



Friday, July 24, 2009
 10:00 AM-12:00 PM
 United Way of Metropolitan Chicago
 560 W Lake St., Chicago

AGENDA

- | | | |
|--------------|--|--------------------|
| I. | Welcome & Introductions | 10:00-10:05 |
| II. | Approval of Meeting Minutes | 10:05-10:10 |
| III. | Treasurer's Report – Tom Galassini | 10:10-10:20 |
| | A. Finance Cmte. Update | |
| | B. June 30 Financials | |
| IV. | Director's Report – Jennifer Hill | 10:20-10:40 |
| | A. HPRP – Update | |
| | B. NOFA Notice | |
| V. | Committee Reports | |
| | A. Executive Committee – Sue Shimon | 10:40-10:45 |
| | B. Fundraising Committee – Paul Selden | 10:45-11:05 |
| | C. Homelessness Prevention – Mary Schurder/Dennis Condon | <i>No report</i> |
| | D. HMIS Committee – Ken Schmitt | 11:05-11:09 |
| | E. Continuum of Care Development – Sue Shimon | 11:09-11:13 |
| | F. Project Review and Prioritization – B. McManaman/K. Nickele | 11:13-11:17 |
| | G. Outcome Evaluation – Magalie Oscar/Courtney Suchor | 11:17-11:21 |
| | H. Governance – Mark Enenbach | 11:21-11:31 |
| | I. Chronic Homelessness – Khen Nickele | 11:31-11:35 |
| | J. Ad Hoc Housing Goals Workgroup – M. Wasserberg/P. Selden | <i>No report</i> |
| VI. | Other Reports | |
| | A. Regional Roundtable – Cynthia Schilsky | <i>No report</i> |
| | B. Discharge Planning – John Fallon | <i>No report</i> |
| VII. | Local Council Reports | <i>No report</i> |
| | A. South – Mike Wasserberg/Carl Wolf | |
| | B. West – Teri Curran/Lynda Schueler | |
| | C. North – Millicent Ntiamoah/Todd Stull | |
| VIII. | Old Business | |
| | A. Tabled By-Law Change – Mark Enenbach | 11:35-11:50 |
| | B. Officer Elections – Mark Enenbach | 11:50-12:00 |
| IX. | New Business | |
| X. | Adjournment | |

The next meeting of the Board of Directors will be held **Friday, Aug 28, 2009**,
 10:00 AM to 12:00 PM, at a **west** location TBD.

Alliance to End Homelessness in Suburban Cook County
June 26th, 2009
10am to 12pm
United Way of Metropolitan Chicago
560 W. Lake St., Chicago

I. Welcome:

Call to order @ 10:02 am by Sue

II. Approval of April and May Board meeting minutes; Tom motioned to approve with changes as noted for April and May minutes; Paul seconded. All in favor to approve minutes.

III. Financial Update – Tom Galassini

A. May 31st Financials

- Reviewed current financial position; awaiting receivable funds from Cook County that have been vouchered.
- We are on track with expenditures.

B. Finance committee update

- Please refer to minutes in Board packet
- Tom reported that committee will be meeting over the next month to present at the July Board meeting their recommendations on how to address the deficit in budget due to shortfall in funding from county.

IV. Director's Report – Jennifer Hill

A. HPRP

- Jennifer and Board reps met with reps from Cook County including William Moore, Judith Hamill, Ericka Branch and Pamela White. Plan to meet again in July.

V. Committee Reports:

A. Executive Committee-Sue

- Content from minutes to be further discussed in committee reports; in Board packet for review.
- Two actions from Executive committee were on preparing applications to entitlement committees re: CDBG funds and on approving a SOW from Bowman in the amount of \$13,625 for moving the provider data.

B. HMIS – Ken

- To begin data migration to Evanston.

- Mike motioned (with amendments) that we approve SOW from Bowman in the amount of not more than \$10,500 to move the client data; Hugh seconded. Amended motion passed.

- Please refer to minutes in Board packet for additional information

C. Continuum of Care Development – Sue

- Met this week. Discussed the identified recommendations from the retreat for committee. Please refer to Hearth Act summary (included in Board packet). Discussed the results of the point in time count so that final revision can be distributed soon.

D. Project Review –Brian & Khen

- Acknowledged the contributions that past chair, Cynthia, made to the committee and its current structure.
- Brian and Khen will be convening committee once more is known re: when the NOFA will be released. Passed around a sign-up sheet for members who can review projects.

E. Housing Goals Workgroup – Mike

- No report

F. Chronic Homelessness – Khen

- Phone conference on 6/4. Discussed doing a survey of a point in time summer count of homeless at shelters sites, food pantries, meal sites, etc. on 8/12 is recommended from committee. Khen passed out the survey for review. Discussion on when and if survey should occur, esp. given Cook County's request to be more involved in upcoming winter counts. Peggy reported that the HMIS could perhaps be of assistance in obtaining the data from the system. Basically, committee to then consider input.

G. Homeless Prevention – Mary

- Met with reps from Metropolitan Tenants Organization and Metropolitan Family Services legal services re: Legal assistance as called for by Cook County in their RFP. CEDA is planning on sending in its own RFP application to Cook County for HPRP funding, esp. for the call center portion of the application.
- Motion from Committee as read by Mary: Move that the Alliance Board approve the submission of a unified proposal that covers all 5 listed activities of the Cook County RFP for HPRP funding up to \$4,121,046 to be divided equally between the north and south CBSAs. Partners would include current Alliance prevention bankers, the Homeless Prevention Call Center, Metropolitan Tenants Organization, Metropolitan Family Services legal services and other agencies providing rapid re-housing. Seconded by Cynthia. Discussion followed re: motion. Motioned

amended to take out that it will be divided equally between the north and south CBSAs until after the meeting on 7/6 with Berwyn, Oak Park and Cicero, the west entitlements communities which received their own HPRP funding, to ascertain whether they will be willing to share their funds with other communities in the West. Also clarifications of ending statement.

- All in favor to approve amended motion which reads as follows: that the Alliance Board approves the submission of a unified proposal that covers all 5 listed activities of the Cook County RFP for HPRP funding up to \$4,121,046. Partners would include current Alliance prevention bankers, the Homeless Prevention Call Center, Metropolitan Tenants Organization, Metropolitan Family Services legal aid bureau, and other agencies providing rapid re-housing; Mark abstained from vote.

H. Governance – Mark

- Please refer to committee meeting minutes in Board packet
- Mark motioned that committee recommends that Millennia Consulting be paid for satisfactorily completing the organizational assessment; Paul seconded, and all in favor of approving motion.
- Mark motioned that the six task areas prioritized in the retreat be adopted for work in the coming year; Mary seconded and all voted in favor of approving the following:
 - A. Begin strategic planning
 - B. Create a fundraising plan
 - C. Review by-laws to consider board composition/diversity
 - D. Board committee restructuring
 - E. Create 2009/2010 contingency budgets (in production)
 - F. Improve staff health benefits and time off package
- Eileen motioned that the term of all five Board officers be two years with corresponding change to current By-laws. Discussion followed re: the term of office and its potential impact on those members currently in office, and rationale for increasing the term of office. Per the bylaws, any by-law change that occurs will take effect 30 days after adoption. So, this change is being recommended now so that the July officer elections will include this new change. Mike motioned that this be tabled until current officers (esp. vice-chair) are present for this discussion; Paul seconded. Cynthia and Tom voted against motion; Mark and Sue abstained; passed by approval of remaining members.

I. Outcome Evaluation – Courtney

- Please refer to committee meeting minutes in Board packet

- Reported that committee is hoping to have a final report to the Board by October

J. Fundraising – Paul

- Met to discuss dues structure esp. for HUD recipients, or assessing a fee based on the amount of SHP funds received (vetoed by committee). Other options identified such as seeking funds from local community banks or foundations. Also, a group to meet to develop some fundraising event ideas. Next meeting July 23rd at 2pm at Alliance office.

VI. Other Reports

- A. Regional roundtable: No report
- B. Discharge planning: No report

VII. Local Council Reports

A. South – Mike

- Elections were done

B. West – Lynda

- Approved By-Laws as amended; still meeting to finalize some of the practices such as Dues and who they are collecting dues from.
- Nominations to Board approved

C. North – Millicent

- Nominations to Board approved
- Call center was discussed

VIII. Old Business

- Alliance Board Elections-Mark
 - A. Mike motioned that we accept recommendations with corrections to name and agencies as so noted; Cynthia seconded. All in favor of approving slate from CBSAs
 - B. Mark motioned that two members' tenure not be renewed at end of Board year: Heidi Russell-Green from Safer foundation and Christine Klepper from Housing Choice Partners; motion carried.
 - C. Mark reported that two reps from the following organizations Cook County Housing Authority (Gerry DuPaty) and Illinois Department of Corrections (Arie Davis) be allowed to remain on Board, but that contact be made with those organizations to ensure that representation occurs at meeting. All on Board voted in favor.
 - D. Mark requested that countywide nominee slate be accepted; Mike motioned and all voted in favor.

IX. New Business

- Acknowledge passing away of family members; Paul seconded. All in favor of motion.
- Ericka reported that scattered site transitional shelter can't be funded with ESG funds, only single-site shelter.

X. Adjournment @ 12:11pm; motion to adjourn made by Mike, seconded by Cynthia.

Next Meeting – Friday, July 24th, 2009 from 10am to 12pm at the United Way Metro, 560 W. Lake Street, Chicago.

Respectfully submitted by Theresa Curran, Secretary.

Voting Members Present:

Jose	Alvarez	Town of Cicero
Hugh	Brady	NAMI Barrington Area
Beverly	Christmon	Community Representative
Theresa	Curran SECRETARY	Pillars
Mark	Enenbach PAST CHAIR	CEDA Central
Tom	Galassini TREASURER	United Way of Metro Chicago
Eileen	Higgins	Catholic Charities
Scott	Jensen	Community Representative
Brian	McManaman	Emergency Fund
Khen	Nickele	IDHS-DMH
Cynthia	Schilsky	Community Representative
Mary	Schurder	Center of Concern, The
Paul	Selden	Connections for the Homeless
Susan	Shimon CHAIR	New Foundation Center
Courtney	Suchor	Sanctuary/SS Family Shelter
Mike	Wasserberg CBSA Co-Chair	South Suburban PADS

Voting Members Absent:

William	Baxter	Hines V A Hospital
Dennis	Condon VICE CHAIR	Community Representative
Arie	Davis	IL Department of Corrections
Gerry	DuPaty	Housing Authority of Cook County
John	Fallon	Corp Supp Housing
Marvin	Gorss	West Suburban Landlords Assoc.
Randi	Gurian	Harbour, The
Debra	Howard-Frye	Thresholds
Chris	Klepper	HCP
Rick	Nichols	Community Representative
Millicent	Ntiamoah CBSA Co-Chair	Catholic Charities
Rev. John	Rice	Bethel Community Facility
Patrick	Rodgers	Social Security Administration
Heidi	Russell-Green	Safer Foundation
Lynda	Schueler CBSA Co-Chair	West Suburban PADS

Other Members Present:

Ericka	Branch	Cook County DPDevelopment
Frank	Paduch Jr.	City of Berwyn
Sheri	Pantell	CEDA Northwest
Eric	Rubenstein	Single Room Housing Assistance Corp.
Ken	Schmitt	YMCA Network
Todd	Stull	Journeys from PADS to HOPE
Jessica	Aleksy	Alliance
Jeremy	Heyboer	Alliance
Jennifer	Hill	Alliance
Sharon	King	Alliance to End Homelessness
Peggy	Troyer	Alliance

**Alliance to End Homelessness in Suburban Cook County
Finance Committee Report
July 2009**

The Finance Committee met on July 21. The topic was to review the 2009 (in process) and 2010 (being planned) organizational budgets. Considerations were given to Board retreat information to consider a Program Specialist type of position and to provide a more competitive benefit package.

It was also recognized that ATEHSCC has funding proposals under consideration for HPRP and local CDBG grants.

2009

Overall, the 2009 budget and actual revenues and expenditures are tracking. The biggest revenue challenge is in Contributions, which is approximately a \$98,000 line item. The breakdown for this area is projected as such:

Chicago Community Trust	\$70,000 (confirmed)
Board	2,500 (tracking)
Individuals/Foundations/Corporations	2,500 (new)
Special Events (TBD)	5,000 (new)
Membership Fees	18,000 (new – more on this later)

All in, this will leave the Alliance with projected \$25,000 deficit for the year. However, HPRP funding, if approved, will fill this hole. Announcements are due by end of August.

2010

The 2010 year is a bit more challenging. Preliminary estimates assume a slight increase in fundraising activity with Membership Fees increasing to \$20,000.

Without funding sources in addition to the usual suspects, we project a deficit in the \$30,000 range. Additional resources from local CDBG and/or HPRP close that gap quickly and possibly even create a surplus. However, the (necessary) addition of a Program Specialist brings us back to a close-to balanced budget.

Actions:

1. There needs to be agreement around a Membership Fee structure. This is currently a fairly significant assumption which needs to be confirmed.
2. Staff will be reviewing current allocation percentages of staff time and infrastructure to ensure it reflects current activity.
3. The Finance Committee recommends waiting until HPRP awards are announced before taking additional budget action. Expected announcements are by end of August 2009. This is a significant and potentially positive variable.
4. A 2009 deficit of approximately \$25,000 will dent the Alliance, but not cripple it. However, it is the committee's and staff's (and hopefully Board's) intent to do everything possible to minimize the deficit by decreasing expenses or, better yet, increasing revenues.

Alliance to End Homelessness in Suburban Cook County Statement of Financial Position

As of June 30, 2009

	<u>Jun 30, 09</u>	<u>Jun 30, 08</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Checking at Harris N. A.				
Unrestricted	49,848.38	29,509.42	20,338.96	68.92%
Checking at Harris N. A. - Other	0.00	28.85	-28.85	-100.0%
Total Checking at Harris N. A.	<u>49,848.38</u>	<u>29,538.27</u>	<u>20,310.11</u>	<u>68.76%</u>
PayPal	660.43	592.87	67.56	11.4%
Total Checking/Savings	<u>50,508.81</u>	<u>30,131.14</u>	<u>20,377.67</u>	<u>67.63%</u>
Accounts Receivable				
1100 - Accounts Receivable	71,627.94	81,511.77	-9,883.83	-12.13%
Total Accounts Receivable	<u>71,627.94</u>	<u>81,511.77</u>	<u>-9,883.83</u>	<u>-12.13%</u>
Other Current Assets				
1400 - Prepaid Expenses	1,581.68	8,545.48	-6,963.80	-81.49%
1440 - Security Deposit	872.29	872.29	0.00	0.0%
Total Other Current Assets	<u>2,453.97</u>	<u>9,417.77</u>	<u>-6,963.80</u>	<u>-73.94%</u>
Total Current Assets	<u>124,590.72</u>	<u>121,060.68</u>	<u>3,530.04</u>	<u>2.92%</u>
Fixed Assets				
1500 - Property and Equipment	23,793.85	23,793.85	0.00	0.0%
1900 - Accum. Depreciation - Prop&Eq	-9,184.33	-4,425.56	-4,758.77	107.53%
Total Fixed Assets	<u>14,609.52</u>	<u>19,368.29</u>	<u>-4,758.77</u>	<u>-24.57%</u>
TOTAL ASSETS	<u>139,200.24</u>	<u>140,428.97</u>	<u>-1,228.73</u>	<u>-0.88%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 - Accounts Payable	19,960.00	57,917.94	-37,957.94	-65.54%
Total Accounts Payable	<u>19,960.00</u>	<u>57,917.94</u>	<u>-37,957.94</u>	<u>-65.54%</u>
Credit Cards				
2020 - CitiBank	1,074.93	603.72	471.21	78.05%
2030 - Advanta Bank Corp	0.00	791.73	-791.73	-100.0%
Total Credit Cards	<u>1,074.93</u>	<u>1,395.45</u>	<u>-320.52</u>	<u>-22.97%</u>
Other Current Liabilities				
Payroll Liabilities				
Total Payroll Liabilities	<u>4,204.06</u>	<u>3,618.61</u>	<u>585.45</u>	<u>16.18%</u>
Total Other Current Liabilities	<u>4,204.06</u>	<u>3,618.61</u>	<u>585.45</u>	<u>16.18%</u>
Total Current Liabilities	<u>25,238.99</u>	<u>62,932.00</u>	<u>-37,693.01</u>	<u>-59.9%</u>

Alliance to End Homelessness in Suburban Cook County
Statement of Financial Position
As of June 30, 2009

	<u>Jun 30, 09</u>	<u>Jun 30, 08</u>	<u>\$ Change</u>	<u>% Change</u>
Total Liabilities	25,238.99	62,932.00	-37,693.01	-59.9%
Equity				
Unrestricted Net Asset	99,860.57	53,087.93	46,772.64	88.1%
Net Income	<u>14,100.68</u>	<u>24,409.04</u>	<u>-10,308.36</u>	<u>-42.23%</u>
Total Equity	<u>113,961.25</u>	<u>77,496.97</u>	<u>36,464.28</u>	<u>47.05%</u>
TOTAL LIABILITIES & EQUITY	<u><u>139,200.24</u></u>	<u><u>140,428.97</u></u>	<u><u>-1,228.73</u></u>	<u><u>-0.88%</u></u>

Alliance to End Homelessness in Suburban Cook County
Statement of Financial Income and Expense
January through June 2009

	<u>Jan - Jun 09</u>	<u>Jan - Jun 08</u>	<u>\$ Change</u>	<u>% Change</u>
Income				
4010 - Grant Income				
CDBG 04-093	0.00	-575.74	575.74	100.0%
CDBG 06-062	0.00	55,093.32	-55,093.32	-100.0%
CDBG 07-046	55,905.38	8,913.47	46,991.91	527.2%
CDBG 08-051	31,845.94	0.00	31,845.94	100.0%
SHP 2005 YMCA	0.00	46,173.03	-46,173.03	-100.0%
SHP 2008 ADMIN	0.00	1,303.88	-1,303.88	-100.0%
SHP 2008 Alliance	0.00	42,100.12	-42,100.12	-100.0%
SHP 2009 ADMIN	4,630.31	0.00	4,630.31	100.0%
SHP 2009 Alliance	92,566.69	0.00	92,566.69	100.0%
Total 4010 - Grant Income	<u>184,948.32</u>	<u>153,008.08</u>	<u>31,940.24</u>	<u>20.88%</u>
4011 - Donation Income				
401101 - Individual Giving	300.00	100.00	200.00	200.0%
401102 - Board Gifts	0.00	325.00	-325.00	-100.0%
401114 - Foundation & Corporate Giving				
AHAND	0.00	1,500.00	-1,500.00	-100.0%
CEDA, Inc.	500.00	500.00	0.00	0.0%
Chicago Community Trust	35,000.00	30,000.00	5,000.00	16.67%
Total 401114 - Foundation & Corporate Giving	<u>35,500.00</u>	<u>32,000.00</u>	<u>3,500.00</u>	<u>10.94%</u>
Total 4011 - Donation Income	<u>35,800.00</u>	<u>32,425.00</u>	<u>3,375.00</u>	<u>10.41%</u>
4100 - Interest Income	1.29	14.78	-13.49	-91.27%
4300 - Other Income				
430001 - Java Fund	0.00	10.13	-10.13	-100.0%
430002 - CCT Unity Challenge Fund	150,000.00	0.00	150,000.00	100.0%
4300 - Other Income - Other	152.70	1,658.94	-1,506.24	-90.8%
Total 4300 - Other Income	<u>150,152.70</u>	<u>1,669.07</u>	<u>148,483.63</u>	<u>8,896.19%</u>
4999 - Uncategorized Income	0.00	1.00	-1.00	-100.0%
Total Income	<u>370,902.31</u>	<u>187,117.93</u>	<u>183,784.38</u>	<u>98.22%</u>
Gross Profit	370,902.31	187,117.93	183,784.38	98.22%
Expense				
6001 - Payroll Expenses				
6000 - Wages Expense	101,362.49	65,639.54	35,722.95	54.42%
6050 - Employee Benefit Programs Exp	11,236.31	4,847.24	6,389.07	131.81%
6075 - Third-Party Sick Pay Adjustment	0.00	0.00	0.00	0.0%
6100 - Payroll Tax Expense	10,471.94	6,419.60	4,052.34	63.12%
6001 - Payroll Expenses - Other	57.51	0.00	57.51	100.0%
Total 6001 - Payroll Expenses	<u>123,128.25</u>	<u>76,906.38</u>	<u>46,221.87</u>	<u>60.1%</u>
6010 - Non-Employee Compensation	12,606.00	5,830.00	6,776.00	116.23%
6080 - HMIS Vendor Fees	20,295.00	47,147.99	-26,852.99	-56.96%
6087 - HMIS Contingency	0.00	450.00	-450.00	-100.0%
6090 - Consulting & 3rd Party Fees	15,450.00	10,335.00	5,115.00	49.49%

Alliance to End Homelessness in Suburban Cook County
Statement of Financial Income and Expense
 January through June 2009

	<u>Jan - Jun 09</u>	<u>Jan - Jun 08</u>	<u>\$ Change</u>	<u>% Change</u>
6301 - Space Costs				
6300 - Rent or Lease Expense	5,108.96	4,994.74	114.22	2.29%
6400 - Utilities Expense	6,795.56	6,491.00	304.56	4.69%
6550 - Other Office Expense	38.50	189.00	-150.50	-79.63%
Total 6301 - Space Costs	<u>11,943.02</u>	<u>11,674.74</u>	<u>268.28</u>	<u>2.3%</u>
6411 - Operations				
6410 - Printing Expense	829.21	263.84	565.37	214.29%
6420 - Travel Expense	7,094.63	2,619.14	4,475.49	170.88%
6430 - Postage & Delivery	907.70	140.56	767.14	545.77%
6450 - Office Supplies Expense	3,592.74	2,596.46	996.28	38.37%
Total 6411 - Operations	<u>12,424.28</u>	<u>5,620.00</u>	<u>6,804.28</u>	<u>121.07%</u>
6460 - Interest Expense	11.83	1,123.64	-1,111.81	-98.95%
6500 - Equipment or Furniture	4,857.75	258.97	4,598.78	1,775.8%
6630 - CCT Unity Grant Distribution	150,000.00	0.00	150,000.00	100.0%
6680 - Accounting	3,385.00	919.64	2,465.36	268.08%
6850 - Service Charge Expense	64.00	90.70	-26.70	-29.44%
6950 - Insurance Expense	2,636.50	2,351.83	284.67	12.1%
Total Expense	<u>356,801.63</u>	<u>162,708.89</u>	<u>194,092.74</u>	<u>119.29%</u>
Net Income	<u><u>14,100.68</u></u>	<u><u>24,409.04</u></u>	<u><u>-10,308.36</u></u>	<u><u>-42.23%</u></u>

Governance Committee Meeting
July 16, 2009

Members Present

Mark Enenbach
Ken Schmitt
Sue Shimon
Mike Wasserberg

Members Absent

Eileen Higgins
Patrick Rodgers
Molly Salisbury
Lynda Schueler

Staff Present

Jennifer Hill

Mark Enenbach called the meeting to order at 10:10 a.m.

Discussion ensued concerning the implementation of Recommendation 5 from the Board Retreat to “increase the term of all five board members to two years.” The consensus of the group was that this would amount to a six year commitment for the positions of Chair, Vice-Chair and Chair. Adopting a Co-Chair model, as utilized by the CBSAs, would reduce this commitment to four years.

Mike Wasserberg moved and Ken Schmitt seconded a motion to create a one year term for Vice Chair, two year term for Co-Chair and a one year term as Past Chair. He further moved that the position of the current Past Chair be extended for an additional year in order to implement a smooth transition to the new structure.

Ken Schmitt seconded the motion. The motion carried with Mark Enenbach abstaining.

Mike Wasserberg made a second motion to adopt the necessary changes in the by-laws to reflect the new term limits for the positions of Vice-Chair, Co-Chair and Past Chair. Ken Schmitt seconded and the motion carried with Mark Enenbach abstaining.

Ken Schmitt moved that the terms of the Treasurer and the Secretary be changed to two years. Mike Wasserberg seconded and the motion carried unanimously.

The meeting was adjourned at 10:55 a.m.

Nominating Committee Meeting
July 16, 2009

Members Present

Mark Enenbach
Ken Schmitt
Sue Shimon
Mike Wasserberg

Members Absent

Eileen Higgins
Patrick Rodgers
Lynda Schueler

Mark Enenbach called the meeting to order at 10:56 a.m.

Mike Wasserberg made a motion to present the following slate of officers for 2009-2010:

Co-Chair: Sue Shimon
Co-Chair: Dennis Condon
Vice-Chair: Jose Alvarez
Past Chair: Mark Enenbach
Treasurer: Tom Galassini
Secretary: Teri Curran

The motion was seconded by Ken Schmitt. The motion carried with Mark Enenbach abstaining.

The meeting was adjourned at 11:05 a.m.

Register Today!

SHP & S+C: *Ensuring Performance, Achieving Results: Grants Management Startup Training for SHP & S+C Grantees & Sponsors*

This is a free (no Charge) Training for Supportive Housing Program (SHP) and Shelter Plus Care (S+C) Grantees and Sponsors

A refresher for experienced grantees and also helpful to new staff requiring a basic grounding in program requirements. Grantees, project sponsors and subrecipient organizations are encouraged to attend.



Program Oversight: SHP Start-up: Effective Grants Management

This 2-day training will provide SHP grantees and sponsors with the knowledge and tools for effective grants management. Some of the topics to be addressed include client eligibility, financial management, leasing, record keeping, APR, effective monitoring strategies, and grant modifications.

● August 5-6, 2009 Normal, IL ● Heartland Community College

For those grantees that are in the Chicago area, there will not be a SHP or S+C startup training in Chicago this year. If you have new staff, they will have to attend the training in Normal Illinois at Heartland Community College. Please see the attached brochure.

Promising Practices: S+C Start-up: Enhancing Program Management



The 1-day training session will address key challenges facing S+C program grantees. Experienced grantees will share practical approaches to program management issues. Some of the topics to be addressed include intake & assessment, client participation, calculating rents, rent reasonableness, financial management, monitoring strategies, APR. Registration limited to S+C grantees and sponsors. S+C Grantees, please ask your sponsors to register.

● August 7, 2009 Normal, IL ● Heartland Community College

Address: Heartland Community College, 1500 West Raab Road, Community Commons Building RM 1407 Normal, Illinois 61761 For general information phone: (309-268-8000)

To register for this course, please access the online registration from the Dennison Associates website at: <http://www.dennisonassociates.com/events.php>

The work that provided the basis for this publication was supported by funding under an award with the U.S. Department of Housing and Urban Development. The substance and findings of the work are dedicated to the public. The author and publisher are solely responsible for the accuracy of the statements and interpretations contained in this publication. Such interpretations do not necessarily reflect the views of the Government."