

ORDINANCE T-2022-05-002

AN ORDINANCE APPROVING THE ANNUAL BUDGET AND APPROPRIATION ORDINANCE
(FISCAL YEAR 2022-2023)

WHEREAS all legal requirements have been complied with: Now therefore be it ordained by the Township Board of the Town of Cunningham, County of Champaign, State of Illinois, in meeting assembled as follows:

That the fiscal year of this Town is hereby fixed and declared to be from July 1, 2022 - June 30, 2023;
That the following budget, incorporated herein, containing an estimate of receipt of the Town and General Assistance funds, is hereby adopted as the budget of this Town and General Assistance funds, and shall be in full force and effect from and after this date;

That there is an estimate of the beginning balance of July 1, 2022 in the amount of

Town Fund	\$653,650
General Assistance Fund	\$753,935
Total All Funds	\$1,407,585

That the estimate of cash to be received during the Fiscal year, from all sources is

Town Fund	\$808,425
General Assistance Fund	\$1,471,333
Total All Funds	\$2,279,758


That the estimate of expenses for each of the aforementioned funds is

Town Fund	\$878,494
General Assistance Fund	\$1,399,745
Total All Funds	\$2,278,239

That the ending balance at the end of the Fiscal Year, June 30, 2023 is estimated to be

Town Fund	\$583,581
General Assistance Fund	\$825,523
Total All Funds	\$1,409,104

That the following budget is the Annual Appropriation Ordinance of this Town, passed by the Township Board of the Town of Cunningham as required by law, and shall be in full force and effect from and after this date. Adopted on June 13, 2022 by the Township Board of the Town of Cunningham in the County of Champaign, State of Illinois, in meeting assembled.

 6/15/2022
Phyllis Clark, Township Clerk Date

 6/15/2022
Diane Marlin, Township Chair Date

**Cunningham Township
Budget July 2022 - June 2023**

	Total Supervisor Unr...	Assessor Unrestricted	Total Town Fund	Total GA Restricted	Total GA Fund	TOTAL
	(Town Fund)	(Town Fund)	(Town Fund)	(GA Fund)	(GA Fund)	(GA Fund)
	Jul '22 - Jun '23	Jul '22 - Jun '23	Jul '22 - Jun '23	Jul '22 - Jun '23	Jul '22 - Jun '23	Jul '22 - Jun '23
Ordinary Income/Expense						
Income						
4009 - TAXES						
4010 - Property Tax - Current Year	782,325.00		782,325.00	1,100,124.00	1,100,124.00	1,882,449.00
4012 - PPRT - Personal Property Tax	24,000.00		24,000.00	24,000.00	24,000.00	48,000.00
Total 4009 - TAXES	806,325.00		806,325.00	1,124,124.00	1,124,124.00	1,930,449.00
4020 - GRANTS AND REIMBURSEMENTS						
4023 - State of Illinois DHS				176,389.00	176,389.00	176,389.00
4026 - USD116 Grant	0.00		0.00	69,300.00	69,300.00	69,300.00
4030 - SSI Reimbursements				20,000.00	20,000.00	20,000.00
Total 4020 - GRANTS AND REIMBURSEMENTS	0.00		0.00	265,689.00	265,689.00	265,689.00
4035 - DONATIONS AND GIFTS						
4036 - Solidarity Gardens CU				5,000.00	5,000.00	5,000.00
4037 - UU Utility Fund				25,000.00	25,000.00	25,000.00
4038 - Angel Donor - Paypal				25,000.00	25,000.00	25,000.00
4039 - Angel Donor - Cash and Checks				25,000.00	25,000.00	25,000.00
Total 4035 - DONATIONS AND GIFTS				80,000.00	80,000.00	80,000.00
4050 - EARNED AND OTHER INCOME						
4040 - Misc Income	1,500.00		1,500.00	1,500.00	1,500.00	3,000.00
4041 - Interest Income	600.00		600.00	20.00	20.00	620.00
Total 4050 - EARNED AND OTHER INCOME	2,100.00		2,100.00	1,520.00	1,520.00	3,620.00
Total Income	808,425.00		808,425.00	1,471,333.00	1,471,333.00	2,279,758.00
Gross Profit	808,425.00		808,425.00	1,471,333.00	1,471,333.00	2,279,758.00
Expense						
6000 - PERSONNEL						
6009 - PAYROLL EXPENSES	220.00	416.00	636.00	600.00	600.00	1,236.00
6010 - SUPERVISOR'S SALARY	69,550.00		69,550.00			69,550.00
6011 - ASSESSOR'S SALARY		69,550.00	69,550.00			69,550.00
6012 - CLERK'S SALARY	3,756.00		3,756.00			3,756.00
6013 - SALARIES - OTHERS	52,000.00	160,000.00	212,000.00	370,000.00	370,000.00	582,000.00
6014 - PERSONNEL- OTHER		20,000.00	20,000.00	0.00	0.00	20,000.00
6020 - BOARD'S SALARY	4,900.00		4,900.00			4,900.00
6040 - HEALTH INSURANCE	28,800.00	52,000.00	80,800.00	78,120.00	78,120.00	158,920.00
6050 - IMRF	5,470.00	10,330.00	15,800.00	13,000.00	13,000.00	28,800.00
6051 - IMRF Paydown		19,091.00	19,091.00			19,091.00
6060 - FICA	9,961.00	3,000.00	12,961.00	28,000.00	28,000.00	40,961.00
6070 - UNEMPLOYMENT COMP INS	800.00	0.00	800.00	4,800.00	4,800.00	5,600.00
Total 6000 - PERSONNEL	175,457.00	334,387.00	509,844.00	494,520.00	494,520.00	1,004,364.00
6100 - ADMINISTRATION						
6230 - Dues and Subscriptions	2,000.00	6,000.00	8,000.00	1,000.00	1,000.00	9,000.00
6240 - Computer Service/Software	6,000.00	24,300.00	30,300.00	12,000.00	12,000.00	42,300.00
6260 - Build Urbana Tax Refund	3,000.00		3,000.00	3,000.00	3,000.00	6,000.00
6260 - General Insurance	7,500.00		7,500.00	5,000.00	5,000.00	12,500.00
6270 - Appraisals		34,000.00	34,000.00			34,000.00
6283 - Janitorial	3,000.00	5,400.00	8,400.00	8,000.00	8,000.00	16,400.00
6310 - Supplies	3,000.00	2,000.00	5,000.00	4,000.00	4,000.00	9,000.00
6340 - Postage	750.00	4,000.00	4,750.00	3,000.00	3,000.00	7,750.00
6360 - Printing	1,300.00	3,000.00	4,300.00	8,000.00	8,000.00	12,300.00
6361 - Publishing	1,600.00		1,600.00	0.00	0.00	1,600.00
6411 - Equipment Purchase (< \$5,000)	2,000.00	5,000.00	7,000.00	30,000.00	30,000.00	37,000.00
6429 - Property Acquisition/Rent	0.00	10,800.00	10,800.00	20,000.00	20,000.00	30,800.00
6430 - Utilities	4,000.00	600.00	4,600.00	26,000.00	26,000.00	30,600.00
6440 - Telephone and Internet	3,500.00	3,150.00	6,650.00	8,100.00	8,100.00	14,750.00
6520 - Vehicle Maintenance			0.00	5,000.00	5,000.00	5,000.00
6822 - Misc Expenses	2,500.00	4,000.00	6,500.00	1,000.00	1,000.00	7,500.00
Total 6100 - ADMINISTRATION	40,150.00	102,250.00	142,400.00	134,100.00	134,100.00	276,500.00
6110 - Training	1,000.00	19,500.00	20,500.00	6,000.00	6,000.00	26,500.00
6120 - Travel	250.00	500.00	750.00	4,000.00	4,000.00	4,750.00
6210 - Legal	13,000.00	20,000.00	33,000.00	13,000.00	13,000.00	46,000.00
6215 - Admin Services	41,000.00	23,000.00	64,000.00	8,000.00	8,000.00	72,000.00
6220 - Audit Services	9,000.00		9,000.00			9,000.00
6421 - Bldg Repairs/Maintenance	20,000.00	0.00	20,000.00	45,000.00	45,000.00	65,000.00
6700 - PROGRAMS						
6725 - Personal Allowances (GA) Checks				312,000.00	312,000.00	312,000.00
6726 - Housing Allow. (GA) Vendor Pay				10,200.00	10,200.00	10,200.00
6726 - Client Employment Verification				5,000.00	5,000.00	5,000.00
6729 - Transportation Assistance				13,500.00	13,500.00	13,500.00
6730 - Training/Education Assistance				6,000.00	6,000.00	6,000.00
6732 - Rental Assistance (RA)				125,000.00	125,000.00	125,000.00
6734 - Rapid Rehousing - ESG				36,000.00	36,000.00	36,000.00
6735 - Emergency Housing - ESG				56,675.00	56,675.00	56,675.00
6736 - Street Outreach - ESG				19,250.00	19,250.00	19,250.00
6770 - Angel Donor Expenses				50,000.00	50,000.00	50,000.00
6778 - Solidarity Gardens CU	0.00		0.00	5,000.00	5,000.00	5,000.00
6779 - UU Utility Expenses				35,000.00	35,000.00	35,000.00
6785 - Intern/Volunteer Program				15,000.00	15,000.00	15,000.00
6787 - Event Expenses	2,000.00		2,000.00	8,500.00	8,500.00	8,500.00
6796 - Other Grants	77,000.00		77,000.00			77,000.00
Total 6700 - PROGRAMS	79,000.00		79,000.00	695,125.00	695,125.00	774,125.00
Total Expense	378,857.00	499,637.00	878,494.00	1,399,745.00	1,399,745.00	2,278,239.00
Net Ordinary Income	429,568.00	-499,637.00	-70,069.00	71,588.00	71,588.00	1,519.00
Net Income	429,568.00	-499,637.00	-70,069.00	71,588.00	71,588.00	1,519.00



CUNNINGHAM TOWNSHIP

FINAL BUDGET

Fiscal Year 2022 - 2023
July 1, 2022 - June 30, 2023

Cunningham Township
205 West Green Street
Urbana, Illinois 61801

CUNNINGHAM TOWNSHIP DRAFT BUDGET

**Fiscal Year 2022 - 2023
July 01, 2022 - June 30, 2023**

Cunningham Township
205 West Green Street
Urbana, Illinois 61801
(217) 384-4144
Supervisor@cunninghamtownship.org

Elected Officials

Supervisor	Danielle Chynoweth
Assessor	Wayne T. Williams Jr.
Town Clerk	Phyllis Clark

Township Board

Diane Marlin, Chair
Maryalice Wu, Ward 1
Christopher Evans, Ward 2
Shirese Hursey, Ward 3
Jaya Kolisetty, Ward 4
Chaundra Bishop, Ward 5
Grace Wilken, Ward 6
James Quisenberry, Ward 7

Budget Memo from the Township Supervisor

June 7, 2022

Dear Cunningham Township Board,

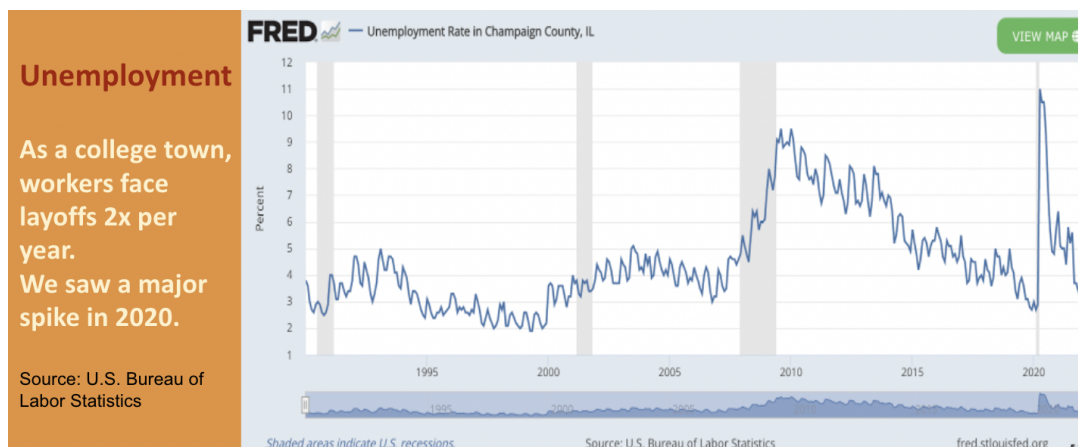
Created in 1928, the Cunningham Township is a local taxing body focused on equity. The Assessor, Supervisor, Clerk, and Town Board are elected by and accountable to the people of Urbana. Our Assessor division provides independent assessments of properties so that all property owners pay their fair share. Our Supervisor oversees programs to support the lowest income households in Urbana – providing a non-duplicated safety net for Urbana households dealing with the devastation of homelessness, joblessness, or disability. Cunningham Township Supervisor’s Office (CTSO) is an agile, local office, focused on filling gaps in services. CTSO landscapes needs, collaborates with other agencies, provides grants to partners to fill gaps. When no partners exist to fill a gap, CTSO may help create a new program in the community, or provide that program within CTSO. CTSO served over 10,000 residents in 2021 with General Assistance (including Disability Assistance and Workforce Development), Housing Assistance (Rent Assistance, Street Outreach, Emergency Housing, Rapid Rehousing, Utility Payments, Campaign to Prevent Evictions, Housing Advocacy), Food Assistance, Digital Inclusion Campaign, and Social Service grants.

Background

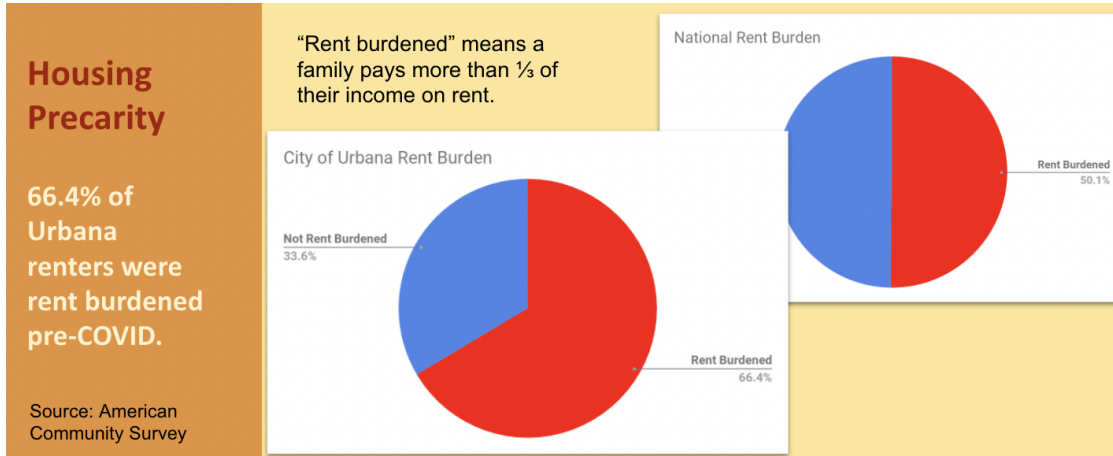
Our community is one of contrasts – with a large and largely invisible impoverished constituency living alongside a flourishing and vibrant academic community. Consider the following local challenges:

Champaign-Urbana is facing a housing crisis for low-income residents, as wages do not keep up with rent and cost of living.

To afford \$686 monthly rent, a person must work 60 hours a week at minimum wage in Champaign County (National Low Income Housing Coalition, 2021). Income has not kept up with rents. Exacerbating this is the seasonal nature of work in Champaign-Urbana, a college town which experiences contractions in its employment market every summer and winter, increasing the chances of working families getting behind in rent.

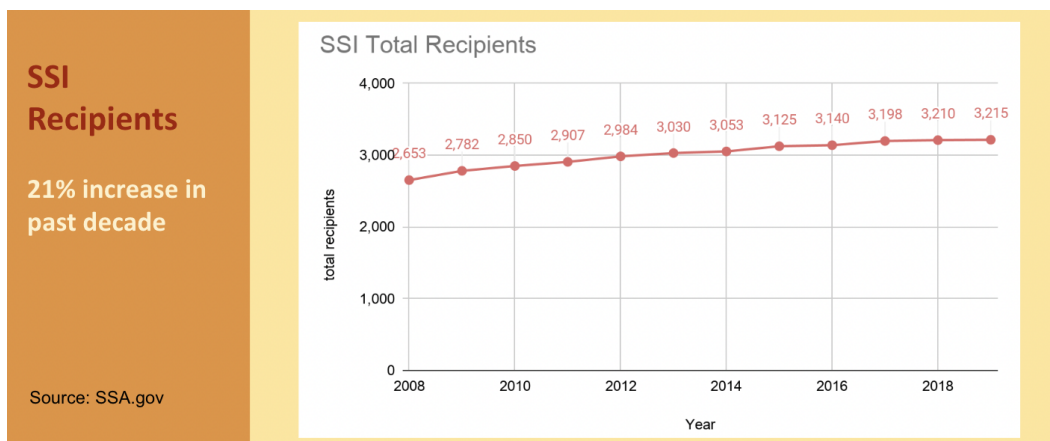


Prior to COVID-19, 66% of Urbana renters are paying more than one third of their income on rent. (American Community Survey, 2019). 22% of calls to 211 in Champaign County were for rental assistance in fiscal year 2020. The number of homeless children in the county is rising from 583 in FY18 to 637 in FY20. 188 homeless children attended Urbana Schools in 2020 (Regional Office of Education).



The number of local, low-income residents experiencing disabilities is on the rise, but there is no market rate housing they can afford.

About 3200 people in Champaign County live off Social Security Supplemental Income (SSI) which is a maximum of \$841 per month (SSA.gov). By contrast, the poverty level for one person is \$1,132.50 per month. Although there has not been a significant rise in the population, the number of disabled SSI recipients in the county has increased steadily – by 21% in the past decade. At any given time, Cunningham Township serves about 50 disabled Urbana residents awaiting disability determinations, a process that almost always includes an appeal and often takes many years. During this time, their only source of income is usually only \$3600 per year from CTSO.



We have the ability to meet the need, but housing affordability and discrimination stand in the way.

Vacant rental stock in Champaign County has almost doubled from 6,634 units in 2005 to 12,936 in 2019 from a 8.2% to a 13.7% vacancy rate (American Community Survey, 2019). Vacant units would house the number of known homeless residents in the county several times over. The Housing Authority of Champaign County serves a fraction of demand. An estimated 80% of local households in need of rental subsidies are not served (Champaign Urbana Tenant Union). 127 of Housing Choice Voucher holders were circling looking for a place to live in January 2022. Many face discrimination and landlords concerned with renting to voucher holders, which will be partially addressed with the passage of recent State of Illinois legislation barring source of income discrimination in housing. Local enforcement will be key to addressing this. Additional funding for vouchers may be available if HACC's placement rate can increase (HACC).

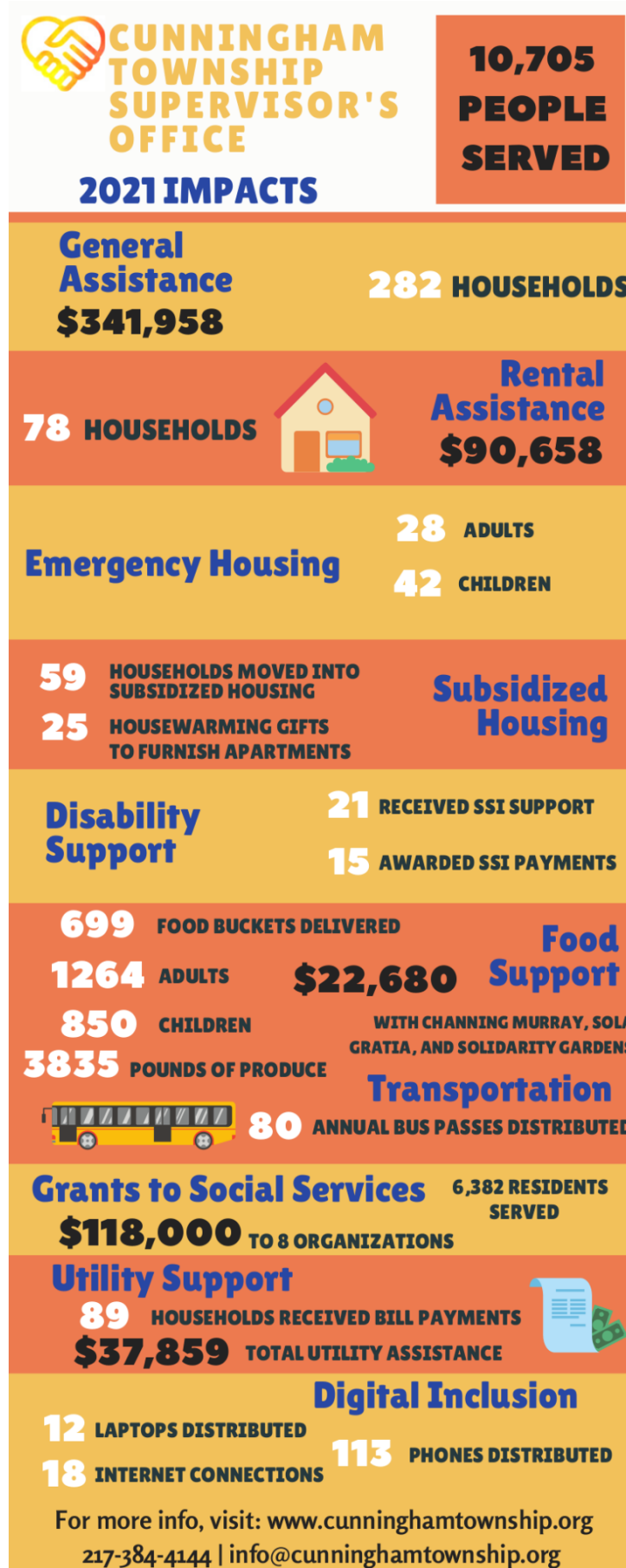
We have a need for year round emergency shelter as a stepping stone to permanent housing.

We have residents with disabilities or medical issues who can not be accommodated by existing shelters. Local hospitals appear to be discharging medically fragile residents to emergency shelters or the streets. CU at Home was housing 70+ homeless men and women under one roof. In summer of 2021, they had to pause services due to staffing and safety concerns, resulting in dozens of homeless residents becoming street homeless in a very short time frame. CTSO filled some of the gap, launching a street outreach program, increasing emergency housing services, and providing intensive housing advocacy to help residents access permanent housing with COVID-specific vouchers for homeless residents. CTSO – along with the Cities of Urbana and Champaign and Champaign County – funded CU at Home to pilot a low barrier shelter focused on residents with mental health and substance abuse issues. This was launched December 27, 2021 and closed April 15, 2022. Last month the Champaign City Council in study session supported a \$3.1 Million proposal to fund the City of Champaign Township to operate a 24/7 Low Barrier Shelter for two years, along with additional funding for housing and homelessness through an RFP process.

Homeless women and children are largely invisible and lack support.

Among industrial nations, the US has the largest number of homeless women and the highest number on record since the Great Depression (The National Center on Family Homelessness, 2011). Most of the support for homeless residents comes from the Federal Government (HUD) or the State of Illinois which requires those served to be homeless by HUD's narrow definition - unsheltered, facing domestic violence, or in a place not meant for human habitation. This definition leaves out the majority of homeless women and children who are moving house to house. An alarming number of females CTSO serves report a time when they had to resort to "survival sex" to secure housing either from tenants or landlords. A national study found that 92% of homeless mothers have experienced severe physical and/or sexual violence, with 43% reporting sexual abuse in childhood and 63% reporting intimate partner violence in adulthood (Browne and Bassuk, 1997). In another study 13% of homeless women report having been raped in the past year, half of these were raped twice. 9% of homeless women reported at least one experience of sexual victimization in the last month (Wenzel et al., 2000).

Below is a graphic that shows an overview of CTSO's impacts in the calendar year 2021.



Programs

GENERAL ASSISTANCE (INCOME SUPPORT)

General Assistance (GA) is a state-mandated program townships must provide to very low-income or no-income residents who meet program criteria. Township Supervisors set the rules as to who is eligible for General Assistance, and these rules must be applied fairly. Many townships use the Township Officials of Illinois (TOI) GA rules, customizing it to meet their needs. Cunningham Township uses a modified version of the TOI rules.

General Assistance is meant to be gap funding and ends when participants receive other cash assistance or sufficient income. GA participants fall into three scenarios:

1. Waiting on a disability determination from the Social Security Administration for SSI/SSDI.
2. Temporarily out of work due to a medical issue, family emergency, jailing, or layoff.
3. Out of work long-term due to homelessness, mental health issues, criminal justice background, lack of education, domestic violence, or trauma.

Typically about half of GA participants have a disabling condition, with most awaiting federal disability determinations. In almost every case, these participants are denied by SSA and have to appeal and reapply multiple times before being approved - a process that can take 1-8 years. When they receive SSI, the Social Security Administration reimburses Cunningham Township for the General Assistance provided during the timeframe SSA determines the resident was eligible for payments.

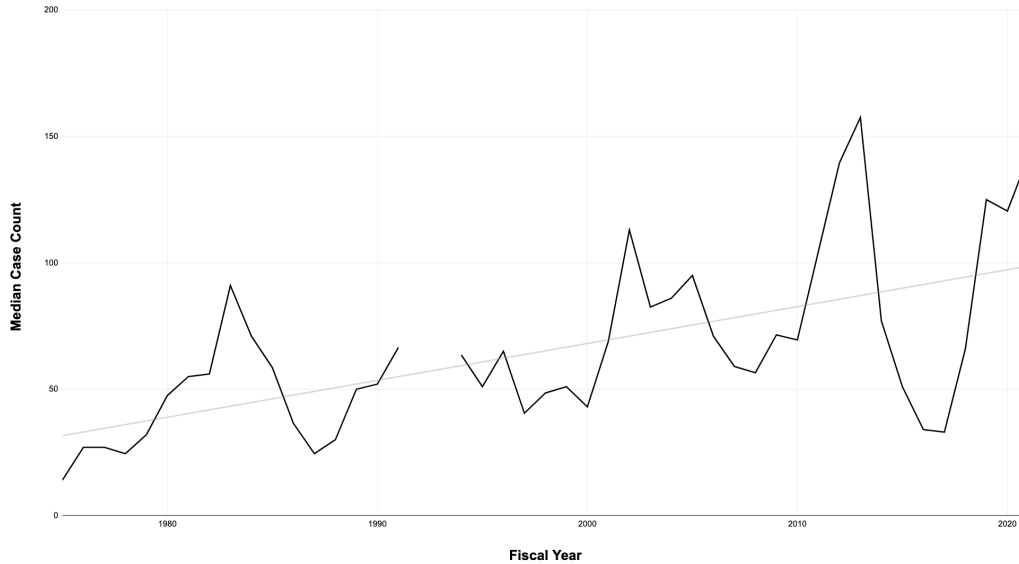
The other half of GA participants are able to work, but are facing unemployment. They participate in our Employment and Education Opportunities program, receiving credit by working at Salt and Light or pursuing education or training through opportunities such as Adult Education, Swift, YouthBuild and others. Parents of children are eligible to receive GA for up to 3 months as long as they have a pending application for TANF. If they have reached their 5 year TANF limit, they may continue to receive GA under our rules.

Historically the number of Urbana residents requiring General Assistance fluctuates based on the following:

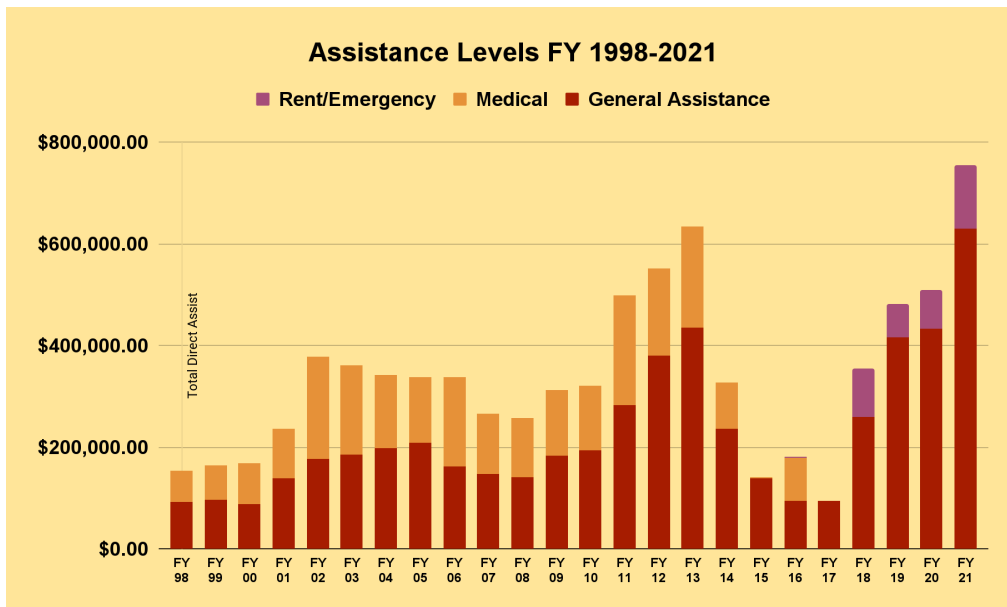
1. The health of the economy.
2. Federal and state policies and practices regarding medical and disability payments.
3. The accessibility of the program itself.

Below is a chart of the median number of households in a given year receiving General Assistance from 1975 to 2019. Note there is a wide variety from 20-176 cases, with an average of 62 cases in this time span, and with missing data from 1992 to 1994.

Median GA Cases for Fiscal Year Since 1975



This second graph shows the amount of payments in dollars for general assistance and medical assistance since 1998. Note that the expansion of Medicaid by the Affordable Care Act 2014 generally coincides with a reduction in medical payments. In FY 21 CTSO saw a large increase in both General Assistance and Rental Assistance due to the COVID-19 pandemic. Many of these cases were to support residents who found themselves suddenly out of work with service industry and retail closures, or unable to work with children at home. During this time, the Illinois Department of Employment Security (IDES) was overwhelmed and took many months to process cases, during which CTSO provided gap funding for these residents. In November of 2020, Urbana voters overwhelmingly approved an increase of the assistance levy which resulted in about \$600,000 new annual dollars to meet the needs of low income Urbana residents. In 1982 General Assistance was \$130 per month, 20 years later in 2002, payments were \$204 per month, in 2012 they were \$223, through 2019 they were \$265. GA payments are now \$300 per month, with a proposal to increase that to \$325 next FY to match the City of Champaign Township and the recommendation from Township Supervisors of Illinois.



BRIDGE TO HOME: HOMELESS SERVICES

Cunningham Township Supervisor's Office (CTSO) commitment to ending homelessness, in partnership with the Continuum of Service Providers to the Homeless. To that end, CTSO operates Bridge to Home, a continuum of services for the homeless that includes:

- Street outreach;
- Emergency housing for families and people with disabilities;
- Up to 3 months of rental assistance to avoid eviction or to move into housing (for those at risk of homelessness);
- 12 months of tenant based rental assistance to move into housing (for literally homeless residents);
- Housing advocacy to locate and access market rate and subsidized permanent housing and housewarming gifts to furnish a new apartment. This includes a new program with a CTSO case manager in Urbana Schools to support McKinney Vento Act homeless families and those at risk of homelessness.

Housing and Stabilization case management services threads this continuum of services together from start to finish, providing outreach to unsheltered residents, supporting them in accessing shelter or in-patient services, and then continuing to support the process of participants becoming more stably housed. Food and clothing assistance is also provided. As of FY 22, CTSO is now an entry point for homeless services through Champaign County's Coordinated Entry process. All consenting program participants who are homeless per HUD's definitions are registered for access to all available programs through the Continuum of Service Providers to the Homeless.

In the last fiscal year, \$310,491 of Bridge to Home funding came from an Emergency Solutions Grant (ESG) from the State of Illinois, through the City of Urbana, which provides fiscal sponsorship. In FY 23, the Continuum has recommended CSTO for \$91,299 in assistance. In addition, our FY 22 funds have been extended through June of 2023 and we estimate we will have about \$85K left to spend in next fiscal year, for a total of about \$176K.

Street Outreach

CTSO's street outreach team reaches out to individuals and families who are homeless as defined by HUD Category 1(i) to address urgent needs and connect them with housing, transportation, phones, food, clothing, and other critical needs like access to documents. Our street outreach team will locate unsheltered residents through contact with concerned residents, health care professionals, emergency responders, school staff, and community business and organizations, as well as regularly visit areas where unsheltered residents often dwell. For those residents who are ineligible to stay at a local shelter, CTSO will support residents in accessing in-patient detox and mental health services. CTSO will also explore residents' interest and needs in reuniting with friends and family, and provide support with connection and transportation. Currently, CTSO ensures hot breakfast delivery for emergency shelter residents at CU at Home, with service provided by Red Herring Restaurant and Bridgewater Life Sullivan Center.

Emergency Housing

CTSO's Emergency Housing program is to support residents sleeping unsheltered, or in a place not fit for human habitation, when they can not be accommodated by existing emergency shelter options. Short term emergency housing is provided, as available, as long as the resident meets entry criteria, and is meeting with a case manager, pursuing goals, and seeking permanent housing. Residents actively fleeing domestic violence are referred to Courage Connection's domestic violence shelter.

ESG funded Emergency Housing serves those who meet program criteria throughout the county and are housed in hotel rooms. In addition, CTSO owns and operates eight units of housing for families with children in Urbana schools of Crisis Nursery or residents with disabilities who are referred from CU at Home. These are private units within walking distance of transportation, groceries, and the Middle and High schools. 47 households including 50 adults and 77 children have been served since July 2020 when we piloted a program in hotels.

Cunningham Township Bridge to Home: Emergency Housing

Founded in 2020 during the pandemic, Township's Bridge to Home Emergency Housing program supports homeless families with children to gain stable housing.

Families are referred through the School District, Crisis Nursery, or Centralized Intake for the Homeless. Qualifying families are housed in private apartments in downtown Urbana owned by Township.

Families receive intensive case management support as they work to access income, child care, and permanent housing. Program length varies but the average stay is 60 days.

**42 FAMILIES INCLUDING 63 CHILDREN ASSISTED
IN 19 MONTHS WITH A 90% SUCCESS RATE.**

29-year-old Destoni, mother of six, lost her job due to the pandemic and became homeless in December 2020. A staff member at the Housing Authority saw Destoni's family sleeping in their car and referred her to Township. After two months in Bridge to Home Emergency Housing, Destoni had a job at a local hospital and moved into her own home in West Champaign with a housing voucher.



Rental Assistance

Townships in Illinois may choose to provide Emergency Assistance, which can help with one-time payments of rent, utilities, etc. They may also operate or provide grants to social service agencies for services including: senior support, youth programs, food pantries, or homeless shelters.

In response to the crisis in affordable housing and homelessness in Urbana, the Cunningham Township Supervisor launched a Rental Assistance Program in December of 2017, which supports Urbana residents who are homeless or at risk of homelessness due to a threat of eviction. The City of Champaign Township followed suit, and the two Townships joined forces with Champaign County Regional Planning Commission to launch the Champaign County Rental Assistance Program, greatly expanding the program. This model program of collaboration involved regular collaboration meetings, a shared application, no wrong door, and a shared consent form.

The CTSO Rental Assistance Program provides Urbana residents one time support to prevent eviction or to help homeless residents to move into housing. In FY 2019-2020 the assistance amount was \$600, which was nearly always sufficient. In the past two years during COVID-19, rental arrears increased dramatically, and CTSO increased its assistance to 2 months of rent. For homeless residents moving into their own apartment, assistance was increased to cover the deposit and up to two month's. During COVID-19, with the release of new housing vouchers for homeless residents staying in shelter, demand for move-in support has increased. In 2020, Township launched a Housewarming program to provide furniture and housewares for homeless residents moving into housing.

To qualify for Rental Assistance, currently residents' rent must not exceed 50% of their income unless they are on a fixed income such as SSI, in which case their rent can not exceed 70% of income (about \$550 for someone on SSI). This limit was to improve the chances that a one-time payment could stabilize their situation. Those who were under-income were referred to other programs, usually General Assistance. Between referrals to partner agencies, such as Regional Planning Commission which administered millions in rental assistance, and CTSO's own program, nearly all complete applications have been awarded assistance.

Since the Rental Assistance Program's start date, CTSO has served 384 households, not including COVID rental assistance through pass through grants. Calendar year 2020 had a lower number of assistance cases as most COVID-impacted applications were referred to the multi-million dollar COVID relief programs, 2021 saw an increase with 78 households paid \$90.658. CTSO pay-outs per household have increased to meet the greater need.

Rapid Rehousing

CTSO provides housing stabilization and up to 12 months of rent for literally homeless individuals and families in Champaign County, referred by Centralized Intake for the Homeless. Residents enter into leases in their own name and support tapers off with increased income as participants move to independence. 7 households we served in FY22 with this program.

Housing Case Management in Urbana Schools

CTSO has an agreement with Urbana School District to locate a full time Housing Case Manager in Urbana Schools, funded by an Illinois State Board of Education grant through USD116. Every day of the school week, a CTSO Housing Case Worker has scheduled office hours in different Urbana schools. In the first two weeks, April 25 through May 5, CTSO received 12 referrals for housing support including two households facing literal homelessness. Families are supported with school supplies, technology, food, clothing, and household items through grant funded received by USD116.

Housing Advocacy

CTSO provides advocacy for participants of any CTSO program who are homeless or at risk of homelessness to access all available subsidized housing opportunities and move in. 320 participants

representing 205 households received help applying to subsidized housing since our advocacy program began July 1, 2020. 100 households have successfully moved in.

SOCIAL SERVICE FUNDING

As funding is available, Cunningham Township Supervisor's Office provides support to local non-profit agencies serving very low income Urbana residents to meet their materials needs. These partnerships are based on tight collaboration, clear interagency agreements, and a fee for service model when applicable.

In FY 21, CTSO supported five agencies in the areas of food assistance, homeless services, and violence prevention. They are:

1. **Channing Murray Foundation**, to support the Bucket Brigade food delivery and Neighbors Helping Neighbors volunteer coordination to support emergency housing, our winter coat drive, and summer events;
2. **Sola Gratia** to coordinate the Solidarity Gardens Collaboration;
3. **CU at Home** to support provision of a Low Barrier Winter Emergency Shelter;
4. **Champaign County Health Care Consumers** to support health care navigation and support paying for prescriptions and medical equipment; and
5. **CU Trauma and Resiliency Initiative** to pay for trauma informed care training and Community Violence Prevention.

Next year, due to increases in demand for rental assistance and homeless services, and the fact that many of the above partnerships started in 2022, we have reduced this budget to \$77,000. We hope to increase that in future years.

ANGEL DONOR FUND

The Township's Angel Donor Fund was launched in late 2018 to provide life-saving support for township program participants who have one-time needs that fall outside our programs. Donations are tax-deductible. 100% of all donated funds go directly to secure food, clothing, housing, power, transportation or other tangible needs on behalf of residents. This fund was created in response to multiple requests from the public for a process to donate to support Cunningham Township participants. The response, especially in light of COVID-19, has been amazing, with over \$250,000 raised to date.

INTERNSHIP PROGRAM

Cunningham Township also offers a structured internship program with the following purposes, to: (1) provide formal and informal field experience to students and members of the community, (2) provide a conduit for local residents to collaborate with the Township on projects that are aligned with their interests or passions, and (3) to support Cunningham Township with its needs.

We have three, four month long intern semesters each year: with Spring, Summer and Fall cohorts of up to 8 people. Interested Interns submit a cover letter and resume, go through an interview process, and if accepted receive a stipend. As a University of Illinois School of Social Work Field Instructor, I am able to oversee the work of full time Social Work students. Our Program Director also serves a Field Instructor. We have mentored 7 social work students since January 2020.

FY23 PROPOSED BUDGET

We have a balanced budget. We expect a small deficit (70K) in the Town Fund and a nearly equivalent surplus in the General Assistance Fund (71.5K). This is due to the referendum that allowed for an increase in our tax base, and anticipated grant funding from the State.

Income Highlights:

- Overall, Township income is estimated at **\$2,279,758 million dollars**.
- Property taxes make up that bulk of that (\$1,930,449), with an addition of about **\$600,000 to the General Assistance Fund** thanks to the 2020 referendum to increase the tax levy.
- Cunningham Township was one of five communities nationwide to receive a technical assistance grant to implement SOAR - a process that doubles the chances of a successful application for federal disability payments in half the time. We expect to capture \$25,000 next year which helps pay for the SOAR Case Manager position.
- Cunningham Township manages an **Angel donor fund**, and Utility Assistance Fund, the Solidarity Gardens Fund, all populated by private donations. We budgeted **\$80,000 in income** this year based on last year's income.
- **\$91,229 in State of Illinois funds are anticipated as an Emergency Solutions Grant for homeless services**. The total allocated is based on the vote of the Continuum of Service Providers to the Homeless.
- We will receive **\$54,300 in a grant from the Urbana School District 116** to fund a CTSO Housing Case Manager in the schools. This offsets one FTE salary and benefits. \$15,000 is anticipated in reimbursements for technology, food, clothing, and housewares for Urbana families.
- Interest income remains poor due to low rates of returns.

Highlights in the Supervisor's Fund

- The **wages** under the Supervisor's fund include: Supervisor, Accounting & Office Manager , Clerk, and Town Board Members.
- **A personnel increase** over last year (25K) is anticipated and has been balanced by a near equal **decrease in administrative costs** (22.3K).
- **Legal expenses**, which have skyrocketed in the past four years, are brought under control due to cutting back on legal support, except when requested, at Town Board meetings and having the Assessor budget for, and manage, the property tax appeals budget carefully.
- **\$30,000 is included as a one time cost for a new website**, aimed to increase the efficiency of responding to assistance questions and processing assistance applications. The long term consequence will be the controlling of staffing costs.

- **\$20,000 is included for one time accessibility improvements** on the property at 205 W. Green St., including making the garden/event area more accessible.
- **Social service funding is budgeted at \$77,000** (down from 100K budgeted last year) to address rising assistance costs and with rollover contracts from this current FY.
- Cunningham Township paid out \$376,295 in funds to Carle hospital in FY21, as the result of the judge's decision on the property tax contestation lawsuit Carle filed against township. We are currently holding reserves across both the Town fund and GA fund in case further property tax refunds must go to Carle and/or Presence (now OSF) Hospitals.

Highlights in General Assistance Expenses:

- The Supervisor has sole discretion over the assistance budget.
- We expect to add up to 1 FTE to **support grants acquisition and management and handle an increase in assistance processing.**
- **We currently lack space in the office for meeting one-on-one with program participants.** We are addressing this by having staff meet with applicants and participants in the field (CU at Home, Schools, Library), but need at least one private meeting space and one more office space. We have budgeted **\$20,000 for either a portable office space to be added to the building or architectural plans for an addition.** Which direction will depend on our conversations with the Library and City of Urbana.
- We intend to do one **city-wide mailing** about our services.
- We have budgeted **\$40,000** for maintenance to the Bridge to Home properties including energy efficiency and safety measures.
- **\$312,000 is budgeted for personal allowances in the general assistance program.** This anticipates an average of 80 participants and allows for an increase in rate to \$325 to acknowledge inflation.
- **\$125,000 is budgeted for rental assistance including eviction prevention.** We expect increasing demands as state funds are exhausted. We currently provide 3 months of assistance but will need to revise down to an average of 2 months of assistance to stay within budget.
- We expect to spend **\$186,388 on our countywide homeless services** funded almost entirely by State ESG grants. \$83,075 will cover staffing costs. In terms of material purchases:
 - **\$36,000 is budgeted for Rapid Rehousing** to continue to serve existing program participants and serve new participants.
 - **\$56,645 is budgeted for Emergency Housing** to fund up to 4 hotel rooms for medically fragile, disabled, or at risk homeless participants who can not be accommodated at CU at Home's emergency shelter or our Bridge to Home properties. This also includes \$15,000 in anticipated reimbursements from USD116 for supplies for homeless students.
 - **\$19,250 is budgeted for Street Outreach** to provide food, medical supplies, shoes, work clothes and other items for literally homeless residents.
- **\$13,500 is budgeted for bus passes** which are provided to all General Assistance participants and will be expanded to Bridge to Home participants.
- **\$15,000 for the Internship program**, which plays a central role in supporting our staff while getting real world experience in a public aid office. We expect 8 interns each of 3 semesters.

- **Angel Donor, Solidarity Gardens CU, and UU Utility Fund** expenses match, and are limited by, anticipated income. We do not run deficits in these line items.
- **There is one major need that is unaddressed in this budget:**
 - **The need to create accessible units in the Bridge to Home properties.**

The Supervisor's fund projects an overall decrease from last year's balanced budget of 2.66%.

The Assessor's Fund projects an overall increase in expenses of 1.49%.

Overall the Town Fund budget projects an overall decrease in expenses of .34%

The General Assistance budget projects an overall decrease in expenses of 3.37%

The Overall budget of both funds anticipation an overall decrease in expenses of 2.23%

* Please note these differences do not consider the ~\$700,000 in anticipated COVID expenses that were budgeted for, but not received, in the current fiscal year. The current budget is on track to be expended without overages this year.

As for the process, this tentative budget must be available for inspection for at least 30 days before the Budget and Appropriation Ordinance can be adopted by the Township Board. It is requested that the board designates this document as the tentative budget at the May 9, 2022 meeting and have the final vote June 13, 2022. The Budget and Appropriation Ordinance must be adopted within the first three months of the fiscal year or no later than September 30, 2022.

Sincerely,



Danielle Chynoweth

Cunningham Township Supervisor