I. PROJECT IDENTIFICATION AND OVERVIEW

Project Name: Chicago Vocational Career Academy Student Health Center

Applicant Name: Chicago Family Health Center

Project Address: 2100 East 87th Street

Ward and Alderman: 8th/ Michelle Harris

Community Area: Calumet Heights

Redevelopment Project Area: Stony Island/Burnside TIF

Requested Action: TIF Developer Designation

Proposed Project: Renovation of 2,665 of space located in a Chicago Public Schools building into a Student Health Center that will also serve community residents.

Goal of Project: Provide clinical health services to high school students and the surrounding community.

TIF Assistance: $500,000 in area-wide TIF assistance from the Stony Island/Burnside TIF.
II. PROPERTY DESCRIPTION

Address: 2100 East 87th Street
Location: North side of 87th Street and Chappel Avenue
Tax Parcel Numbers: 20-36-416-001-0000
                                      20-36-416-002-0000
                                      20-36-416-003-0000
                                      20-36-416-004-0000
                                      20-36-416-005-0000
                                      20-36-416-006-0000
Land Area: 24 acres
Current Use: An occupied high school
Current Zoning: RT-4

III. BACKGROUND

In 2016 the Mayor’s Office, in conjunction with Chicago Public Schools, announced that they would fund four school-based health centers built over the course of four years, using a combination of E-Cigarette tax funds and TIF funds. Two projects, Steinmetz and Drake, are already underway, and a third, Chicago Vocational Career Academy, is slated to receive the next round of funding. A fourth location is in the early planning stages with CPS.

Chicago Family Health Center had been in discussions with Chicago Vocational about providing primary health care services in the school and was interested in pursuing a sponsorship of a school based health center. A Community Advisory Council was launched in January, 2017 to ensure that community input was received on the project.

IV. PROPOSED DEVELOPMENT TEAM

Development Entity:
Chicago Family Health Center, the Developer, was founded in 1977 as Claretian Medical Center in South Chicago in response to the failing steel industry. It was designated a Federally Qualified Health Center in 1998. Today it serves more than 33,000 patients per year across five south side locations. Chicago Family Health is committed to healthy communities, disease prevention and to promoting accessible healthcare that is culturally sensitive, affordable and responsive to
community and individual needs.

Consultants:
Architect-TBD
General Contractor-TBD.

V. PROPOSED PROJECT

Project Overview:
The Department of Planning and Development ("DPD") intends to enter into a Tax Increment Financing Redevelopment Agreement with the Developer for the purpose of redeveloping 2,665 square feet of space at Chicago Vocational Career Academy, a Chicago Public Schools ("CPS") facility, into a student and community medical center, which will be built and operated by the Developer. Pursuant to a Site License Agreement between CPS and the Developer, the Student Health Center will provide health care services five days a week and twelve months per year to students at Chicago Vocational as well as residents of the surrounding community. It is anticipated that the center will open during the 2018-2019 school year.

The facility will include three exam rooms, potential dental operatory, behavioral health room, front desk/reception area, waiting room, vaccine/medication room, an internal entrance only for Chicago Vocational students, an external entrance for community residents with security features, a break room/meeting room and other necessary features. The Developer will enter into a five year lease with CPS to build out and operate the center.

Chicago Family Health Center will provide services on-site, including primary care, health education, full lab services, family planning, insurance enrollment assistance, behavioral health and individual and group therapy. Referrals will be given for dental care, case management, obstetrics and gynecology and hospital specialists, among other services. It is expected that twelve new full-time equivalent employees will be employed at the center. Permanent staffing will include nurses, medical assistants, patient service representatives and several other positions.

A site plan and floor plans are provided as exhibits to this report.

Environmental Features: Due to this project being located in a public facility there are no additional environmental requirements.

VI. FINANCIAL STRUCTURE

The City, through DPD, intends to negotiate the RDA with the Developer in connection with the project. The City intends to reimburse the Developer for a portion of its TIF-eligible costs in an
amount not to exceed $500,000 or 44.7% of the Total Project Cost, currently estimated to be $1,118,000.

TIF Assistance will be paid during construction. At RDA closing the TIF funds, E-Cigarette funds and Developer funds will placed into an escrow and drawn down as construction progresses. Draws will be reviewed for TIF-eligible costs and approved by DPD and the Department of Public Health. A Certificate of Completion will not be issued until the health center is open and all City construction requirements have been complied with.

The Developer will be required to comply with an ongoing Operations Covenant for the duration of the Monitoring and Compliance Period. This period will begin upon the later of 1.) the date of the commencement of the Developer’s Site License Agreement with CPS or 2.) the closing date of the TIF RDA. The Compliance period will end upon the fifth anniversary of the start date of the Site License Agreement.

TIF Funds will be provided as outlined in the table below contingent on the availability of incremental taxes in the Stony Island/Burnside TIF Fund.

<table>
<thead>
<tr>
<th>City Funds Payment</th>
<th>Paid Upon</th>
<th>City Funds Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Payment into Escrow</td>
<td>RDA Closing</td>
<td>$500,000</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$500,000*</td>
</tr>
</tbody>
</table>

*The actual amount may vary depending on the final certified Total Project Cost and the amount of TIF-Eligible expenses incurred for the Project.

The following tables identify the sources and uses of funds and the project budget.

**Sources and Uses of Funds**

<table>
<thead>
<tr>
<th>SOURCES</th>
<th>AMOUNT</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developer’s Equity</td>
<td>$218,000</td>
<td>19.5%</td>
</tr>
<tr>
<td>TIF Funds</td>
<td>$500,000</td>
<td>44.7%</td>
</tr>
<tr>
<td>E-Cigarette Funds</td>
<td>$400,000</td>
<td>35.8%</td>
</tr>
<tr>
<td>Total Sources</td>
<td>$1,118,000</td>
<td>100%</td>
</tr>
</tbody>
</table>
VII. PUBLIC BENEFITS

The proposed project will provide the following public benefits.

Environmental Features: Due to this project being located in a public facility there are no additional environmental requirements.

Permanent Jobs: The Project is expected to generate twelve full-time jobs in the health care field.

Construction Jobs: The project will produce approximately XX temporary construction jobs.

Affirmative Action: The developer will comply with the requirements of Chicago’s affirmative
action ordinance, which requires contract participation of 26% by minority-owned business enterprises (MBEs) and 6% by woman-owned business enterprises (WBEs). The developer has provided notification of the proposed project, by certified mail, to several associations of minority and women contractors. A sample version of the letter and copies of the post office receipts for the certified letters are presented as exhibits to this report.

City Residency: The developer will comply with the requirements of Chicago’s city residency ordinance, which requires that at least half of all construction-worker hours be filled by Chicago residents. The developer will also comply with the requirement that all construction jobs are paid the prevailing wage.

VIII. COMMUNITY SUPPORT

Alderman Michelle Harris of the 8th Ward endorses the project and has provided a letter of support. The following community organizations have also endorsed the project: Southeast Calumet Heights Homeowners Association and the Chicago Vocational Career Academy Parents Council (See exhibits for copy of support letters).

IX. CONFORMANCE WITH REDEVELOPMENT AREA PLAN

The proposed project will advance the goals of the area’s TIF redevelopment plan by enhancing the quality of life, health, general welfare and safety of community residents. Using TIF to improve public facilities is noted as a means to implement the plan goals.

The proposed project also conforms to the plan’s land use map, which calls for Public and Institutional uses at the subject site.

X. CONDITIONS OF ASSISTANCE

If the proposed resolution is approved by the CDC, DPD will negotiate an RDA with the developer. The RDA will incorporate the parameters of the proposed project as described in this staff report.

It is DPD policy that no business will be conducted with a development entity whose any principal has outstanding municipal debts (such as unpaid parking tickets, unpaid water bills, unpaid business licenses, and others), is in arrears of child support payments, or who is a debtor in bankruptcy, a defendant in a legal action for deficient performance, a respondent in an administrative action for deficient performance, or a defendant in any criminal action.

Closing will not occur before the City Council has approved the redevelopment, the developer has obtained all necessary City approvals including zoning and building permits, and the
developer has presented proof of financing. The documents will include a development timetable.

XI. RECOMMENDATION

The Department of Planning and Development has thoroughly reviewed the proposed project, the qualifications of the development team, the financial structure of the project, its need for public assistance, its public benefits, and the project's conformance with the redevelopment area plan, and DPD recommends that the CDC recommend to the City Council the designation of Chicago Family Health Center as Developer for the development of a newly built out student health center located within Chicago Vocational Career Academy, located at 2100 E. 87th Street.
EXHIBITS

Redevelopment Area Map
Neighborhood Map or Aerial
Site Plan
Typical Floor Plan
Front Elevation or Rendering
Sample M/WBE Letter
Copies of M/WBE Certified Letter Receipts
Community Letters of Support
Alderman’s Letter of Support
The Project will include the build-out and operation of a 2,655 square foot Student Health Center, located at Chicago Vocational Career Academy, a Chicago Public School. Chicago Family Health Center, a local health care provider, will operate the center and provide a variety of health care services five days a week and twelve months per year to students at Chicago Vocational as well as residents of the surrounding community. It is anticipated that the center will open during the 2018-2019 school year.

**TIF PROJECT SCORECARD**

**Chicago Vocational Student Health Center TIF RDA**

2100 E. 87th Street

The Project will include the build-out and operation of a 2,655 square foot Student Health Center, located at Chicago Vocational Career Academy, a Chicago Public School. Chicago Family Health Center, a local health care provider, will operate the center and provide a variety of health care services five days a week and twelve months per year to students at Chicago Vocational as well as residents of the surrounding community. It is anticipated that the center will open during the 2018-2019 school year.

**Type of Project:** Institutional

**Total Project Cost:** $1,118,000

**TIF Funding Request:** $500,000

**TIF District:** Stony Island/Burnside

**Developer:** Chicago Family Health Center

**Timeline for Completion:** December, 2018

**Project Status:** CDC Approval, May, 2018

### RETURN ON INVESTMENT BENCHMARKS

- Advances Goal of Economic Development Plan: YES or NO
  - Develop and deploy neighborhood assets.

- Advances Goal of TIF District: YES or NO
  - Improve health and welfare of residents.

- Addresses Community Need: YES or NO
  - Lack of access to healthcare

- Jobs Created/Retained
  - Temporary construction jobs and 12 permanent jobs after completion.

- Affordable Housing Units Created/Preserved
  - Not applicable

- Return on Investment to City
  - Not applicable

### FINANCIAL BENCHMARKS

- Other Funds Leveraged by $1 of TIF: $1.23

- Types of Other Funding Leveraged: YES or NO
  - E-Cigarette Funds

- Financing Structure: $500,000 payment at RDA closing paid from area-wide TIF funds. Funds will be drawn down during construction upon DPD approval.

### RDA TERMS

- Payment Schedule:
  - One payment at RDA closing

- Taxpayer Protection Provisions: YES or NO
  - Operations covenant

- Monitoring Term of Agreement: 5 Years

### OTHER CONSIDERATIONS
Student Health Center at CVCA
Chicago Vocational Career Academy
SAMPLE OF CONTRACTOR'S LETTER

June 16, 2014

Mr. John Smith
MBE/WBE Contractor's Association
123 W. East St.
Chicago, IL 60601

BY CERTIFIED MAIL.

Re: 111 N. South Street

Dear Mr. Smith:

Able Development Co. is pleased to announce the redevelopment of the property located at 111 N. South Street, Chicago, Illinois. The property consists of a 10,000 square foot vacant building that will be redeveloped into sit-down, family style restaurant with on-site parking.

Able Development has chosen Acme Construction Co. to be the general contractor for the project. The project will require participation of trades such as carpentry, electrical, mechanical, plumbing, paving, roofing, and others. Attached to this letter is the project budget, which identifies the items subject to minority business enterprise (MBE) participation of 24 percent and women business enterprise (WBE) participation of four percent. The attachment also includes the estimated project schedule and contact information for the general contractor.

At your request, the general contractor will meet with a representative of your organization to present the project budget and schedule. At your request, the general contractor will also provide your organization with one copy of the project bid documents (including plans and specifications).

Able Development Co. is requesting that you make your member companies aware of this exciting project so that they may submit bids for appropriate subcontracting opportunities. Should you have any questions, please do not hesitate to call.

Sincerely,
Able Development Company

John Doe, President

cc: (Project Manager, DPD)
Omar Shareef
African American Contractors Assoc.
7445 S. South Chicago Avenue
Chicago, Illinois 60619
**Officers**
Nora Reyes, Chairman  
C: 773-343-3663

VP Compliance Officer at MB Financial Bank  
7874 Dunree Court  
Tinley Park, IL 60487  
H: 815-464-8194  
W: 847-653-1772

*Nick Valadez, Vice Chairman  
Lawyer  
5538 Jessica Drive  
Oak Forest, IL 60452  
C: 773-490-2613

*Julius Alexander, Treasurer  
Insurance Agent  
9019 South Euclid Avenue  
Chicago, IL 60617  
H: 773-734-5738  
W: 773-490-2613

*Fulton Nolen, Secretary  
Illinois ASCD Board of Directors  
Area 1 Representative  
9537 S Tripp Ave  
Oak Lawn, IL 60453  
W: (708) 422-6512

**Members**
*Cheryl Briscoe, Retired Project Manager  
11364 S. Champlain Avenue  
Chicago, IL 60628  
H: 773.995.9231

*Rev. Mark Brummel, St. Jude League  
4541 South Wood Street  
Chicago, IL 60609  
W: 312-236-7782 ext. 435

*Maria Julia Munoz, Homemaker  
206 116th Street  
Chicago, IL 60628  
H: 773-264-7115

*Lyleth Rodriguez, Food Pantry Director  
9390 South Kreiter Avenue  
Chicago, IL 60617  
H: 773-721-5306

James Simmons, Retired Electrical Engineer  
9112 South Clyde  
Chicago, IL 60617  
H: 773-978-3507

*Lupe Valadez, Retired Labor/Management Relations  
801 Harness Avenue  
Calumet City, IL 60409  
H: 708-891-5185

*Anthony Ziak, Secretary – Retired Bank Officer  
3036 200th Place  
Lynwood, IL 60411  
H: 708-418-0939

*Chicago Family Health Center User
April 6, 2018

I am writing to express my support for the allocation of Stony Island TIF funding for construction of the Chicago Family Health Center (CFHC) School Based Community Health Center to be located in Chicago Vocational Career Academy (CVCA). This exciting addition to the community, will bring much needed health services to the students of CVCA and the community at large.

Chicago Family Health Center has proved itself to be a strong and loyal community partner, providing comprehensive health care services in our community since 1977. CFHC has grown its footprint in the Southside and currently has five locations, serving over 32,000 patients per year. Opening the CVCA School Based Community Health Center will allow CFHC to provide 6,500 patient encounters a year and meet the important goals of addressing health disparities; improving student attendance and academic outcomes; and increasing the overall health and wellness of the community.

As a member of the Chicago Vocational Career Academy Parent Advisory Council, a group committed to the well-being of the students and the community, our parents welcome the opportunity to further the wellness through the addition of a School Based Community Health Center at CVCA.

Thank you for your consideration of funding this important project. Please do not hesitate to contact me regarding this issue.

Sincerely,

Taray Riley Waldroup
Executive Secretary
Chicago Vocational
Title I Parent Advisory Council
May 2, 2018

I am writing to express my support for the allocation of Stony Island TIF funding for construction of the Chicago Family Health Center (CFHC) School Based Community Health Center to be located in Chicago Vocational Career Academy (CVCA). This exciting addition to the community, will bring much needed health services to the students of CVCA and the community at large.

Chicago Family Health Center has proved itself to be a strong and loyal community partner, providing comprehensive health care services in our community since 1977. CFHC has grown its footprint in the Southside and currently has five locations, serving over 32,000 patients per year. Opening the CVCA School Based Community Health Center will allow CFHC to provide 6,500 patient encounters a year and meet the important goals of addressing health disparities; improving student attendance and academic outcomes; and increasing the overall health and wellness of the community.

As a representative of Advocate Trinity Hospital, a group committed to the well-being in the community, I welcome the opportunity to further the wellness through the addition of a School Based Community Health Center at CVCA.

Thank you for your consideration of funding this important project. Please do not hesitate to contact me regarding this issue.

Sincerely,

Terika Richardson
President
 Advocate South Suburban & Advocate Trinity Hospitals
Phone:
(708) 213-3002 Tie Line 46-3002
(773) 967-5001 Tie Line 455001
April 6, 2018

I am writing to express my support for the allocation of Stony Island TIF funding for construction of the Chicago Family Health Center (CFHC) School Based Community Health Center to be located in Chicago Vocational Career Academy (CVCA). This exciting addition to the community will bring much needed health services to the students of CVCA and the community at large.

Chicago Family Health Center has proven itself to be a strong and loyal community partner, providing comprehensive health care services in our community since 1977. CFHC has grown its footprint in the Southside and currently has five locations, serving over 32,000 patients per year. Opening the CVCA School Based Community Health Center will allow CFHC to provide 6,500 patient encounters a year and meet the important goals of addressing health disparities; improving student attendance and academic outcomes; and increasing the overall health and wellness of the community.

The Southeast Calumet Heights Homeowners Association is an organization committed to the united to build strong communities. We welcome the opportunity to further the wellness of our school and community family through the addition of a School Based Community Health Center at CVCA.

Thank you for your consideration of funding this important project. Please do not hesitate to contact me regarding this issue.

Sincerely,

Betty D. Porter
Executive Director
Southeast Calumet Heights Homeowners Association
Phone: 773-768-1710

"Homeowners United to Build Strong Communities"
April 18, 2018

To Whom It May Concern:

Chicago Family Health Center has served as a trusted provider to the South Side community for forty years. Their vision for the future of health care is strategic and has structure. As the lead partner in the Chicago Vocational Career Academy School Based Health Clinic they are continuing to expand their impact in Chicago by providing health and wellness services to the students at Chicago Vocational, their families, and as always, the community at large. Student’s access to on-site health care is another way for CFHC to further their mission. Student attendance and academic outcomes are certain to be positively impacted by the insertion of an SBHC within Chicago Vocational.

As a member of the CVCA/CFHC Advisory Council and representative of the community, I am pleased to advocate for the furthering of the CVCA/CFHC vision and mission. This letter is an expression of support of the allocation of Stony Island TIF funding for construction of the school based health clinic in Chicago Vocational Career Academy.

Your consideration in this matter is greatly appreciated.

Sincerely,

Michelle A. Harris
Alderman, 8th Ward
COMMUNITY DEVELOPMENT COMMISSION
OF THE
CITY OF CHICAGO

RESOLUTION NO. 18- CDC-

AUTHORIZATION TO NEGOTIATE A
REDEVELOPMENT AGREEMENT WITH CHICAGO FAMILY HEALTH CENTER

AND
RECOMMENDATION TO
THE CITY COUNCIL OF THE CITY OF CHICAGO
FOR THE DESIGNATION OF CHICAGO FAMILY HEALTH CENTER
AS DEVELOPER

WHEREAS, the Community Development Commission (the "Commission") of the City of Chicago (the "City") has heretofore been appointed by the Mayor of the City with the approval of its City Council (the City Council referred to herein collectively with the Mayor as the "Corporate Authorities") as codified in Section 2-124 of the City's Municipal Code; and

WHEREAS, the Commission is empowered by the Corporate Authorities to exercise certain powers enumerated in Section 5/11-74.4-4(k) of the Illinois Tax Increment Allocation Redevelopment Act, as amended (65 ILCS 5/11-74.4-1 et seq.), (as amended from time to time, the "Act"); and

WHEREAS, the City Council, upon the Commission's recommendation pursuant to Resolution 98-CDC-45 and pursuant to the Act, enacted three ordinances on June 19, 1998, pursuant to which the City approved and adopted a certain redevelopment plan and project (the "Plan") for the Stony Island/Burnside Redevelopment Project Area (the “Area”), designated the Area as a redevelopment project area and adopted tax increment allocation financing for the Area. The street boundaries of the Area are described on Exhibit A hereto; and

WHEREAS, Chicago Family Health Center (the “Developer”), has presented to the City’s Department of Planning and Development (the “Department”) a proposal for redevelopment of the Area or a portion thereof that is in compliance with the Plan, consisting of the construction of a Student Based Health Center at Chicago Vocational Career Academy (the “Project”); and

WHEREAS, DPD requests that the Commission recommend to City Council that the Developer be designated as the developer for the Project and that the Department be authorized to negotiate, execute and deliver a redevelopment agreement with the Developer for the Project; now, therefore,
BE IT RESOLVED BY THE COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF CHICAGO:

Section 1. The above recitals are incorporated herein and made a part hereof.

Section 2. The Commission hereby recommends to City Council that the Developer be designated as the developer for the Project and that the Department be authorized to negotiate, execute and deliver on the City’s behalf a redevelopment agreement with the Developer for the Project.

Section 3. If any provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions of this resolution.

Section 4. All resolutions, motions or orders in conflict with this resolution are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be effective as of the date of its adoption.

Section 6. A certified copy of this resolution shall be transmitted to the City Council.

ADOPTED: _________________, 2018

Attachment: Exhibit A, Street Boundary Description
EXHIBIT A

Street Boundary Description of the
Stony Island/Burnside Tax Increment Financing
Redevelopment Project Area

The Area is generally bounded by 80th Street on the north, Anthony Avenue on the east, 99th Street on the south, and Dauphin Avenue on the west.
### Company Information

**Company Name:** Chicago Family Health Center  
**Address 1:** 9119 S Exchange Ave.  
**Contact Person/Title:** Stephanie D. Willding, MPA  
**Telephone:** 773-364-2227  
**Email:** swilling@chicagofamilyhealth.org  
**Industry Description:** Health care

**Company Name:** Chicago Family Health Center  
**Address 1:** 9119 S Exchange Ave.  
**Contact Person/Title:** Stephanie D. Willding, MPA  
**Telephone:** 773-364-2227  
**Email:** swilling@chicagofamilyhealth.org  
**Industry Description:** Health care

**City/State/Zip:** Chicago, IL 60617  
**HR Contact/Title:** Leisa Mosley  
**Telephone:** 773-364-2243  
**Email:** lmosley@chicagofamilyhealth.org

- **# of Existing Jobs:** 260  
- **# of New Jobs:** -12

### Job Creation Information

**Directions:** Please list your new job titles below and also include the number of estimated positions for each title, technical skills required and start date.

<table>
<thead>
<tr>
<th>Position/Title</th>
<th># of Positions</th>
<th>Technical Skills</th>
<th>Approx. Wage/Salary</th>
<th>Estimated Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Assistant</td>
<td>3</td>
<td>Certification, CPR, etc.</td>
<td>$32,000</td>
<td>15-Dec-18</td>
</tr>
<tr>
<td>Dental Assistant</td>
<td>1</td>
<td>Certification, CPR, etc.</td>
<td>$28,000</td>
<td>15-Dec-18</td>
</tr>
<tr>
<td>Nurse Practitioner - Family Practice</td>
<td>1</td>
<td>Nurse Practitioner License</td>
<td>$105,000</td>
<td>1-Nov-18</td>
</tr>
<tr>
<td>Behavioral Health Therapist</td>
<td>1</td>
<td>LCSW or LCPC</td>
<td>$60,000</td>
<td>1-Nov-18</td>
</tr>
<tr>
<td>Dentist</td>
<td>1</td>
<td>DDS or DDO</td>
<td>$115,000</td>
<td>1-Nov-18</td>
</tr>
<tr>
<td>Patient Service Representative</td>
<td>2</td>
<td>High school diploma or GED</td>
<td>$27,000</td>
<td>15-Dec-18</td>
</tr>
<tr>
<td>Patient Financial Counselor</td>
<td>0.5</td>
<td>High school diploma or GED</td>
<td>$35,000</td>
<td>15-Dec-18</td>
</tr>
<tr>
<td>Clinic Manager</td>
<td>1</td>
<td>Medical Assistant or Registered Nurse</td>
<td>$60,000</td>
<td>1-Nov-18</td>
</tr>
<tr>
<td>Health Educator</td>
<td>1</td>
<td>High school diploma or GED</td>
<td>$35,000</td>
<td>15-Dec-18</td>
</tr>
<tr>
<td>Referral Coordinator</td>
<td>0.5</td>
<td>High school diploma or GED</td>
<td>$29,000</td>
<td>15-Dec-18</td>
</tr>
</tbody>
</table>

*A detailed job description for each position will be required for the Employment Plan.*

**Please return this form to the Workforce Solutions Unit, to the attention of either:**

- Emily Bradley  
  Coordinator of Economic Development  
  Phone: 312-744-8565  
  Email: emily.bradley@cityofchicago.org

- Camille Loggins  
  Coordinator of Economic Development  
  Phone: 312-744-0140  
  Email: camille.loggins@cityofchicago.org

If applicable, you will be contacted by the Workforce Solutions staff to complete an Employment Plan prior to your TIF application submission to the Community Development Commission (CDC).