

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
SUBRECIPIENT AGREEMENT BETWEEN CITY OF JOLIET  
AND  
WILL COUNTY CENTER FOR COMMUNITY CONCERNS**

**THIS “CDBG Subrecipient” AGREEMENT (the “Agreement”)** made this \_\_\_\_\_ day of \_\_\_\_\_, 2024 by and between City of Joliet (the “**City**”) and WILL COUNTY CENTER FOR COMMUNITY CONCERNS, NFP an Illinois not-for-profit, located and doing business at 2455 GLENWOOD AVE. JOLIET IL, 60435 (the “**Subrecipient**”).

**WITNESSETH:**

**WHEREAS**, the City has entered into a grant agreement with the United States Department of Housing and Urban Development (“**HUD**”) under Title I of the Housing and Community Development Act of 1974, as amended (the “Act”), and the Rules and Regulations promulgated by HUD governing the conduct of Community Development Block Grant (“**CDBG**”) Programs, 24 Code of Federal Regulations (“**CFR**”) Part 570, as amended, (the “Rules and Regulations”); and,

**WHEREAS**, the use of CDBG funds, identified as #14.218 in the Catalog of Federal Domestic Assistance, is governed by the U.S. Federal Regulations 24 CFR Part 570; and

**WHEREAS**, the Mayor and City Council approved the 2020-2024 Consolidated Plan for the CDBG Program with Resolution #7557 and the 2024 Annual Action Plan with Resolution #8034 for the activities identified in this Agreement;

**WHEREAS**, the City of Joliet, is a recipient of CDBG funds received from HUD through its submission of its 2024 Annual Action Plan, as amended; and

**WHEREAS**, the City desires to engage the Subrecipient to implement such undertaking to the CDBG Program as valid and worthwhile City purpose;

**NOW THEREFORE**, in consideration of the mutual promises, payments and other provisions hereof, the City and the Subrecipient agree as follows:

**I. DEFINITIONS**

The terms below as used in this Agreement shall be defined as follows:

- a. “Annual Income” is the IRS adjusted gross income using the calculation for “adjusted gross income” outlined in the federal income tax IRS Form 1040.
- b. “Beneficiaries” for the Program is defined as low-moderate income families as defined by HUD.

- c. “Neighborhood Services Division” of the City of Joliet Community Development Department is responsible for the administration of the Community Development Block Grant (CDBG) funds.
- d. “Contractor” means an entity other than a Subrecipient that furnished to the Subrecipient services or supplies (other than standard commercial supplies, office space or printing services).
- e. “City” City of Joliet is the Participating Jurisdiction which receives CDBG Program funds.
- f. “CDBG Program” means the Community Development Block Grant Program as may be amended from time to time.
- g. “HUD” means the Secretary of Housing and Urban Development or a person authorized to act on his/her behalf.
- h. “Subrecipient” is a public agency or nonprofit organization that administers a specific Program for the City.
- i. EXHIBITS: The following attachments are made part of this agreement:  
Exhibit A - Authorized Scope of Work

**II. PROGRAM RESPONSIBILITY**

City of Joliet, Neighborhood Services Division is hereby designated as the representative of the City regarding all CDBG Program matters and shall be responsible for the overall administration and management of that program and the manner in which the activities or Programs described herein are conducted.

**III. TERM**

The term of this Agreement shall commence as identified in the Subaward Period of Performance found in Section XXIV Subaward Information, and, unless terminated earlier pursuant to the terms of this Agreement, shall continue thereafter until September 30, 2025.

**IV. STATEMENT OF WORK**

The SUBRECIPIENT agrees to exert its best professional efforts to perform and carry out in a manner satisfactory to the City, the services set forth in Exhibit A, entitled “Authorized Scope of Work” (the “Program”) attached hereto and by reference incorporated herein and made a part of hereof.

The SUBRECIPIENT shall administer the Program in compliance with the CDBG requirements and in a manner that meets the CDBG national objective(s) of 24 CFR 570.208. SUBRECIPIENT covenants the Program will be administered under its direct

supervision and that all personnel engaged in the Program shall be fully qualified and authorized and permitted under applicable law to perform such services.

V. PERSONNEL AND PARTICIPANT CONDITIONS

A. Civil Rights

i. General Compliance

The SUBRECIPIENT agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

ii. Nondiscrimination

The SUBRECIPIENT agrees to comply with the nondiscrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable nondiscrimination provisions in Section 109 of the HCDA are still applicable, which stipulates that no person in the United States shall on the grounds of race, color, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part pursuant to agreement. Additionally, the SUBRECIPIENT shall not, on the grounds of race, color, sex/gender, sexual orientation, familial status, religion, national origin, creed, ancestry, marital status, age or disability or handicap:

1. Deny a qualified individual any facilities, financial aid, services or other benefits provided under this Agreement;
2. Provide any facilities, financial aid, services or other benefits which are different, or are provided in a different manner, from those provided to others under this Agreement;
3. Subject an individual to segregated or separate treatment in any facility, or in any matter if process related to receipt of any service or benefit under this Agreement;
4. Restrict an individual's access to or enjoyment of any advantage or privilege enjoyed by others in connection with any service or benefit under this Agreement;
5. Treat anyone differently from others in determining if they satisfy any admission, enrollment, eligibility, membership or other requirement or condition which the individual must meet to be provided a service or a benefit under this Agreement.
6. Deny anyone an opportunity to participate in any program or activity as an employee which is different from that afforded others under this agreement.

If assignment and/or subcontracting has been authorized in writing, said assignment or subcontract shall include appropriate safeguards against discrimination in client services binding upon each contractor or subcontractor. The SUBRECIPIENT shall

take such actions as may be required to ensure full compliance with the provisions, including sanction for noncompliance.

iii. Section 504

The SUBRECIPIENT agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program. The City shall provide the SUBRECIPIENT with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

iv. Architectural Barriers Act/Americans with Disabilities Act

The SUBRECIPIENT shall meet the requirements, where applicable, of the Architectural Barriers Act and the Americans with Disabilities Act, as set forth in 24 CFR 570.614. A building or facility designed, constructed, or altered with funds allocated or reallocated under CDBG program after December 11, 1995 and that meets the definition of a “residential structure” as defined in 24 CFR Part 40.2 or the definition of a “building” as defined in 41 CFR Part 101-19.602(a) is subject to the requirements of the Architectural Barriers Act of 1968 (42 USC 4151-4157) and shall comply with the Uniform Federal Accessibility Standards. The Americans with Disabilities Act (“ADA”) (42 USC 12131; 47 USC 155, 210, 218, and 255) requires that the design and construction of facilities for first occupancy after January 26, 1993 must include measures to make them readily accessible and usable by individuals with disabilities. The ADA further requires the removal of architectural barriers and communication barriers that are structural in nature in existing facilities, where such removal is readily achievable—that is, easily accomplishable and able to be carried out without much difficulty or expense.

B. Affirmative Action

i. Women- and Minority-Owned Businesses (W/MBE)

The SUBRECIPIENT will use its best efforts to afford small businesses, minority business enterprises, and women’s business enterprises the maximum practicable opportunity to participate in the performance of this Agreement. As used in this Agreement, the terms “minority and women’s business enterprise” means a business at least fifty-one (51) percent owned and controlled by minority group members or women. The SUBRECIPIENT may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

ii. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The SUBRECIPIENT will, in all solicitations or advertisements for employees placed by or on behalf of the SUBRECIPIENT, state that it is an Equal Opportunity and Affirmative Action employer.

The SUBRECIPIENT shall comply with Executive Order 11246 as amended by Executive Order 12086 and the regulations issued pursuant thereto (41 CFR Chapter 60), and will not discriminate against any employee or applicant for employment

because of race, color, creed, religion, ancestry, national origin, sex, disability or other handicap, age, marital status, or status with regard to public assistance. The SUBRECIPIENT will take affirmative action to ensure that all employment practices are free from such discrimination. Such employment practices include but are not limited to the following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay, or other forms of compensation and selection for training, including apprenticeship.

The SUBRECIPIENT agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

iii. Subcontract Provisions

The SUBRECIPIENT will include the language under the A. Civil Rights, and B. Affirmative Action headings of this Agreement in every subcontract, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

C. Employment Restrictions

i. Prohibited Activity

The SUBRECIPIENT is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

ii. Labor Standards

**The SUBRECIPIENT agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement.**

The SUBRECIPIENT agrees to comply with the Copeland Anti-Kickback Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The SUBRECIPIENT shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the City for review upon request.

The SUBRECIPIENT agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the City pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the SUBRECIPIENT of its obligation, if any, to require payment of the higher wage. The SUBRECIPIENT shall cause or require to be inserted in full, in all

such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

iii. Drug-Free Workplace

The SUBRECIPIENT agrees to comply with the drug-free workplace requirements described at 2 CFR 182. The SUBRECIPIENT agrees to (1) identify all known workplaces involved with the administration of this Agreement, (2) publish a drug-free workplace statement, (3) establish a drug-free awareness program for employees, (4) make a good faith effort to maintain a drug-free workplace for the term of the Agreement, and (5) take actions concerning employees who are convicted of violating drug statutes in the workplace.

The SUBRECIPIENT will provide a drug-free workplace by:

1. Maintaining a Zero Tolerance Drug Policy;
2. Posting in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the SUBRECIPIENT's workplace and specifying the actions that will be taken against employees for violations of such prohibition;
3. Stating in all solicitations or advertisements for employees or subcontractors placed by or on behalf of the SUBRECIPIENT that the SUBRECIPIENT maintains a drug-free workplace;
4. Establishing an ongoing drug-free awareness program to inform employees about:
  - The dangers of drug abuse in the workplace;
  - The SUBRECIPIENT's policy of maintaining a drug-free workplace;
  - Any available drug counseling, rehabilitation, and employee assistance programs; and
  - The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
5. Including the provisions of the foregoing clauses in all third party contracts, subcontracts, and purchase orders that exceed ten thousand dollars (\$10,000.00), so that the provisions will be binding upon each subcontractor or vendor.

iv. "Section 3" Clause

1. Compliance

SUBRECIPIENT shall comply with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 75, and all applicable rules and orders issued thereunder prior to the execution of this contract, shall be a condition of the Federal financial assistance provided under this contract and binding upon the SUBRECIPIENT and any of the SUBRECIPIENT's subrecipients and subcontractors.

To the greatest extent feasible, and consistent with existing Federal, state, and local laws and regulations, the SUBRECIPIENT shall ensure that employment and

training opportunities arising in connection with this Program are provided to Section 3 workers within the metropolitan area in which the Program is located.

To the greatest extent feasible, and consistent with existing Federal, state, and local laws and regulations, the SUBRECIPIENT shall ensure contracts for work awarded in connection with this Program are provided to business concerns that provide economic opportunities to Section 3 workers residing within the metropolitan area in which the Program is located.

SUBRECIPIENT shall include this "Section 3" Clause in all contracts and subcontracts funded from this Agreement and shall require subrecipients, contractors, and subcontractors to meet the requirements of 24 CFR § 75.19, regardless of whether Section 3 language is included in recipient or subrecipient agreements, program regulatory agreements, or contracts.

## 2. Notifications

The SUBRECIPIENT agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

## 3. Subcontracts

The SUBRECIPIENT will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The SUBRECIPIENT will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 75 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

## v. Lobbying

The SUBRECIPIENT hereby certifies that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an

employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1. (above) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all SUBRECIPIENT's shall certify and disclose accordingly:

4. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

- vi. City Recognition

The SUBRECIPIENT shall ensure recognition of the role of the City in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to the funding source. In addition, the SUBRECIPIENT will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

- vii. Copyright

If this Agreement results in any copyrightable material or inventions, the City reserves the right to a royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, the work or materials for governmental purposes.

- viii. Religious Activities

The SUBRECIPIENT agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

In addition to, and not in substitution for, other provisions of this Agreement regarding the provisions of services utilizing CDBG funds the SUBRECIPIENT agrees that, in connection with such services:

1. It will not discriminate against any employee or applicant for employment on the basis of religion and will not limit employment or give preference in employment to persons on the basis of religion;
2. It will not discriminate against any person applying for assistance on the basis of religion and will not limit such services or give preference to persons on the basis of religion;
3. It will provide no mandatory religious instruction or counseling, conduct no religious worship or services, engage in no religious proselytizing, and exert no other religious influence in the provision of such services.

## **VI. ENVIRONMENTAL CONDITIONS**

### **A. Air and Water**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, et seq.;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.

### **B. Flood Disaster Protection**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

### **C. Lead-Based Paint**

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

### **D. Historic Preservation**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

## **VII. RECORDS AND REPORTS**

The SUBRECIPIENT shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the City, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

On a quarterly basis, the SUBRECIPIENT shall submit to the City, in a form acceptable to the City, a performance report summarizing the number of unduplicated persons served, including race, ethnicity, and income data. The performance report shall be submitted within 30 days of the close of each quarter.

The SUBRECIPIENT shall retain all Program files, financial records, and any other documents related to the Program for a period of three (3) years from the date of the close out of this Agreement, except in the following cases:

If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.

When the SUBRECIPIENT is notified in writing by the City to end the retention period.

Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition.

The City shall monitor and evaluate SUBRECIPIENT's performance under this Agreement to determine compliance with this Agreement and CDBG Requirements. SUBRECIPIENT shall cooperate with City and any federal auditors authorized by the City and shall make available all information, documents, and records reasonably requested and shall provide City the reasonable right of access to both records and personnel during normal business hours for the purpose of assuring compliance with this Agreement and evaluating performance hereunder. The rights of access in this section are not limited to the required retention period but last as long as the records are retained.

## **VIII. METHOD OF PAYMENT**

The SUBRECIPIENT shall submit to the City a request for payment in a form acceptable to the City. Such submittals shall be presented on an as needed basis, however, in no event, shall a calendar month pass without a submittal or other communication with the City. Said request shall be accompanied with supporting documentation, including but not limited to paid receipts, invoices and timesheets, to allow the City to determine compliance with applicable federal regulations, including cost allowability.

An authorized official for the SUBRECIPIENT must provide a signed certification with each request that states the following: "By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)."

The City shall pay all requests for payment which are approved pursuant to this Agreement within forty-five days of receipt. It is expressly understood and agreed that in no event will the total payment to the SUBRECIPIENT exceed the maximum sum of FIFTY THOUSAND DOLLARS AND 00/100 (\$50,000.00).

If the City disallows any cost submitted by the SUBRECIPIENT, within 10 business days the City will provide written notification to the SUBRECIPIENT of the disallowance, including any corrective action necessary to process payment.

#### **IX. PROGRAM INCOME**

Any income generated by the SUBRECIPIENT from the use of CDBG funds governed by this Agreement shall be considered CDBG program income. All CDBG program income shall be retained by the SUBRECIPIENT for the term of this Agreement. The use of all CDBG program income is reserved specifically for services outlined in the Statement of Work and is subject to the terms of this Agreement.

#### **X. UNIFORM ADMINISTRATIVE REQUIREMENTS**

The SUBRECIPIENT shall adhere to and follow the Uniform Administrative Requirements found in the U.S. federal regulations at 2 CFR Part 200.

The SUBRECIPIENT shall establish and maintain effective internal control over CDBG funds made available through this Agreement to provide reasonable assurance that the Program is administered in compliance with applicable federal statutes, regulations, and the terms and conditions of this Agreement. This includes evaluation and internal monitoring of the Program and prompt, appropriate action when instances of noncompliance are identified.

The SUBRECIPIENT shall follow a written procurement policy that allows for full and open competition that meets the minimum standards of the U.S. federal regulations at 2 CFR 200.317 through 200.326.

The SUBRECIPIENT shall take reasonable measures to safeguard protected personally identifiable information and other information the City designates as sensitive consistent with applicable Federal, state and local laws regarding privacy and obligations of confidentiality.

The SUBRECIPIENT shall maintain a financial management system that identifies all federal awards received and expended and the federal programs under which they were received, including:

- The CFDA title and number,
- Federal award identification number and year,
- Name of the Federal agency, and
- name of the pass-through entity, if any.

The SUBRECIPIENT shall follow written financial management policies and procedures that, at a minimum, provide for:

- determination the allowability of costs in accordance with the terms and conditions of this Agreement and the federal cost principles published in the U.S. federal regulations at 2 CFR 200 Subpart E;
- effective control over, and accountability for, all funds, property, and other assets to ensure all assets are safeguarded and they are used solely for authorized purposes; and
- accurate financial reporting on federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

## **XI. AUDIT REQUIREMENTS**

Within thirty (30) days of the close of the SUBRECIPIENT's fiscal year, the SUBRECIPIENT shall provide to the City a certification stating the total amount of federal awards expended in the fiscal year. The certification shall be signed by an authorized official.

The SUBRECIPIENT agrees to have a single or program-specific audit conducted in accordance with the provisions of 2 CFR 200 Subpart F if the SUBRECIPIENT expends \$750,000 or more in federal awards during any fiscal year that overlaps with the term of this Agreement. The SUBRECIPIENT shall submit a copy of the audit to the City and the Federal Audit Clearinghouse (FAC) within 30 calendar days after receipt of the auditor's report(s). The SUBRECIPIENT shall make copies of the audit available for public inspection for three years from the date of submission to the FAC.

The City shall issue a management decision for audit findings that relate to this Agreement within six months of acceptance of the audit report by the FAC.

## **XII. CONFLICT OF INTEREST**

The SUBRECIPIENT shall maintain written standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award and administration of contracts. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the SUBRECIPIENT. If the SUBRECIPIENT has a parent, affiliate, or subsidiary organization, the standards of conduct must cover organizational conflicts of interest to ensure the SUBRECIPIENT is able to be impartial in conducting a procurement action involving a related organization.

At a minimum, the standards of conduct shall include any person who is an employee, agent, consultant, officer, or elected official or appointed official of the SUBRECIPIENT. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with

whom they have business or immediate family ties, during their tenure or for one year thereafter.

Upon written request, the City may grant an exception to the conflict of interest provisions on a case-by-case basis.

### **XIII. OTHER PROGRAM REQUIREMENTS**

The SUBRECIPIENT agrees to administer the Program in compliance with the following federal program requirements:

Section 109 of the Housing and Community Development Act of 1974 requires that no person in the United States shall on the grounds of race, color, national origin, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance made available pursuant to the Act. Section 109 also directs that the prohibitions against discrimination on the basis of age under the Age Discrimination Act and the prohibitions against discrimination on the basis of disability under Section 504 shall apply to programs or activities receiving Federal financial assistance under Title I programs.

Equal Opportunity requirements as described in Executive Order 11246, as amended by Executive Orders 11375, 11478, 12086, and 12107.

Equal Protection of the Laws for Faith-Based and Community Organizations as described in Executive Order 13279 and the implementing regulations at 41 CFR chapter 60.

Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR part 75.

The Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations at part 35, subparts A, B, J, K, and R of this part apply.

Exclusion of Debarred and Suspended Contractor requirements as described in 2 CFR Part 180.

Certain newly legalized aliens, as described in 24 CFR part 49, are not eligible to apply for CDBG benefits, including financial assistance, public services, jobs and access to new or rehabilitated housing and other facilities made available with CDBG. Benefits do not include relocation services and payments to which persons displaced are entitled by law (24 CFR §570.613).

A building or facility designed, constructed, or altered with CDBG funds governed by this Agreement that meets the definition of “residential structure” as defined in 24 CFR 40.2 or the definition of “building” as defined in 41 CFR 101-19.602(a) is subject to the requirements of the Architectural Barriers Act of 1968 (42 U.S.C. 4151-4157) and shall comply with the Uniform Federal Accessibility Standards (appendix A to 24 CFR part 40 for residential structures, and appendix A to 41 CFR part 101-19, subpart 101-19.6, for general type buildings).

The Americans with Disabilities Act (42 U.S.C. 12131; 47 U.S.C. 155, 201, 218 and 225) (ADA) provides comprehensive civil rights to individuals with disabilities in the areas of

employment, public accommodations, State and local government services, and telecommunications.

Build America, Buy America Act, (41 USC 8301) (BABA) requires The SUBRECIPIENT must ensure all work is done in compliance with the requirements of Act, and all applicable rules and notices, as may be amended. Unless waived by the City, the following requirements apply: (1) all iron and steel used in the project are produced in the United States - this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (2) all construction materials are manufactured in the United States - this means that all manufacturing processes for the construction material occurred in the United States. "Construction materials" includes an article, material, or supply that is or consists primarily of non-ferrous metals; plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables); glass (including optic glass); lumber; or drywall. Construction materials do not include iron, steel, and manufactured products described above; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives. The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

#### **XIV. CLOSEOUT AND REVERSION OF ASSETS**

The City will close out this Agreement when it determines that all applicable administrative actions and all required work of the Agreement have been completed by the SUBRECIPIENT.

Unless provided an extension through written notification by the City, the SUBRECIPIENT shall complete the following actions no later than 30 calendar days after the end date of the term of this Agreement:

- Submit, all financial, performance, and other reports as required by the terms of this Agreement;
- Liquidate all obligations incurred under the Agreement; and
- Transfer to the City any accounts receivable attributable to the use of CDBG funds, including CDBG program income.

Notwithstanding the expiration or earlier termination of this Agreement, SUBRECIPIENT's obligations to the City shall not terminate until all closeout requirements are completed.

The following obligations of the SUBRECIPIENT shall survive the termination of this Agreement:

- SUBRECIPIENT’S indemnity obligations;
- the obligation to cause audits to be performed relating to SUBRECIPIENT’S activities and costs under this Agreement;
- the obligation to repay to City any CDBG proceeds improperly disbursed to SUBRECIPIENT or disbursed for ineligible expenditures;
- any other obligations which cannot by their nature be performed until after the expiration of the Agreement such as the submittal of final payment request and performance reports.

Any real or personal property purchased in whole or in part with CDBG funds provided under this Agreement are subject to the following requirements that shall survive the termination of this Agreement:

- insurance and reporting requirements regarding real and personal property acquired with federal funds in accordance with the uniform administrative requirements contained in the U.S. federal regulations published at 2 CFR Part 200; and For real property under the SUBRECIPIENT control that was acquired or improved in whole or in part with CDBG funds in excess of \$25,000, said property shall be used to meet one of the national objectives in 24 CFR 570.208 for five years after close out of this Agreement. If the property is disposed of within five years of the close out of this Agreement, the SUBRECIPIENT shall reimburse the City a percentage of the current fair market value of the property equal to the percentage of CDBG funds expended to the overall acquisition and improvement cost of the property.

#### **XV. SUSPENSION AND TERMINATION**

Termination for Convenience. This Agreement may be terminated by either party if the SUBRECIPIENT and City mutually agree in writing to its termination and upon the termination conditions, including the effective date and in the case of partial termination, the portion to be terminated.

If, through any cause, the SUBRECIPIENT shall fail to fulfill in timely and proper manner its obligations under this Agreement, or if the SUBRECIPIENT shall violate any of the covenants, agreements, or stipulations of this Agreement, the City shall thereupon have the right to terminate this Agreement by giving written notice to the SUBRECIPIENT of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. In such event, all finished or unfinished documents and reports prepared by the SUBRECIPIENT under this Agreement shall, at the option of the City, become its property and SUBRECIPIENT shall be entitled to receive just and equitable payment for any satisfactory work completed subject to the limitations of this Agreement.

#### **XVI. MANDATORY DISCLOSURES**

The SUBRECIPIENT shall provide written notice to the City within 5 days of all potential conflicts of interest and violations of criminal law involving fraud, bribery, or gratuity

violations potentially affecting this Agreement. Failure to make required disclosures can result in termination of the Agreement and suspension or debarment from future federal awards.

## **XVII. FINDINGS CONFIDENTIAL**

Any reports, information or data given to or prepared by the SUBRECIPIENT concerning the City under this Agreement shall not be made available to any individual or organization by the SUBRECIPIENT without first submitting them to the City.

## **XVIII. ENTIRE AGREEMENT, WAIVERS, AND AMENDMENTS**

This Agreement integrates all of the terms and conditions mentioned herein, or incidental hereto, and supersedes all negotiations and previous agreements between the parties with respect to all or any part of the subject matter hereof. All waivers of the provisions of this Agreement must be in writing and signed by the appropriate authorities of the party to be charged, and all amendments and modifications hereto must be in writing and signed by the appropriate authorities of City and SUBRECIPIENT.

The City may, from time to time, request changes in the Statement of Work to be performed hereunder. Such changes, including any increase or decrease in the amount of compensation which are mutually agreed upon between the City and the SUBRECIPIENT shall be incorporated into a written amendment to the Agreement.

## **XIX. ASSIGNABILITY AND SUBCONTRACTING**

### **A. Assignability**

The SUBRECIPIENT shall not assign or transfer any interest in this Agreement without the prior written consent of the City; provided, however, that claims for money due or to become due to the SUBRECIPIENT from the City under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City. All terms and conditions of this Agreement shall apply to any approved subcontract or assignment related to the Agreement.

### **B. Subcontracts**

#### **i. Approvals**

The SUBRECIPIENT shall not enter into any subcontracts with any agency or individual in the performance of this Agreement without the written consent of the City prior to the execution of such agreement.

#### **ii. Monitoring**

The SUBRECIPIENT will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

iii. Content

The SUBRECIPIENT shall cause all of the provisions of this Agreement in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

iv. Selection Process

The SUBRECIPIENT shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the City along with documentation concerning the selection process.

C. Hatch Act

The SUBRECIPIENT agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

**XX. SEVERABILITY**

If any term, provision, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of this Agreement shall not be affected thereby to the extent such remaining provisions are not rendered impractical to perform taking into consideration the purposes of this Agreement.

**XXI. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XXII. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XXIII. CONSTRUCTION OF AGREEMENT**

A. Partial Invalidity

If any term, covenant, condition or provision of this Agreement, or the applications thereof to any circumstance, shall, at any time or to any extent, be determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement, or the application thereof to circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant,

condition and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

B. Gender

The use of the plural in this Agreement shall include the singular, the singular shall include the plural, and the use of any gender shall be deemed to include all genders.

C. Captions

The captions used in this Agreement are inserted only as a matter of convenience and for reference and in no way define, limit or describe the scope or the intent of any provision of this Agreement.

D. Construction

This Agreement shall be construed and interpreted in accordance with the laws of the State of Illinois.

**XXIV. SUBAWARD INFORMATION**

SUBRECIPIENT NAME:	<b>WILL COUNTY CENTER FOR COMMUNITY CONCERNS</b>
SUBRECIPIENT ID (DUNS):	<b>36-196609424</b>
Federal Award Identification Number(s):	<b>B-24-MC-17-0013 (\$50,000.00)</b>
Federal Award Date:	<b>October 1, 2024</b>
Subaward Period of Performance:	<b>October 1, 2024 to September 30, 2025</b>
Federal Funds Obligated by this Agreement:	<b>\$50,000.00</b>
Total Federal Funds Obligated to SUBRECIPIENT:	<b>\$50,000.00</b>
Total Amount of the Federal Award:	<b>\$919,459.00</b>
Federal award Program description:	<b>Public Services more fully described at 24 CFR 570.208(a)(2) and Exhibit A of this Agreement</b>
Name of Federal awarding agency:	<b>Dept. of Housing Urban Development</b>
Name of pass-through entity:	<b>City of Joliet, Illinois</b>
Award Official Contact information:	<b>Dustin Anderson, Director, Community Development Department 150 W. Jefferson Joliet IL 60432 815-724-4047</b>
CFDA Number:	<b>14.218</b>
CFDA Name:	<b>Community Development Block Grant</b>
Identification of R&D:	<b>No</b>
Indirect cost rate for the Federal award:	<b>10%</b>

**REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK.  
SIGNATURE PAGE TO FOLLOW.**

WITNESS WHEREOF, The City and the SUBRECIPIENT have executed this Agreement as of the date first above written.

City of Joliet, a corporate and body  
Politic of the State of Illinois

Will County Center for Community Concerns  
(WCCCC) an Illinois not-for-profit corporation

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

City Clerk

AGENCY ATTEST

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

[SEAL]

[SEAL]

Approval as to FORM  
Corporation Counsel

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **Exhibit A - Authorized Scope of Work**

SUBRECIPIENT proposes to provide HUD-Certified housing counselors for one-on-one and group counseling for mortgage default, post purchase, pre-purchase, financial literacy, homebuyer education, and participate in loss mitigation courts.

-The housing counseling program will help those Joliet residents receive the housing counseling and classes needed to help prevent foreclosure. WCCCC's housing counselors will work with the clients and lenders to create work plans to keep the clients in their homes.

-WCCCC will partner with local attorneys where they are present at the Will County foreclosure courts. In this partnership, WCCCC HUD-certified counselors provide mortgage default (loss mitigation) counseling onsite or via Zoom, including speaking directly with homeowners and lenders while in court. WCCCC services consist of assisting the homeowner with completing the lender's loss mitigation packet, which includes a complete budget, providing ongoing assistance with submitting all the required documentation needed to secure an affordable workout plan for the homeowner, and acting as a liaison between the homeowner, and the lender, which leads to better outcomes for the household and the community.

-The beneficiaries of the housing counseling program will be low-to-moderate income residents of Joliet who are homeowners and/or potential homeowners who need mortgage default counseling, homebuyer education classes, post-purchase counseling, pre-purchase counseling, financial literacy class, or foreclosure prevention services. The clients will receive any of these services free of charge. WCCCC is required to ask the client for proof of income, paystubs, benefit summary, etc., to verify and identify the client is LMI. WCCCC will use the HUD AMI guidelines and enter the income in the Client Management System (CMS).