RESOLUTION 2016-073      PASSED: JUNE 27, 2016

AUTHORIZING THE MAYOR OF THE CITY OF DEKALB, ILLINOIS TO SIGN A HUMAN SERVICES AGREEMENT WITH COMMUNITY COORDINATED CHILD CARE (4-C), IN THE AMOUNT OF $10,000 FOR HUMAN SERVICES FUNDING BEGINNING JULY 1, 2016 THROUGH DECEMBER 31, 2016.

WHEREAS, the City Council has reviewed and approved the Fiscal Year 2016.5 budget, including provisions for certain human services agencies' request for funding; and

WHEREAS, agreements between the City of DeKalb and various agencies have been prepared as approved providing for the issuance of funds from the General Fund of the City; now

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of the City of DeKalb, Illinois, as follows:

Section 1. That the Mayor of the City of DeKalb, Illinois, is authorized and directed to sign an agreement with Community Coordinated Child Care (4-C) for funding in the amount of $10,000, a copy of which is attached hereto and made a part thereof as Exhibit "A".

Section 2. That the City Clerk of the City of DeKalb, Illinois is authorized and directed to attest the Mayor's signature.

PASSED BY THE CITY COUNCIL of the City of DeKalb, Illinois, at a Regular meeting thereof held on the 27th day of June, 2016, and approved by me as Mayor on the same day. Passed by a roll call vote of 7-0-0-1. Aye: Jacobson, Finucane, Marquardt, Snow, Baker, Faivre, Rey. Nay: None. Absent: None. Recused: Noreiko.

ATTEST:

JENNIFER JEEP JOHNSON, City Clerk

JOHN A. REY, Mayor
This agreement made this 1st day of July, 2016, between the City of DeKalb, a municipal corporation of the State of Illinois, hereinafter referred to as the “City” and Community Coordinated Child Care (4C), hereinafter referred to as “Grantee,” WITNESSETH:

WHEREAS, the City desires that Grantee provide certain services to the citizens of DeKalb and Grantee has the capacity to provide such services; and,

WHEREAS, the Grantee acknowledges that it is the City’s intention to purchase said services for the citizens of the City of DeKalb under the following guidelines:

1. First priority shall be given to those services which will help meet basic emergency needs such as food, clothing and shelter. Second priority shall be given to those services which are preventative in nature and promote the highest degree of self-support, self-care and self-help. Third priority shall be given to those services which seek to enhance the quality of life of persons whose basic needs are already met. Priority shall also be given to services which primarily benefit low and moderate income residents. The services provided by the Grantee are consistent with these guidelines as explained on the attached Exhibit A, Question No. 5.

2. Services shall address specific documented needs. The services provided by the Grantee address the specific, documented needs as explained on the attached Exhibit A, Question No. 6.

3. Services shall also receive financial support from other community sources. Grantee has attached hereto a copy of its budget for the period that this Agreement covers as Exhibit B, which budget establishes that the Grantee receives at least 99% of its funding from third party sources. A copy of Grantee’s audit or year end financial statement from the most recent complete year of operations is attached hereto as Exhibit C.

4. City funds are used only to support those services directly benefiting DeKalb residents, the City will not subsidize the cost of services to non-residents. Grantee has certified compliance with this requirement by signing the attached Exhibit A.

5. Administrative costs for these services are to be kept to a minimum. Grantee has identified the allocation between administrative costs and program costs as explained on the attached Exhibit A, Question No. 7.

6. These services must be coordinated with other agencies when feasible. Grantee has outlined how services are coordinated with other agencies as explained on the attached Exhibit A, Question No. 8.
7. The City will not fund, but may augment, services which are the responsibility of another public agency or funding source. Grantee has identified any areas where the City's funds are being utilized to augment third party responsibilities as explained on the attached Exhibit A, Question No.9.

8. City funds are to be used primarily to match or leverage other private or public funds. Grantee has explained how matching or leveraged funds are being sought or obtained as explained on the attached Exhibit A, Question No. 10.

9. The City's intent is to contract for specific services and monitor their effectiveness. Grantee has: a) identified the metrics by which its performance is to be evaluated on an annual basis; b) identified those third parties that provide any review or evaluation of Grantee's efforts; and, c) explained its clearly defined performance evaluation process, as explained on the attached Exhibit A, Question No. 11.

10. Grantee has clearly identified and delineated where any elected or appointed official of the City or any City employee is involved in its programming or receives any direct or indirect benefit, any compensation or any pecuniary benefit of any form by virtue of Grantee's program or the City funding provided hereunder, as explained on the attached Exhibit A, Question No. 12.

11. Grantee has outlined the process by which funds are held by Grantee as explained on the attached Exhibit A, Question No. 13, and all such funds are held by the Grantee in a Grantee-specific checking account with the financial institution identified therein (and not in any personal checking account), unless otherwise indicated therein.

WHEREAS, the parties hereto understand and agree that the Grantee is an independent contractor and not an employee of the City; now,

In consideration of the agreements set forth and other good and valuable considerations, the parties agree as follows:

1. **Term.** The term of this agreement shall be from July 1, 2016 to December 31, 2016. The City or Grantee may terminate this Agreement at any time, upon the provision of thirty (30) days written notice. The City may terminate this agreement at any time based upon the occurrence of a breach of this Agreement, upon the provision of 48 hours written notice.

2. **Scope of Service.** The Grantee shall provide services in accordance with the service plan provided in the original application, a copy of which is attached hereto as Exhibit A.

3. **Hold Harmless.** The Grantee hereby agrees to indemnify, defend and hold the City and its officers, employees, contractors and representatives harmless from and
against any and all such costs, expenses, damages, liabilities, losses and claims which may arise out of, or are related to the services provided by the Grantee under this agreement or which relate to this Agreement or the funding provided herein. The Grantee agrees and acknowledges that the City is not in any way responsible for the conduct or provision of Grantee’s programs or services, and is not responsible for the review, supervision or management of Grantee’s personnel, volunteers, participants, programming or services.

4. **Payment.** The City agrees to pay the Grantee the sum of ___ Ten Thousand and No/100 Dollars ($10,000.00) for services rendered under this agreement. **Payment will be disbursed in two equal installments, and will be processed upon receipt of the Grantee’s quarterly reports, as required by this funding agreement.** In the event that this Agreement is terminated, no further payments shall be due or payable to Grantee. In the event that the City Council determines that the City’s financial condition does not support making a payment otherwise due under this Agreement, the City may suspend, delay or otherwise cancel payments due hereunder.

5. **Access to Financial Records.** The Grantee agrees to allow the City access to review any and all of Grantee’s financial records as may be determined appropriate to insure the accountability of monies disbursed by the City. The Grantee also agrees to provide the City with a copy of its operating budget and its audit or year-end financial statement for each fiscal year or portion thereof in which the Grantee receives funding under this (or successor) agreements.

6. **Performance Reporting.** The Grantee agrees to send the City a report following every three months of services identifying the number of City of DeKalb citizens that have been provided services under the terms of this Agreement. The Grantee further agrees to send the City a copy of all documentation required to demonstrate its performance or which is identified as a performance-evaluation tool in Exhibit A, Question 11. The Grantee further agrees that it shall provide a verbal report to the City at a regularly scheduled meeting of the City Council at least once annually, and on additional dates as may be requested by the City from time to time.

Quarterly reports shall be provided to the City on or before the 10th day of the following months:

1st Quarter – October
2nd Quarter – January

7. **Compliance with Laws.** The Grantee expressly covenants and agrees that it shall comply with all applicable laws, including those laws applicable to the use of public funding to the extent that such laws are applicable to programs funded in whole or in part by the City of DeKalb. The Grantee expressly covenants that it shall not discriminate against any person or organization on the basis of any legally recognized protected classification, including but not limited to race, gender,
religion, ethnic or cultural background, sexual preference, or other legally recognized, protected classification, in the provision of its services or use of funding provided hereunder.

8. **Use of Funds.** The Grantee shall only utilize funds made available under this agreement for the provision of services consistent with this agreement, and shall not use such funding for any other purpose, nor for the construction of any real property or improvement to real property, nor for any purpose which constitutes "Public Works" for purposes of the Illinois Prevailing Wage Act.

9. **Grantee's Organization.** Grantee is organized in the format as described in Exhibit A. For the term of this Agreement, Grantee shall take such actions as shall be required to maintain that form of organization. Grantee shall provide the City with notice of the meetings of its governing board or board of directors, and the City shall have the opportunity to attend such meetings as an *ex officio* member of such governing board; the City shall also have the right to review the minutes of all such meetings.

10. **Grantee-Specific Obligations.** Grantee shall comply with the listing of Grantee-Specific Obligations attached hereto as Exhibit D.

11. **Certification:** Grantee hereby certifies that it shall comply with the contents of this Agreement and the terms of its Application, and certifies that the contents of this Agreement and the Application are true, accurate and correct. The recitals to this Agreement are expressly incorporated herein by reference.

IN WITNESS WHEREOF, the Grantee has caused this agreement to be signed, sealed and attested to by its Chairman of the Board of Directors and Executive Director, on the 11th day of July, 2016, and said City has caused the same to be signed, sealed and attested to by its Mayor and City Clerk as of the date first mentioned in this Agreement.

**COMMUNITY COORDINATED CHILD CARE (4C)**

**CITY OF DEKALB, ILLINOIS**

[Signatures]

**Board Chairman**

**John A. Rey, Mayor**

**Executive Director**

**Jennifer Jeep Johnson, City Clerk**
Exhibit A: Funding Application
April 18, 2016

Ms. Ruth Scott, Executive Assistant
Office of the City Manager
City of DeKalb
200 South Fourth Street
DeKalb, IL 60115

Dear Ms. Scott:

I am enclosing 4-C’s funding request for FY 2017 to the City of DeKalb in the amount of $21,429. The City’s funding is very important to the agency because it is used to support the comprehensive services 4-C provides to child care programs as well as children and families.

It should be noted that 57% of 4-C’s budget simply flows through 4-C to child care programs as reimbursement for food and child care rendered to low-income children. The City’s funding is extremely important to 4-C because it fills the gaps created by loss of federal, state and local funders due to the state of the economy.

Thank you for believing in what we do. Please know that 4-C appreciates the continued commitment from the City of DeKalb. You have helped us create a system that has been referred to as a model in the State of Illinois. Your investment in today’s children will likely pay high dividends as they grow up and become good citizens, capable of nurturing their own children and being effective community leaders.

If you need additional information, you can contact me at 815-758-8149 (ext. 232).

Sincerely,

Susan Petersen
Executive Director
FY 2017 HUMAN SERVICES FUNDING APPLICATION
Six Months Funding 7/1/16 to 12/31/16

APPLICATION MUST BE RECEIVED NO LATER THAN APRIL 29TH.
INCOMPLETE APPLICATIONS AND/OR LATE SUBMISSIONS WILL NOT BE CONSIDERED.

Agency Name: 4-C: Community Coordinated Child Care

Mailing Address: 155 N. 3rd Street, Suite 300, DeKalb, IL 60115

Agency Director: Susan Petersen

Contact Person: Susan Petersen Telephone No.: 815-758-8149 ex.232

Email Address: susanp@four-c.org

Name of Person Responsible for Completing Quarterly Report: Susan Petersen

Telephone No.: 815-758-8149 ex.232

Email Address: susanp@four-c.org

Program Description: See Attached

Six Month Program Budget: $950,000 * 90% of dollars flow-through to child care centers who serve low-income families.

Amount of Funding Requested: $10,714.

% of Six Month Program Budget: 1.2%

Total Number of Estimated Program Participants: 7600

Total Number of Estimated DeKalb Residents to be Served: 5800

% of Six Month Budget: .004%
The following documents must accompany the application:

1. A current listing of the agency’s Board of Directors and terms.
2. The current annual operating budget for the agency.
3. Any descriptive materials of the agency that would help augment the application.
4. Documentation of the agency’s 501(c)(3) status.

The City of DeKalb retains the right to request any and all additional information from the agency it may determine necessary in making funding decisions. This may include, but not limited to, agency audits, articles of incorporation, or any other information deemed appropriate.

The undersigned hereby certifies the information contained in this application is true and accurate to the best of their knowledge and belief.

Name of Authorized Signer: Susan Petersen
Title: Executive Director
Signature: [Signature]
Date: April 18, 2016

Please submit application in one of the following methods:

- via regular mail postmarked no later than April 29, 2016 to:
  City of DeKalb
  Attention: Joanne Rouse
  200 S. Fourth Street
  DeKalb, Illinois 60115

- via facsimile dated no later than April 29, 2016 to: (815) 748-2091, Attention: Joanne Rouse

- via email dated no later than April 29, 2016 to: joanne.rouse@cityofdekalb.com

OFFICE USE ONLY:

Date Application Received: 4/20/16

☐ Approved – Annual Amount Awarded $_________ / $_________ per quarter

☐ Denied
4-C: Community Coordinated Child Care  
City of DeKalb  
FY 2017 Human Services Funding Application - Narrative

Program Description:

1. Agency mission.

The purpose of 4-C is to promote children’s well-being by advocating for quality, affordable, accessible child care and by supporting parents and those providing child care by offering information, education, resources and services.

2. Programs/services provided by our agency this year.

**Child Care Financial Assistance Program (CCAP):** The 4-C Child Care Assistance Program supports low-income working and student families. 4-C receives two types of funding to operate CCAP. These funds are utilized to purchase child care services for low-income families, primarily, the working poor, who are striving to become self-sufficient. It is 4-C’s responsibility to manage these State Grants and determine eligibility for funding and reimburse child care programs. This past year $1,923,854 was paid to child care providers who served 2,037 families with 4,706 children.

**Child Care Resource and Referral (CCR&R):** 4-C operates a CCR&R Program that is state funded and helps parents access a child care placement that best reflects their families’ values. Our data base includes over 700 providers whose program profiles can be given to any family seeking child care. Last year we received 882 phone calls from parents looking for child care for 1,361 children. The CCR&R Program also recruits new child care providers and offers a wide variety of technical assistance. Professional development sessions to support ongoing quality improvements were attended by 2,964. This program also offers professional development scholarships as well as a resource library both mobile and stationary. Our mobile libraries made over 613 visits last year to child care providers. Our 4-C Infant Toddler Specialist assisted over 203 providers to support best practices for young children.

The CCR&R Program coordinates ExceleRate Illinois. This is a voluntary quality initiative available to licensed and licensed exempt family child care providers as well as licensed child care centers. ExceleRate Illinois is a statewide quality and improvement system designed to make continuous quality improvements an everyday priority among early care and education providers. The system establishes standards for helping infants, toddlers and preschool age children develop intellectually, physically, socially and emotionally. It provides a framework for early learning professionals to identify opportunities for improvement, increase their skills and take steps to make positive changes. Programs that participate in ExceleRate Illinois receive additional financial support. There are many different opportunities for all programs to engage in ExceleRate Illinois.

Professional Staff to support the social and emotional health of young children:

**Social Work Services:** 4-C offers the following services to identify and support the social and emotional wellbeing of young children. Social work services are offered to child care centers to help assess the developmental needs of children and then works with staff to develop individualized plans for each child. Onsite visits allow the social worker to work directly with teachers and children to find solutions to immediate needs. Last year the social worker made 342 visits to child care programs, consulted with 1,438 teachers/parents and made 26 referrals to other agencies. 110 parents and teachers attended trainings by the social worker on subjects that support healthy behaviors and building positive relationships. These services are offered to programs at no cost. Child care programs would find it very difficult to afford these services if they had to purchase them privately.

1 of 3
Nursing Services: Nursing services are also offered by 4-C. Our nurse checks the immunization records of children to ensure that all children are properly immunized. She also conducts health-related seminars for child care professionals and obtains funding for children who need medical attention but whose families are unable to afford the cost of care. She assists with preschool screening, vision/hearing testing and will make appropriate referrals for children with an identified delay. The nursing services provided by 4-C are widely utilized in a variety of ways by many child care centers and in-home providers. The Illinois Department of Children and Family Services require licensed child care programs to have visits from a licensed nurse as part of their licensing requirements. Last year, the 4-C nurse made 293 visits to programs, provided direct care to 742 children, had 2,636 consultations with parents and teachers and made 530 outside referrals. 2,766 records were checked to make sure all children were properly immunized and screened for vision and hearing problems.

Mental Health Consultant: To effectively address the unique developmental, social and emotional needs of infants and children under the age of five, 4-C’s Mental Health Consultant visits child care programs to support and engage staff so they are able to offer a safe and nurturing program for these young children. The core relationships between a very young child and the adult caregiver are cited again and again as the crucial ingredient in a young child’s healthy development. The Mental Health Consultant encourages teachers to see the importance of offering a safe and nurturing space daily for these young children. Last year, the Mental Health Consultant had 794 consultations with parents and teachers. She also held 20 trainings for child care providers. This service also offers consultation for particular children with mild social emotional challenges. Children and families with more intensive needs are referred to the most appropriate social services/health provider for idealized treatment. As with the Social Work services, the Mental Health Consultant services are at no cost to the providers.

Child and Adult Care Food Program (CACFP): 4-C is a sponsor of the Child and Adult Child Care Food Program. The program’s primary goal is to ensure nutritious meals and snacks are being served to children who attend in-home family child care programs. Secondary goals are the establishment of positive eating habits at the early stages of development; reduction of future health care and education costs due to lack of proper development; and training/support for family child care providers. Last year, CACFP served 198 family child care providers who cared for 3,050 children. $1,028,865 was reimbursed to providers and 356 site visits were made by 4-C staff. To ensure that families have appropriate options for quality child care in the rural communities we support these small business owners by providing access to CACFP. These in-home providers offer non-traditional hours for families that may work weekend and second and third shift jobs.

Family Enrichment Program (FEP): The Family Enrichment Program delivers its services to families and children in a relaxed and supportive way that enhances family communication and relationships while building on the parent strengths. The majority of the work is conducted in the family’s home to support parents and children in their own environment. These low-income at risk families often do not seek traditional support through parent classes or support groups. The FEP also offers specialized classes for residents of Hope Haven and Safe Passage. 4-C has also developed a special curriculum for teen parents. Last year, 35 families received consistent parenting support though weekly home visits.

Advocacy: 4-C provides a strong and effective voice for children who cannot lobby or speak for themselves. It is our goal to inform policymakers about the basic needs of children and their families. We gather information on key issues concerning the welfare of children and discuss these issues with lawmakers. We also monitor the development and implementation of laws pertaining to children.
4-C staff serves on many state committees that include the Department of Children and Family Services State Advisory Committee, Department of Human Services Child Care Advisory Committee, and the Illinois Network of Child Care Resource & Referral Agencies.

The City’s funding is extremely important to 4-C because it is being used to fill the gaps created through the loss of federal, state and local dollars due to the economy.

**If a family utilizes more than one 4-C service, they are counted for each service used.**

NOTE: The figures shown on the first page of the application reflects all of 4-C’s services and total funding.

The program supported by the City is listed below:

- **Total Program Budget:** $1,900,000
- **Amount of Funding Requested:** $21,429
- **% of Total Program Budget:** 1.5%
- **Total Number of Estimated Program Participants:** 7,600
- **Total Number of Estimated DeKalb Residents to be Served:** 5,800
- **% of Total Number:** 45%

Please note 90% of these funds simply flow through 4-C to child care providers for care rendered to low-income families.
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<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
<th>Term Expires</th>
<th>Committee</th>
<th>Occupation</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>Larry Apperson</td>
<td>President</td>
<td>114 Mattel Ave</td>
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<td>(815) 756-7007</td>
<td>(815) 757-1314</td>
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<td>Committee: Executive, Finance</td>
</tr>
<tr>
<td>Matthew Brown</td>
<td></td>
<td>c/o Brown Law Group, LLC</td>
<td>301 East Lincoln Highway</td>
<td>DeKalb, IL 60115, DeKalb County</td>
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<tr>
<td>Jennifer Sparrow</td>
<td>Elect</td>
<td>1030 North 2nd Street</td>
<td>Rochelle, IL 61068, Ogle County</td>
<td>(815) 561-1974</td>
<td>(815) 793-6248</td>
<td>Email: <a href="mailto:jsparrow1952@comcast.net">jsparrow1952@comcast.net</a></td>
<td>Term Expires: 5/2017</td>
<td>Committee: Advocacy, Programs &amp; Services, Chair</td>
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<tr>
<td>Melanie Magara</td>
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<td>(815) 901-4163</td>
<td>Email: <a href="mailto:mmagara@niu.edu">mmagara@niu.edu</a></td>
<td>Term Expires: 5/2017</td>
<td>Committee: Marketing &amp; Public Relations, Chair</td>
</tr>
<tr>
<td>Julie Craig</td>
<td></td>
<td>431 E. 2nd Street</td>
<td>Genoa, IL 60135, DeKalb County</td>
<td>(815) 970-1972</td>
<td>Email: <a href="mailto:julie.craig@theagriculturecenter.org">julie.craig@theagriculturecenter.org</a></td>
<td>Term Expires: 1/2018</td>
<td>Occupation: Executive Director, Gracie Center</td>
<td></td>
</tr>
<tr>
<td>Lisa Fabrizius</td>
<td>Treasurer</td>
<td>c/o National Bank &amp; Trust</td>
<td>230 West State Street</td>
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<td>(815) 970-0525</td>
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<td>Email: <a href="mailto:lfabrizius@moneyconcepts.com">lfabrizius@moneyconcepts.com</a></td>
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<tr>
<td>Robert Heck</td>
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<td>c/o Castle Bank</td>
<td>100 Greenwood Acres Drive</td>
<td>DeKalb, IL 60115, DeKalb County</td>
<td>(815) 762-1101</td>
<td>(815) 756-9140</td>
<td>Email: <a href="mailto:rheck@castlebank.com">rheck@castlebank.com</a></td>
<td>Term Expires: 5/2017</td>
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<tr>
<td>Diane Kubetz</td>
<td>Secretary</td>
<td>258 Lexington Street</td>
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<td>(815) 757-3790</td>
<td>(815) 758-5652</td>
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<td>Committee: Advocacy, Programs &amp; Services</td>
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<td>Joy Bihun</td>
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<td>Email: <a href="mailto:jbihun@bankht.com">jbihun@bankht.com</a></td>
<td>Term Expires: 5/2017</td>
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<tr>
<td>Amanda Potursalski</td>
<td></td>
<td>c/o Kishwaukee College</td>
<td>21193 Malta Road</td>
<td>Malta, IL 60150</td>
<td>(815) 825-2086 x3190</td>
<td>(815) 825-2605</td>
<td>Email: <a href="mailto:Amanda.potursalski@kishwaukeecollege.edu">Amanda.potursalski@kishwaukeecollege.edu</a></td>
<td>Term Expires: 6/2017</td>
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</tbody>
</table>
Gentlemen:

We have considered your application for recognition of exemption from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954.

Section 508(a)(2) of the Internal Revenue Code states that an organization organized after October 9, 1969, shall not be treated as an organization described in section 501(c)(3) for any period before the giving of notice that it is applying for recognition of exempt status, if such notice is given after the time prescribed by regulation.

Section 1.508-1(a)(2)(1) of the Income Tax Regulations states that an organization seeking exemption under section 501(c)(3) must file the notice described in section 508(a) within 15 months from the end of the month in which the organization was organized, or before March 22, 1973, whichever comes later. Such notice is filed by submitting a properly completed and executed Form 1023, exemption application with the District Director.

Our records indicate that we received notice on April 28, 1975, which is more than 15 months from the date on which you were incorporated. Therefore, the provisions of section 508(a)(2) are applicable to you.

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, for years beginning April 28, 1975.
DeKalb County Committee for Community Coordinated Child Care, Inc.

We have further determined you are not a private foundation within the meaning of section 509(a) of the Code for years beginning April 28, 1975, because you are an organization described in section 509(a)(1) and 170(b)(1)(A)(vi).

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes.

Contributions made to you before April 28, 1975, are not deductible under section 170 of the Code. Donors may deduct contributions to you as provided in section 170 of the Code for years beginning after April 28, 1975. Bequests, legacies, devises, transfers, or gifts to you or for your use made after April 28, 1975, are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If your purposes, character, or method of operation is changed, you must let your key District Director know so he can consider the effect of the change on your exempt status. Also, you must inform him of all changes in your name or address.

The block checked at the top of this letter shows whether you must file Form 990, Return of Organization Exempt From Income Tax. If the Yes box is checked, you are required to file Form 990 only if your gross receipts each year are normally more than $5,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of $10 a day, up to a maximum of $5,000, for failure to file the return on time.
DeKalb County Committee for Community Coordinated Child Care, Inc.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Sincerely yours,

Milton Cerny
Chief, Rulings Section 2
Exempt Organizations
Technical Branch
Exhibit B: Current Year's Budget
## Community Coordinated Child Care

**Budget Data - Current Revision**

from July 01, 2015 to June 30, 2016

**Organization Totals**

| Revenue                              | 42000 MEMBERSHIP | 42350 GENOA/KINGSTON UNITED WAY | 43000 KISHWAUKEE UNITED WAY | 44000 MCHENRY UNITED WAY | 45000 IDHS-SITE ADMIN | 45100 IDHS-SITE AGENCY | 45120 IDHS-QRS | 45220 QRIS-RTT | 45350 IDHS MH CONSULTANT | 45400 ISBE-CCFP ADMINISTRATION | 45500 ISBE-CCFP AGENCY FUNDS | 45600 DCFS-PARENT EDUCATION | 45800 ISBE-PARENT EDUCATION | 45900 IDHS-CCHR | 46150 IDHS-CCAP GRANT | 46410 CITY OF DEKALB | 46480 DEKALB TOWNSHIP GRANT | 46481 SycAMORE TOWNSHIP GRANT | 46490 PROVIDER FEES | 46690 INCRRRA-CONTRACT FOR SERVICES | 47000 INTEREST INCOME | 47100 OTHER INCOME |
|--------------------------------------|-----------------|--------------------------------|-----------------------------|-------------------------|---------------------|----------------------|----------------|----------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|----------------|----------------|----------------|------------------------|-----------------------------|-----------------------------|-------------------|----------------|
| Revenue                              | $11,000.00      | 500.00                         | 29,000.00                   | 4,000.00                | 197,500.00          | 1,950,000.00        | 41,200.00       | 34,941.00       | 85,000.00                   | 224,000.00                  | 900,000.00                  | 2,500.00                    | 260,351.00                  | 996,601.00       | 529,525.00       | 21,429.00        | 17,500.00               | 2,500.00                    | 10,000.00                  | 8,300.00                      | 350.00                                    | 9,218.00                                    |
| Total Revenue                        | $5,235,818.00   |                               |                             |                         |                     |                     |                 |                 |                             |                             |                             |                             |                             |                             |                 |                 |                 |                         |                             |                             |                   |                 |

## Expenses

| Expenses                             | 50000 SALARIES        | 51500 HEALTH INSURANCE       | 51700 EMPLOYEE BENEFITS    | 52000 FICA EMPLOYERS SHARE | 60000 ACCOUNTING FEES | 60050 LEGAL FEES                                                                 | 60100 RESOURCE CONSULTANTS | 60520 ACCREDITATION FEES | 60540 VAN EXPENSES | 60700 CHILD CARE SERVICES | 60800 SUBCONTRACT | 60900 JANITORIAL FEES | 61000 OFFICE SUPPLIES | 61200 RESOURCE MATERIALS | 61205 STAFF DEVELOPMENT | 61225 LENDING LIBRARY | 61240 PROVIDER RESOURCES | 61250 TRAINING RESOURCES | 61350 EQUIPMENT | 61420 TECH CONTRACT | 61550 MINI GRANT EXPENSE | 61900 TRAINING STIPENDS | 62000 TELEPHONE | 62500 UTILITY EXPENSE | 63000 POSTAGE | 64000 RENT | 64050 OFF SITE RENT | 65000 EQUIPMENT RENTAL/MAINTENANCE | 69000 PRINTING | 67100 PROVIDER APPREC./PROG. RECOG. | 68000 DUES ORGANIZATIONS | 69000 LOCAL TRAVEL | 69010 NON DHS TRAVEL |
|--------------------------------------|----------------------|-----------------------------|---------------------------|-------------------------|----------------------|-----------------------------------------------|-----------------------------|------------------------|----------------|----------------------------|----------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Expenses                             | $1,551,904.00        | 48,190.00                   | 13,483.00                 | 118,720.00              | 50,000.00            | 1,100.00                                      | 11,800.00                   | 7,000.00               | 5,000.00       | 4,050.00                   | 4,775.00       | 12,000.00       | 26,288.00         | 21,975.00                  | 25,603.00                  | 4,742.00                     | 250.00                           | 11,615.00                  | 4,243.00                  | 16,000.00                  | 114,000.00                  | 8,000.00                  | 12,560.00                  | 2,200.00                  | 28,760.00                  | 103,450.00                  | 6,555.00                  | 13,880.00                  | 11,485.00                  | 8,300.00                  | 4,505.00                  | 53,433.00                  | 4,000.00                  |
## Community Coordinated Child Care
### Budget Data - Current Revision
from July 01, 2016 to June 30, 2016
### Organization Totals

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>69020 FAMILY TRAVEL</td>
<td>2,600.00</td>
</tr>
<tr>
<td>70100 WORKSHOPS/MEETINGS</td>
<td>22,125.00</td>
</tr>
<tr>
<td>70425 PROF DEVELOPMENT</td>
<td>19,000.00</td>
</tr>
<tr>
<td>71000 ADVERTISING</td>
<td>14,710.00</td>
</tr>
<tr>
<td>73000 INSURANCE</td>
<td>7,500.00</td>
</tr>
<tr>
<td>74000 CONTINGENCY FUND</td>
<td>859.00</td>
</tr>
<tr>
<td>80000 TITLE XX PROVIDER PAYMENTS</td>
<td>1,050,000.00</td>
</tr>
<tr>
<td>80100 CCFP PROVIDER PAYMENTS</td>
<td>900,000.00</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>5,335,615.00</strong></td>
</tr>
<tr>
<td><strong>Excess (Deficit) of Revenue over Expenses</strong></td>
<td><strong>0.00</strong></td>
</tr>
</tbody>
</table>
Exhibit C: Most Recent Completed Fiscal Year’s Audit or Year-End Financial Statement

To Follow
Exhibit D: Grantee-Specific Obligations

Grantee agrees and acknowledges that it shall comply with the following obligations, which shall be considered to be an integral component of the Agreement:

To be determined.
HUMAN SERVICES FUNDING  
QUARTERLY REPORT  
FY2016.5

☐ 1st Quarter Report  
(Due October 10, 2016)

☐ 2nd Quarter Report  
(Due January 10, 2017)

Agency Name: ____________________________________________

Name of Person Submitting Report: ____________________________________________

Description of Activities Undertaken With City Funds During the Quarter: _______________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

Number of DeKalb Residents Served: ________________________________________________

Number of Total Clients Served: ________________________________________________

% of DeKalb Residents Served: _____________________% 

City of DeKalb Support for Quarter: $ ______________________

Other Agency Revenues: $ ______________________

Total Revenues: $ ______________________

% of City Funds to Total Revenues: _____________________% 

I certify that this information is accurate and true.

Signature: ____________________________________________

Date: ____________________________________________

Please return this report to Joanne Rouse via email at joanne.rouse@cityofdekalb.com or via fax at (815) 748-2089.