

**RIVERBOAT GRANT  
PAYOUT TRANSMITTAL**

**DATE:** August 7, 2008

**GRANT NO.:** G-08-28

**ORG. NAME:** Day One Network  
**& ADDRESS:** Ms. Chris Finks  
1551 E. Fabyan Parkway  
Geneva, IL 60134

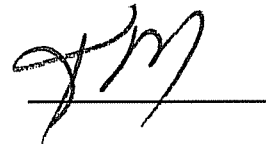
**TOTAL AMOUNT OF GRANT:** \$8,000

**AMOUNT  
REQUESTED TODAY:** \$5,354.99

**COMMENTS:** Attached is a copy of the Invoice and supporting documentation for the request. Also attached is the original application.

**SIGN-OFFS:**

**CHAIRMAN McCONNAUGHAY**



**FINANCE DIRECTOR PATTELLI**

\_\_\_\_\_

**FILE – GRANT ADMINISTRATOR ANDERSON**

\_\_\_\_\_

DayOneNetwork  
1551 E. Fabyan Parkway  
Geneva, Illinois 60134  
630.879.2277 tel  
630.879.9098 fax  
www.dayonenetwork.org

July 16, 2008

Maureen Anderson  
Kane County Riverboat Grant Administrator  
County Board Office  
719 Batavia Avenue  
Geneva, IL. 60134

Dear Ms. Anderson:

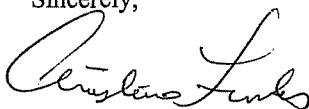
Attached are the orders from Dell for DayOneNetwork's new server.

Dell Monitor - \$	199.00
Dell Server	5,155.99
Total	\$5,354.99

I will have a final report when our IT consultant finishes with the install.

If you have any questions please feel free to give me a call at 630/879-2277x101.

Sincerely,



Christine Finks  
Business Manager

Attachments

dayone

## Chris Finks

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**From:** Ryan\_Walters@dell.com  
**Sent:** Monday, July 14, 2008 4:09 PM  
**To:** Chris Finks  
**Subject:** Dell Order Summary for order number #353912243

### Dell Order Information

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Dell Purchase ID: 2000282588704  
Order Number: 353912243

Customer Number: 94006170  
Sales Point of Contact: Justin  
Email Address: justin\_schuffert@dell.com  
Phone: 5129461063 ext: 9467063

Order was placed on: 06/19/2008  
Estimated Shipping Date: 06/27/2008

Shipped To:  
DAYONENETWORK  
1511 EAST FABYAN PKWY  
GENEVA, IL 60134

\*Sales Tax: \$0.00

Shipping and/or Handling: \$0.00

Product Sub Total : \$199.00  
Total Order Amount: \$199.00

\*\*Associated Order Number: 353912219

### Order Detail

Qty	Part #	Description
1	320-5581	Dell E198FP, Wide, 19 Inch Flat Panel 19.0 Inch Viewable ImageSize, OptiPlex, Precision and Latitude, Customer Install
1	983-2847	3YR Limited Warranty Monitor, Advanced Exchange

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Dell Purchase ID: 2000282588704  
Order Number: 353912219

Customer Number: 94006170  
Sales Point of Contact: Justin  
Email Address: justin\_schuffert@dell.com  
Phone: 5129461063 ext: 9467063

Order was placed on: 06/19/2008  
Estimated Shipping Date: 07/01/2008  
Shipped To:

DAYONENETWORK  
1511 EAST FABYAN PKWY  
GENEVA, IL 60134

\*Sales Tax: \$0.00

Shipping and/or Handling: \$29.99

Product Sub Total : \$5,126.00  
Total Order Amount: \$5,155.99

\*\*Associated Order Number: 353912243

### Order Detail

Qty	Part #	Description
1	223-4719	Quad Core Xeon Processor E54052x6MB Cache, 2.0GHz, 1333MHz FSB, PE2900
1	311-8025	Quad Core Xeon E5405 2nd Processor, 2x6MB Cache, 2.0GHz1333MHz FSB, PE2900
1	466-0819	4GB 667MHz (4X1GB), Dual Ranked Fully Buffered DIMMs
1	310-8172	Optical Two-Button Mouse USB, Black
1	310-8170	Keyboard, USB, Black
1	430-2968	LOM NICs are TOE Ready
1	341-3029	73GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive
1	467-2724	PERC6i SAS RAID Controller Internal with Battery
1	341-3052	No Floppy Drive
1	420-7546	Microsoft Small Business Server 2003 R2 with SP2 Standard Edition
1	430-1764	ONBOARD BROADCOM 5708 1GBE NETWORKING
1	341-3049	PowerVault 110T, LTO2-L Tape Backup, 200/400GB w/Controller, Internal
1	313-5854	16X DVD-ROM for PowerEdge 2900
1	313-4363	Tower Bezel Included
1	310-7402	Electronic Documentation and OpenManage DVD Kit
1	341-3029	73GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive
1	341-5755	Integrated SAS/SATA RAID 1/RAID 5, PERC 6/i Integrated
1	313-5853	Tower Chassis Orientation

1 310-7405 Redundant Power Supply with Y-Cord for PowerEdge 2900  
1 310-8509 Power Cord, NEMA 5-15P to C14,15 amp, wall plug, 10 feet / 3 meter  
1 987-1262 Pro Support for IT: Next Business Day Onsite Service After Problem Diagnosis,  
2Year Extended  
1 987-5710 Pro Support for IT: Next Business Day Onsite Service After Problem Diagnosis,  
Initial Year  
1 984-1469 Dell Hardware Warranty, Extended Year(s)  
1 984-1467 Dell Hardware Warranty Plus Onsite Service Initial YR  
1 987-1302 ProSupport for IT: 7x24 HW / SW Tech Support and Assistance for Certified IT  
Staff, 3 Year  
1 989-3439 Thank you choosing Dell ProSupport. For tech support, visit  
<http://support.dell.com/ProSupport> or call 1-800-945-3355  
1 900-9997 On-Site Installation Declined  
1 341-3031 146GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive  
1 341-3031 146GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive  
1 341-3031 146GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive  
1 341-3031 146GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive  
1 340-8693 Tape Media for LTO-2, 200/400GB, 5 Pack



Cards

## CARD ACTIVITY For CHRISTINE FINKS

Close Window

Print Window



Business Gold Card - 31019 | Current Statement - Jun 16, 2008 through Jul 15, 2008 | All Transactions |

## TRANSACTION DETAIL

Activity for CHRISTINE FINKS-31019

 Show or  Hide all details

Displaying 1-20 of 20 Transactions

Date	Description	Amount
07/14/2008	<input checked="" type="checkbox"/> ENTERPRISE RENTACAR PLANO IL	57.74
07/10/2008	<input checked="" type="checkbox"/> BUILDINGSTARS CHI OPOAK BROOK IL	642.00
07/09/2008	<input checked="" type="checkbox"/> SHELL OIL 2744235070YORKVILLE IL	76.35
07/08/2008	<input checked="" type="checkbox"/> MENDEL PLUMBING & HEST. CHARLES IL	315.00
07/08/2008	<input checked="" type="checkbox"/> QUILL CORPORATION 00LINCOLNSHIRE IL	62.98
07/03/2008	<input checked="" type="checkbox"/> QUILL CORPORATION 00LINCOLNSHIRE IL	17.99
07/02/2008	<input checked="" type="checkbox"/> QUILL CORPORATION 00LINCOLNSHIRE IL	247.70
07/01/2008	<input checked="" type="checkbox"/> QUILL CORPORATION 00LINCOLNSHIRE IL	202.30
06/30/2008	<input checked="" type="checkbox"/> QUILL CORPORATION 00LINCOLNSHIRE IL	-4.78
06/30/2008	<input checked="" type="checkbox"/> QUILL CORPORATION 00LINCOLNSHIRE IL	209.95
06/29/2008	<input checked="" type="checkbox"/> COUNTRY MARKET AMOCOSANDWICH IL	100.00
06/28/2008	<input checked="" type="checkbox"/> DELL MARKKETING L.P.AUSTIN TX	633.00
06/25/2008	<input checked="" type="checkbox"/> DELL MARKETING L.P. AUSTIN TX	5,155.99
06/23/2008	<input checked="" type="checkbox"/> DELL MARKETING L.P. AUSTIN TX	199.00
06/20/2008	<input checked="" type="checkbox"/> QUILL CORPORATION 00LINCOLNSHIRE IL	324.22
06/18/2008	<input checked="" type="checkbox"/> CHARLIE FOX'S GENEVAGENEVA IL	124.65
06/18/2008	<input checked="" type="checkbox"/> JEWEL-OSCO 3219 BATAVIA IL	29.17
06/18/2008	<input checked="" type="checkbox"/> OFFICEMAX, INC. 0724BATAVIA IL	27.91
06/17/2008	<input checked="" type="checkbox"/> QUILL CORPORATION 00LINCOLNSHIRE IL	219.94
06/16/2008	<input checked="" type="checkbox"/> QUILL CORPORATION 00LINCOLNSHIRE IL	224.29

Close Window

Maureen -

Here is the information you requested.

Hope you had a great vacation.

Thanks

Chris Finks

KANE COUNTY  
RIVERBOAT FUND PROGRAM  
Application

**APPLICATION SUMMARY**

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Project Name: **Computer Equipment**  
Applicant Name: DayOneNetwork  
Applicant Address: 1551 E. Fabyan Parkway, Geneva, IL 60134 FEIN: 37-1252835  
Contact Name: Joyce Helander, Executive Director  
Phone: (630) 879-2277 FAX: (630) 879-9098

Project Summary: *(provide a general statement explaining the scope and purpose of your project.)*

The proposed project will replace outdated computer equipment. Grant funds are needed to purchase and install an Intel Small Business Server, and 10 Intel desktop PCs.

Riverboat Grants are given for projects in the areas of Education, Economic Development and Environment. Which category does your project address and why?

DayOneNetwork provides service coordination and advocacy to persons of all ages with developmental disabilities and delays, and their families. Serving this population includes providing education about their disability, the community services available, how to access them, and how to ensure services are appropriate. Community education activities for DD individuals are also provided.

**PROJECT FUNDING**

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1. Total cost of project identified above \$18,000
2. Total funds available from other sources. \$10,000
3. Amount requested from Kane County Riverboat Fund Program \$ 8,000

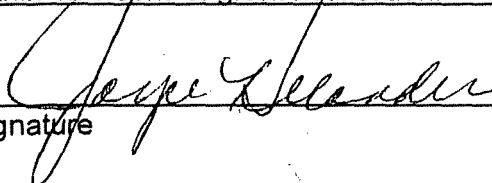
**4. Attach a budget for the project.** Include all project expenses. Include contractor quotations, etc. to support expenses. Identify the funding sources that will cover those expenses. **We encourage multiple funding sources.** Please provide a fundraising plan. Indicate whether or not funding sources are committed to the project and, if so, the date these funds will be available. Documentation of other funding sources is required.

**PROJECT TIMELINE**

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Provide timeline for start date, major milestones, and completion of project.

Re-bidding and selection of vendors will be completed within 3-4 weeks of notification. Equipment will be received and installed within 8 weeks of notification. Project will be completed and grant reports submitted within 12 weeks of grant notification.

  
Signature

12-28-07  
Date

# PROJECT/PROGRAM QUESTIONNAIRE

## PROJECT QUESTIONS:

### **1. What do you intend to do with the Riverboat Fund money?**

The proposed project will replace outdated computer equipment. Grant funds are needed to purchase and install an Intel Small Business Server, and purchase and install 10 Intel desktop PCs. Current uses of computer technology at DayOne include: word processing, client and donor data bases, payroll preparation, budgeting, fiscal reporting, staff resource information, inventory control, email, program/client related internet research, and a website.

The current server was an in-kind donation in 2005 and is running out of capacity (hard drive space, CPU speed, and memory) based on the growth of the agency. A new server will be more reliable, consume less power and less space. The agency is using 35 desktops and 24 laptops on a regular basis. Many of the staff desktop PCs are over 6 years old, running on Windows 2000 with limited readability, consuming extra electricity and desk top space.

The current server will be replaced with a Quad Core Intel Xeon 2.0 GHz, Windows Small Business Server 2003 (w 5 CALs), 4GB RAM, RAID 1 and RAID 5, 146GB 15K RPN SAS (5 drives), Internal Backup System LtO2 200/400GB, CD/DVD ROM, 17" LCD Monitor, keyboard, mouse, speakers, etc. at an estimated cost of \$5,500. Installation, setup, configuration, and user and application migration from the current server to the new server is estimated at \$2,500.

The agency also needs to replace 10 aged PCs with Intel Core Duo 2.0 GHz PCs running Windows XP Professional with sufficient hardware capacity to run necessary applications and 19" LCD monitors for increased readability, less eye strain, lower power consumption, and better desktop utilization. The estimated cost of each PC is \$800 and installation, configuration, and user migration from the current PC to the new PC is \$200 per PC for a total of \$10,000.

Funding from the Riverboat Fund is requested in the amount of \$8,000 to cover the purchase and installation of the server. Requests to replace the PCs are planned for the Gordon Flesch Foundation (\$5,000) and the Seigle Family Foundation (\$5,000). Dependent on the results of these applications, the agency can submit a request to the Community Foundation of the Fox River Valley in July of 2008.

### **2. How does the community benefit from this project/program and why is the project/program important and relevant to Kane County?**



DayOneNetwork provides service coordination and advocacy for persons of all ages with developmental disabilities or delays. What does that mean? We make sure that our clients and their families get the services that they need.

Unless you are exposed to a friend, family member, or neighbor with a developmental disability, you probably have no understanding of the scope of their needs. However, most people remember the frustration of a broken limb or recovering from major surgery and how helpless they felt. You probably knew you were going to get better, most of our clients will never "get well." They and their families must live with the disability for a lifetime, but DayOneNetwork will help improve their prognosis by securing the services they need and monitoring those services to ensure quality.

Part of any successful business in today's marketplace requires up-to-date technology. Unfortunately, not-for-profit organizations do not always have this luxury because they are too busy trying to secure funds for operating expenses – operating expenses to maintain services, not expand.

DayOneNetwork serves individuals of all ages with developmental disabilities and delays to secure the services they need. **We serve over 2,900 individuals and their families on an annual basis and have been growing at the rate of 10% each year.** Not only do we need to add staff to serve the increased number of clients, we need to add computers, desks, telephones, mileage reimbursement, office supplies, etc.

To date, DayOneNetwork has never started a waiting list, because we believe the sooner we can get services for our clients, the better their outcomes. While research has demonstrated this is true, our caseloads continue to grow. How do you decide where to draw the line, where do you allocate the limited funds that are available, people or machines? We need both.

**3. Provide the physical location of this project/program and indicate the geographical area being served.**

Agency offices are located at 1551 East Fabyan Parkway in Geneva, IL. DayOneNetwork serves Kane and Kendall Counties, and Hanover Township in Cook County.

**4. How will you measure and document the results of your efforts?**

DayOne employs a Computer Consultant who oversees the agency's hardware, software, maintenance, and staff training; oversees the client and donor data bases, and provides customized programming. The Business Manager will work with the Computer Consultant to review bid information, select vendors and order equipment. Preliminary bid information secured by the Consultant is attached. The Consultant will complete installation. The Business Manager will maintain all fiscal accountability related to the grant: complete purchase requests, track grant funds, and submit funder reports. The Consultant/Business Manager will submit monthly written reports to the

Executive Director on project progress. It is projected the server will be ordered, received, and installed within 8 to 10 weeks of grant notification. Required reports will be submitted to the Riverboat Fund Program as requested.

**5. Who is responsible for implementing the project/program, and what are the qualifications of that person(s) to undertake the project/program?**

Joyce Helander, as DayOneNetwork's Executive Director, has primary responsibility for implementation and oversight of agency programs and grant projects. Ms. Helander has a Bachelor of Science degree and Masters in Community Mental Health. She has over 30 years of experience in the field at local, regional, and state levels and has been the Executive Director of DayOne since it was established in 1989. She has extensive experience in completing capital grant projects in a timely and successful manner, including overseeing the building and furnishing of new office space in 2005/2006.

**6. What best practices will you employ on this project/program?**

Best practices related to this grant would be related to financial accountability. There are several levels of review involved. The Business Manager will review bids and determine vendors with the Consultant. Purchase requests are completed by the Business Manager and approved by the Executive Director. Written progress will be reviewed by the Executive Director. Dual check signatures are required, which includes a member of the Board of Directors. The agency's grant implementation and fiscal accountability are reviewed during annual audits and the agency is accredited by the Commission on Accreditation of Rehabilitation Facilities, which includes a review of business practices.

**7. What is your plan for financially sustaining this project/program?**

The proposed project is a one time equipment purchase and installation. Maintenance is part of our annual operating budget and will not increase as a result of this project.

**8. Have you applied for or received Riverboat funding from Kane County in the past? If so, were projects completed and final reports submitted? Provide project name, amount of funds received, and year received.**

The agency received funding in the amount of \$39,500 in 2002 which covered the cost of a computer, accounting software, and the "build-out" of 6 staff workstations. In FY2006, funding in the amount of \$35,000 was received toward the furnishings for our new office building in Geneva. Both projects were completed and reports submitted as requested.

**9. Have you received any Kane County CDBG funds in the past? If so, please provide name of project, date, and amount of funds received.**

Funding in the amount of \$25,000 was received in 2006 for the purchase of our office building in Geneva.

**10. Is this a collaborative effort with other entities? If so, please elaborate.**

Not applicable for the proposed project.

**ORGANIZATIONAL QUESTIONS:**

**11. Describe your organization and its history.**

DayOneNetwork is a community based service coordination organization established in 1989 to facilitate and better coordinate a wide variety of services for individuals with disabilities. The mission of the agency is to find solutions for children and adults with delays and/or disabilities in Kane and Kendall Counties and Hanover Township of Cook County and to make the connections for necessary services and supports. This mission is achieved through: 24-hour crisis intervention, eligibility determination for specific state funded programs, access to information and referral to appropriate community services, clinical evaluation and assessment, development and monitoring of individual service plans, and advocacy for all service needs.

Service Coordination is a collaborative, interactive process of assisting persons with disabilities throughout their lives to access quality, cost effective, generic and specialized services and supports that they need and choose. It is an essential core service that is provided at no cost to the client and does not duplicate the efforts of other providers. DayOneNetwork is committed to furthering the values and principles that enhance the equality of opportunity; full participation of individuals in the community; independent living skills, services, and supports; and economic self-sufficiency of persons with developmental disabilities.

DayOneNetwork is the only agency of its type in the service area. Services are provided through five different programs: Pre-Admission Screening, Bogard Lawsuit Case Coordination, Individual Services and Support Advocacy, Community Case Coordination, and Child and Family Connections.

DayOneNetwork is operated by a voluntary Board of 13 Directors and 50 staff. Funding is received through the Illinois Department of Human Services, United Way/Community Chest, 708 Mental Health Boards, foundations and corporations, individual contributions, and fundraising events. The agency maintains an outcome evaluation system, quality assurance program, and has national accreditation through the Commission on Accreditation of Rehabilitation Facilities (CARF).

**12. Who are the people or groups your organization serves?**

DayOneNetwork serves individuals with developmental delays and disabilities of all ages and their families. In FY2007, a total of 2,932 individuals were served, a 10%

increase over FY2006. Of those served in FY2007, over 60% were Medicaid eligible (low income); 62% were male, and 35% were minorities. While the agency serves individuals of all ages, the majority of those served (76%) were birth to three years of age and were served through the Child and Family Connections Program.

**13. What are the specific goals and objectives of your organization and how will this project help you achieve those goals?**

The agency utilizes an outcome evaluation plan and strategic plan to outline goals and objectives. Please see attached.

The project will help us achieve our goals by providing staff with the technology necessary to do their jobs. When staff can do their jobs efficiently, they serve their clients more effectively and in a timely fashion, which will ideally lead to improved outcomes.

## DayOneNetwork Executive Summary

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## DayOneNetwork Project Budget

### Expenses

Quad Core Intel Server Xeon	\$ 5,500
Installation/Configuration of Server	\$ 2,500
10 Intel Desktop PCs @ \$800 each	\$ 8,000
Desktop Installation/Configuration	\$ 2,000
<b>Total</b>	<b>\$18,000</b>

### Revenue

Riverboat Fund	\$ 8,000
Gordon Flesch Foundation	\$ 5,000
Seigle Family Foundation	\$ 5,000
<b>Total</b>	<b>\$18,000</b>

**See attached bid information.**

County of Kane  
Office of County Board  
Kane County Government Center

Karen McConnaughay  
Chairman  
630-232-5930



719 Batavia Avenue  
Geneva, Illinois 60134  
Fax 630-232-9188

August 7, 2008

Ms. Joyce Helander  
Day One Network  
1551 E. Fabyan Parkway  
Geneva, IL 60134

Dear Ms. Helander:

Thank you for the documentation you provided to support your request for reimbursement funding in the amount of \$5,354.99 for the Riverboat Grant (G-08-28) that was approved by the County Board. The total amount approved for your Riverboat Grant was \$8,000. I am delighted to inform you that you will soon be receiving a check in the amount of \$5,354.99 for the server and monitor that your organization purchased.

**As a reminder, Kane County requires verification that any grant checks are deposited in an account owned by the grantee or its fiscal agent. In addition, a Final Report is required. For your convenience, I have attached a Final Report form for your use.**

If you have any questions, please contact me or Maureen Anderson (232-5971). I wish you continued success in the important goals of your organization.

Sincerely,

  
Karen McConnaughay  
Kane County Board Chairman

Enc.