

**Illinois
Center for
Citizen
Involvement**



*Promoting the public interest
through citizen participation*

44 Main Street, Suite 208 Champaign, Illinois 61820 (217) 352-6533

February 1, 2001

Honorable Richard J. Winkel, Jr.
103rd Representative District
1 East-A Huntington Towers
201 W. Springfield Ave.
Champaign, Illinois 61824-1736

Dear Representative Winkel:

Our letter is in reference to a request for support by your office to obtain state surplus computers in eliminating the technological gap among low-income residents of the 103rd Ward of Champaign and Urbana, Illinois.

The Illinois Center for Citizen Involvement has been working for the past several months to composed a grant application to DECCA to establish a community technology center under regulations adopted by the legislature in the low-income communities of Champaign and Urbana. The center is to be located 1409 West Dublin, Urbana, Illinois, and it was determined that our application would not meet the state requirements that 50% or more of the children living in the area would qualify for free or reduced price school lunch. The actual percentage for the combined low-income areas of Champaign-Urbana is about 48% as determined by state population and income demographics for these communities.

Despite this setback, we remain committed to establishing a CTC (Community Technology Center) to address the growing technology divide among low-income families in the 103rd district. To establish a community-owned based center, we need computers. We have been directed to the University of Illinois and to the State of Illinois surplus office as a resource for computers. The University has indicated that all computers are turned over to the State of Illinois. The State has stated that all of their computers are for sale at public auction.

We are seeking 20 computer workstations, at least 386 or higher. We are not, at this time, able to purchase these computers at more than the consideration of \$1.00. So we submit that the high standing of your office be used with the Chancellor of the University to obtain 20 surplus computers or that the good graces of your office be used with our State surplus center to sale these computers to us at a cost of \$1.00. If there was any other avenue available, we would have

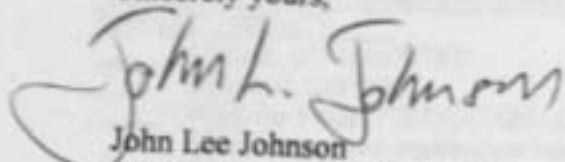
February 1, 2001

John Lee Johnson - ICFCI Community Technology Center

Page 2

directed ourselves to it, because we are at a dead end. We have sought the involvement of your office to assist us in this endeavor.

Sincerely yours,



John Lee Johnson

Project Manager, ICFCI Affordable Housing

JLJ/rra

Next Thursday
Feb 22 1:00 p.m.

at Warehouse located 1707 So.

Orchard
South From Florida

to Stoplight

Tan South 1st

Big Buick - Horticulture

Flora Metal

Bldg for Warehouse

Wren printer

Antique
Field Cab
Annex

Inventory change available -
10-12-01 1-4 p.m.

Accounting Division

Property Administration Building
1707 South Wright Street
Chicago, IL 60601

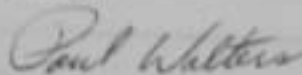
217 244-1378

February 12, 2001

coordinate the donation of twenty surplus
equipment.

for the selection and transfer of these computer

Sincerely,



Paul Walters
Manager of Property Accounting

C. V. G. Oyer
Dick Elliott

University of Illinois
at Urbana-Champaign

Accounting Division

263 Henry Administration Building
506 South Wright Street
Urbana, IL 61801

217 244-1378

February 12, 2001

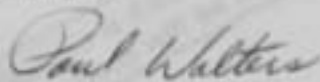
John Lee Johnson
Project Manager
ICFCI Affordable Housing
44 Main Street, Suite 208
Champaign, Illinois 61820

Dear Mr. Johnson,

We have received permission from the State of Illinois to coordinate the donation of twenty surplus computer systems to the Illinois Center for Citizen Involvement.

Please contact me at 333-0786 to make arrangements for the selection and transfer of these computer systems.

Sincerely,



Paul Walters
Manager of Property Accounting

C: V. G. Oyer
Dick Elliott

**CITY OF CHAMPAIGN
CDBG/HOME PROGRAMS
Housing or Capital Improvement Activity
FY 2001-2002 GRANT APPLICATION FORM**

This application should be used for agencies requesting funding to carry out housing or capital improvement activities. Funding awarded through this application process is intended for use between July 1, 2001 and June 30, 2002. To be considered for funding, applications must be submitted by **4:00 p.m., Wednesday, January 24, 2001** to the Neighborhood Services Department, 102 N. Neil Street, Champaign. Questions about the application should be directed to Mary Ellen Wuellner or Kerri Forsyth, City of Champaign, Neighborhood Services Department, (217) 351-4427.

Please complete all information as completely and concisely as possible in the space provided.

PROJECT TITLE: William A. Melker Community Technology Center
AMOUNT REQUESTED: \$20,000
DURATION OF PROGRAM: FROM July 2001 TO August 2002
PROGRAM IS: New Program Continuation of Existing Program (Year Started: _____)

APPLICANT ORGANIZATION: Illinois Center for Center Involvement
ORGANIZATION'S LEGAL NAME: Illinois Center for Citizen Involvement
ADDRESS: 44 E. Main Street
Room 208, Champaign, IL 61820
PHONE: (217) 392-6533
CONTACT PERSON: John Lee Johnson
FED. I.D. #: 36-307-3918
TYPE OF APPLICANT: ___ Unit of Government ___ Public Non-Profit X Private Non-Profit

Completed applications should be returned to:

City of Champaign
Neighborhood Services Department
102 North Neil Street
Champaign, Illinois 61820

**Deadline for submission of the application is 4:00 p.m., Wednesday, January 24, 2001
No late applications will be accepted**

Housing or Capital Improvement Activity FY 2001-2002 GRANT APPLICATION FORM

National Objectives:

The Community Development Block Grant (CDBG) program is designed to assist communities carry out their housing and neighborhood improvement objectives. In addition, activities undertaken with CDBG funds must meet one of the following national objectives:

- Benefit low and moderate income persons
- Aid in the prevention or elimination of slum and blight
- Meet other urgent needs that pose an immediate threat to the health and welfare of the community (disaster relief)

The HOME Investment Partnerships (HOME) program is intended to increase affordable housing opportunities, particularly for low-income persons. Specific purposes of the HOME program include:

- Expand the supply of decent, affordable housing, and strengthen the ability of state/local government to implement strategies that expand the affordable housing supply
- Provide technical and financial assistance to HOME recipients, including the development of model programs for affordable housing
- Expand and strengthen partnerships among all levels of government and the private sector, including for-profit and non-profit organizations, in the production and operation of affordable housing

Local Funding Priorities:

Under direction of the City Council and the Neighborhood Services Advisory Board, the City of Champaign has established the following priorities for the use of its CDBG/HOME funding, as identified in the Consolidated Plan. Housing/capital improvement proposals that support one or more of the following strategies will receive priority consideration for funding under the CDBG/HOME programs for FY 2001/02.

- Improve the quality of the housing stock and preserve affordable housing for low- and moderate-income owner-occupied households, with assistance targeted to restoration/ preservation neighborhoods
- Expand the supply of affordable rental units
- Expand affordable housing opportunities through new construction
- Provide funding to non-profit agencies and CHDOs to expand affordable housing
- Support the Housing Authority's efforts to expand and improve affordable housing
- Provide homeownership opportunities, and assist lower-income homeowners maintain their homes
- Enhance the appearance and livability of low-income neighborhoods, targeting the restoration and preservation neighborhoods designated within the Neighborhood Wellness Plan
- Develop public facilities to meet identified needs in the community
- Encourage residents to take an active role in improving their neighborhoods
- Encourage the creation and retention of day care slots appropriate to the community need at present

Review Process:

All completed applications submitted before the deadline will be reviewed and evaluated by Neighborhood Services staff. The screening and review process is designed to ensure that the City's limited amount of CDBG/HOME funding is allocated to proposals that demonstrate the need for financial assistance, an ability to carry out a well-designed project, and a method for measuring program effectiveness. In its recommendations to the Advisory Board and City Council, staff will also take into account past performance of the applicant. Proposal awards are subject to available funding. The Champaign City Council makes the final determination of grant awards and the amount of funding awarded.

1. Fully describe the activity for which you are requesting funds: (Attach additional sheets if necessary)

Refurbish and upgrade to handicap accessibility the facility at 1407 W. Dublin as a community technology center.
The center will service 250 adults and 150 youth in basic computer usage skills for Windows MS-Office and the Internet.
The lease will also be accommodated within the approval of the requested funds.

2. How does this project address one of the local funding priorities identified for inclusion in the City of Champaign Consolidated Plan for 2000-2004? (See previous page for funding priorities)

Develop public facilities to meet identifiable needs of the community and encourage residents to take an active role in improving their neighborhood through computer training and access to technology.

3. Identify which of the following national objectives this project will address:

- Assistance to Low/Moderate Income Persons
- Prevention/Elimination of Slum or Blight Conditions
- Urgent Need (i.e., Disaster Relief)
- Expansion of Supply of Decent/Affordable Housing for Low-Income Residents

4. Explain how the proposed project addresses the objective listed above:

This project is targeted to households at 80% MFI in Champaign with a purpose of eliminating the growing digital divide (gap) that exists among our low-income and poor citizens in computer technology use and access as compared with that of non-poor households.

5. Explain how you will measure the project's effectiveness at meeting this objective:

- 1. Enroll 125 adults from Champaign with 75 youth in a one year computer training program.
- 2. Obtain second year funding from private sector.
- 3. Give 250 adults certificates for course completion, and 150 youth certificates for course completion.

6. Estimate the number of persons/households that will benefit from implementation of this project:

200 Persons/Households (circle one)

7. Estimate the number of persons/households served who will be extremely low, low, and moderate income:

<u>(Undertermined)</u>	Extremely low (<30% MFI)
_____	Low (31-50% MFI)
<u>100%, 0-80% MFI</u>	Moderate (51-80% MFI)

8. Percentage of persons/households served who will be City of Champaign residents: 50%

9. Indicate other significant characteristics of the population to be served (i.e., elderly, disabled, persons with AIDS, etc.):

- Single parent households;
- Citizens and persons transitioning from Public Aid;
- Residents of public housing;
- Underemployed and unemployed persons and middle/high school youth.

10. Environmental Factors:

(a) Is the project located in a floodplain or wetland area? No.

(b) Will the project replace an existing structure or involve new construction? Please explain.

No.

(c) Will the project substantially increase the capacity of an existing facility? Please explain.

No.

11. Interagency Collaboration: Identify any other agencies that are involved in your project and briefly describe the extent of their involvement. Include the agency name, address, phone, and contact person.

City of Urbana, CDBG funding request for \$20,000.

12. Please describe the effect on the proposed project if the City of Champaign grant is not awarded during this fiscal period (i.e. unable to complete due to lack of funding; construction delayed; other resources utilized; etc).

These services would not be available to Champaign residents through this project.

13. Could your project be funded with one grant over multiple years, or would the entire grant be needed in the first year?

Multi-year One year

4. Summary of Grant Request:

	PROJECT COSTS \$	AGENCY ADMIN (20% MAX) \$	TOTAL \$	CITY OF CHAMPAIGN REQUEST \$
1. SALARIES	15,000	300	15,300	
2. FRINGE BENEFITS				
3. SUPPLIES				
4. CONTRACTUAL	6,000		6,000	6,000
5. CAPITAL EQUIPMENT	5,000		5,000	5,000
6. CONSTRUCTION/REHAB	5,000		5,000	5,000
7. OTHER (SPECIFY)	4,000		4,000	4,000
TOTALS	29,000	300	30,300	20,000

15. Please provide a line item budget detailing the proposed use of funds. For example, if funds are to be used for rehab expenses, please provide a detailed budget of all rehab work items and their individual costs and identify how the City's funds will be utilized within that budget.

16. Revenue Detail (list all sources of revenue for the project/activity):

REVENUE SOURCE	CURRENT FISCAL YEAR	FISCAL YEAR FOR WHICH FUNDS ARE REQUESTED
CITY OF CHAMPAIGN FUNDS	20,000	2001-2002
FEE'S AND CHARGES		0
PRIVATE DONATIONS	University 20 Computers	2001-Ongoing
OTHER GRANTS (SPECIFY)		0
Requested from Urbana CDBG	20,000	2001-2002 20,000
TOTAL		20,000

AGENCY CERTIFICATIONS

The following certifications apply to all recipients of Community Service Grant funds. Funding will be denied if your organization is unable to comply with program requirements as established by the City of Champaign and the U.S. Department of Housing and Urban Development. A signature is required on the following page.

THE APPLICANT HEREBY AGREES THAT:

- A. The figures, facts, and representations made in this application, including all exhibits and attachments, are true and correct to the best of the applicant's knowledge.
- B. The filing of this application has been authorized by the governing board of the applicant.
- C. The applicant will conduct its operation in accordance with the following requirements:
 1. Refrain from discrimination against any project participant, applicant, or employee because of race, color, religion, sex, national origin, familial status, age, political beliefs or affiliations, or handicaps, and comply with the Equal Employment Opportunity (EEO) clause required in all federally funded contracts.
 2. Comply with Section 3 requirements for providing opportunities to low income residents for training and employment opportunities to local business concerns for contract awards in connection with the subrecipient's project.
 3. Provide the City with quarterly progress reports of activities funded. Such reports will include performance measures of the activity services and results, participant data, and contract/award/contractor information.
 4. Maintain records to verify information regarding persons or households that participate or benefit from the grant funded activity: including income, racial/ethnic group, gender of the head of household, and residence.
 5. For programs funded with Community Development Block Grant funds, demonstrate compliance with federal standards for financial management systems and source documentation, and disburse funds in accordance with Uniform Administrative Requirements of OMB Circular A-110 (non-profits), which govern financial management systems, project monitoring, property management, and procurement.
 6. For programs funded with Community Development Block Grant funds, keep books and records in accordance with cost principles of OMB Circular A-122 (non-profits) and requirements of A-110.
 7. Retain financial records, supporting documents, statistical records, and other records pertinent to the project funded and make them available to the City, the U.S. Department of Housing and Urban Development, or their designated representatives for a period of three years.
 8. Agencies receiving a total grant of \$5,000 or more must provide the City, at the close of the City's fiscal year or upon termination of the agency, whichever comes first, with an independent audit of all expenditures of these funds for the preceding year.
 9. If the grant authorized is less than \$5,000, the applicant agrees to provide a financial audit specified by the City.

10. Maintain time distribution records for all employees working on the funded program.
 11. Agency may not use any funds received from the City of Champaign for lobbying purposes. No employees of the funded program may be engaged in lobbying activities at any level of government for any purpose. No employees of the funded agency, serving in their capacity as a representative of the agency, may be engaged in lobbying activities.
 12. Agency must be a drug-free workplace as defined by the Illinois Drug Free Workplace Act.
- D. Comply with contractual requirements as set forth by the City of Champaign for CDBG projects to include, but not limited to, the following:
1. Payment of the grant only as a reimbursement of costs incurred, less retainage for compliance with audit requirements and a demonstrated proportion of service to Champaign residents.
 2. Maintenance of a cash receipt/disbursement journal and a CDBG cash control register.
 3. Submission of either an Affirmative Action Plan or an Equal Opportunity Statement.
 4. Submission of an audit (if applicable).
 5. Submission of copies of Letters of Incorporation and 501(c)(3) status.
 6. Be subject to at least one site visit for monitoring purposes.
- E. Expend funds received as a result of this application solely on the described projects.
- F. Enter into and agree to operate in accordance with an agreement which sets forth the above requirements and indicates the amount of funds which the agency is to receive and the manner in which they are to be used.
- G. Release and discharge, make whole, save and hold harmless the City and any officer or employee of the City against all actions, claims or demands for damages of any kind or character whatsoever, which may in any way be caused by or arise out of the agency's conduct, activities, or programs in the achievement of goals and objectives pursuant to the agreement executed by and between the City and the Agency.

I certify that, if approved for funding, _____ will be able to comply with the above noted federal requirements. The requirements will be in place prior to the execution of the contract and remain in effect throughout the term of the contract.

Signature: _____

Date: 1-24-00

Title: Program Manager, ICFCI Affordable Housing

Draft

William A. Melker Fellowship Community Technology Center

**RFP prepared for Fiscal Year 2001 to
Department of Commerce and Community Affairs
Bureau of Technology and Industrial Competitiveness**

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I. Executive Summary

The Illinois Center for Citizen Involvement (ICFCI), a 501(3)c non-profit organization and housing corporation was organized in 1982 for the purpose of providing citizens with alternative approaches for community-based issue resolution. Since our inception, ICFCI has engaged in numerous social programs including, but not limited to, affordable housing which is provided through a consortium relationship with the county of Champaign, the cities of Champaign and Urbana, a partnership with the Federal District Bank of Chicago, Illinois Housing Development Authority, and several local lending institutions: Busey Bank, Bank of Illinois, Central Illinois Bank, Kankakee Federal, Bank Champaign, and First Mutual Bank of Urbana. In 1995, ICFCI was certified as a Community Housing Development Organization (CHDO) to advance affordable housing in its service communities for the consortium membership in an effort to bridge economic development and redevelopment inequities that exist in Champaign neighborhoods. In the course of advancing affordable housing, we provide our service communities credit and homebuyer counseling, commercial and residential lending referrals, business development consultations, and other supportive services required to successfully sponsor and administer an affordable housing program and ensure the efficacy of lending to low and moderate income families.

ICFCI is managed by a community based Board. One-third of our Board seats are retained for low-income citizens who either reside in low-income neighborhoods or are appointed as representatives for our low-income communities.

I. Executive Summary

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ICFCI is managed by a community based Board. One-third of our Board seats are retained for low-income citizens who either reside in low-income neighborhoods or are appointed as representatives for our low-income communities.

The Center is designed to facilitate greater and more effective citizen participation through the development of community based organizations. Specifically, ICFCI is established exclusively for Charitable and Educational purposes within the meaning of Section 501(3)c of the Internal Revenue Code. ICFCI commits to empower our service communities through our ability to identify and initiate programs that serve community needs. Through this commitment shared with our partners and supporters, we submit this proposal to establish the William A. Melker Community Technology Center of Urbana, Illinois, School District 116 which forms its foundation in a location that is contiguous to its twin city of Champaign, Illinois Unit 4 School District. These areas combine and form our community service area as Champaign-Urbana, the twin cities, and provide an eligibility rate for free or reduced lunch at 77.1% and for free lunch at 73% with total student enrollments of 11,237.

ICFCI presents this proposal to create a comprehensive, high technology, computer and communications community training infrastructure in Champaign-Urbana. This initiative is in atonement with efforts within Champaign County to encourage community computer technology growth and expansion, and with immediate regard to state and federal initiatives to eliminate the digital-divide that exists among our low-income, minority, educationally disadvantaged, and single-parent households populace. We project an annual community service goal of 200 adults and 150 children for primary, intermediate and advanced computer training concepts through classroom instruction of curriculum that will acquaint, refine and promote computer and technical applications in participant's day-to-day life.

The Center shall also provide the following Star Series training for participants and informational courses through relationships provided through commitments from our partners:

- Employment training which shall provide 30 hours of employability skill training, job identification and retention skills management;
- Credit Counseling which shall provide 30 hours of seminars identifying predatory lending and auto financing practices marketing this population; finance options, credit history review and repair, and money management and personal banking skills;
- GED completion which shall provide 30 hours of classroom and computer simulated activities that prepare participants to meet secondary education requirements and obtain GED certificates for advancement into post-secondary enrollments at Parkland Community College or the University of Illinois.
- Youth Union Apprenticeship program which will provide 30 hours of union affiliated classroom and computerized instruction for carpentry, sheet metal working, painting, welding, construction and machine operations;
- Homebuyer Counseling which will provide each participant upon completion of a 30-hour bank sponsored seminar with a certificate which serve as one of the primary qualifications for federally subsidized mortgage application through ICFCI.

Upon future growth and expansion we project an increase in community sponsored computer-based programs and services will become available for each participant.

The Center will operate six days a week, Monday through Saturday from 10:00 a.m. to 9:00 p.m. Each youth participant will be required to present a Center identification card upon entry. A preliminary assessment of each participant will be performed during a two-week enrollment period in February 2001. After assessment of computer skills, educational background, and employability, the participant will be assigned to an appropriate regime of self-study on-line and classroom instruction. If a participant does not assess well for computer skills and basic computer concepts, they will still be allowed to participate in the Star Series training program. It is our desire to provide participants with information about technology and its use in their personal management, at home, school or work.

Our program requests \$50,000 to convert the William A. Melker Fellowship Center into a community technology center. These funds will be allocated for the setup of 15 computer desktop stations with fiber optic cabling for high speed data exchanges, the purchase of licensed training software for participant users, salaries and stipends for instructional staff, and to upgrade facility for handicap accessibility.

II. Description of Community Technology Center

A. The CTC Organization

The CTC will be operated and managed by the Illinois Center for Citizen Involvement, an eligible 501(3)c in good standing as a non-profit entity with the State of Illinois. ICFCI will also serve as the entity accepting the grant funds if awarded. A six-member, community based board will be established. The board will be responsible for providing the overall strategy of the center for funds procurement, and policy management, and operational procedures. The board will be composed of two neighborhood members, one from the city of Champaign and one from the city of Urbana, an ICFCI staff member, a member of the community church and a member from the Champaign Unit 4 school district and the Urbana District 116 school district.

B. Location of the CTC

The CTC is located in a low-income neighborhood of Champaign-Urbana where over 77% of the children attending Urbana Schools District 116 and the Champaign Schools Unit 4 schools are eligible for free or reduced lunch. The proposed CTC is located in a facility formerly operated as a church that now serves as a fellowship hall. Within this facility ICFCI will locate its computer technology center and seminar informational center for the community participants.

C. Hours of Operation

The CTC will be open for operations April 3, 2001. The facility will open at 10:00 a.m. and close a 9:00 p.m. daily. This facility will be rented and modifications will be made to equip the rest rooms, entrances, exits, and other structures for handicap accessibility.

D. Childcare Services

An on-site volunteer childcare playroom will provide parents with childcare while they are actively enrolled in the program. However, childcare services will only be offered during the hours of 3:00 p.m. through 7:00 p.m.

E. Technological Infrastructure

A total of 15 computer workstations will be purchased and installed in this facility for the computer technology training. Each workstation will be equipped with a high-speed fiber optic cable connection to the Internet. A major portion of our computerized curriculum necessitates high-speed connections for on-line interactive coursework where each participant must be enabled to exchange responses to computer-generated question and answer scenarios that pertain to employment, technology, credit management, and other program related activities where real time information processing is required. We will purchase software that allows the Program Manager to promulgate tutorial based assessment tests for participant's primary technical skills and mastery of each component of the computer skills training for which they have enrolled.

F. Population Served

The center will service at least 250 adults and 150 youths during the proposed fiscal year of April 3, 2001 through March 3, 2002.

G. Staff Composition and Purpose

The Center will be staffed by a Program Manager that will identify and/or coordinate the efforts of our volunteer recruitment, seminar speakers, sustainability resources, and provide general user assistance in Microsoft Windows programs and applications, and

develop the on-line and classroom curriculum. The Program Manager will be required to demonstrate exceptional technical training skills and proven computer generated curriculum development for new and intermediate users. Since our service population will be composed of many low-income, single-parent or otherwise disadvantaged participants, we have selected the potential Program Manager as Renita Avery, and her resume is attached and marked as **Exhibit A**. Additionally, three part-time computer science or management information systems senior or junior level college students shall provide daily support to the program manager during operating hours. The support staff will be hired through our partnership with Prarienet, local newspaper advertisement or as provided by volunteer service recruitment for academic credit from the University of Illinois and/or Parkland College.

H. Actual Performance

Though our CTC is in the early developmental stages, our partnerships with local private businesses shall provide the following curriculum components for each participant:

- **Land of Lincoln** - Attorney-at-Law, Valerie McWilliams, will provide credit counseling regarding predatory lending practices amongst low-income groups within Champaign County.
- **Busey Bank** - Mortgage Banking and Community Reinvestment Officer, David Gillon, will provide credit repair, homebuyer, economic counseling and personal banking seminars.

- **Youth Union Apprenticeship** – Local union members will provide classroom instruction and job shadowing activities for participants through our affiliation with Local Union #703, International Labor Union of Champaign County.
- **GED On-line Study Course** – These services shall be provided through on-line training programs, and supplemented with classroom coursework and assistance provided through our volunteer staff members.
- **Employment Training** – In addition to various on-line training programs we have selected, primary resources shall be provided through our partnership with the Illinois Employment and Training Commission. These activities will be supplemented through technology training in Microsoft Windows for applications with word processing, spread sheet and database creation, web site development, Internet and e-mail use and ethics.

The level of financial support that the CTC received is matched by in-kind contributions from ICFCI, and local government Community Block Grant Funds from the cities of Champaign and Urbana. Additionally the CTC has identified state and federal grant programs such as School-to-Work and Welfare-to-Work that may provide sustainability funding sources as the CTC continues to develop. Our letters of support from local entities are appended to this proposal as Exhibit B. Please reference page 9 for a summary of each letter and their commitments to the establishment of the William A. Melker CTC.

III. Description of Technology-related Community Needs

The low income minority District 116 in Urbana and Unit 4 of Champaign are neighborhoods which have historically been the homes of low income African Americans in the Champaign and Urbana communities. These are areas with sparse public facilities such as libraries, limited open space for parks, and numerous church facilities that are not technically equipped. Although there are two public schools located within these communities, Martin Luther King in Urbana District 116 and Washington Elementary school in Champaign Unit 4, neither are a technology center that will service the immediate need to address computer literacy in this area amongst these underserved communities. These neighborhoods presently have a zero technology infrastructure, and they represent the two largest segments of the low-income minority of the Champaign-Urbana District 116 and Unit 4 school system. Currently the two beneficiary areas of District 116 and Unit 4 schools are supported by the Prairienet Institute at the University of Illinois and by programs administered by the Urban League of Champaign County. Although both of these services are critical in introducing technology to the poor, they are not centers that are housed in neighborhoods where more than 77% of the children may receive free or reduced lunch. The Urban League has been moving steadily to provide more comprehensive technology services, though a major deterrent is that it is situated outside of the vast population of minority citizens in Champaign-Urbana school districts 116 and unit 4. Prairienet continues to provide access to these communities for e-mail and internet services through use of public access computers, but does not have supply the community technological infrastructure

that these communities should have. Currently there are no facilities exclusively dedicated to community technology housed within these neighborhoods. We have requested and received support from the following community businesses, governments and school districts, Exhibit C:

- **Land of Lincoln Legal Aid Foundation** – Mentoring, Star Series Seminar Partner, Legal and Predatory Lending Practices in Champaign County, Enrollment Referral, Legal Services.
- **Illinois Employment & Training Center** – Job Training materials and Job Opportunities, Employment Services, and On-line training resources, Employment Training Star Series Seminar Partner.
- **Champaign County Housing Authority** – Enrollment referrals, housing consultant and guest speaker for seminar training.
- **Public School Districts of Champaign-Urbana** – Participant Enrollment, Administrative Review, Seminar Hosts, Family Services, Student Evaluation and Assessment.
- **City of Champaign** – City and community support, program sustainability funding source, and CTC marketing support assistance for new business development.
- **City of Urbana** – City and community support, program sustainability funding source, and CTC marketing support assistance for new business development.
- **Prairienet** – Participant enrollment referral source, computer network support specialist and internet access provider services, employee and volunteer referral source.

- **New Free Will Baptist Church** – Provide enrollment resources and referrals and youth enrollment services, community support and volunteer services.
- **Bethel African Methodist Episcopal Church** – Family services, community support service, provide enrollment resources and referrals.

The immediate need in Champaign County's district 116 and unit 4 is an increased population of computer literate and technically trained minority, disadvantaged, low-income or otherwise under-served Champaign County citizens that can continue to build upon the technological infrastructure that the William A. Melker CTC will provide.

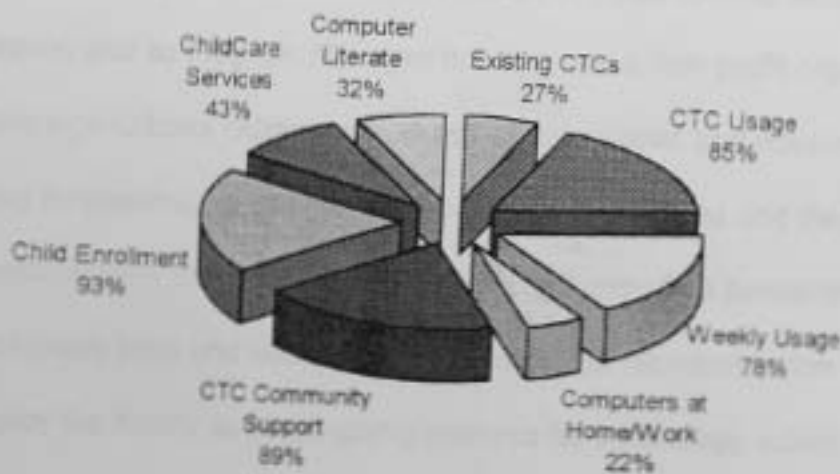
Addressing this immediate need will allow each citizen access to equality in technical literacy that serves to eliminate the digital divide in their communities at large, school, work and home. The measurable effects and outcomes of meeting this need are as follows:

- Greater employment opportunities within local business;
- Adequate skills to assist children with homework assignments;
- Access to technologies otherwise unavailable;
- Increased adult continued education;
- Personal, banking, management and credit analysis skills;
- Elimination of deterrents to gain access to technologies; and
- Computer literacy skills for use at home and work.

Our adult population lacks sufficient public education and they are weakened by lack of elementary and post secondary or trade school education and training in understanding and gaining familiarity with technology as it applies in their day-to-day life. To address

this need, these communities would greatly benefit from an on-going technology resource center that is equipped to provide the consistent training as technology evolves. These needs were determined by 1990 census data on education and household skills in the minority communities of Urbana School District 116 and Champaign School District Unit 4. In addition, a survey was conducted by circulating a questionnaire, attached as Exhibit D, within the local Department of Human Services Office and at neighborhood churches. Our results were evaluated, and we were able to ascertain the level of understanding of technology and willingness of these districts to support a CTC in the locale of low-income and/or minority neighborhoods where the proposed CTC will be established. Our responses are represented in the chart below:

CTC Community Survey



Each slice of the pie chart above is a representation given by percentage of the 150 community citizens and church members that were surveyed regarding the establishment of the William A. Melker CTC. Please reference Exhibit E for specific questions presented in the survey. As represented above, the community members are in great support of the William A. Melker CTC, and show a projected usage rate of 85% with a great desire to enroll their children and show an interest for childcare services when they are enrolled as participants themselves. Approximately 22% of the surveyed population have access to computers either at home or work and would benefit significantly from a CTC in their locality that offers not only convenience, but primary skills attainment opportunities as well as other family services.

ICFCI has been in existence since the mid 80's. The key ICFCI staff member which has assisted in the preparation of this proposal has worked as an advocate of Champaign's poor, minority, and low-income population for over 35 years and has dwelled within the community for 59 years. Through his community involvement, Mr. John Johnson has gained extensive knowledge of these communities' strengths and weaknesses, and as Program Manager has provided a non-profit organizational platform for Champaign-Urbana citizens to address their economic and housing needs in becoming empowered to gain self-sufficiency for themselves and their families. Our goal in establishing the William A. Melker CTC will provide a permanent infrastructure that will initially train and educate these citizens, but ultimately allow them to maintain and service the facility as an on-going resource for technology access and training.

IV. Statement of Work

This project seeks to begin April 2001 and will run for approximately 12 months under this grant and end March 2002. The timeline is as follows:

A. January 2001

- Prepare and submit application, identify computers for purchase or for lease.
- Identify architect and determine compliance with ADA regulations.
- Obtain quotes for T1, DSL or K56 installations.

B. February 2001

- Complete design changes. Prepare for building enhancements identified by architect.
- Recruit and enter contract with staff for March.
- Begin participant recruitment for April 1 start date.

C. March 2001

- Obtain computers, supplies, and other equipment and begin installations for workstations. (Based on funds receipt.)
- Complete all structural changes.
- Continue participant recruitment and assessment.

D. April 2001

- Begin participant training and continue participant enrollment.
- Commence Star Series seminars.
- Request additional funding and continue to research funding sources.
- Continue volunteer recruitment and community support initiative.

E. May 2001 to March 2002 (Measurable Outcomes)

Each of the items listed below are within the scope of our goals for this programming initiative. Each should be considered as a measurable outcome that can be attained and documented by participant assessment and administrative reporting functions which will be made to sponsoring partners, the board of directors, and federal, state and local governmental agencies.

- The attainment of participant enrollment of 200 adults and 150 youths to meet our marketed service population goal.
- Individual program evaluation and skill assessment testing of participants who have completed offered training courses.
- Participant attendance reports.
- Employment opportunities made available and re-evaluation of participants' employment status.
- Community participation, support and volunteerism.
- Level of continued funding.

VI. Line Item Budget

A. Proposed Preliminary Budget Proposal

For period beginning April 1, 2001 and ending March 30, 2002:

1.	Rent Payment for building lease period April 2000 through March 2000.	\$5,000
2.	Utilities On-going costs sustained after grant period by other funding sources.	2,200
3.	T1 Installations Initial installation is free.	- 0 -
4.	Telephone On-going cost for telephone and Internet service connections sustain.	2,400
5.	Computer (Hardware) One-time purchase for 15 computer workstations and 3 laser printers.	8,400
6.	Computer (Software) One-time purchase for software installations for program curriculum.	2,000
7.	Office Supplies On-going cost for office supplies sustained by other funding source and donations.	1,000
8.	Handicap Accessible Building Upgrade One-time cost for building handicap accessibility structures.	4,000
9.	Salaries: (On-going cost sustained by volunteerism and additional funding sources.) Project Manager 3 Part-time Technology Instructors	15,000 <u>10,000</u>
Grand Total:		<u>\$50,000</u>

*****Additional funding sources to be identified within first quarter of initial operating period, an application for City of Urbana Community Development Block Grant funds has been made.***

August 31, 2002

Pastor Larry Simmons
Greater Holy Temple Church
1409 West Dublin
Champaign, Illinois 61820

In reference to the William A. Melker Fellowship Community Technology Center.

Dear Pastor Simmons,

I have attached a copy of the proposal that I've prepared to DCCA for the use of the W. A. Melker Fellowship Center for a computer technology program. As I indicated to you on the phone, that proposal was not submitted because the Urbana City government felt there would be a conflict of church and state.

The importance of the application to DCCA was to receive the grant funds to purchase the computers and pay for the utility costs to operate them.

The proposal is still viable. What it would mean for its implementation would be to eliminate the reference to DCCA, which would mean the loss of the computers. The church could still offer a comprehensive tutorial program for the children of the church and the children who attend the King School in Urbana, and the children would attend Washington Elementary School in Champaign and live in the neighborhood.

The tutorial program could center on grades three through five and the church could offer a middle-school tutorial program. The following is a description of what I would recommend to the church:

- 1) I would encourage the church to initiate a childrens' ministry centered on church activities which promote reading - reading - *reading*. This should require parents and children to use their local library for childrens' books in which Bible stories can be read and church-related stories are written. Children should be required and encouraged to write and read these stories or other stories that they may write about church activities. This should go on at least three times a week. I would encourage you at the end of every service to select a child to read something to the church. This selection should be made before the church service so that the child can be prepared. This should be supported by your remarks to the church on the importance of our children being engaged in school and reading.
- 2) Parents of the tutorial program should be required to obtain a copy of their individual child's school plan (by asking their teachers), so that it can be reviewed by the church to determine the strengths or weaknesses of the child's performance. Support activities from grades three to five should involve the church purchasing and establishing a library of readers and craft materials to enhance the child's comprehension of elementary literature, science, and mathematics.

- 3) The tutorial support should center on the individualized learning needs of the child. This can occur through a one-on-one session which is integrated in a general classroom learning session for all children.

Staffing

The staffing of this tutorial support program can come from three sources.

- 1) The church requesting volunteers from among the youth and the parents of the congregation
- 2) The high schools and Parkland College requesting volunteers to come over and provide tutorial support for the individualized and group tutoring programs
- 3) From the Urban Exchange Center of the University of Illinois by contacting Kamau LaRaviere at 244-7483

The final component of the tutorial program to be administered by the church would be to encourage members of the congregation who live in Champaign or Urbana to form a church / school engagement committee. The role of this committee would be to represent the children of the church and the community at school board meetings by attending schools in which the children of the church attend and by working with parents to understand school-based issues.

This plan could also serve the middle schools; and the importance of a middle school tutorial plan can work to encourage our young people to complete high school and enter higher education.

Finally let me say that I would encourage you to assume the leadership in creating the Greater Economic Development Foundation. This foundation should be headed by a board of directors from the church, separated from the church with a 501C3 tax status incorporated under the laws of the State of Illinois for the purpose of charitable works. This corporation would provide the church the legal vehicle to engage in programs with local government outside of the activities of the church.

In my opinion, this corporation would be essential in enabling the church to address the physical needs of man outside of the spiritual obligations of the church towards man, and to do so in a manner consistent with the laws of our nation and the policies of local government.

In no way, in my opinion, would the Greater Economic Development Foundation conflict with the primary and exclusive role of the church, which is to preach and to care for the souls of man. The concerns that you have and the church has for the learning needs of the children, the clothing on the backs of the people, fair and affordable housing, jobs, and economic investments in the neighborhood of the church and surrounding neighborhoods will better be achieved through an independent corporation owned and managed by the church.

If I may be of any additional services to you, don't hesitate to call me.

Sincerely,

John Lee Johnson

John Lee Johnson