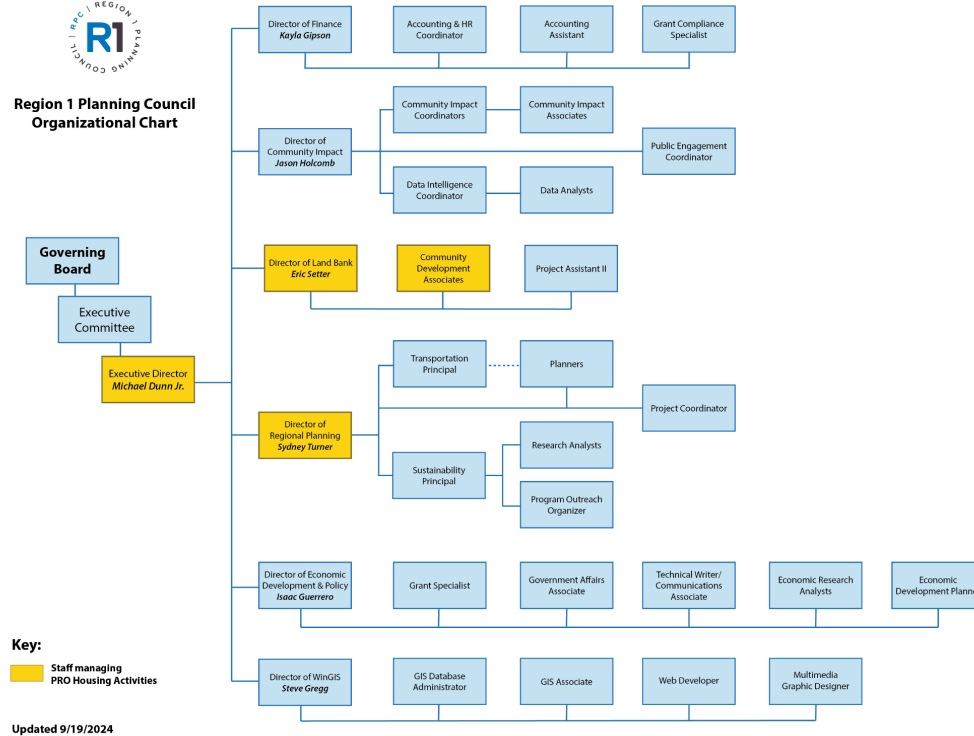


Exhibit E: Capacity

Region 1 Planning Council

R1 Organizational Chart



R1 Key Management

Michael Dunn, Jr. – Executive Director, Region 1 Planning Council

Mr. Dunn will provide final approval on all planning and activities conducted under this project and communicate project status to the R1 Governing Board. He will provide guidance as needed and facilitate coordination with external parties. Mr. Dunn has served as R1 Executive Director for 9 years and has one decade of prior experience in commercial real estate. Under his leadership at R1, the organization has grown from five staff and an \$800,000 annual budget to 50 staff and a \$6.4 million budget today.

Sydney Turner – Director of Planning and Programming, Region 1 Planning Council

Ms. Turner will be responsible for the day-to-day management of all activities conducted under this project, including grant reporting, communications, program development, and implementation activities. Ms. Turner has four years of experience managing the MPO for the Rockford region and 10 years of experience in metropolitan planning. She currently is responsible for an MPO budget of \$1.29M and 10 staff. Under her oversight, the MPO has successfully

Eric Setter – Land Bank Director, Region 1 Planning Council

In his position as director of Northern Illinois Land Bank Authority (NILBA) activities, Mr. Setter will leverage his established connections with real estate developers, contractors, and local fair housing authorities to conduct outreach and generate leads for the proposed program. He has an in-depth understanding of the housing industry and trends; government requirements,

regulations, and best practices surrounding affordable housing; and authority over the NILBA and Winnebago County Trustee programs. He oversees a staff of three, who will devote no less than 50 percent of their time to carrying out activities related to this proposal, including RFP evaluation and selection, communication with developers, selecting NILBA properties eligible for this program, and coordinating additional funding available through the City of Rockford. Mr. Setter has 12 years of experience in two municipalities working in NILBA administration.

Five full-time staff will manage grant responsibilities. These include the Land Bank Director, Community Development Associates, and a Grant Compliance Specialist.

R1 Implementation Role and Capacity

R1 will lead implementation, chiefly utilizing staff from its Land Bank to carry out proposed activities. R1 is the administrator for NILBA, and Agent for the County Trustee program, both which return blighted property to productive use by acquiring abandoned property, clearing the title and liens, and reselling to a responsible owner. NILBA was established in 2019 through an intergovernmental agreement and covers a five-county area in Northern Illinois: Stephenson, Winnebago, Boone, McHenry, DeKalb, and Ogle Counties. The County Trustee Program includes Winnebago and Boone Counties. The Land Bank and Trustee Programs are integral tools for R1's initiatives regarding affordable housing, providing cost-effective, readily developable land for redevelopment.

NILBA has enjoyed considerable success in removing blight and generating tax revenues for its municipalities. In its six-year tenure, NILBA has sold 38 parcels to developers or property owners, generating \$1 million in sales and recovering \$149,000 in tax revenue. This model leads to a significant increase in the appraised value of homes - an average 72.9 percent increase above these parcels' auction value.

Activities that R1 will coordinate or implement under this grant include:

- Outreach to developers and homeowners to communicate plan and solicit proposals
- Prepare list of eligible development sites
- Issue RFP and review proposals for Pre-Approved Housing Design Structures (PAHDS) booklet development, award project, and communicate with consultant throughout process
- Issue RFP and review proposals from developers for new and rehabilitated construction.
- Award funds to eligible developers
- Act as point of contact with developer throughout construction or rehabilitation
- Refer developers or homeowners to City of Rockford for additional funding opportunities
- Collect and report program data



	Community Impact	Economic Development	Geographic Information System	Land Bank	Regional Planning	Council of Governments
Services	- Contractual administrative services - Data management and visualization - Needs assessments, program evaluation - Feasibility and implementation strategy - Research, surveys, analysis - Strategic planning - Grant research, technical assistance, program development, writing, management	- Economic Development Administration liaison - Grant research, technical assistance, program development, writing, & management - Economic impact modeling - Internal and external communications	- Cartography - Database administration - Public and private mapping applications - Web development	- Blight reduction - Neighborhood revitalization - Regional housing assistance	- Transportation planning - Impact modeling - Infrastructure planning - Land use planning - Environmental, Sustainability & Resiliency: Education, Planning, Programs	- Regional prioritization - Shared resource planning - Legislative advocacy
Councils, Committees	- Winnebago County Mental Health Board - Livable Communities Initiative - Community Advisory Forum	Comprehensive Economic Development Strategy (CEDS) Steering Committee	- WinGIS Policy Committee - WinGIS Technical Committee	Northern Illinois Land Bank Authority	- MPO Policy Committee - MPO Technical Committee - Climate Resiliency Forum	Northern Illinois Council of Governments (NorthCOG)
Designation		Economic Development District (EDD)			Metropolitan Planning Organization (MPO)	501(c)(6) Not-for-Profit Corporation

Updated 9/19/2024

Project Management, Quality Assurance, Financial and Procurement, and Internal Control Capacity

R1 employs staff who are experienced in a variety of projects funded through various state and Federal agencies; the MPO Director, for example, possesses over 10 years of experience managing projects with the U.S. and Illinois Departments of Transportation (US DOT and IDOT). R1 has well-established financial, procurement, and internal control policies and currently manages 13 grants from state and federal sources, all with unique requirements. Major awards include a \$400,000 U.S. DOT Safe Streets 4 All grant, \$6.5 million U.S. DOT Reconnecting Communities grant, and \$1 million U.S. Environmental Protection Agency (EPA) Brownfield Assessment Coalition grant. R1 undergoes single and financial audits annually, found fully compliant with all regulations and no findings each year.

Procurement and internal control policies follow grant standards, and policy details are readily available to staff. All procurement under \$5,000 requires the Executive Director's approval, procurement between \$5,000 and \$30,000 require three quotes, and projects \$30,000 or above require a Request for Procurement and board approval. All accounts receivable, accounts payable, and petty cash processes involve multiple staff members in their processes or require signoff from multiple staff members. Additionally, R1 employs a grant compliance specialist with seven years' grant experience, who is dedicated to having in-depth knowledge of each grant received and organizational compliance (including reporting) with terms specific to each award.

Between R1 staff's years of experience in project management and grant compliance, firm policies and procedures around finances and project management, and a determination to adapt and expand capacity to fit necessary project requirements, R1 has the expertise, resources, and proven track record to successfully and quickly implement a major Federal project.

R1 Leadership and Legal Authority to Implement Program

R1's authority to implement the proposed plan is given by its designation as the region's MPO. The Rockford Region MPO was merged with R1 under an intergovernmental agreement ratified in 2018. This agreement designated all fiscal agency, management, and staff for the MPO to be conducted by R1. Similarly, NILBA was created in 2019 under an intergovernmental agreement with the authority to acquire, hold, transfer, and sell property, among other responsibilities. Under this agreement, R1 was established as the host organization of NILBA and is responsible for all executive and administrative functions of the NILBA.

Additionally, R1 is accountable to a board of directors which is composed of the chief elected officials in all counties and municipalities in its service area, as well as additional economic development, utility, labor, and non-profit stakeholders. R1's implementation of this project will occur with full support of its board.

Partnerships

The proposal does not include any formal partners, but will require collaboration with local municipalities in order to properly implement the stated activities. The City of Rockford will be R1's most significant indirect partner in this plan, being well-versed in HUD grant expectations and implementation as an entitlement community under HUD's Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG). This proposal supports several long-range goals listed in the City of Rockford's [2040 Comprehensive Plan](#), namely:

- Develop ... housing subsidies or incentives to build new single, and multi-family dwelling units.
- Promote and expand housing preservation and rehabilitation incentive programs.
- Develop relationships with builders and architects with potential to construct multiple homes on one street or block that are vacant or properties that have no structure due to demolition.
- Develop a plan to either rebuild properties that are vacant or sell to adjacent landowners.

Experience With Coordinating Grant Partners

R1 is currently managing Safe Streets 4 All, a \$400,000 U.S. DOT grant. This project will create four traffic safety plans aimed at reducing serious injury from vehicle accidents across significant areas in the MPA: City of Rockford, Winnebago County, Boone County, and the Rockford Region. Leadership for each plan is split among R1 staff, allowing for efficient use of staff time and, as each plan has its own distinct geography and partners, allows for successful relationship building among the project manager and their stakeholders in each jurisdiction. R1's work on this grant has provided staff with experience meeting federal guidelines for reporting and documentation, using approved data sources, and adhering to strict timelines.

R1's lead on an Illinois Environmental Protection Agency Section 319 grant has required the organization to incorporate and unite disparate agencies to ensure all necessary aspects of this demonstration project are covered. This grant's goal is to install two demonstration best management practice projects in prime watersheds in the county in order to reduce nonpoint source pollution control. The strength of R1's governmental and community relationships allowed it to efficiently identify and convene landowners, landscapers, engineers, conservationists, and public works stakeholders to fully administer the plan – eight entities in all. This project has met all of its milestones on time and is on track to be completed in the summer of 2025.

Proposal Writers

R1 staff wrote this application. The applicant team included: Clara Romeo, Sustainability Principal; Nathan Larsen, Transportation Planner; Andria Sykaluk, Economic Analyst; Juliana Charlebois-Berg, Sustainability Research Analyst; Megan Devine, Community Development Associate; Joel Freudenberg, Community Development Associate; Amy Salamon, Technical Writer; and Janna Bailey, Grants Specialist.

R1 and its partners have extensive experience working with civil rights and fair housing issues, including the analysis of racial and economic disparities. R1, as the Metropolitan Planning Organization (MPO), has spearheaded numerous efforts addressing disparities in housing, transportation, and economic access.

Civil Rights and Reductions in Racial Disparities

R1 has conducted detailed data analyses on racial and economic disparities, particularly in support of the Housing Coordination Plan and three core planning documents - Climate Action Plan, Metropolitan Transportation Plan, and Comprehensive Economic Development Strategy.

Furthermore, municipalities within the region facilitate programs in compliance with civil rights laws.