

**Application form:**

**Community Planning Program and**

**Local Technical Assistance Program**

**DEADLINE: Noon on Thursday, June 26, 2014**

This application form is online at [www.rtachicago.com/applications](http://www.rtachicago.com/applications). You may submit the form by email to [applications@rtachicago.com](mailto:applications@rtachicago.com).

Upon receipt of application, you will receive an e-mail verifying that your application has been received.

**1. Name of Applicant: Village of Schaumburg**

**2. Main Contact for Application (please include name, phone number and email):**

**Martha Dooley - 847.923.3855 -** [**mdooley@ci.schaumburg.il.us**](mailto:mdooley@ci.schaumburg.il.us)

**3. Type of Applicant (please check any that apply):**

\_\_X\_ Local government

\_\_\_\_ Multijurisdictional group\* Please list the members of the group (including

government and nongovernmental organizations):

\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_ Nongovernmental organization\* Name of local government partner(s):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Applications submitted by multijurisdictional groups and nongovernmental organizations must include a letter indicating support from each relevant local government. See the FAQs for more information. Nongovernmental applicants are strongly encouraged to contact CMAP or the RTA prior to submitting their application to discuss their project and the demonstration of local support.

**4. Project Type (please check any that apply):**

Please check all statements below that describe characteristics of your project. (This will help us determine whether your project is best handled by CMAP or RTA.)

\_\_X\_ My project involves preparation of a plan.

\_\_\_\_ My project helps to implement a past plan.

\_\_X\_ My project links land use, transportation, and housing.

\_\_X\_ My project has direct relevance to public transit and supports the use of the existing transit system.

\_\_\_\_ My project is not directly related to transportation or land use, but implements GO TO 2040 in other ways.

**5. Project Location:**

Please provide a brief description of the location of your project. You may include a map if that helps to describe location, but this is not required. If your project helps to implement a past plan, please include a link to that plan. N/A

**6. Project Description:**

**Please tell us what you would like to do in your community, and what assistance is needed**. If you have more than one idea, please submit a separate application for each project. Please be specific, but also brief (less than two pages per project idea)—we simply want to have a basic understanding of what you want to do. CMAP and RTA staff will follow-up with you if we need any additional information to fully understand your proposed project.   
  
(Please include any additional information that is relevant, preferably by providing links to online documents.)

The Village of Schaumburg is in need of technical assistance to update its [Comprehensive Green Action Plan (C GAP)](http://www.ci.schaumburg.il.us/GreCorn/environ/Documents/Green%20Plan%202008_for%20Committee.pdf). Approved in 2009, C GAP was written by Village of Schaumburg staff using the framework of the US Conference of Mayors Climate Protection Agreement which expired in 2012.

C GAP was written at the beginning of one of the worst recessions this country has experienced. The goals were broad based and written to be achievable with little or no budgetary impact. With these constraints in mind, staff set about implementing many of the goals in C GAP using funding sources such as the EECBG program and energy efficiency grants through DCEO and the Illinois Clean Energy Community Foundation. Other programs were put in place at the staff level such as Schaumburg’s Anti Idling Protocol for village owned vehicles, enrollment in the ENERGY STAR Portfolio Manager Tool to track energy use, the expansion of Schaumburg’s annual recycling event that collects over 100,000 pounds of electronics, and the creation of the annual Al Larson Environmental Award Program.

Many of the goals in C GAP have been completed and some of the remaining goals are no longer relevant, leaving the document outdated and in need of an update. Furthermore, sustainability planning documents have evolved and become more robust taking into account local food systems, municipal policies, economic development, and environmental equity to name a few.

Past progress toward the implementation of G CAP should be included in the updated plan, and new relevant goals should be developed. Alignment with regional goals stated in GoTo2040 is an important component of this project. The updated plan should include indicators and implementation strategies to measure progress toward achieving the goals in the plan so they can be quantified and reported to the community. The village is hoping to reduce the number of categories and reformat the overall plan layout to be more inclusive and comprehensive. In other words, Schaumburg is not tied to the format of its current plan.

Schaumburg is in need of additional staff assistance to provide the time and expertise necessary to assemble information and format it into a plan. While Schaumburg has a Landscape and Sustainability Planner on staff, this position has been tasked with additional responsibilities as a result of corporate downsizing leaving less time to focus on long term planning projects such as updating C GAP. Roosevelt University at Schaumburg recently began a Sustainable Studies curriculum, the first degree program of its kind in the Chicago region and one of the few bachelor degrees in sustainability programs in the United States. Roosevelt University contacted the village seeking an intern position for one of their students enrolled in their undergraduate Sustainable Studies Curriculum. We believe an internship updating C GAP would be a valuable experience for a Roosevelt University student and would provide the village with a knowledgeable person to work on the project.

Schaumburg’s Landscape and Sustainability Planner will be the direct contact for the project and will work with Schaumburg’s Green Team, consisting of staff from across all village departments, to inform the plan of village policies and programs. The Landscape and Sustainability Planner will also assist in the development and writing of the plan, coordinate community outreach and input from Schaumburg’s Green Team and the external team of partners, and will take the plan through the village review and approval process.

To build consensus on the plan throughout the community, the village will invite several organizations to participate as a Team to inform the plan:

* Roosevelt University – Roosevelt University would provide a student intern from their Sustainable Studies Curriculum to assist in developing and writing the plan
* Business Community – Engage 1-3 major businesses on the team to represent the business community and sustainable facility practices
* School District 54 – School District 54 partners with the village on our Annual Recycling Event. They have also had success integrating sustainable practices into their facility management
* Schaumburg Township District Library – They offer programs and recycling events that support C GAP; partner with Schaumburg for our Annual Environmental Fair and Annual Recycling Event; and would provide input on programming ideas for outreach into the community
* Schaumburg Township – Provide insight into the population they serve, the programs they provide, their transit service for senior and disabled, and any gaps in service
* Schaumburg Park District - Provide input on the preservation of park space and the amount of park space in Schaumburg
* Bikeways Committee and Schaumburg Bicycle Club – Provide input on bicycling as a transportation option
* Prairie Center Arts Foundation and 1% for Art Committee – Inform the plan of public art displays and programs they provide for the underserved through Arts Partners and Theater Buddies
* Village of Schaumburg Green Team – a committee of 13 staff members that will provide departmental and community information and act as a steering committee
* Village of Schaumburg Environmental Committee – A committee of 9 residents that will be involved throughout the process as an advisory committee to the Village Board. Progress on the plan would be sent from the Green Team to the Environmental Committee who would then make a recommendation to the Health and Human Services Committee, a standing committee comprised of three Trustees. The Health and Human Services Committee would then act as a recommending body to the Village Board. It is expected that periodic updates would be provided to the Village Board who would approve the final plan.

Schaumburg would welcome the opportunity to participate as a Pilot Project using the Sustainability Plan Toolkit if direct assistance is not available.