



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 17-0427, **Version:** 1

PROPOSED INTERGOVERNMENTAL AGREEMENT

Department: Cook County Justice Advisory Council (JAC)

Other Part(ies): The Housing Authority of Cook County (HACC), Chicago, Illinois

Request: Requesting approval to enter into and execute an agreement between the JAC and the HACC

Goods or Services: This agreement allows the JAC to work with the HACC during the planning and implementation phase of the Safe and Thriving Communities Project.

Agreement Number(s): N/A

Agreement Period: 12/1/2016 - 9/30/2018

Fiscal Impact: None

Accounts: 861-260

Summary: The Cook County Board of Commissioners approved the County's Office of Juvenile Justice and Delinquency Prevention federal grant award under the Safe and Thriving Communities Project on 10/5/2016 and there is no County match required. The Project will seek to enhance public safety in the South Suburban communities of Ford Heights, Robbins and Harvey through a cross-sector collaborative of stakeholders. The goal of the Project is to initiate and strengthen work to end youth violence and improve the well-being and positive outcomes for local youth and their families.

As grant administrator, the JAC will hold primary programmatic and fiscal responsibility for the Cook County South Suburban Safe and Thriving Communities Project. The HACC will assist the JAC by overseeing the project management function. In this role, the HACC will hire, house, supervise, and compensate a Project Manager. Using grant funding under the Safe and Thriving Communities grant, the JAC will reimburse HACC up to a total of \$137,800.50 during the grant period to support the hiring and supervision of a Project Manager.

The Project Manager's assigned responsibilities will include day-to-day oversight of project activities, analyzing work flow, developing and fine-tuning implementation strategies and monitoring adherence to the project's overall objectives during both the project's planning and implementation phases. The Project Manager will also ensure that project deliverables are on track and on time, including making recommendations relative to minimizing the impact of delays, obstacles, and staffing changes; cultivating relationships with service providers with the goal of ensuring effective outcomes for program participants; and assisting with all financial, programmatic, and performance measure reporting.

In the area of team management and development, the Project Manager will act as the primary liaison to all project stakeholders; assist in facilitating meetings and ensuring that follow up on action items is completed; help ensure that project partners are provided the necessary resources to effectively plan and implement projects; and make resource recommendations as needed.