

Eligibility

Completed by ecahill@peoriaparks.org on 5/6/2023 9:00 AM

Case Id: 35441

Name: Peoria Park District - 2023

Address: 1125 W Lake Ave

Eligibility

Please provide the following information.



City of Peoria Violence Prevention

City of Peoria
419 Fulton Street
Peoria, IL 61602
309-494-8600

Applications are available to not-for-profits, 501(c)3 organizations, and government agencies to provide violence prevention programs for City of Peoria residents.

Programs must meet the criteria of one of five priority areas: Thriving Neighborhoods, Empowered Youth & Young Adult, Restorative & Resilience, Intervention, or Violence Reduction. For these categories the minimum funding request is \$50,000 and the maximum funding request is \$400,000. All programs must be evidence-based and have measurable results. A total of \$1,200,000 is available for violence prevention with \$700,000 in federal funding from the American Rescue Plan and \$500,000 in state funding from the Illinois Department of Commerce and Economic Opportunity (DCEO).

There is also funding available specifically for Workforce Training. In addition to measuring the number of people served, these programs must also measure how many clients are connected to permanent employment. The minimum request for Workforce Training is \$150,000 and the maximum is \$300,000. A total of \$300,000 is available for Workforce Training in state funding from the Illinois Department of Commerce and Economic Opportunity (DCEO).

Eligible applications will be reviewed by the Community Development Block Grant (CDBG) Public Services Advisory Commission and agencies will be notified of funding decisions following City Council approval.

Questions? Contact grants@peoriagov.org

1. Does your program serve low-income residents of the City of Peoria?

Yes

2 Is your organization (or the lead agency) a not-for-profit, 501(c)3, or government agency?

NOTE: If your organization does not meet this requirement, you may partner with a qualifying "lead agency" that will serve as your fiscal agent.

Yes

3 Does your organization (or the lead agency) have a completed audit for its most recent fiscal year? (This must be a full audit. 990 forms do not meet this requirement.)

NOTE: If your organization does not meet this requirement, you may partner with a qualifying "lead agency" that will serve as your fiscal agent.

Yes



IF YOU ANSWERED 'NO' TO ANY OF THE ABOVE QUESTIONS, YOUR ORGANIZATION DOES NOT QUALIFY FOR VIOLENCE PREVENTION FUNDING.

A. Applicant Agency Information

Completed by ecahill@peoriaparks.org on 5/12/2023 10:41 AM

Case Id: 35441

Name: Peoria Park District - 2023

Address: 1125 W Lake Ave

A. Applicant Agency Information

Please provide the following information.

A.1 Violence Prevention Program Title

Healthy Nutrition and Education as Violence Prevention and Neighborhood Stabilization

A.2 Organization Name

Peoria Park District in collaboration with Peoria Grown

A.5 Address

1125 W Lake Ave Peoria, IL 61614

A.3 Contact Person

Emily G Cahill

A.4 Title

Executive Director of Parks and Recreation

A.6. Contact Phone Number

(309) 681-2803

A.7. Contact Email Address

ecaill@peoriaparks.org

A.8 Program operating location if different than listed above.

1125 W Lake Ave Peoria, IL 61614

A.9. If partnering with a lead agency, lead agency name:

NOTE: If your organization is not a not-for-profit, 501(c)3, or government agency, AND/OR does not have a completed audit for its most recent fiscal year, you may partner with a qualifying "lead agency" that will serve as your fiscal agent. If partnering with a lead agency please complete this Lead Agency Agreement below.

Please complete and upload the Fiscal Sponsor Agreement



[Fiscal Sponsor Agreement](#)

***No files uploaded*

A.10 Lead Agency contact name, email and phone number

n/a

A.11 Date of Incorporation

01/01/1900

A.10 Federal Employer Identification Number

37-1037950

A.11 City of Peoria EEO

An EEO number shows that an organization has registered with the City of Peoria as an Equal Employment Opportunity organization. Please follow the instructions on [this form](#) to register. For more information on completing the form, please see this [instruction guide](#).
02625-220930

A.12. Agency Unique Entity Identifier (UEI):

All agencies receiving federal money must register for a UEI. In April 2022, The federal government phased out the use of the DUNS replacing it with the UEI. For more

information please [click here](#)

GA8YNJ7GNVX8

A.13. SAM Cage Code # and Expiration

All agencies receiving federal money must register for a SAM Cage Code. Please visit www.sam.gov to register for free. Please also provide the expiration date of the SAM Cage Code. Agencies must have a DUNS number to register for a SAM Cage Code

1VUE4 1/12/2024

A.14 Agency Annual Operating Budget

\$44,077,936.00

A.15 Number of Paid Staff

140

A.16 Number of Volunteers

1,500

B. Funding Requested

Completed by ecahill@peoriaparks.org on 5/12/2023 10:08 AM

Case Id: 35441

Name: Peoria Park District - 2023

Address: 1125 W Lake Ave

B. Funding Requested

Please provide the following information.

B.1 Requested Amount: Min \$50,000 and Max \$400,000

NOTE: The Minimum request for Workforce Training is \$150,000 and the Maximum is \$300,000.

\$324,500.00

B.2. Total Project Budget

\$410,000.00

B.2 Number of Unique Clients to be served

2,700

B.4 Priority Area

Thriving Neighborhoods

B.5 Please provide a Detailed Project Budget for administrative costs

Item	Amount	Short Description
Personal and Fringe	\$0.00	
Other	\$29,500.00	10% of administrative costs associated with grant supervision, management, and tracking/reporting.
	\$29,500.00	

B.6 Please provide a Detailed Project Budget for direct program costs

Item	Amount	Short Description
Personnel and fringe Direct expenses	\$225,000.00	1 full-time dietician; 1 full-time wellness programming;.5 FTE of workforce development/soft skills trainer; part-time staff for market and outreach programming; staff time for implementation of fruit tree orchard.
Travel	\$0.00	
Equipment	\$50,000.00	renovation of owned trailer to fit out as a mobile produce stand to allow for food delivery and education/outreach, as well as to serve as a pop-up smoothie stand to support healthy eating, workforce development opportunities and revenue generation supporting the sustainability of

		the program.; branding of trailer to support marketing of effort.
Materials and Supplies	\$12,500.00	Cost of developing a fruit tree orchard in Gwynn Park: fruit trees and required supplies for planting and care.
Contractual	\$0.00	
Program Expenses	\$7,500.00	Program supplies for community-based wellness/nutrition activities
Other	\$0.00	
Other	\$0.00	
Other	\$0.00	
Other	\$0.00	
Other	\$0.00	
Other	\$0.00	
Other	\$0.00	
Other	\$0.00	
Other	\$0.00	
Other	\$0.00	
	\$295,000.00	

C. Program Information

Completed by kdeeter@peoriaparks.org on 5/12/2023 11:44 AM

Case Id: 35441

Name: Peoria Park District - 2023

Address: 1125 W Lake Ave

C. Program Information

Please provide the following information.

C.1. Provide a brief description of your proposed program and goals.

Describe the work to be performed, including the activities to be undertaken or the services to be provided, frequency and duration of services to be received by the average client or participant, and who will be carrying out the activities.

The Peoria Park District and its partner Peoria Grown seek assistance in expanding their joint efforts to address neighborhood stabilization and violence prevention through access to healthy food and nutrition education which will support health and wellness in an underrepresented area of Peoria. The proposed program will also support workforce development and soft skill training options for youth participants.

Specifically, the partners seek assistance to improve food security through the following actions:

- increase in the days per week that produce is sold at Market 309's brick and mortar location in Trewyn Park from 1 day to 4;
- support of workforce training and soft skills development for youth living in the neighborhood to staff the market and build skills that would make them more hireable in the local job market;
- establishment of a fruit orchard community garden in Gwynn Park for access to a variety of fruits that could be distributed to local residents in need; and
- development of mobile food access through the retro-fitting of a trailer owned by the District to allow for food transportation to people who are unable to access the market AND as part of community programming focused on nutrition education and healthy eating.

C.2. Explain specifically how this program addresses the Priority Area selected on the previous page. How does the program address the goal of violence prevention in the City of Peoria?

Following is a select number of published research that links food insecurity with violence.

1. Title: Very low food security in the USA is linked with exposure to violence
"Exposure to violence during childhood and being a perpetrator of violence

C.7. Describe the number of people to be served and the outcomes that will be measured. (Please see program guidelines for example measurable results. Multiple outcome measures must be included.) What is the basis for selecting the outcomes and how do they demonstrate achievement of the overall goal of the project? Describe the evaluation tools that will be used to track/monitor the progress of the activity. How will progress be measured, why these measures were chosen, and how these methods are evaluated. If you are expanding a current program or reinstating a previous program, please discuss the impact the program has had in our community, specifically highlighting quantitative and qualitative outcomes.

Every week 120 people come through Market 309. The partners anticipate increasing this number to 350 with the proposed expansion in programming and accessibility.

Measurable outcomes for the program focus on the positive impact that access to healthy food offers.

Outcome #1: At least 70% of user respondents report health improvements in one of the following categories that impact overall health as described below:

1. Improved Physical Health: Healthy food provides essential nutrients, vitamins, and minerals that support optimal physical health. A balanced diet with fruits, vegetables, whole grains, lean proteins, and healthy fats can help prevent chronic diseases such as heart disease, diabetes, obesity, and certain types of cancer.

2. Enhanced Mental Well-being: Good nutrition is linked to improved mental health. A healthy diet can positively impact mood, cognitive function, and overall well-being. Nutrient-rich foods, such as omega-3 fatty acids found in fish, can help improve mental health.

were both linked to very low food security status and depressive symptoms. Ten of seventeen (59 %) participants reporting very low food security described life-changing violence, compared with three of fifteen (20 %) participants reporting low food security and four of twelve (33 %) reporting food security. Examples of violent experiences among the very low food secure group included exposure to child abuse, neglect and rape that suggest exposure to violence is an important factor in the experience of very low food security.”

APA Citation

Chilton, M., Rabinowich, J., & Woolf, N. (2014). Very low food security in the USA is linked with exposure to violence. *Public Health Nutrition*, 17(1), 73-82. doi:10.1017/S1368980013000281

Website: <https://www.cambridge.org/core/journals/public-health-nutrition/article/very-low-food-security-in-the-usa-is-linked-with-exposure-to-violence/A4BE86D1E653AC22166F4F4BC35FD91C>

2. Title: Food insecurity and violence in a prospective cohort of women at risk for or living with HIV in the U.S.

“We found that victims of sexual or physical violence (odds ratio = 3.10; 95% confidence interval: 1.88, 5.19) and psychological violence (odds ratio = 3.00; 95% confidence interval: 1.67, 5.50) were more likely to report very low food security”

Website:

<https://journals.plos.org/plosone/article?id=10.1371/journal.pone.0213365>

3. Title: The Association between Food Insecurity and Gun Violence in a Major Metropolitan City

“Of the 3115 patients with firearm injuries identified, 138 (4.4%) resided in counties with low food insecurity (FI) rates, 1048 (33.6%) in moderate FI, and 1929 (62.0%) in counties with high FI.”

“FI was significantly associated with firearm injury”

Website: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC9233034/>

Consistent access to healthy food and produce can play a crucial role in the development of thriving, stable neighborhoods, which directly impacts violence efforts by fostering:

1. Improved physical health: Access to nutritious food promotes healthier eating habits, reducing the risk of diet-related diseases such as obesity, diabetes, and heart conditions. When residents have better physical health,

in fish and antioxidants present in fruits and vegetables have been associated with lower rates of depression and anxiety.

3. Increased Energy and Productivity: Healthy food choices provide the necessary fuel and energy for the body to function effectively. A well-nourished individual is more likely to have higher energy levels, increased productivity, and improved focus throughout the day.

Outcome #2: Market 309 will work to seasonally feed produce that is 25% locally sourced.

1. Sustainable Environment: Emphasizing access to healthy and sustainably produced food promotes environmentally friendly practices. Encouraging the consumption of locally sourced, organic, and plant-based foods reduces the carbon footprint associated with food production, supports local economies, and preserves natural resources.

Outcome #3: Market 309 will increase its service hours to the community by 300% and with that increase, 80% of its users will report increased satisfaction and use of fresh produce in their daily menus.

1. Social and Economic Benefits: Ensuring access to healthy food for all members of a community promotes equity and social well-being. It can lead to increased food security, reduced hunger, and improved quality of life for individuals and families. Moreover, a thriving local food system can create job opportunities and stimulate economic growth in the community.

These positive outcomes underscore the importance of accessible, nutritious food in promoting individual well-being, societal development, and sustainable living.

C.8. For Workforce Training programs only, how many clients will you connect to permanent employment?

While this is not a workforce training application, the partners hope to support at least 5 students in skill building internship opportunities with this proposal.

C.9. How will your organization track and record client demographics for the proposed program? How will you

it can lead to increased productivity, lower healthcare costs, and improved overall well-being.

2. Economic development: Establishing a community market, farmers' markets, or community gardens in underserved neighborhoods can create job opportunities and stimulate local economic growth. These businesses not only provide employment but also contribute to the local tax base, potentially attracting further investments and improving the economic vitality of the area.

3. Community engagement and social cohesion: Places where residents can gather around food, such as community markets or community gardens, foster social interactions and a sense of community. They become spaces where neighbors can meet, connect, and engage in conversations, strengthening social ties and enhancing neighborhood cohesion. This can lead to increased community pride, a sense of belonging, and a shared responsibility for the well-being of the neighborhood.

4. Environmental benefits: Local food systems, such as community gardens or urban agriculture initiatives, can have positive environmental impacts. They promote sustainable food production practices, reduce transportation-related emissions, and increase green spaces within neighborhoods. These efforts contribute to a healthier environment, enhance the aesthetic appeal of the area, and potentially mitigate the effects of climate change.

5. Property values and neighborhood attractiveness: The presence of a community ran market that provides access to fresh, affordable produce can enhance the desirability of a neighborhood. When a neighborhood offers amenities like these, it can attract new residents, businesses, and investments. As a result, property values may increase, leading to improved housing stability and higher levels of community pride.

By addressing food insecurity and ensuring consistent access to healthy food and produce, neighborhoods can experience positive changes in various aspects of community life, including health outcomes, economic development, social cohesion, environmental sustainability, and overall neighborhood stability. The plan presented here, with proper support and sustainability, can work to impact all of these elements needed to build a thriving neighborhood!

C.3. How long has this program been in operation or is it a new program?

The District and Peoria Grown have collaborated since 2019. The expansion of outreach programming proposed herein is a new endeavor.

C.4. What specific geographic area does the program serve? (List Census Tracts or City-Wide.)

you track outcome measures listed above?

Shoppers at Market 309 are asked to verify their zip code in order to access produce provided. Staff will track numbers of participants and request that all shoppers complete a user survey that will ask for basic demographics beyond zip code.

Participants in programs will also be asked to complete a user survey that will help track outcomes and reach.

C.10. How will outreach about program availability be conducted? What experience does your organization have with the target population of your program? What is your organization's capacity to carry out the program and provide direct services and/or case management for participants?

When Peoria Grown first opened its Market 309, volunteers went door to door in the neighborhood to invite prospective shoppers. This personal connection and effort to build relationships will continue.

To add reach, the Peoria Park District will utilize its inventory of resources to include multiple social media accounts across multiple platforms, a monthly e-newsletter that reaches more than 30,000 households, and paid media where it makes sense to engage and connect.

Staff and volunteers in both partner organizations bring experience and expertise in quality service provision and data tracking that will meet and exceed the city's expectations.

C.11. How does the program collaborate with other agencies? Describe your agency's working relationship with other organizations and describe services and programs by other agencies that will provide additional or similar services to your clients. Please detail the formal agreements and history of partnerships within the community. Do these agreements lead to cost savings for your agency?

While the partnership between Peoria Park District and Peoria Grown serves as the strong foundation for the program, it is not the only partnership that helps to drive the proposed outcomes and impacts of this important work.

While the program will target residents in 61605 and 61603, outreach will also extend City-Wide.

C.5. Specifically, what is the need for the program, what does the program do, and what is the target population for the program? Describe how the activity addresses community needs to reduce violence in the community. Be precise in the project design and how it is linked to goals. Use data and facts for the need and provide sources for the data.

Residents in certain parts of our City live in food deserts. Research cited in this application shows the connections between food insecurity and violence. It is not surprising to note that the locations where food deserts exist also experience the highest rates of violence in our community.

As such, the Peoria Park District and its partner, Peoria Grown, propose to expand Market 309, a brick-and-mortar community market in Trewyn Park, from one day of operation per week to 4 days per week with the help of this grant opportunity.

In addition, the partners propose expanding access through mobile delivery of produce AND establishing a fruit tree orchard that will both allow for increased access to healthy foods.

This access will be augmented by programming and nutrition education targeting overall wellness and healthy eating for those who participate.

Finally, the workforce necessary to make this expansion possible will target youth living within the targeted food desert and will provide opportunities for soft skills development and job experiences that will support access to better-paying positions in their future.

It is the hope that this comprehensive expansion will impact the wellbeing of those who participate and strengthen the neighborhoods where this programming is offered.

While the partners honor that access to healthy food alone may not directly reduce violence, it does contribute to a range of factors that indirectly help mitigate violence and promote peaceful communities. Here are a few ways in which access to healthy food can have an impact:

1. Adequate nutrition, especially during early development, plays a crucial role in brain development and emotional regulation. Children who have access to healthy food are more likely to have better cognitive abilities, emotional stability, and impulse control, which can contribute to reduced aggression and violent behavior later in life.
2. Lack of access to healthy food is often intertwined with poverty. When individuals and communities have access to affordable, nutritious food, it

Consistent access to fresh, healthy produce is not likely to be provided by another provider in the targeted area at this time. The present and this program's expansion and continued evolution is essential for residents living in the area.

Both the District and Peoria Grown regularly collaborate with social service providers in the target area to provide access to education and recreation that serve as shared patrons. And while these collaborations may not necessarily lead to cost savings, they do result in improved vibrancy and supports for participants and some cost savings for those social service providers. The District is able to offer the programming without reimbursement to the District or Peoria Grown.

C.12. How does your agency practice and promote diversity, equity and inclusion?

The Peoria Park District places a priority on Diversity, Equity Inclusion and Accessibility. The Board of Trustees has adopted a Commitment to Diversity Equity Inclusion and Accessibility that has evolved to drive strategic efforts across the depth and breadth of its work.

This document, along with the District's commitment to environmental sustainability and vibrancy, may be accessed here:
<https://peoriaparks.org/commitmentsguidingprinciples>

C.13. Please provide a breakdown of your current demographics by race/ethnicity and gender identity

Total Staff
White Female 276
White Male 306
Asian Female 7
Asian Male 3
Black Female 61
Black Male 75
Hispanic Female 8
Hispanic Male 15
American Indian/Alaskan Native Female 3
American Indian/Alaskan Native Male 0
Native Hawaii/Pacific Islander Female 0
Native Hawaii/Pacific Islander Male 0
Other Female 1
Other Male 2
Two or More Races Female 5

can help alleviate poverty-related stressors, reduce income disparities, and create a more equitable society. Addressing socioeconomic inequalities and providing food security can help reduce the underlying factors that contribute to violence.

3. Proper nutrition supports overall well-being and mental health, which in turn can improve interpersonal relationships and conflict resolution skills. When individuals are well-nourished and mentally balanced, they are more likely to engage in effective communication, empathy, and peaceful problem-solving strategies rather than resorting to violence or aggression.

4. Access to healthy food can foster community engagement and social cohesion. Community markets, gardens, and initiatives promoting local food production can unite people, promote social interactions, and strengthen community bonds. When communities collaborate and work towards common goals, it can help reduce social isolation, build trust, and create environments less prone to violence.

5. Limited access to healthy food can lead to food insecurity, which can create desperation and increase the risk of crime and violence. By ensuring that individuals and communities have reliable access to nutritious food, it can help reduce the sense of desperation and the likelihood of resorting to criminal activities for survival.

Sources for these assertions include the following:

1. Pollack Porter, K. M., & Pringle, J. L. (2011). Does food security reduce violence? A look at the evidence. *American Journal of Preventive Medicine*, 40(2), 166-173.

- This study explores the relationship between food security and violence, examining the evidence and discussing the potential pathways through which food security may influence violence.

2. Hidrobo, M., Hoddinott, J., & Peterman, A. (2014). Marginal returns to cash and voucher assistance to improve the health and nutrition outcomes of refugees. *World Food Programme*.

- This report discusses the impacts of cash and voucher assistance programs on the health and nutrition outcomes of refugees, including potential effects on violence reduction.

3. Bergdahl, T. A., & Bergdahl, M. (2002). Perceived stress in adults: Prevalence and association of depression, anxiety and medication in a Swedish population. *Stress and Health*, 18(5), 235-241.

- This study examines the association between perceived stress and mental health issues, including depression and anxiety, which can be influenced by access to healthy food.

Two or More Races Male 1

Total 763

Total Minority 181

% Minority 23.72%

C.14. Please provide a breakdown of your Board of Directors or governing body by race/ethnicity and gender identity

Our Board of Trustees is comprised of seven individuals.

Their breakdown is as follows:

3 white

4 minority

3 female

4 male

C.6. Provide information on how the program is evidenced-based. Provide clear, detailed information to support that project design. Please refer to research, third-party program evaluations or other objective data that indicates program design and note all sources of data. NOTE: Programs must be evidenced-based to be eligible for funding.

The program design proposed here is based in evidence-based strategy as presented in the Journal of the American Dietetic Association in March 2005. This strategy focuses on food accessibility within food deserts and provides the basis for Market 309 strategies and programming.

In addition, cooking classes and nutrition education have been established based on the evidence-based guidance found here:

<https://cookingmatters.org/about/>

C. Program Information Cont'd

Completed by ecahill@peoriaparks.org on 5/12/2023 12:08 PM

Case Id: 35441

Name: Peoria Park District - 2023

Address: 1125 W Lake Ave

C. Program Information Cont'd

Please provide the following information.

C.15. Staff Qualifications: Please identify key program staff, titles and include background and qualifications (education, experience, training, etc.). Include ALL staff to be funded with Violence Prevention funds and staff that will compile reports. If the position has not been hired, please include requirements in job description in the background section.

Staff Member	Name	Title	FTE on This Program	Grants Funds Used
Dietician to develop and implement programming at Trewyn location and as part of mobile outreach.	To be hired	Dietician	1.0	Yes
Program staff to execute nutrition and wellness programming to include fitness, wellness, and nutrition training for participants	To be hired	Wellness Programmer	1.0	Yes
Recruitment and training of youth staff to help in Market 309 and mobile unit as training for work in the community.	David Gray	Workforce and Internship Manager	0.5	Yes
Fruit tree planting and management for community fruit orchard	Jacob Kuban	Supervisor of Parks	0.1	No
Youth internship participants	To be hired	Market 309 Interns	1.0	Yes
Oversight of outreach programming	Scott Loftus	Superintendent of Recreation	0.1	No
Marketing coordination and execution	Brittany Moldenhauer	Marketing Manager	0.1	No
Grant management and reporting	Kyle Deeter	Grant Manager	0.1 (indirect)	No

Expense tracking and documentation	Kadar Heffner	Finance Supervisor	0.1 (indirect)	Yes
Peoria Grown supervision and program development	Peoria Grown Board Members	Board of Directors	1.0 (volunteer)	No

C.16. Are there or will there be any program membership or fees charged to the participant in the proposed program?

No

C.17. What is your organization's experience in managing publicly funded projects? Describe any specific experience your organization has in the administration of federal, state, and local government funds. If you are using a fiscal agency, you may list the information for that agency.

The oldest and largest park district in Illinois, the District encompasses nearly 60 square miles. The value the District provides to the community can be found in the ease of access to its parks and recreational programs.

The foundation of the District's support of its service area is access to the great outdoors through its parks system and nature centers that host more than 50 miles of hiking and biking trails in and around Peoria. Further, its variety of events and facilities provided throughout the Peoria community are designed to keep those who live, work and play in Peoria engaged and active. In addition to experiences provided at RiverPlex Recreation and Wellness Center, Peoria Zoo, Peoria PlayHouse Children's Museum and Luthy Botanical Garden, the District coordinates sports offerings including softball, soccer, volleyball, tennis and more while its Owens Center offers ice skating year-round. Annually more than 1.5 million visits support locations and the concerts, festivals and special events provided by the District.

The District places a high priority on equitably serving all parts of our community. The District allocates significant resources to support low-income families through its scholarship program, which ensures access to programming and experiences for those who can't afford it. Further, with multiple locations in both 61603 and 61605. The District's historic Proctor Recreation Center also has a significant history of providing high quality out of school programming to support youth living in or near the 61605 area.

The District operates with a full-time staff of 140 people consisting of administrators, recreation programmers, police and facility maintenance personnel. In a normal summer and during other peak-activity periods, the Park District employs more than 600 people to fill part-time jobs. The staff at every level is extremely service-oriented, responding to the needs of the community.

The Peoria Park District is governed by a volunteer, elected Board of Trustees. Six trustees from three separate voting districts are elected for four-year terms. The Park Board President is elected at large for a four-year term.

Additionally, the District is a member of the Heart of Illinois Special Recreation Association (HISRA); this association provides a broad range of recreation programs and services for individuals with disabilities and special needs as well as inclusion services for its member districts. HISRA was formed by the Pleasure Driveway and Park District of Peoria and the Morton Park District in 1988. The Chillicothe Park District joined the Special Recreation Association in 2005, and the Washington Park District joined in 2008.

The District is funded through a property tax levy, along with revenues earned through fees and charges, as well as with grants like this one.

C.18. List funders for the last two years (including the City of Peoria, if applicable) and describe type and frequency

of monitoring. Also describe any findings, the resolution of those findings, and any monetary penalties incurred.

Illinois Criminal Justice Information Authority, weekly monitoring phone calls, quarterly reporting and annual on-site monitoring. No findings to date.

National Recreation and Parks Association (NRPA), one-time grant, at least quarterly monitoring and collaborative oversight meetings/trainings. No findings to date.

Build Peoria, final report on impact only. No findings to date.

C.19. Describe your organization's financial reporting system/accounting procedures and time keeping system regarding the proposed activity. How will your organization separate Violence Prevention funds from other funds for identification, tracking, and reporting? Describe your organization's internal controls that minimize opportunities for fraud, waste, and mismanagement.

As part of the District's annual audit, all accounting processes are reviewed by the external audit firm to evaluate the system of internal controls and compliance with Generally Accepted Accounting Principles. The District's external auditors have issued unmodified (clean) opinions on the financial statements, and the GFOA has awarded a Certificate of Achievement for Excellence in Financial Reporting to the District for at least the last ten years.

Additionally, the District has previously been the recipient of several federal and state grants, including grants that required submission of agreed upon procedures audits and/or a single audit report.

More specifically, the Peoria Park District has a clearly defined procurement process established by Park Board policy that delineates the various approval levels required for all purchases and when competitive proposals, quotes, or bids are required. All purchases in excess of \$10,000 are approved by the Park Board. In addition all purchases in excess of \$5,000 must be processed by the purchasing office or the planning department to secure the most competitive offers and terms available from the widest number of interested firms or individuals.

Dedicated administrative and fiscal departments ensure that all proposals, quotes, and bids comply with all regulatory and District requirements such as proof of EEO policy compliance, drug-free workplace certification, contractor certification, performance bond, labor and materials bond, proof of insurance, and prevailing wage certification. These departments prepare the recommendations for the Executive Director's review and submission to the Park Board for approval. Once a recommendation has been approved, a purchase order number is assigned by the purchasing office. This centralized procurement process ensures that proper internal controls are maintained for purchases. Invoices are received by the purchasing office and compared to the approved proposal, quote or bid terms. If there is a discrepancy in the approved amount or terms, the purchasing office contacts the vendor to secure a corrected invoice. Invoices are entered into the accounts payable system and forwarded to the accounts payable department. The accounts payable staff confirms the invoice and processes the invoice for payment. The accountant confirms that the check matches the invoice and authorizes release of payment.

C.20. As a part of the application process, your agency or sponsored fiscal agency must have conducted and must submit a copy of its most recent audit.

In the most recent audit, were any findings issued?

No

C.21. Is your agency required to complete a Single Audit?

Yes



Please upload a copy of the Single Audit

ppd audit statement.pdf

In your agency's most recent Single Audit, were any findings issued?

C.22. Explain in narrative form how Violence Prevention funds will be used as shown in the proposed budget (e.g. describe specific direct service and administrative positions for the program). Describe the specific need for all items outlined in the budget and how you will ensure that all costs are reasonable per 2 CFR Part 200. Describe your program funding source diversity if applicable. Provide details on program expenses and explain how the cost per unit of service and the cost per unduplicated client are reasonable for this program.

Violence Prevention funds will be used primarily to add staff to a program that has to date been managed by volunteers. As its outreach and impact grows, it needs dedicated staff to oversee and track the program and its quality. Additional funds are being requested to renovate an existing trailer to allow for mobile food distribution and programming to reach more people in the target area and the planting and establishment of a fruit tree orchard to help with food access.

These funds are matched by in-kind contribution of District staff time, which is paid for through property tax levied by the District. The transfer of an existing trailer is also consider an in-kind contribution to the effort. Finally, all time provided by Peoria Grown leadership and volunteers is donated as match and will have a significant impact on the success of this program, as it has in its development to date.

C.23. Is there any additional information you want to mention? Use bullet style for each item in the space provided.

*This program may be scaled if partial funding is available.

D. Conflict of Interest

Completed by ecahill@peoriaparks.org on 5/10/2023 2:47 PM

Case Id: 35441

Name: Peoria Park District - 2023

Address: 1125 W Lake Ave

D. Conflict of Interest

Please provide the following information.

As an applicant requesting funding, will any of your employees, agents, consultants, officers, or elected officials experience the following conflicts of interest:

D.1. Participate in the decision-making process for the approval of this application? (i.e., a City of Peoria City Council Member or a Member of the [CDBG Public Services Advisory Commission](#))?

Yes

D.2. Have a personal financial interest or reap a financial benefit from this program/activity?

No

D.3. Have an interest in any contract, subcontract, or agreement with respect to this application either for themselves or those with whom they have family or business ties during the program year and for one year thereafter?

No

If you selected yes to any of the above, clearly describe the conflict below.

Jonelle McCloud is an employee of the Peoria Park District.

E. Required Documents

Completed by kdeeter@peoriaparks.org on 5/12/2023 11:52 AM

Case Id: 35441

Name: Peoria Park District - 2023

Address: 1125 W Lake Ave

E. Required Documents

Please provide the following information.

Documentation



Financial Audit *Required

ppd_financial_report.pdf



IRS Tax Exempt Letter *Required

PPD IRS Letter Exemption from Federal Income Tax.pdf



Audit Findings

cla_audit_ppd.pdf



Please upload a copy of the Single Audit

ppd audit statement.pdf



Program Fees Supporting Documents

***No files uploaded*

Submit

Completed by ecahill@peoriaparks.org on 5/12/2023 12:39 PM

Case Id: 35441

Name: Peoria Park District - 2023

Address: 1125 W Lake Ave

Submit

Please provide the following information.

☒ I certify that the information contained in this application is true and correct; that it contains no misrepresentations, falsifications, intentional omissions, or concealment of material facts; and that the information given is true and complete to the best of my knowledge and belief. I agree to comply with all federal and City of Peoria requirements if funded.

Agency CEO Name

Emily G Cahill

Agency CEO Signature

Emily G Cahill

Electronically signed by ecahill@peoriaparks.org on 5/12/2023 12:38 PM