

Welcome to Elk Grove Township

RESIDENT RESOURCE GUIDE



A MESSAGE TO OUR TOWNSHIP RESIDENTS

We present this Resource Guide in an effort to inform our residents of all the services offered by Elk Grove Township. We hope this Guide will be something you keep for your future reference.

This Guide provides you with information regarding your Township Board, Clerk's office, Assessor's office, General Assistance, and the Highway Department. It gives you a scope of all the services provided under each category.

Elk Grove Township is proud of its history and proud of its services. We are here to answer your questions and guide you to the many resources that are available to you as a Township resident.

The elected officials and Township staff are here to assist you in any way we can. We spend your tax dollars as required by state law, by funding more than 25 social service agencies to take care of specific needs of the communities. This encompasses everything from daycare to senior care, from physical health to mental health. As you look through this Guide, you will see the list of these agencies that are available to all Township residents who may need help.

Our goal is to enhance the quality of life in our Township and to provide meaningful assistance to all who live within Elk Grove Township.



Nanci L. Vanderweel

Supervisor, Elk Grove Township

Trustees

George K. Busse

Andrea Koshaba

Greg O'Brien

Suellen Satern

Mike Sweeney, Clerk

Connie Carosielli, Assessor

Charles Serchuk, Highway Commissioner

Dennis Saviano, Collector

ABOUT US

A Township is a basic division of a County, a primary unit of local government having powers to levy taxes, pass local ordinances, regulations, and provide various services as authorized by state law.

Ideally, a Township is a portion of a territory six miles on each side – 36 miles in area. However, this often varies due to both geographical and political reasons. ELK GROVE TOWNSHIP is about 31 square miles, having lost an area at its southeast corner, now part of O'Hare Field, to the City of Chicago.

The boundaries of ELK GROVE TOWNSHIP are Central Road on the north; Mt. Prospect Road on the east; Devon Avenue on the south; and Rohlwing Road (generally Route 53) on the west.

About 66% of Elk Grove Village is in our Township; 55% of Mount Prospect; 20% of Des Plaines; 15% of Arlington Heights; and 10% of Rolling Meadows. About one-fourth of the geographic area of the Township is unincorporated, a large portion of which is Forest Preserve.

There are nine elected Township officials; the SUPERVISOR is the chief administrative official, Chairman of the Board of Trustees, Treasurer of all funds, and Supervisor of General Assistance. The CLERK is the secretary of the Board of Trustees, custodial of all Township records, and has responsibility in all matters relating to elections. The ASSESSOR is in charge of all matters pertaining to tax assessment, tax complaints, and tax relief grants. The COLLECTOR is a non-functioning position at the present time due to a court restraining order; hence this official receives no salary or office expenses. The HIGHWAY COMMISSIONER is responsible for construction, maintenance, and repairs of all Township roads and bridges. Along with the Supervisor, the TRUSTEES, four in number, make up the Board of Trustees, which is the legislative branch of the Township. They examine all Township accounts, set Township policy, determine budgets and tax levies, and serve on various Township boards and commissions.

ELK GROVE TOWNSHIP has four budgets – Town Fund, General Assistance, Road & Bridge, and Sewer. The Board of Trustees pass budgets for each fiscal year, which run from April 1st to March 31st.

The TOWN FUND budget covers administrative and operating costs, salaries, supplies, maintenance, renovation, and social service programs. It is funded primarily with real estate tax money plus some small amounts of miscellaneous income and investment interest.

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ABOUT US

The GENERAL ASSISTANCE budget covers operative expenses and support for the needy who qualify under the General Assistance guidelines. It is funded by real estate tax money and investment income.

The ROAD & BRIDGE budget covers administrative costs, Highway Department employees' salaries, and costs to construct, maintain and repair Township roads and bridges. It is funded by real estate tax money and investment interest.

The SEWER budget covers administrative costs, repairs, and construction and maintenance of sewers owned by the Township. No tax monies are involved in this budget. All funds are obtained from maintenance fees paid by commercial, industrial, residential users, and investment interest.

Approximately 1% of a Township homeowner's real estate taxes fund the combined Town Fund, General Assistance and Road & Bridge budgets. The other 99% goes to schools, Cook County, your local village/city, libraries, park districts, water reclamation, forest preserve, Cook County health facilities, and other governmental entities.

Township government has been in existence since 1850 in Illinois. The quality of government that was established then is the formula we use today.

The population of Elk Grove Township is approximately 95,000 residents, with about 8,000 people living in the unincorporated areas.

Township government is the oldest form of government in the United States.

CONTACT US:

Elk Grove Township

2400 South Arlington Heights Road

Arlington Heights, Illinois 60005

Phone: (847) 437-0300

Fax: (847) 437-0434

Email: admin@elkgrovetownship.com

Website: www.elkgrovetownship.com

SERVICES OF THE TOWNSHIP CLERK AND ADMINISTRATIVE OFFICES

- Recording monthly board minutes and maintaining Township records
- Filing Township budget and appropriations ordinances
- Filing road district budget and appropriations ordinances
- Voter registration and assistance
- Election judge supply packets
- Applications for disabled absentee voters and student absentee voters
- Publicizing early voting sites
- Freedom of Information Act requests
- Notice of Annual Town Meeting
- Making schedule of regular meetings available

ADDITIONAL SERVICES

- Township map distribution
- Senior bus service
- Township newsletter
- TRIP program
- Passport Acceptance Facility (by appointment only)
- Cook County vehicle stickers
- Hunting and fishing licenses
- Notary Public
- Handicapped parking placards
- Disability Transport Services

Office hours are Monday through Friday, 9:00 a.m. until 4:00 p.m.
For more information, call the Township office at (847) 437-0300.

TOWNSHIP SERVICES

SENIOR CITIZEN BUS SERVICE

Senior residents of Elk Grove Township age 55 and older may use the DIAL-A-BUS services. Due to insurance restrictions, grandchildren are not allowed to ride on the bus. Facilities for mobility-limited riders (i.e., walkers, wheelchairs, etc.) can be provided on the DIAL-A-BUS. Please inform us of your disability when calling for a reservation.

DIAL-A-BUS (door-to-door service)

Available to seniors Monday through Friday 9:00 a.m. until 4:00 p.m. on an advanced-reservation basis. Reservations must be made at least one day in advance by calling the Township before 3:00 p.m. On the day of your scheduled ride, call at 9:15 a.m. to find out your approximate pick-up time. To make a reservation or to receive a bus schedule, call (847) 437-0300.

BICYCLE SAFETY

Bicycle Safety is a program provided by Elk Grove Township to all students of our Township. The program is two-fold: first, an instructor visits the students at their schools and makes a presentation which includes a bicycle safety video and a question and answer period.

The second portion of the program is more hands-on. It consists of a field trip to the Township Bicycle Safety Facility where the children have the opportunity to apply the skills they learned in the classroom. Children are invited to participate from grades K-5. Please call (847) 437-0300 for more information regarding this one-of-a-kind program.

YOUTH SERVICES OF ELK GROVE TOWNSHIP

The Youth Services Department of Elk Grove Township works to develop healthy and responsible young people by strengthening Township families (through family counseling) and through the many Challenge Program offerings for Township Youth that includes life skills (decision-making, planning, communication, problem-solving), gang prevention, bullying prevention, girls issues/support groups, team building, and many more. For further information, contact Youth Services at 847-981-0373.

ELK GROVE TOWNSHIP DAY CARE CENTER

The Township Day Care Center provides quality care for all socioeconomic levels. Subsidized tuition is available for those who qualify. For information please call (847) 439-5577.

TOWNSHIP SERVICES

PASSPORT SERVICES

The United States Department of State has authorized Elk Grove Township to accept passport applications. Call for information regarding cost, time frame, and necessary documentation that is needed. Appointments are necessary.

IN-HOUSE LIBRARY

Bring a book – take a book; this is a free service to all Township residents and is operational during Township business hours. There is no cost to the taxpayer or to the residents to take a book. You do not have to check in or to check out. The selection of books changes from time to time depending on the books we collect. If you don't find what you want this trip, come back and visit us again!

BI-LINGUAL SERVICES

Spanish speaking staff members are available to assist you.

AWARDS AND ACCOLADES:

2001 Governor's Home Town Award in honor of the Mobile Dental Clinic which provides dental services to low-income residents.

Website of the Year Award presented from the Township Officials of Illinois.

The History of Elk Grove Township, a 118-page book which traces the founding and growth of the Township from 1950 to the present time.

Mighty Message Contest presented from the Township Officials of Illinois.

2008 Governor's Home Town Award in honor of the In-House Library created by the generosity of the books donated by the residents of Elk Grove Township.

WE ARE PLEASED TO LET YOU KNOW:

For your health and safety, all Township buildings are smoke free.

TOWNSHIP ASSESSOR SERVICES

The purpose of the Elk Grove Township Assessor's office is to assist taxpayers with questions and concerns, filling out forms, filing exemptions and appeals, certificates of error and, in general, demystify the property tax system. We function as your resource.

Services offered by the Assessor's office include:

- Homeowner Exemptions
- Senior Exemptions
- Long Time Occupant Homeowner Exemption
- Senior Citizen Assessment Freeze
- Disabled Person Exemption
- Disabled Veteran's Exemption
- Returning Veteran's Homeowner Exemption
- Assessed value complaints and appeals
- Board of Review complaints and appeals
- Tax deferral applications
- Property characteristic changes
- Filing Certificate of Error applications
- Name change on tax bill
- Notary service
- Applications for division and consolidation of properties
- Property location changes
- And more...

For more information and/or questions, please call (847) 437-0300.

Ask for the Assessor's office or email us at assessor@elkgrovetownship.com.



HIGHWAY DEPARTMENT

Highway Department street programs include the following for unincorporated roads in Elk Grove Township:

- Street repairing and maintenance
- Snow plowing and salting
- Branch pickup
- Issuing driveway permits
- Sign installation and maintenance
- Cross-walk painting
- Street striping
- Storm sewer cleaning and repairing
- Gravel on shoulders of roads
- Terracing shoulders with black dirt and reseeding
- Flood control
- Repairing, replacing, and installing of culverts as needed
- Maintenance of Township buildings

Contact us:

Elk Grove Township

2400 South Arlington Heights Road

Arlington Heights, Illinois 60005

Phone: (847) 437-0300

Highway Department: (847) 437-0430

Fax: (847) 437-0434

Email: admin@elkgrovetownship.com

Website: www.elkgrovetownship.com

GENERAL ASSISTANCE DEPARTMENT

GENERAL ASSISTANCE

General Assistance, or GA, is a public assistance program mandated by state law for adults who are ineligible for state or federal programs and who meet financial requirements. GA can provide monthly allotments for shelter, food, clothing, personal essentials, and transportation through direct vendor disbursements. Decisions of eligibility are made based upon state guidelines which include financial and non-financial criteria and program participation requirements. Interested Township residents in need should call or come in to pick up an application.

EMERGENCY ASSISTANCE

Emergency Assistance, or EA, is available to families with children who are facing a life-threatening circumstance, such as eviction or utility disconnection, and who meet Township-established financial guidelines. Residents facing such situations should call for an appointment. State guidelines, including non-financial criteria, must also be met. Assistance is limited to no more than once in an 18-month period. Persons receiving TANF or SSI are ineligible.

FOOD PANTRY

Elk Grove Township Emergency Food Pantry, which is stocked by community donations, is open to any Township resident in need. To receive food, a picture identification, proof of residency (such as a lease or utility bill), and proof of income for the household for the last 30 days is required. The food pantry can be accessed every other month. Donations are received all year round during regular business hours. Refrigerators and freezers are available.

ACCESS TO CARE INTAKE

Access to Care is a program offering primary medical care, treatment and prescriptions for minimal co-payments. Suburban Cook County residents not covered by private insurance, Medicaid, or Medicare and who qualify financially can enroll. There is a low yearly enrollment fee. Please call the General Assistance Department to inquire and make an appointment.

GENERAL ASSISTANCE DEPARTMENT

TOWNSHIP HEALTH NURSE

A qualified Registered Nurse is available to conduct home visits for seniors and disabled residents living in the unincorporated areas. Services offered by the Township Health Nurse are health assessments, screenings, blood pressure readings, and sugar checks. She will also provide health education to residents requesting such.

A-OK PROGRAM

This program is designed to enable Elk Grove Township low-income seniors to have work done around their home by students from High School District 214. Seniors in need should call to schedule an appointment for a home visit.

SEASONAL PROGRAMS

During the summer, the GIVING GARDEN program invites residents with gardens to share their harvest of fresh fruits and vegetables to supplement the food pantry. Fall has the SCHOOL DAYS Campaign during which we collect and distribute required classroom supplies to low-income families in District 59. Holiday programs round out the year with FOOD BASKETS at Thanksgiving and the ADOPT-A-FAMILY program at Christmas. Our community spreads the Christmas spirit by giving clothes, food, and toys to its neighbors.

SALVATION ARMY EXTENSION UNIT

Elk Grove Township and Elk Grove Village supply volunteers and act as a Service Extension Unit site for the Salvation Army. Funds are provided for emergencies such as preventing eviction, utility disconnection, or an unexpected prescription cost. Residents must be interviewed and qualified to receive funding. All funds donated are used for the needy within the Elk Grove Township/Elk Grove Village communities.

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GENERAL ASSISTANCE DEPARTMENT

JUDY DIXON ANGEL FUND

Supported entirely by community donations, the Angel Fund was named to honor the previous GA Director, Judy Dixon, as she believed there are times in everyone's life when "a little help from an angel" is needed to get through a tough situation. The fund is used to help individuals and families who are facing life-threatening circumstances and who are not qualified for other state-mandated programs.

HERBERT E. LINNEWEH FOOD FUND

Begun with a generous bequest from a life-long Mount Prospect resident, this fund is used to buy meat which supplements the non-perishable food given out by the food pantry. Township residents who share Mr. Linneweh's concern for their needy neighbors continue to provide cash donations to this fund, which are also used to purchase food products when pantry donations are low.

INFORMATION AND REFERRAL

In addition to Township programs, staff is knowledgeable about the state and federal entitlements. Applications for most Illinois Department of Human Services programs are available and advocacy is provided when necessary.



GENERAL ASSISTANCE DEPARTMENT

LIHEAP

LIHEAP, Low Income Home Energy Assistance Program, offers a one-time credit on gas and electric bills during the winter months for low income residents. Seniors and those receiving disability can apply beginning September 1st. All others can apply beginning November 1st.

For more information and/or questions, please call (847) 437-0300. Ask for the General Assistance office or email us at ga@elkgrovetownship.com.



SENIOR ASSISTANCE

DISABILITY TRANSPORT SERVICE

Who is eligible: The permanently disabled over the age of 18 and senior citizens over the age of 55.

Permanently disabled individuals are defined as the following:

1. Developmentally disabled;
2. Marked or extreme mental illness; and/or
3. ADA certified.

Individuals age 55 years and above do not have to have prior approval of their physicians to use this service.

All registered and approved riders will be issued vouchers worth a \$5.00 discount for each a one-way trip. Taxi rides will be through the 303 Taxi in Mount Prospect.

TOWNSHIP RIDERS INITIATIVE PROGRAM (TRIP)

This program is the Northwest Suburban Cook County Inter-township Transportation for medical purposes for senior citizens and persons with disabilities. The residents must reside in either of these townships: Elk Grove, Hanover, Palatine, Schaumburg or Wheeling.

Applicants must be 60 years of age or older, and the disabled must be over the age of 18. One service animal, caregiver or attendant may accompany the rider.

There is a minimal fee for this service. For further information call the Township at 847-437-0300.

You may go anywhere within these seven townships: Barrington, Elk Grove, Hanover, Maine, Palatine, Schaumburg and Wheeling.

Additional destinations are as follows: Stroger Cook County Hospital, Hines Veterans Hospital in Maywood and the Veterans Administration Hospital in Elgin.

AGENCIES FUNDED BY ELK GROVE TOWNSHIP

Contact the agencies at the phone numbers listed below to take advantage of any services needed by any member of your family.

Behavioral Health Services (847) 619-0849
Behavioral Health Services provides substance abuse services for area residents.

Catholic Charities (847) 376-2100
Catholic Charities provides counseling and other services for children, families, seniors and the physically, emotionally and mentally challenged residents of all religions, races, and nationalities.

CEDA Active Fathers Program (847) 392-2332
CEDA Active Fathers Program helps strengthen the emotional and financial relationship between predominantly low income fathers and their children.

Children's Advocacy Center (847) 885-0100
Children's Advocacy Center provides free sensitive interviewing and court advocacy for children who may be victims of sexual or physical abuse.

Clearbrook Center (847) 870-7711
Clearbrook Center serves infants, children and adults who have developmental disabilities by providing both day and residential services.

Community Connections Center (847) 506-4930
Community Connections Center offers a service for seniors which provides them with current information on opportunities and services available to them within their communities; assesses their problems and capacities; links them to the opportunities and services available; and establishes adequate follow-up procedures based on their needs.

Countryside Association (847) 438-8855
Countryside Association provides supervised job training and helps families take care of any family members with developmental disabilities in the home environment.

District 214 Community Education (847) 718-7706
District 214 Community Education provides READ TO LEARN literacy/volunteer program and the Senior Celebration Day.

AGENCIES FUNDED BY ELK GROVE TOWNSHIP

Faith Community Homes (847) 342-0846

Faith Community Homes assists in providing funding for housing and expenses for people on the brink of homelessness or foreclosure and helps to get them back on their feet with budget planning and counseling.

Journeys from PADS to Hope (847) 963-9163

Faith-based community sites provide a safe environment, food, and shelter to homeless adults and children from October 1st through April 30th.

Kenneth Young Center (847) 524-8800

Kenneth Young Center offers counseling and crisis intervention for adults, children and families; Meals on Wheels; psychiatric services; and in-home services for frail elderly persons.

Life Span (847) 824-0382

Life Span provides a comprehensive array of domestic violence services to battered women and children, including criminal court advocacy and legal representation.

Little City Foundation (847) 358-5510

Little City Foundation provides mentally-challenged adults transportation to work, assists with getting them on their feet financially, and helps them locate suitable living quarters.

Mobile Dental Clinic (847) 618-5573

This is a joint venture with Northwest Community Hospital, Palatine Township, and Wheeling Township. The program offers preventive and simple restorative dental treatment in a state-of-the-art clinic on wheels. Cost is a surprisingly low \$30 per visit. Residents must be income-qualified. Contact the General Assistance Department to inquire and make an appointment.

Northwest Suburban Day Care Center (847) 299-5103

Northwest Suburban Day Care Center offers affordable day care for low-income families which allows the parents to continue working to support their families.

PHD (847) 359-4919

PHD services include budget counseling and parenting classes. Spanish-speaking social workers, as well as printed materials in Spanish, are available to serve Hispanic clients.

AGENCIES FUNDED BY ELK GROVE TOWNSHIP

R.S.V.P.

(847) 228-1006

The Retired and Senior Volunteer Program recruits those 55 and over as volunteers for charitable not-for-profit organizations, schools and hospitals.

Salvation Army

(847) 392-0265

Salvation Army provides individual, marital, family and group counseling, as well as a domestic violence program; fees billed on a sliding scale.

Shelter, Inc.

(847) 255-8060

Shelter, Inc. provides community-based emergency and longer-term care and housing for children, ages birth through 17, who are abused, neglected or in need of supervision.

Wings

(847) 519-7820

Wings provides transitional living for women and their children who are homeless or at risk of becoming homeless, as well as support services to enable the women to become independent.



ELK GROVE TOWNSHIP MEMBERSHIPS AND PARTNERSHIPS

MEMBERSHIPS

Arlington Heights Chamber of Commerce

Elk Grove Chamber of Commerce

Mount Prospect Chamber of Commerce

Township Officials of Cook County

Township Officials of Illinois

PARTNERSHIPS

School District 214 “A-OK” Program and Senior Celebration Day

Community Character Coalition of Elk Grove

Northwest Community Hospital Mobile Dental Clinic

VILLAGES AND TOWNS SERVING THE AREA

Village of Arlington Heights	www.vah.com (847) 368-5000
City of Des Plaines	www.desplaines.org (847) 391-5300
Elk Grove Village	www.elkgrove.com (847) 439-3900
Village of Mount Prospect	www.mtprospect.org (847) 392-6000
City of Rolling Meadows	www.ci.rolling-meadows.il.us (847) 394-8500

TOWNSHIP OFFICE

Elk Grove Township	www.elkgrovetownship.com (847) 437-0300
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ELK GROVE TOWNSHIP IMPORTANT NUMBERS

UTILITIES

Commonwealth Edison (800) 334-7661
(to report outages)

Nicor Gas (to report problems) (888) 642-6748

J.U.L.I.E. (gas, electric, water, (800) 892-0123
telephone and cable locating service
– call 24 hours prior to digging)

STATE OF ILLINOIS

General Information (312) 793-3500

Secretary of State (800) 252-2904

IDOT Roadway Information (800) 452-4368

Cook County Courthouse (847) 818-2000
(Rolling Meadows)

Attorney General (312) 814-3000

Better Business Bureau- (312) 832-0500
Inquiries/Complaints

Illinois Auto License/ (312) 793-1010
Secretary of State

Social Security Office (800) 772-1213





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2400 S. Arlington Heights Road
Arlington Heights, Illinois 60005
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Fax: (847) 437-0434
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