that provides sufficient earnings. Referrals to supportive and/or partner services will be made as needed.

Job Counseling, Training, and Placement Services for Veterans are offered on-site at the Lake County Comprehensive One Stop Center. Veterans services are provided on-site and through technology through the 2 FTEs.

IDES/Trade Readjustment Assistance – IDES administers Trade Readjustment Assistance, a benefit under the TAA program, providing income support to persons who have exhausted unemployment compensation and whose jobs were affected by foreign imports.

TRA services are offered direct phone lineat the Lake County Comprehensive One Stop Center. TRA is provided by the committed .25 FTE

Trade Adjustment Assistance (TAA) –

Workforce Development administers TAA services at the Job Center of Lake County, but also facilitates TAA services at the corresponding company that has been identified within the layoff petition. Workforce Development has dedicated 2 FTEs to administer TAA. Some of the direct services that are provided are:

Facilitation of the TAA applicants BRO, 7 Criteria for training approval, individualized training plan, and review of any other additional TAA forms that need to be completed. The career services are provided on-site at the Job Center.

IDES/ Migrant & Seasonal Farmworkers (MSFW) –

IDES works with migrant and seasonal farmworkers by assisting them in finding employment, housing, medical care, and other vital necessities. Specific job orders are entered into IllinoisJobLink.com for the MSFW although they are open for any individual to apply. Referrals to the job orders are handled at the local level whereas the job order may be entered at a state-wide level office. Client referrals will be made to any Job Center partner agency when a need arises using the Job Center referral form.

National Farmworker Jobs Program (NFJP) – NA

Community Service Block Grant (CSBG) – Community Action Partner is committed to providing comprehensive services needed to assist job seekers with the basic needs via the .25 FTE.
Services are made available to all users of the one-stop via direct-linkage. A direct telephone number linked directly to the staff responsible for providing comprehensive services will be made available. Staff will be available during regular business hours to provided program information and/or services as needed.

Senior Community Services Employment Program (SCSEP) – National Asian Pacific Center on Aging commits to working in conjunction with the WIB, one stop operators, and all other partners in coordinating services for both the employers and clients of LWIA 1. The SCSEP is a federally funded employment training program under the U.S. Department of Labor's Employment and Training Administration (USDOL-ETA). The SCSEP is the largest federally funded program for older adults who seek employment and training assistance, as well as civic engagement. Through this community service and transitional employment program, National Asian Pacific Center on Aging (NAPCA) partners with community-based non-profit and government organizations, known as host agencies, to provide participants with training opportunities to update their skills.

The SCSEP is designed to be used in conjunction with other programs and services. These programs are provided by public, private and not-for-profit agencies to create holistic services that maximize goals and skills of SCSEP Participants to achieve their goals of obtaining self-sufficiency.

SCSEP support will be provided onsite by .25 FTE at the Lake County Comprehensive One Stop Center. NAPCA has committed to .25 FTE. Potential SCSEP participants can be referred to NAPCA SCSEP Reception / Admin, with referral status follow-up communication to NAPCA's SCSEP Illinois Project Director. .

DHS/TANF – DHS/TANF –

Since the COVID-19 pandemic, the Illinois Department of Human Services (IDHS) Family Community Resource Center (FCRC) in Lake County has transitioned away from routinely assigning caseworkers to the Job Center of Lake County. In place of on-site staffing, IDHS has adopted a collaborative, referral-based service model supported by the Unify software platform, utilized by all partner agencies. This system

allows for seamless two-way referrals between IDHS and community partners, ensuring that customers are connected to services that best meet their needs in a timely manner.
In addition to referral-based services, IDHS actively participates in the Job Center on the Move initiative. As part of this mobile outreach program, one DHS caseworker travels with Workforce Development Board staff to various locations across Lake County. This caseworker supports customers by providing job search assistance, including resume preparation, and by offering direct access to essential IDHS programs such as:

- **Supplemental Nutrition Assistance Program (SNAP):** Provides food purchasing assistance for low-income individuals and families.
- **Temporary Assistance for Needy Families (TANF):** Offers financial assistance for eligible pregnant women and families with dependent children.
- **Medical Assistance (Medicaid/All Kids):** Delivers health coverage to eligible individuals across age groups.
- **Supportive Services:** Includes transportation, childcare, job search allowances, and post-employment support.

Through this hybrid service model, IDHS remains committed to supporting the Workforce Development Board's mission by connecting individuals to employment resources and public benefits that promote economic self-sufficiency for Lake County residents.

IDOC Second Chance – NA

HUD Employment and Training Activities – Lake County Housing Authority is committed to providing and coordinating services at LCHA through. direct linkage. Lake County Housing Authority is committed to providing and coordinating services at the LCHA Office through direct linkage and coordinate on-site services at the Job Center of Lake County. The FSS Program is a voluntary program for participants who receive HUD Housing Choice Voucher (Section 8) Rental Assistance or living in Public Housing and wish to improve their financial situation. The program emphasizes employment as well as education and training in order to enable a higher degree of economic self-sufficiency. The Lake County Housing Authority provides Individual Training and Service Plan, Education and Enrichment Scholarships, Financial Literacy Workshops Financial and Budgeting Counseling, Rental Counseling at their respective offices. Services are accessed through technology with direct linkage to staff via an office phone number. HUD in total has committed a .25 FTE (Waukegan House Authority will commit to .125 FTE and Lake County Housing will commit .125 FTE).

Job Corps (Paul Simon Chicago)– Job Corps has dedicated 1 onsite FTE and is committed to the following:

- Provides academic, career technical, employability, and social skills training;
- Academics include High School Diploma Online & GED obtainment
- Provides WIOA basic services applicable to the Job Corps program that augment the basic labor exchange services traditionally provided under Wagner-Peyser;
- Provide work-based learning, recreation, wellness, dormitory, meals and counseling.
- Career Technical Training programs include Brick Masonry, Carpentry, Material Handling and Distribution Operations, Certified Nursing Assistant, Painting, Pharmacy Technician, and Security Protective Services.
- Provides training for participants in a residential or non-residential setting

Job Corp Admission services include:

- Orientations and program materials
- Eligibility determination for 16-24-year-old individuals
- Career interest assessment
- Career planning and center selection

- Interview
- Departure preparation
- Center support

Job Corp Career Transition Services include:

- Verification of placement documentation for graduates and former enrollees; employment, school/college, training, or military
- Discussion of student's career development plan
- Monthly documentation of contacts in CTS database
- Development of personalized job search skills and strategies in the students (Personal Development Career Plan)
- Maintain contact with employers of placed students to provide them with assistance with any job-related issues, receive quality of training feedback and other customer service approaches
- Counseling for job retention/improvement

YouthBuild – Under the YouthBuild WIOA One Stop relationship provisions, YouthBuild Lake County and the Youth Conservation Corps (YCC) will be providing services through direct linkage to best assist youth interested in the DOL YouthBuild program model. YouthBuild and YCC will communicate with One Stop Staff and its partners to ensure youth career services are continued seamlessly. These services may be those delivered directly through the YouthBuild program or other programs and services, or other One Stop partner programs and services such as the College of Lake County and the Job Center of Lake County. YouthBuild and YCC have a variety of available technology to recruit youth including social media, website, telephone and text, email, and an electronic application process. The youth apply using the on-line application on our website and then are contacted via telephone for in-person interviews. As needed youth will be referred to appropriate partner agencies using the ServicePoint system and telephone calls. YouthBuild and YCC have a variety of career training programs in the fields of construction, hospitality, maintenance, HVAC, transportation and healthcare. Youth can receive industry recognized credentials, OSHA 10, a high school equivalency, CPR and First Aid. By using Illinois Worknet assessments, the Test of Adult Basic Education (TABE), and Individual Development Plans (IDP), Youth Conservation Corps will direct youth to the appropriate internal or external program. Youth Conservation Corps is able to provide follow up and supportive services. Services include but are not limited to additional career coaching, linkage to transportation assistance, housing assistance, drug and alcohol counseling, and food programs. This process will be led by Youth Conservation Corps Director of Education and Programming. YouthBuild Lake County has dedicated .125 FTE and Youth Conservation Corp has dedicated .125 FTE.

For the purpose of the MOU, each partner is listed with the location of the agreed to career services as noted in the attached matrix. Services will be coordinated through onsite delivery, co-location or technology between the Job Center operator and partners.

8. PROGRAMMATIC ACCESSIBLITY (Sec. 121 (c)(2)(iv)) (§ 678.500(b)(4))

- *Describe features or methods to ensure the comprehensive one-stop center and any designated affiliate sites or specialized centers provide access to all required career services in the most inclusive and appropriate settings for each individual participant, including assuring that individuals with barriers to employment, such as individuals with disabilities, can access available services (§678.500(b)(4)).*
- *Describe any specific human or financial commitments partners are making to coordinate the customer experience through a physical or virtual front door. Examples include: using career navigators, customer advocates, cross-program knowledge, frontline training, accessible technology or other support systems.*

Note: Provide as much specificity as possible for each commitment made as a local workforce system, including whether individual partners are making a specific human or financial commitment to carry out that local system approach.

The partners to the MOU are committed to ensure all individuals seeking services at the Job Center and throughout the system will be given access to all required career services on site and when available virtually. Accommodations will be made for individuals when necessary. All partners agree that they will not discriminate in their employment practices or services on the basis of gender, age, race, color, creed, religion, national origin, disability or veteran's status, or on the basis of any other classification protected under state or federal law. The partners assure that they have in place policies and procedures to address these issues and that such policies and procedures have been disseminated to their employees and otherwise posted as required by law. The partners further assure that they are currently in compliance with all applicable state and federal laws and regulations regarding these issues.

Partners, co-located at the Job Center, will cooperate with compliance monitoring that is conducted to ensure that all comprehensive one-stop center programs, services, technology, and materials are accessible and available to all job center visitors and customers.

Assistive devices, such as screen-reading software programs (e.g., JAWS and DRAGON) and assistive listening devices are available. An interpreter will be provided "in real time" to any customer with a language barrier.

Direct linkage will be with an actual person provided "on demand" and in "real time" at the Job Center of Lake County or via technology consistent with the "direct linkage" requirement as defined in WIOA (WIOA Section 121(b)(1)(A) and Section 678.305(d) of the draft Notice of Proposed Rulemaking).

9. PHYSICAL ACCESSIBILITY (Sec. 121 (c)(2)(iv)) (§678.500(b)(4))

- *Describe how—through specific examples and commitments—required partners will assure the physical accessibility of the comprehensive one-stop center(s) and any designated affiliate sites or specialized centers, including the following:*
    - *The designated service location layout supports a culture of inclusiveness.*
    - *The location is recognizable in a high-traffic area.*
    - *Access to public transportation is available within reasonable walking distance.*
    - *The location includes a dedicated parking lot, with parking lot spaces closest to the door designated for individuals with disabilities.*
    - *The agreed-upon plan for addressing waiting lines outside of the one-stop center entrance.*

☒ Please affirm that the local one-stop system will comply with all federal and State physical inclusiveness and accessibility requirements, including the Americans with Disabilities Act (ADA) of 1990, Section 188 of WIOA, the Illinois Accessibility Code, the most recent ADA standards for Accessible Design and the Uniform Federal Accessibility Standards, and all other applicable statutory and regulatory requirements.

The Job Center's layout supports a culture of inclusiveness in compliance with Section 188 of WIOA, the Americans with Disabilities Act (ADA) of 1990 and all other applicable statutory and regulatory requirements.

The Job Center is located and recognizable in a high-traffic area - on the College of Lake County Lake Shore Campus which is in the downtown area of Waukegan. The Job Center is accessible through public transportation within a reasonable walking distance. The Job Center has both accessible on-street parking with spaces closest to the door marked for individuals with disabilities as well as a parking garage with dedicated parking spaces marked for individuals with disabilities.

The Job Center is opened Monday through Friday 8:30a.m. to 5:00p.m. All visitors to the Job Center will encounter a welcoming environment and access to partners' programs and services. Partners maintain a culture of inclusiveness and the physical characteristics of facilities meets the standards of accessible design - an "equal and meaningful" manner providing access for individuals with disabilities.

Persons with disabilities will not be limited, segregated, or classified in a way that adversely affects their employment and training opportunities, or status within the Job Center. The Job Center is committed to ensuring equal access to all spectrums that identify themselves as having a disability and provide equitable services, while committing to remove architectural, and communication barriers and implement positive attitudinal behaviors that promote equal access and accessibility within the Job Center.

All partners agree that they will provide accommodations for individuals who have communication challenges, including but not limited to individuals who are deaf and hard of hearing, individuals with vision impairments, and individuals with speech-language impairments. In addition, a Limited English Proficiency (LEP) plan has been developed to ensure equal access to services. Personnel at the Job Center of Lake County are trained to take reasonable steps to ensure that persons with Limited English Proficiency have meaningful access to services and activities.

10. PROCUREMENT OF ONE-STOP OPERATOR (Governor's Guidelines, Section 1, Item 8(j)) (§ 678.600-635)

[NOTE: Ensure that the following content agrees with and aligns to the budget spreadsheet and notes.]

- *Name the procured one-stop operator and identify the agreed-upon one-stop operator model for each one-stop center in the local area. The operator may be a single entity (public, private, or nonprofit) or a consortium of entities (if the consortium of entities is composed of one-stop partners, it must include a minimum of three of the one-stop partners).*
- *Describe the functions and scope of work of the one-stop operator as defined in the Request for Proposal or as planned for the competitive procurement process.*
- *Describe the payment provisions, including the term, frequency and method of payment for one-stop operator services.*
- *For each shared cost center, state the total cost of the one-stop operator and the required partners which are contributing to that cost.*
- *For each shared cost center, explain the method of contribution(s) (e.g., cash, non-cash, third-party in-kind) each required partner is contributing to the cost of the one-stop operator. Example: A consortium partner contributes a non-cash contribution in the amount of the market value for specific services under the One-Stop Operator Agreement.*

By clicking on the boxes below, required partners in the local area affirm that the one-stop operator will not perform the following proscribed functions:

☒ convene system stakeholders to assist in the development of the local plan
☒ prepare and submit local plans (as required under sec. 107 of WIOA)
☒ be responsible for oversight of itself
☒ manage or significantly participate in the competitive selection process for one-stop operators
☒ select or terminate one-stop operators, career services, and youth providers
☒ negotiate local performance accountability measures
☒ develop and submit budget for activities of the Local WDB in the local area.

In March 2018, the Lake County Purchasing Division issued the RFP for a One-Stop Operator – the RFP included a funding line item and budget request.

The Request for Proposal for the One Stop Operator for the Job Center of Lake County requested proposals for a high-quality one-stop operator that are business-driven, customer-centered, integrated and tailored to meet the needs as established in the federal regulations drafted by the U.S. Department of Labor as it relates to the One-Stop Delivery System. The scope of work for the One-Stop Operator of the Job Center included coordinated and integrated services and referrals among program partners.

Twenty-seven vendors received the RFP and one vendor submitted a response, the Workforce Partner Consortium: Lake County Workforce Development Department, Illinois Department of Employment Security, and College of Lake County. These three core workforce development partners as defined under the Workforce Innovation and Opportunity Act submitted a proposal to continue to serve as the one-stop operator for the Job Center of Lake County.

Lake County Purchasing Division reviewed the submitted proposal and determined that the proposal submitted by Lake County Workforce Development Department as a partner consortium with College of Lake County and Illinois Department of Employment Security met all the submission criteria and was a valid response to the RFP. The Workforce Board approved the proposal and recommended to award the One Stop Operator to the partner consortium. Lake County Purchasing Division entered into an MOU with the Lake County Workforce Development Department on behalf of the partner consortium.

The One-Stop Operator, with assistance from the required program partners, will:

- Coordinate activities, programs and services between all Partners and Services Providers.
- Coordinate and track partner agency referrals.
- Develop a reporting system(s) for the tracking of performance and referrals.
- Coordinate to maintain a Job Center website/web-page content.
- Regularly convene the Lake County Job Center Partners to:
    - Work with partners to assess customer needs
    - Collect customer feedback and work with partners to address issues
    - Periodically review one-stop program(s) and center accessibility
    - Assure one-stop center materials are up-to-date and available
    - Report and coordinate maintenance needs
    - Assist partners responding to economic needs of the local
    - Assist partners in identifying to recruit and match businesses with the skilled workers
    - Report activities and outcomes to the local LCWDB

The One-Stop Operator will be responsible for the on-going coordination of the Local One-Stop System and related center(s). The OSO will be responsible for the on-going development of the Lake County delivery system and center(s). The One-Stop system shall include, but not limited to:

- Providing access to initial and basic career services
- Training services
- Employment and training activities
- Programs and activities carried out by all WIOA one-stop partners
- Data, information, and analysis for the local labor market
- Initial, basic job search, placement, recruitment and employment activities

The One-Stop Operator will provide the services described in this scope of work to the following customers, as appropriate and within funding/eligibility guidelines:

- Employers seeking labor market information, labor exchange services (i.e., posting of job orders, receiving qualified referrals, etc.), specialized training arrangements for current or prospective workers, etc.;
- The general public seeking Job Search Services;
- Individuals who meet the requirements for WIOA registration and are included in the priority of service categories, who are enrolled in and provided Individualized Career Services and, in some cases, provided Training Services;
- Individuals seeking specialized services such as veterans, returning citizens, substance use disorders, non-high school/GED graduates, individuals with multiple barriers to employment (including older individuals, people with limited English-speaking ability and people with disabilities), individuals impacted by foreign trade who may be eligible for Trade Readjustment Assistance (TRA), NAFTA, etc.;
- Former WIOA enrollees to whom follow-up services are to be provided;
- Individuals receiving TANF and SNAP that have been referred by partner agencies;
- Non-custodial parents of the children supported by public assistance.

The one-stop operator services are funded through the WIOA Title I funds as approved by the Lake County Workforce Development Board. The total cost is $ 46,455.25 funded through the Lake County Workforce Development Board's WIOA approved budget; therefore, no additional costs are requested. The Lake County Workforce Development Board pays 100% of the costs of the one-stop operator. The consortium partners of the College of Lake County, IDHS and IDES contribute a non-cash contribution of their leadership time in serving in an advisory role.

11. REFERRAL PROCESS (Sec. 121 (c)(2)(iii)) (Governor's Guidelines, Section 1, Item8(i)) (§678.500(b)(3)-(4))

- *Describe the local one-stop operator's role and responsibilities for coordinating referrals among required partners (§678.500(b)(3)).*
- *Complete the Referral System matrix included on page 12 of the original MOU Template.*

The One-Stop Operator recognizes that to effectively serve the individual customers of the Job Center and connect individual customers to direct and appropriate services, there needs to be an effective agency referral process that is adopted across partners. The One-Stop Operator currently manages a paper driven referral system among some partners. The One-Stop Operator continues to review and improve the referral system by managing standard procedures and rules and ensuring documentation is approved by each partner. The One-Stop Operator will be responsible for tracking referrals and reporting quarterly to partners and the WDB. The One-Stop Operator will work with the WDB to explore electronic solutions that can be effectively implemented utilizing minimal resources while anticipating the state putting a system in place.

The Job Center Partners agree to the following in order to most effectively refer customers to services and programs:

- Familiarize themselves with the requirements for participation in each of the required partner programs
- Develop materials summarizing their own program requirements and make the information accessible to all partners
- Follow-up on referrals
- Communicate across programs and partners what resources are being leveraged
- Participate in customer satisfaction surveys
- Evaluate and improve the referral process

Title I (Adult, Dislocated Worker and Youth) – Individual customers and job seekers learn about training and employment services by attending an information session scheduled several times a week on-site at the Job Center as well as at partner locations. Based on information gathered during this session, individual customers are referred to appropriate partners and services including Workforce Development training services. Referrals are made using the approved Partner Referral Form or where a program has agreed to be on the ServicePoint Referral Network. In addition. Individuals are directed to the Lake County 211 where they are able to access a full complement of service providers in the county based on their immediate need.

Title II (Adult Education and Family Literacy) – The College of Lake County's Adult Education and ESL Division, and its Area Planning Council partners—Mundelein High School and Highland Park High School—use the referral process that has been established at the Job Center of Lake County. The referral form is completed by the APC adult education providers with their contact information and includes the client information and the services the client needs. Referrals from College of Lake County, Mundelein High School and Highland Park High School are directed to the Job Center of Lake County and the different core and non-core partners which include local agencies and community organizations. When students are referred to the Job Center of Lake County and their core and non-core partners, the College of Lake County and the other APC partners staff provides the students with the name of the agency and the telephone number. When clients at the Job Center of Lake County need to be referred to the College of Lake County, Mundelein High School, or Highland Park High School, the clients are provided information about the adult education programs. Flyers are provided by the Job Center of Lake County about how to apply to these programs. Students can apply to the adult education program online or in person. There is also a phone number for the community to call to inquire about the application, placement testing, and registration process.

Title III (Employment Services under Wager-Peyser) – Employment Security staff refer clients to supportive services when a need is identified. They work closely with the client and various state agencies, community and faith-based organizations and other support and charity groups. The method of referral most commonly used is communication via telephone, email, or personal contact. Some agencies request that a form be completed prior to referral so they are aware of the situation prior to meeting the client. Services are entered into IllinoisJobLink.com with notes detailing the referral. If a client is in a targeted group of job seekers or special needs are identified the job seeker may be placed in case management for more intensive services and an employment plan written with goals set for the client. Client referrals will be made to any Job Center partner agency when a need arises using the Job Center referral form.

Title IV (Rehabilitation Services) – Customers are encouraged to use the online Rehabilitation Services Web Referral to refer themselves or someone else for services. Customers can access the online referral by visiting www.dhs.state.il.us. Customers may also have a referral completed by visiting the DRS Waukegan Field office or by calling the office at 847-244-8474. Once a referral is received the customer is assigned to a counselor and an invitation to attend an orientation session is initiated. In cases where a customer expresses a need for supportive services, DRS Waukegan staff refer customers to the appropriate agency and encourage customers to utilize Lake County 211 to access a full list of service providers in Lake County

Perkins/Post-Secondary Career and Technical Education – Currently, there is no formal, written procedure or forms for referring students to external agencies. When students provide information about their needs, counseling/advising staff provides them with the name of the agency and the telephone number. Client referrals will be made to any Job Center partner agency when a need arises using the Job Center referral form.

IDES/Unemployment Insurance (UI) – All clients are encouraged to file an unemployment insurance claim to determine eligibility for unemployment insurance benefits. Referrals can be made by IDES staff, agencies that need determinations to administer their benefits, self-referral and partner agencies. Tracking of individual clients is only necessary if there are issues or special circumstances with the claim or claimant. Client referrals will be made to any Job Center partner agency when a need arises using the Job Center referral form.

IDES/Job Counseling, Training and Placement Services for Veterans – Wagner-Peyser staff assist all veterans without significant barriers to employment (SBEs) per the current Veterans Program Letter (VPL.) USDOL-VETS establishes the policies for the veteran's employment program. An initial assessment is performed by the WP staff and referrals are made to supportive agencies/organizations. If the veteran has SBEs, he/she is referred to the Disabled Veterans Outreach Program Specialist (DVOP.) The DVOP performs another assessment and provides intensive services and/or case management with the ultimate goal of overcoming barriers and being job ready. Referrals are also made to many partners for assistance. Personal, email, or telephone contact is used for tracking referrals. Client referrals will be made to any Job Center partner agency when a need arises using the Job Center referral form.

IDES/Trade Readjustment Assistance – Many times Trade Readjustment Assistance (TRA) is explained at Worker Adjustment and Retraining Notification Act (WARN) meetings. All rules and policies are set by US DOL ETA. IDES may track these clients as a group or individually if circumstances demand for smooth transitions from unemployment claims to TRA claims. It is not common practice to track unemployment claimants individually although they must show attendance if in a training program. Clients are referred to training and other programs to help them become job ready in the job market today. Referrals are also made to many partners for assistance. Personal, email, or telephone contact is used for tracking referrals. Client referrals will be made to any Job Center partner agency when a need arises using the Job Center referral form.

Trade Adjustment Assistance (TAA) – Trade Adjustment Assistance program is a coordinated effort between Lake County Workforce and IDES. When a trade petition is filed within the Local Area Lake County Workforce coordinates a trade rapid response event, which includes Employment Benefits Security Administration (EBSA), and IDES. At the completion of the rapid response event the worker group is then referred to the appropriate partners including the local Workforce Development office to receive employment and training assistance, IDES to initiate unemployment insurance, and veteran services through IDES if there are veterans within the worker group. Additional referrals can and will take place as each participant begins his or her training and employment plan.

Migrant & Seasonal Farmworkers (MSFW) - IDES works with migrant and seasonal farmworkers by assisting them in finding employment, housing, medical care, and other vital necessities. Specific job orders are entered into IllinoisJobLink.com for the MSFW although they are open for any individual to apply. Referrals to the job orders are handled at the local level whereas the job order may be entered at a state-wide level office. Client referrals will be made to any Job Center partner agency when a need arises using the Job Center referral form.

National Farmworker Jobs Program (NFJP) – NA

Community Service Block Grant (CSBG) – The referral process to CAP is a direct connection to the agency and the telephone number. Based on the intake assessment completed by the CSBG Program customers are referred to other agencies additional services as needed to resolve their current need. Referrals to other agencies may include, Catholic Charities, DHS Homeless Prevention funding, EFSP funding, LIHEAP/Weatherization Program, TANF/SNAP service providers, local Townships, Legal Aid, or Head Start Program. In addition, customers are directed to use Lake County 211 where they have access to a full complement of service providers in the county based on their immediate need.

Senior Community Services Employment Program (SCSEP) – The referral process to SCSEP is a direct connection to the agency and the telephone number.

DHS/TANF – Our agency is committed to assist our customers to become economically self – sufficient. To that end, we refer customers to the Workforce Development services provided at Job Center including, workshops, employer recruitment events, access to on-line job applications, resume completion, and potential training opportunities, Adult Basic Education. ESL, and GED training programs; Youth Build, YWCA Childcare Services, NICASA, Lake County Health Department; IDES Unemployment and job Counseling Services; DHS Rehabilitation Services: Job Corps; Prairie State Legal Services; PADS; Mother's Trust, Love Inc; Local Housing Authorities including of Lake County, Waukegan and North Chicago. Individuals are also given printed copies of the Find Help Lake County Guide which includes information on accessing the internet version of the guide. Client referrals will be made to any Job Center partner agency when a need arises using the State of Illinois Department of Human Services referral form. Client referrals will be made to any Job Center partner agency when a need arises using the State of Illinois Department of Human Services referral form.

IDOC Second Chance – The referral process to IDOC will be a direct connection with a Risk Specialist.

HUD Employment and Training Activities – The referral process to HUD Employment and Training Activities is through a direct referral to the Waukegan Housing Authority or the Lake County Housing Authority.

Job Corps – Interested individuals can contact John Carter at 815-893-9945 or Brittney Davis 773-890-3126.

YouthBuild – Under the YouthBuild WIOA One Stop relationship provisions, Youth Conservation Corps will be providing staff time at the Lake County Job Center One Stop location to best assist all youth into career pathways. At the times when the Youth Conservation Corps staff is not at the Lake County Job Center One Stop, the staff will communicate with One Stop Staff and its partners to ensure youth career services are continued seamlessly. These services may be those of the Youth Conservation Corps YouthBuild program, other Youth Conservation Corps programs and services, or other One Stop partner programs and services such as the College of Lake County, YouthBuild Lake County, and the Job Center of Lake County. Youth Conservation Corps has a variety of career training programs in the fields of construction, hospitality, maintenance, and HVAC. Youth can receive up to six industry recognized credentials, OSHA 10, a high school equivalency, CPR and First Aid. By using Illinois Worknet assessments, the Test of Adult Basic Education (TABE), and Individual Development Plans (IDP), Youth Conservation Corps will direct youth to the appropriate internal or external program. Youth Conservation Corps is able to provide follow up and supportive services. Services include but are not limited to additional career coaching, linkage to transportation assistance, housing assistance, drug and alcohol counseling, and food programs. This process will be led by Youth Conservation Corps Job Developer.

12. SHARED DATA AND INFORMATION (Governor's Guidelines, Section I, Item 8(k))

- *Describe how core program partners will share data and information and will collaborate to assure that all common primary indicators of performance for the core program partners in the local area will be collectively achieved.*

NOTE: Partners are encouraged to seek clarification from their respective core partner state agency and/or data staff.

☒ Please affirm that notwithstanding any other provisions in this MOU, only partners who have executed a separate data sharing agreement with IDES will have access to wage records and other confidential IDES data.

☒ Please affirm that participants' Personally Identifiable Information (PII) will be kept confidential.

All partners to this MOU agree to share data to the fullest extent possible through agreements and practices that allow each program to comply with the state and federal laws governing it to protect personally identifiable information while working toward greater integration of services across programs.

The Job Center partners do not have an integrated data system. The Partners to the MOU are committed to pursuing alignment and integration of participant and performance data across programs with the goal of providing effective and efficient services that lead to customer employment and retention. The partners are aware that the Governor's Interagency Work Group continues to explore technology improvements and data sharing systems and will work with the One-Stop Operator and the Workforce Board to implement a system when made available.

Until that system is in place the One-Stop Operator will work with partners individually to identify common information that can be collected on each customer utilizing services throughout the one-stop system. The One-Stop Operator will continue to work with the Workforce Board and partners to identify the most immediate and effective way to share information on shared customers; and will continue to work with the Workforce Board and partners to determine if there is a tool that can best capture this information and track performance.

Partners to the MOU agree that data will be shared as allowed by each respective agency in an effort to effectively serve the needs of the individual customers. As part of the agreed upon referral process, partners agree to a data sharing agreement that complies with federal and state laws and allows data to be shared in relationship to the referral. As part of the agreed upon referral process, partners agree to comply with federal and state laws governing protection of personally identifiable information (PII). PII is information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual.

General requirements related to personally identifiable information include:

- Staff must ensure sensitive information is protected. Protective measures include: securing portable devices with pertinent information, storing social security numbers appropriately, storing or displaying devices with pertinent information, storing social security numbers appropriately, storing or displaying data in a way that is not attributable to an individual, not downloading PII data or storing on devices unless encrypted, accessing wage data in secure locations, masking PII data on documents before emailing and not leaving PII information on copier/printer or FAX machines.

- Staff must keep participant files in a secure location, or in a locked file or cabinet, and ensure to redact PII information before making copies, uploading, or storing documents with sensitive information.
- Staff should utilize shredders or locked recycling fins when terminating document with PII information. Usernames and passwords should not be shared or written down in an open area for viewing.
- Staff should not link unauthorized hardware to state network.

Partners will share the number of customers served and program performance to assure that all common primary performance indicators are achieved. The One-Stop-Operator is responsible for collecting the data and pushing out information and data to the partners of the MOU. On a monthly basis the One-Stop-Operator will collect the number of customers served and on a quarterly basis will collect program performance data. The One Stop Operator is responsible for emailing the partners a summary of Job Center activities, Job Center data points that have been collected, and the services being provided by each partner. Information on program services and delivery methods are brought to the Workforce Board Operations Committee as a place that the most pertinent information on the Job Center is presented. In addition, partner staff are crossed trained which includes understanding the various data item each partner collects.

The implementation of an integrated technology-enabled intake and case management information system for programs carried out under WIOA will be implemented as soon as practical following guidance from the State of Illinois Department of Innovation Technology. Until data system solutions is implemented the partners agree to pursue other means of securely sharing information relevant to improved outcomes for customers and businesses. Examples of such practices include an electronic referral system set up with the Lake County ServicePoint system that is currently in use by Workforce Development and community agencies and two MOU Partners – YouthBuild Lake County and Youth Conservation Corp.

Where statewide data sharing agreements exist, partners to this MOU that can sign onto those agreements will do so; however, recognizing that such agreements are not always going to be the proper protocol, a common Release of Information form is being developed collaboratively for use by all partners to share appropriate information allowing coordinated and/or integrated service delivery to individuals and businesses.

Examples of this include:

The One-Stop Operator has implemented a Job Center sign-in system that captures basic information for each visitor to the Job Center including the other partner programs they are working with and a release of information statement – this practice has allowed the One-Stop Operator to share visitor data with each of the partners.

Workforce Development has implemented a release of information with all customers enrolled in a training activity and the training institution/employer regarding progress in the training. Workforce Development can share information on progress and employment as needed to support the integration of services the individual receives from partners – reducing overlapping services and leading to greater success.

Notwithstanding any other provisions in this MOU, only partners who have executed a separate data sharing agreement with IDES will have access to wage records and other confidential IDES data.

13. COSTS AND COST SHARING OF SERVICES (Sec. 121 (c)(2)(ii)) (Governor's Guidelines, Section 1, Item 1(c); Section 2) ((§ 678.510(a), §678.755 and §678.760)

Please complete the Infrastructure Funding Agreement (fillable MOU budget spreadsheet) and submit annually with the MOU or MOU Amendment.

In the space below and following the Governor's Guidelines – Revision 4, provide the following narrative:

1. *Affirm in the narrative that required partners negotiated infrastructure and shared local service delivery system costs specific to the applicable program year for both comprehensive one-stop centers and any affiliate or specialized centers designated by the local workforce board.*
2. *Clearly identify in the narrative the time period for which the Infrastructure Funding Agreement is effective; e.g., July 1, 2025 through June 30, 2026.*
3. *Specify in the narrative whether the budget submitted represents an interim or final budget agreement.*
4. *Describe in the narrative the agreed-upon method that each partner will contribute as a proportionate share of costs to support the services and operations of the local service delivery system.*
5. *Affirm in the narrative that each required partner meets the minimum FTE commitment of .25 FTEs in each comprehensive one-stop center and each designated affiliate site.*
    a. *If all required partners agree for a partner to commit to less than .25 FTE, then the local board may submit a waiver using the waiver request form included in the Report of Outcomes template (Appendix G of the Governor's Guidelines – Revision 4).*
6. *Describe in the narrative whether and which staff will be cross-trained to provide services on behalf of another required partner.*
    b. *For each required partner providing cross-trained staff to deliver services on behalf of another partner, confirm how the contributing partner's shared cost allocations will be reduced in correlation with the number of FTEs that will be cross-trained to provide another partner's programs.*
7. *Please describe the invoicing process and any special deadlines for determining actual costs for each partner included in this MOU. (Please note that CSBG's grant cycle requires the partner to pay all actual costs within 30 days of the partner's 12/31 invoicing deadline and within 30 days of its 6/30 invoicing deadline each program year.)*

Using the table provided below, include the following additional financial information for each required program partner:

1. *Each required program partner's total cash contribution toward its proportionate share of infrastructure and local service delivery system costs; and*

2. *The dollar amount of a 10% variance from each partner's total cash contribution in the case that actual costs exceed budgeted costs.*

		Partner's Total Cash Contribution	Dollar Amount of 10% Variance (if applicable)	Partner's Total Cash Contribution plus 10% Variance (if applicable)
Commerce	**Title IB - Adult, Youth, & Dis. Workers**	$176,381.71	$ 17,638.17	$194,019.88
	TAA	$0.00	0.00	$0.00
	CSBG	$3,674.62	$367.46	$4,042.08
	Title III - Wagner-Peyser	$25,722.33	$2,572.23	$28,294.56
	Title III - MSFW	$3,674.62	$367.46	$4,042.08
	Veterans Services	$29,396.95	$2,939.70	$32,336.65
	UI Comp Programs	$3,674.62	$367.46	$4,042.08
	TRA	$3,674.62	$367.46	$4,042.08
ICCB	**Title II - Adult Education**	$16,609.28	$1,660.93	$18,270.21
Career & Tech Ed-Perkins		$3,674.62	$367.46	$4,042.08
Title IV-Vocational Rehab		$14,698.48	$1,469.85	$16,168.33
DHS		$3,674.62	$367.46	$4,042.08
Aging - SCSEP		$3,674.62	$367.46	$4,042.08
HUD - Lake County Housing Authority		$1,837.31	$183.73	$2021.04
Title IC-Job Corp		$14,698.48	$1,469.85	$16,168.33
Title ID-Youth Build		$1,837.31	$183.73	$2021.04
HUD Housing-Waukegan		$1,837.31	$183.73	$2021.04
Title 1D-Youth Build YCC		$1,837.31	$183.73	$2021.04

☒ In accordance with the State Finance Act (30 ILCS 105/30), this MOU is contingent upon and subject to the availability of funds. A State Agency Partner may terminate or suspend this MOU, in whole or in part, without penalty or further payment being required, if (i) the funds to which this MOU commits a State Agency Partner have not been appropriated or otherwise made available to the State Agency Partner by the State or the Federal funding source, (ii) the Governor or a State Agency Partner reserves funds, or (iii) the Governor or a State Agency Partner determines that funds will not or may not be available for payment. The State Agency Partner shall provide notice, in writing, to the other Partners of any such funding failure and its election to terminate or suspend this MOU as soon as practicable. Any suspension or termination pursuant to this paragraph will be effective upon the date of written notice unless otherwise indicated.

☒ All required partners a party to this MOU acknowledge that the ability of any partner to contribute its agreed contribution to the One-Stop costs is contingent on the availability of State and/or federal funding for its respective program(s).

The partners to this MOU agree the budget submitted represents the final budget agreement.

The partners to this MOU agree the shared cost funding agreement is effective July 1, 2025 through June 30, 2026 and negotiations for the year beginning July 1, 2026 will begin in January 2026.

The required program partners annually negotiate infrastructure costs of the comprehensive one-stop center and other shared costs. The annual infrastructure costs are compiled by Lake County Workforce Development Department, the lease holder of the space, and communicated annually with the partners as related to the negotiation and reconciliation process. Lake County Workforce Development Department will issue invoices in February and June to the partners based on the negotiated fair share through a cash contribution. Lake County Workforce Development Department will be responsible for reporting to the required partners and Workforce Board on a bi-annual basis the costs and reconciliation.

The Partners have agreed to contribute as a proportionate share of costs to support the services and operations of the local one-stop delivery system on the agreed upon allocation methodology of FTEs – the staff member(s) time delivering the services on-site in the Job Center, or delivering the services at a partner site, or supporting the direct linkage to services through technology. No partners staff will be cross trained to provide services of another partner's program.

The local board, chief elected official and required partners reached a consensus on shared costs through on-going discussion and engagement regarding value-add services. The costs were agreed upon in current & previous MOU and modifications and updates were determined to be fair and reasonable. The agreed contributions demonstrate fair and equitable service delivery and integration within the comprehensive one-stop and across the system. The Workforce Board was and is prepared to have a neutral board member engage in the local negotiations if a consensus could not be reached. The Workforce Board has designated the Lake County Workforce Development Department as the entity that will reconcile budgets to actual shared costs in the Infrastructure Funding Agreement semi-annually. Engagement and commitment from the partners at each step of the process was a key element in completing the final budget.

FTEs

- All partner programs agreed to an FTE of no less than .25FTE.
- Total FTEs have been calculated at 21.13.

Infrastructure Budget

- According to the calculated costs of the Job Center, Shared infrastructure cost per FTE is $3,470.98
- Based on the partner's agreed upon FTE, the partner is required to make a cash contribute of that amount, e.g. FTE=.25; Cash Contribution = $867.75
- The cash contribution will be made to Lake County Workforce Development Department.

Delivery System Budget

- According to the calculated costs of the Job Center, Delivery System Costs per FTE is $11,227.50.
- Based on the partner's agreed upon FTE, the partner is required to make a contribute of that amount as in-kind staffing; unless the partner has negotiated a cash contribution.
- The system costs are for the operations taking place at the Job Center location and include reception staff available to assist and record data on customers coming into the Job Center for services, resources, partner appointment, hiring events and workshops.
- The resource room staff available to assist job seekers with resources, technology, applications and resumes.
- Business service staff working with employers on hiring and recruitment events in the Job Center as well as posting jobs for job seekers.
- Workforce Board costs associated with labor market data and regional work and activities.

One-Stop Operator Budget

- A partner consortium has been selected to be the One-Stop Operator through the competitive procurement process.
- The total cost of the shared One-Stop delivery system is $237,237.03.
- The OSO budget supports personnel costs that perform on-site One-Stop Operator functions.

This MOU is contingent upon and subject to the availability of funds. A State Agency Partner may terminate or suspend this MOU, in whole or in part, without penalty or further payment being required, if (i) if the funds to which this MOU commits a State Agency Partner have not been appropriated or otherwise made available to the State Agency Partner by the State or the Federal funding source, (ii) the Governor or a State Agency Partner reserves funds, or (iii) the Governor or a State Agency Partner determines that funds will not or may not be available for payment. The State Agency Partner shall provide notice, in writing, to the other Partners of any such funding failure and its election to terminate or suspend this MOU as soon as practicable. Any suspension or termination pursuant to this paragraph will be effective upon the date of the written notice unless otherwise indicated.

Annual negotiations of infrastructure and shared system costs must begin no later than January of each year. On an annual basis and tied to the annual negotiations of infrastructure and shared system costs, partners will meet in the month of January and February to review the costs data and review and agree to the plan set forward to negotiated infrastructure and shared system costs.

14. AMENDMENT PROCEDURES AND RENEWAL PROVISIONS (Sec. 121 (c)(2)(v)) (Governor's Guidelines, Sections 5 & 6) (§ 678.500(b)(5)(6))

- *Describe the procedures for amending the MOU with an annual one-stop operating budget with Infrastructure Funding Agreement.*
- *Describe the procedures for amending the MOU any time substantial changes have occurred before the MOU's three-year expiration date.*

  NOTE: Ensure the MOU reflects the most recent date as amendments and renewals are approved.

The partners agree that the MOU may be amended upon mutual agreement of all partners where the amendment that is consistent with federal, state, or local laws, regulations, rules, plans or policies or for one or more of the following reasons – change in partners; change in one-stop operator, change in physical location, change in allocation methodology need to renegotiate cost sharing with one or more partners; a partner's loss of funding.

All partners to the MOU may request an amendment to the MOU with 60 days written notice. Amendments to the MOU must be in writing, signed and dated and entered into with the same degree of formality as that required for entry into the original MOU. Amendments must be made to the Workforce Development Board and the Board will notify all partners of the requested amendment and work within the 60-day timeframe to negotiate with all partners.

The Workforce Board is prepared to have a neutral board member engaged in the process to resolve any dispute that evolves after the agreement is reached. The information being disputed must be provided to the Workforce Board in writing and where it cannot be resolved in 30 days, a board member will engage in the resolution process. The Board will determine the need to convene all parties to the MOU to review proposed changes and negotiate revisions to the MOU. The MOU will be amended with agreement for partner agencies and executed by the authorized partner signatures.

The MOU may be terminated by any of the partners upon 30 days written notice to the other partners with cause or upon 90 days of written notice to the other partners without cause.

15. ADDITIONAL LOCAL PROVISIONS (OPTIONAL) (Sec. 121(c)(2)(B)) (§678.500(c))

None have been identified

16. ADDITIONAL PARTNERS (Sec. 121 (b)(2))

None have been identified

17. AUTHORITY AND SIGNATURES (Governor's Guidelines, Section 1, Item 8(p); Section 5, Items 28-29) (§678.500(d))

- *Include a statement that the individuals signing the MOU have authority to represent and sign on behalf of their program under WIOA.*

Individuals agreeing to and signing the MOU have authority to represent and sign on behalf of their program These individuals signing the Memorandum of Understanding for Career Services and Programs delivery and One-Stop Center Cost Sharing arrangements have been granted authority negotiate and execute the agreement by their respective agencies as indicated on the 'Individuals to Negotiate Local Memorandum of Understandings (MOUs) on behalf of the Required Partners in Lake County, LWIA 1.

18. ATTACHMENTS

Each Party acknowledges and agrees that the Attachments listed in this Section are attached hereto and incorporated into this MOU. Further, each Party acknowledges and agrees that by signing this MOU it agrees to be bound by the terms and conditions of the Attachments.

LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS ☐
INCLUDES:

- CAREER SERVICES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)
- OTHER PROGRAMS AND ACTIVITIES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)
- SERVICE DELIVERY METHOD THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)

IDES NON-DISCLOSURE AGREEMENT ☒

ONE-STOP OPERATING BUDGET SPREADSHEET ☒

CURRENT ONE-STOP OPERATOR AGREEMENT ☒

DIRECT LINKAGE CHECKLIST ☒

OTHER

TEMPLATE
REFERRAL SYSTEM MATRIX

REFERRAL BETWEEN PARTNERS Instructions: Please indicate all partners to which each partner will make referrals																					
REQUIRED PARTNERS	Title I: Adult Dislocated	Title II: Adult Ed.	Title III: W-P	Title IV: Rehab. Services	Post-secondary CTE under Perkins	UI	Veterans Services	TRA	TAA	MSFW	NFJP	CSBG	SCSEP	TANF	Second Chance	HUD	Job Corps	YouthBuild	Other (specify)	Other (specify)	Other (specify)
Title I: Adult, Dislocated Worker, Youth	☐	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☒	☒	☒	☐	☐	☐
Title II: Adult Education and Literacy	☒	☐	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☒	☒	☒	☐	☐	☐
Title III: Employment Programs under Wagner-Peyser	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐
Title IV: Rehabilitation Services	☒	☒	☒	☐	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐	☒	☐	☐	☐
Post-secondary Career and Technical Education under Perkins	☒	☒	☐	☒	☐	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐
Unemployment Insurance	☒	☒	☒	☒	☒	☐	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐
Job Counseling, Training and Placement Services for Veterans	☒	☒	☒	☒	☒	☒	☐	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐
Trade Readjustment Allowance (TRA)	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐
Trade Adjustment Assistance (TAA)	☒	☒	☒	☒	☒	☒	☒	☐	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐	☐
Migrant and Seasonal Farmworkers	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐
National Farmworker Jobs Program	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

TEMPLATE
REFERRAL SYSTEM MATRIX

REFERRAL BETWEEN PARTNERS Instructions: Please indicate all partners to which each partner will make referrals																					
REQUIRED PARTNERS	Title I: Adult Dislocated	Title II: Adult Ed.	Title III: W-P	Title IV: Rehab. Services	Post-secondary CTE under Perkins	UI	Veterans Services	TRA	TAA	MSFW	NFJP	CSBG	SCSEP	TANF	Second Chance	HUD	Job Corps	YouthBuild	Other (specify)	Other (specify)	Other (specify)
Community Services Block Grant (CSBG)	☒	☐	☒	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Senior Community Services Employment Program (SCSEP)	☒	☒	☒	☒	☐	☒	☒	☒	☒	☒	☒	☒	☐	☒	☐	☒	☐	☐	☐	☐	☐
TANF	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐	☐	☐	☐	☐	☐	☒	☐	☐	☐	☐	☐
Second Chance	☐	☐	☒	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Housing and Urban Development Employment and Training Activities (HUD)	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐	☐	☐	☐	☐
Job Corps	☒	☒	☒	☐	☒	☐	☒	☐	☐	☐	☐	☐	☐	☐	☒	☒	☐	☒	☐	☐	☐
YouthBuild	☒	☒	☒	☒	☒	☒	☐	☐	☐	☐	☐	☐	☐	☐	☒	☒	☒	☒	☐	☐	☐
Other (specify):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Other (specify):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Other (specify):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

CAREER SERVICES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)

BASIC CAREER SERVICES												
REQUIRED PARTNERS	**Eligibility for Title IB**	**Outreach, intake, orientation**	**Initial Skills Assessment**	**Labor exchange services, including job search and placement assistance**	**Referral and coordination with other programs**	**Workforce and labor market information and statistics**	**Performance and cost information on providers of education, training and workforce services**	**Performance info for the local area as a whole**	**Information on the availability of supportive services**	**Information and meaningful assistance with UI claims**	**Assistance establishing eligibility for financial aid for non-WIOA training and education**	
Title I: Adult, Dislocated Worker, Youth	☒	☒	☒	☒	☒	☒	☒	☒	☒	☐	☒	
Title II: Adult Education and Literacy	☐	☒	☒	☐	☒	☐	☒	☐	☒	☐	☒	
Title III: Employment Programs under Wagner-Peyser	☐	☒	☐	☒	☒	☒	☐	☒	☒	☒	☐	
Title IV: Rehabilitation Services	☐	☒	☒	☒	☒	☒	☒	☐	☒	☐	☐	
Post-secondary Career and Technical Education under Perkins	☐	☐	☐	☐	☒	☒	☒	☐	☒	☐	☐	
Unemployment Insurance	☐	☒	☐	☐	☒	☐	☐	☐	☐	☒	☐	
Job Counseling, Training and Placement Services for Veterans	☐	☒	☐	☒	☒	☒	☐	☒	☒	☐	☐	
Trade Readjustment Allowance (TRA)	☐	☒	☐	☐	☒	☐	☐	☐	☐	☒	☐	
Trade Adjustment Assistance (TAA)	☐	☒	☒	☒	☒	☐	☒	☐	☒	☒	☒	
Migrant and Seasonal Farmworkers	☐	☒	☐	☒	☒	☐	☐	☐	☒	☒	☐	
National Farmworker Jobs Program	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
Community Services Block Grant (CSBG)	☐	☐	☐	☐	☒	☐	☐	☐	☐	☐	☐	
Senior Community Services Employment Program (SCSEP)	☐	☒	☒	☐	☒	☐	☐	☐	☐	☐	☐	
TANF	☐	☐	☒	☐	☒	☐	☐	☐	☒	☐	☐	
Second Chance	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
Housing and Urban Development	☐	☐	☐	☐	☒	☐	☐	☒	☐	☒	☐	

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

BASIC CAREER SERVICES												
REQUIRED PARTNERS	**Eligibility for Title IB**	**Outreach, intake, orientation**	**Initial Skills Assessment**	**Labor exchange services, including job search and placement assistance**	**Referral and coordination with other programs**	**Workforce and labor market information and statistics**	**Performance and cost information on providers of education, training and workforce services**	**Performance info for the local area as a whole**	**Information on the availability of supportive services**	**Information and meaningful assistance with UI claims**	**Assistance establishing eligibility for financial aid for non-WIOA training and education**	
Employment and Training Activities												
Job Corps	☐	☒	☒	☒	☒	☒	☐	☐	☒	☐	☒	
YouthBuild	☐	☒	☒	☒	☒	☐	☐	☐	☒	☐	☒	
Other (specify):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
Other (specify):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
Other (specify):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	

INDIVIDUALIZED AND FOLLOW-UP CAREER SERVICES												
REQUIRED PARTNERS	**Comprehensive and specialized assessments**	**Development of an individual employment plan**	**Group counseling**	**Individual counseling**	**Career planning**	**Short-term pre-vocational services**	**Internships and work experience**	**Workforce preparation activities**	**Financial literacy services**	**Out-of-area job search assistance**	**English language acquisition**	**Follow-up services for participants in adult and dislocated worker programs**
Title I: Adult, Dislocated Worker, Youth	☒	☒	☐	☒	☒	☐	☒	☒	☐	☐	☐	☒
Title II: Adult Education and Literacy	☐	☒	☐	☒	☒	☒	☐	☒	☐	☐	☒	☐
Title III: Employment Programs under Wagner-Peyser	☒	☒	☐	☐	☒	☒	☐	☒	☐	☐	☐	☐
Title IV: Rehabilitation Services	☒	☒	☐	☒	☒	☒	☐	☐	☐	☐	☐	☐
Post-secondary Career and Technical Education under Perkins	☐	☐	☐	☒	☒	☐	☒	☒	☐	☐	☒	☐
Unemployment Insurance	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Job Counseling, Training and Placement Services for Veterans	☐	☒	☐	☐	☒	☒	☐	☒	☐	☐	☐	☐

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

INDIVIDUALIZED AND FOLLOW-UP CAREER SERVICES												
REQUIRED PARTNERS	**Comprehensive and specialized assessments**	**Development of an individual employment plan**	**Group counseling**	**Individual counseling**	**Career planning**	**Short-term pre-vocational services**	**Internships and work experience**	**Workforce preparation activities**	**Financial literacy services**	**Out-of-area job search assistance**	**English language acquisition**	**Follow-up services for participants in adult and dislocated worker programs**
Trade Readjustment Allowance (TRA)	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Trade Adjustment Assistance (TAA)	☐	☒	☐	☒	☒	☐	☐	☒	☐	☒	☐	☒
Migrant and Seasonal Farmworkers	☐	☒	☐	☐	☒	☒	☐	☒	☐	☐	☐	☐
National Farmworker Jobs Program	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Community Services Block Grant (CSBG)	☐	☐	☐	☐	☐	☐	☐	☐	☒	☐	☐	☐
Senior Community Services Employment Program (SCSEP)	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
TANF	☐	☒	☐	☐	☐	☐	☐	☒	☐	☐	☐	☐
Second Chance	☒	☒	☐	☐	☒	☐	☒	☒	☐	☐	☐	☐
Housing and Urban Development Employment and Training Activities	☐	☒	☒	☒	☒	☐	☐	☐	☒	☐	☐	☐
Job Corps	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒
YouthBuild	☒	☒	☒	☒	☒	☒	☒	☒	☐	☐	☐	☒
Other (specify):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Other (specify):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Other (specify):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

OTHER PROGRAMS AND ACTIVITIES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)

REQUIRED PARTNER	OTHER PROGRAMS AND ACTIVITIES PROVIDED
Title I (Adult, Dislocated Worker, Youth)	Lake County Workforce Development offers a variety of career services such as: initial and comprehensive skills assessment, case management, career counseling, career planning, individualized training and employment plans, work experiences, occupational skills training, on-the-job training, incumbent worker training, services linkage, job search assistance, various job seeker workshops, information on unemployment compensation claims, labor market information, financial aid assistance, supportive services, and integrated education and training through coordinated partners.
Title II: Adult Education and Literacy	The Area Planning Council 532 members comprised of the College of Lake County, Mundelein High School and Highland Park High School provides educational opportunities to adults in District 532 who lack basic skills in reading, writing, and mathematics or those who need to learn English as a second language, or those who need preparation for the high school equivalency test to prepare them for college or the workforce. The core programs offered are: 1) Adult Basic Education and Adult Secondary Education which provides basic reading, general language development, mathematical and life coping skills to adults who have not completed their high school; 2) High School Equivalency which provides preparation, either in English or Spanish, for adults who have not completed high school for the high equivalency test; 3) English as a Second Language which provides instruction in English speaking, reading, listening, and writing; 4) Bridge, ICAPS, and other transition initiatives that provide instruction and support to students seeking college career or degree programs; and 5) job readiness embedded within all curricula.
Title III: Employment Programs under Wagner-Peyser	Hiring events; workshops.
Title IV: Rehabilitation Services	The Vocational Rehabilitation program is designed to help people with disabilities find and keep jobs. Our goal is to help our customers find quality employment that pays a living wage and offers a chance for advancement. DRS offers specialized VR services for people who are: Blind or Visually Impaired, Deaf or Hard of Hearing, Hispanic or Latino with disabilities. DRS also helps high school students who have disabilities plan for their futures after high school graduation through our Transition and STEP programs. The Work Incentive Planning and Assistance Program helps people who receive SSDI/SSI benefits understand how working will affect their benefits. Supported Employment Program (SEP) services eligible people with significant disabilities who want to go to work and need on-going support services to succeed on the job.
Post-secondary Career and Technical Education under Perkins	In Illinois, PerkinsV focuses state and local efforts on continuously improving programs to facilitate the academic achievement of CTE students through the following efforts: strengthening the

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

REQUIRED PARTNER	OTHER PROGRAMS AND ACTIVITIES PROVIDED
	connections between secondary and postsecondary education; restructuring the way stakeholders – high schools, community colleges, universities, business and parents – work together; and, increasing state and local accountability standards. Several themes are evident in Perkins V: accountability for results and program improvement at all educational levels; coordination of CTE with the entire P-20 system; integration of academics and CTE; alignment and connections between secondary and postsecondary education, including baccalaureate; involvement of business and industry, and community-based partners.
Unemployment Insurance	Claims maintenance; general questions; claims filing
Job Counseling, Training and Placement Services for Veterans	Case management; workshops
Trade Readjustment Allowance (TRA)	Claims maintenance; general questions
Trade Adjustment Assistance (TAA)	The Trade Adjustment Assistance Program (TAA) is a federal entitlement program that assists workers who have lost or may lose their jobs as a result of foreign trade including increased imports or a shift in operations to foreign countries. The program seeks to provide workers with opportunities to obtain the skills, credentials, resources and support necessary to become reemployed. Benefits and Services: If a worker is a member of a worker group certified by DOL, that worker may be eligible to receive the following benefits and services: Employment and Case Management Services: Skills assessments, individual employment plans, career counseling, supportive services and information on training, labor markets and more. Training: Vocational, remedial and on-the-job training. Trade Readjustment Allowances (TRA): Income support available in the form of weekly cash payments to workers who are enrolled in full time training programs and have exhausted their unemployment insurance. Job Search and Relocation Allowances: Reimbursement for costs of seeking employment and relocation costs for employment outside of the workers commuting area. Reemployment Trade Adjustment Assistance (RTAA): A wage subsidy for up to two years that is available to reemployed older workers (age 50 and older) which covers a portion of the difference between a worker's new wage and their old wage up to $50,000. Health Coverage Tax Credit: 72.5% credit if receiving TRA for the costs you pay for health care insurance may be claimed on your federal income taxes.
Migrant and Seasonal Farmworkers	Hiring events, workshops

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

REQUIRED PARTNER	OTHER PROGRAMS AND ACTIVITIES PROVIDED
National Farmworker Jobs Program	NA
Community Services Block Grant (CSBG)	CSBG Program delivers comprehensive supportive services to include: Emergency services for rent, water and temporary shelter, LIHEAP Utility Assistance services for light and gas, Childcare and Child Care Assistance for 3-5 year olds Food Pantry Assistance Educational and Trade School Scholarships Applicants must meet the income guideline eligibility requirements currently set at 125% of the poverty guidelines.
Senior Community Services Employment Program (SCSEP)	SCSEP is a community service and work-based training program for older workers. Authorized by the Older Americans Act, the program provides subsidized, service-based training for low-income persons 55 or older who are unemployed and have poor employment prospects.
TANF	The Department of Human Services provides Temporary Assistance to Needy Families (TANF), Medical assistance and Supplemental Nutritional Assistance Program (SNAP) to eligible customers. Staff assess customer needs and provide referrals to other agencies as necessary, in order to assist families/individuals in obtaining self-sufficiency.
Second Chance	NA
Housing and Urban Development Employment and Training Activities	Lake County Housing Authority (LCHA) FSS Program is a voluntary program for participants who receive HUD Housing Choice Voucher (Section 8) Rental Assistance or living in Public Housing and wish to improve their financial situation, eliminate their dependence on public assistance and are motivated to change their lives. The program emphasizes employment as well as educational and vocational training that lead to full time consistent employment. LCHA's Housing Counseling Program serves the needs of Lake County residents in various areas related to housing, including Homebuyer Education, Pre-Purchase Counseling, Post-Purchase and Foreclosure Prevention, Mortgage Default Counseling, Financial and Budgeting Counseling and Rental Counseling.
Job Corps	Job Corps is the largest nationwide residential career training program in the country and has been operating for more than 50 years. The program helps eligible young people ages 16 through 24 complete their high school education, trains them for meaningful careers, and assists them with obtaining employment. Job Corps has trained and educated over two million individuals since 1964.

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

REQUIRED PARTNER	OTHER PROGRAMS AND ACTIVITIES PROVIDED
	At Job Corps, students have access to room and board while they learn skills in specific training areas for up to three years. In addition to helping students complete their education, obtain career technical skills and gain employment, Job Corps also provides transitional support services, such as help finding employment, housing, childcare, and transportation. Job Corps graduates either enter the workforce or an apprenticeship, go on to higher education, or join the military.
YouthBuild	YouthBuild Lake County (YBLC) serves 17-24 year old, underserved youth in our traditional YouthBuild program: a twelve month education and career training opportunity offering academic skill enhancement, high school diploma attainment, leadership development and mentoring activities, green construction training, life skills, case management and counseling, community service opportunities, career exploration and job readiness training, post-secondary educational initiatives, job/college placement, and follow up services. In addition, a YouthBuild Work Experience Program provides 35 participants with paid work experience, ranging between 80-160 hours of work. The Youth Conservation Corps YouthBuild Program helps opportunity youth (ages 17-24) to become independent and thrive by teaching discipline, education and practical construction/other job skills that will get them into a job or into college, We serve those who are neither studying nor employed. The Youth Conservation Corps also offers a summer youth conservation employment program that employs 48 youth and provides them with paid conservation jobs, college scholarships, and environmental training. This work is done on Lake County Forest Preserve land.

IDES NON-DISCLOSURE AGREEMENT

Attachment to LWIA #1MOU

The **Illinois Department of Employment Security ("IDES")** agrees to share confidential information, as defined below, with each One-Stop Partner ("**RECIPIENT")** pursuant to the Memorandum of Understanding, effective on July 1, 2025 and ending on June 30, 2026, for the One-Stop Center located in Illinois Local Workforce Area #1 ("MOU"), solely for the limited purpose and to the extent as set forth in this IDES Non-Disclosure Agreement ("Agreement"). IDES and the RECIPIENT are collectively referred to as the "Parties" and individually as a "Party." This Agreement is made by and between IDES and each RECIPIENT and as such this Agreement is separately and individually enforceable against each RECIPIENT.

1. MOU. RECIPIENT acknowledges and agrees that by signing the MOU it agrees to be bound by the terms and conditions of this Agreement, which are attached to and incorporated into the MOU. RECIPIENT's execution of the MOU is a prerequisite for receiving any confidential information under this Agreement. In the event of conflict, this Agreement shall prevail over the MOU

2. One-Stop Partner. RECIPIENT affirms and acknowledges that it is a One-Stop Partner, as defined by the Workforce Innovation and Opportunity Act of 2014, as amended, (WIOA). RECIPIENT affirms and acknowledges that, except as otherwise provided herein, it will remain a Party to this Agreement as long as it continues to administer at least one federally funded employment, training or education program at an Illinois One-Stop Center, as defined by WIOA.

3. Term and Termination. The term of this Agreement shall begin upon the date of full execution of the MOU and shall end upon the termination of the MOU. Notwithstanding any other provision to the contrary, IDES may immediately terminate or cancel this Agreement and cease providing confidential information if RECIPIENT fails to adhere to any provision set forth in this Agreement. RECIPIENT agrees that its responsibilities and duties under this Agreement, including but not limited to its obligations regarding confidentiality and data security, shall remain in effect following the termination of this Agreement.

4. Confidential Information.
   a) For purposes of this Agreement, "confidential information" means all data and information in whatever form produced, prepared, observed, or received under this Agreement to the extent such information is confidential within the meaning of any governing law, regulation, or directive, including, without limitation, the Illinois statute codified at 820 ILCS 405/1900 ("Section 1900").
   b) RECIPIENT agrees to comply with applicable laws, materials, regulations and all other state and federal requirements with respect to the protection of privacy, security and dissemination of the confidential information, including Section 1900; which is incorporated by reference into this Agreement. Protection from unauthorized use and/or disclosure specifically includes storage in a place physically secure from access by unauthorized persons, maintaining information in electronic formats such as magnetic tapes, discs, or on servers in such a way that unauthorized persons cannot obtain the information by any means, destroying all confidential information in the manner directed

by IDES as soon as the information is no longer needed for RECIPIENT's purposes, and undertaking precautions to ensure that only authorized employees and agents have access to said confidential information.

c) RECIPIENT agrees to instruct all personnel having access to the confidential information on the confidentiality requirements set forth in this Section and agrees to fully and promptly report any infraction to the IDES.

d) RECIPIENT agrees that the disclosure of the confidential information to the RECIPIENT does not convey any future ownership or use rights. RECIPIENT agrees that IDES shall retain sole and exclusive ownership of the confidential information.

e) Upon the termination of this Agreement, RECIPIENT agrees to destroy or return all confidential information in the manner directed by IDES. RECIPIENT agrees that the confidential information shall not be archived or sent to a records center and shall not be retained with personal identifiers for any period longer than the term of this Agreement.

5. Data Specifications.
   a) The Parties acknowledge and agree that under this Agreement IDES will not share or provide the RECIPIENT with any information obtained from an individual or employing unit during the administration of the Illinois unemployment insurance (UI) program including, but not limited to, social security numbers, benefit records and employer's wage records.
   b) In accordance with 56 Ill. Admin. Code 2960.120, IDES may provide RECIPIENT with non-UI information contained in the Illinois Job Link (IJL) including: (i) a customer's name, address, phone number, and/or employment history; (ii) an employer's name, address, and phone number; (iii) job order information; and (iv) other non-UI information contained in IJL, provided that disclosure of such information is not prohibited under this Agreement.

6. Purpose and Use. RECIPIENT agrees that it will use the confidential information solely for the limited purpose of administrating an employment, training or education program through an Illinois One-Stop Center in accordance with WIOA. Any dissemination or use of the confidential information other than for the purpose and use set forth in this Section without the express written authority of the Director of IDES is specifically prohibited.

7. Indemnification. To the extent authorized by law, RECIPIENT agrees to indemnify, assume all risk of loss, and hold harmless IDES from and against all liabilities, claims, suits, actions, judgments, damages and expenses related to or arising in connection with any acts or omissions of RECIPIENT in connection with this Agreement. RECIPIENT shall do nothing to prejudice the rights of IDES to recover against third parties for any loss.

8. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois. Any claim against IDES arising out of this Agreement must be filed exclusively with the Illinois Court of Claims, 705 ILCS 505/1 et seq., when said claim is within the jurisdiction of the Court of Claims.

9. Severability. If any provision in this Agreement is held to be invalid, illegal, void, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not be affected.