

Form Name: RTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program - GRAY
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Project Title	CTF ILLINOIS: Point-to-Point Transportation for Individuals With Disabilities
Applicant's Legal Name	CTF ILLINOIS
Contact Person	Mary Pat Ambrosino
Address	18230 Orland Pkwy Orland Park, IL 60467
Telephone #	(708) 429-1260
Email	marypatambrosino@ctfillinos.org
Applicant Fiscal Year	2023
SAM #	61E62
DUNS #	008018306
Request Type (Check all that apply)	Operating Existing Project
Organization type (Check all that apply)	Private Non Profit
Human Services Transportation Plan (HSTP)	Goal #2 - Expand Service Areas and Hours (pg 74)
On To 2050 Plan	Facilitate Partnerships for Service Sharing and Consolidation Ensure Equitable Transit Access Improve the effectiveness and accessibility of demand response services

2. Provide a detailed description of your project. Explain what you are requesting funding to provide; why the project is needed; and how the project will support strategies for goals selected in questions #1. Please be concise. (Project Description Narrative [+/- 500 words]):

The scope of supports to persons with disabilities changed from a large group support ideology to Person Centered Supports (PCS). As a provider of these supports, CTF continually evolves our service provision to serve as a change agent in the field of disability supports, with one of our biggest adjustments being a 2019 shift from two, 40,000 square foot buildings supporting an average of 150 persons, into seven smaller facilities, each with their own niche of supports. Persons enrolled at CTF can choose their daily supports from a variety of program options including vocational, community employment, educational, fine arts, and advocacy. Enrollment in these facilities ranges from 17 to 70 individuals. Regarding home life, our CILA residents have the option of living with three housemates as opposed to the historical average of seven. Community life options such as employment, choice of medical care, volunteerism, and social/recreational activities are also offered to 64 residents.

Without a doubt, these changes make a positive impact on the persons we support, as they provide feedback on feeling happier having the ability to choose their own services and more engaged in their communities. CTF will remain on this path and continue evolving as we find opportunities to increase positive outcomes. Our shift to PCS comes an increased need in transportation services. Despite the positive outcomes for the person, CTF is experiencing stress on its already fragile transportation system, especially after the temporary closure of our programs due to COVID-19 and the current prices of gas nearly doubling in Cook County, our largest area of service, from the rates in 2021. In the past, CTF was responsible for transporting persons to three facilities and three job sites. Today, this responsibility has increased to seven facilities and twelve job sites with consistently rising ridership numbers.

Trips number in the thousands. Program related outings, and transport from four of our largest programs averages 9,626 outings annually. Community day programming trips average 11,085 annually. Community employment trips average 7,118 annually. Healthcare trips average 1,459 annually.

From this current transportation support, CTF aims to expand. Point-to-point transportation services are vital for people with I/DD. When the ability to work, receive healthcare, and participate in the community becomes dependent on an often-inaccessible service, there must be alternative supports in place to access transportation.

3. What entity is currently or will operate the service? Does your agency enter into agreements with service providers? (Operating Projects Only) CTF currently operates point-to-point transportation services, a centralized operation led by a Transportation Director. This role oversees our entire transportation department with responsibilities including assurance that all vehicles receive monthly maintenance and pass monthly Quality Assurance reviews. The Director is also responsible for coordinating for and around fixed route schedules, modifying schedules according to need, and coordinating specified transportation, such as trips to the doctor, places of employment, and family homes for visits. The Director also investigates accidents, trains drivers, reviews driver motor vehicle reports, explores insurance options, and coordinates fleet needs with PACE and IDOT.

4. How does this project improve access to other transportation services that go beyond the project's geographic boundary?

CTF's transportation project expands past public transportation services by providing point-to-point service, directly transporting people with disabilities wherever they need. The goal is to combat the myriad of difficulties people with disabilities face when dealing with transportation. The first of these difficulties includes a lack of training assistance to utilize public transportation when it is available. CTF already provides one-on-one transportation training to interested participants, which includes skills such as looking up public transport options, learning how to purchase tickets and passes or utilizing rideshare apps, and practicing taking different kinds of public transport. Training typically occurs as necessary for individuals; most frequently for participants of CTF's vocational training and employment program in Crestwood, IL.

Having easily accessible transportation training means increasing the number of people with disabilities who can independently access public transportation as available, which is why CTF is working to further integrate our transportation training to programs outside of our employment program. Thanks to collaboration across programs, we have started the process of providing these opportunities to more individuals at CTF. To continue our expansion of offering consistent transportation curriculum to the people we serve, it is critical we encourage inter-agency collaboration, as it is key to establishing a strong, agency-wide curriculum. Thereafter, CTF may collaborate with its many community partners and bring this transportation training into the community at large, reaching a population beyond what is currently supported.

For those who are unable to pursue transportation training, disinterested in receiving transportation training, or cannot access public transportation regardless of training, CTF will continue providing point-to-point transportation service with the goal of expanding the amount of trips we have the capacity to make, especially in terms of supporting group outings and travel to community day programs. Regarding those unable to access public transportation, CTF is already familiar with the frustration of the "transportation deserts" in which they live, where typical public transportation cannot reach or is extremely limited. For example, CTF's Orland Park, IL art/music therapy day training program, RITA, is located less than a mile from a PACE stop, however, PACE cannot extend their route beyond that stop to reach the building. Another location, our LifeStyles Academy, is located 1,000 feet from a PACE stop, and those 1,000 feet will not be added to the route. The solution to this issue is to continue developing our transportation services already in place to expand our hours of service and areas of service for the people we support.

5. How will the target population be given priority on all project activities, if the service is not restricted to the target population?

The target population is given priority because the program is derived 100% for people with disabilities. The priority is met through our population served.

6. Describe how the project be marketed to serve the target population and promote public awareness? Include information on how populations with Limited English Proficiency will be apprised of the project and whether marketing materials will be available in other languages.

CTF utilizes multiple forms of marketing to connect with the public and the people we support. We participate in community fairs highlighting transition and support services for individuals with disabilities, chamber events, and more. We receive referrals from multiple sources including doctors, families, and schools, as well as conduct presentations to local services like the Rotary Club.

All marketing and events include information about every program, including CTF's transportation services. Following outreach events, distribution of brochures, fliers, newsletters, and/or promotion on social media, interested individuals are offered tours of all facilities, including homes. As a person-centered organization, we thoroughly discuss the unique needs and goals, including transportation, prior to intake. Common language barriers we face include general language barriers, but more often we must adapt to accommodate people who communicate in alternate ways. To do so, we use language boards, tablets, and other devices to ensure we can communicate with everyone in the ways they are most comfortable. If we require alternate forms of communication with someone without access to a smart phone, or if we need any print materials converted to another language, we use the Accurate Translation Bureau in Hickory Hills.

7. How will this project utilize or coordinate with public transportation providers and /or other human service agencies? If the project will not include coordination, provide detailed explanation.

CTF utilizes PACE and Metra when training and educating individuals to use public transportation. We also educate on other forms of transportation like Uber, Lyft, and other rideshare services. By offering education on these transportation options, CTF ensures that not only are people with disabilities given more options for accessible transport, but they are given greater opportunities for increased independence.

Along with working with transportation providers, CTF also collaborates with multiple human service agencies including the Ludeman Center, Sertoma, Pioneer Concepts, Park Lawn, Illinois Mentor, and DD Homes Network. We believe everyone deserves the ability to travel to necessary and desired locations, be that services like our day programs, or visiting their families, which is why our provided transportation supports are not limited to people only using our residential services. Those who use other services and residential options are encouraged to use our transportation services as well. Additionally, we partner with and provide transportation to local volunteer projects and opportunities, and community colleges for tours and speeches.

CTF also has a history of partnering with the RTA, including participating in the Transportation Collaborative for Individuals with Developmental Disabilities.

8. Describe your organization's experience, knowledge, technical and administrative ability, and financial capacity to successfully and efficiently manage federal grants? Specifically, how will your organization manage this project?

CTF ILLINOIS (CTF) has been awarded a number of Federal, State, and agency level grants, including past partnerships with the RTA. As a statewide agency, we have programs all across Illinois that benefit from Federal grants. CTF has a proven track record of consistently meeting reporting requirements, submitting reports in a timely manner, and meeting metric requirements for goal and objectives. We have policies and procedures in place to ensure reports are completed and submitted on time. We also have policies guiding program delivery on topics of: quality assurance, outcome tracking, reporting mechanisms, documentation of services and goods delivered, staff performance management, complaint resolution policies, governing body policies, and more where applicable. Our CFO oversees all financial aspects of grant reporting and spending requirements. Our CEO manages general oversight. Finally, our Transportation Director oversees all data tracking and reporting necessary for the project.

Some Federal level grants we have benefitted from include:

TAP (annually, since 2007)
IDOT (2017)
DHS Employment First (2017)
IDOT (2018)
DMH Capitated Community Care (2018)
Respite (2019/20)
IDOT (2019)
DMH Sustainability (2022)

Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used. Please provide details on how you derived at your projections (explain how you will extend service boundaries, hours of operation, and increase ridership).

CTF's current enrollment is 300 and we estimate a 10% increase in ridership for an additional 30 people utilizing transportation services. Our goal is to increase daily excursions to provide social opportunities, educational experiences, and community inclusion efforts by at least 3 trips per week for day programming. We have an anticipated 87% participation rate and an average capacity of 12 people per vehicle. This would require the use of 24 vans and 48 round trips a day for approximately 152 operating days of day programs. We calculate this as an increase of 7,295 trips per year, resulting in a total of 330 users and 36,465 trips annually. Performance will be measured by data collection of miles driven and number of individuals utilizing transportation services. Miles will be recorded using the Geotab system installed in vehicles and attendance will be taken daily by drivers. All information collected will be given to and compiled by the Transportation Director, who oversees the department.

2021: Seniors 65 years of Age and Over 0
(Projects Serving Seniors)

2022: Seniors 65 years of Age and Over 0
(Projects Serving Seniors)

2023: Seniors 65 years of Age and Over 0
(Projects Serving Seniors)

2024: Seniors 65 years of Age and Over 0
(Projects Serving Seniors)

2021: Individuals with Disabilities 290

2022: Individuals with Disabilities 295

2023: Individuals with Disabilities 300

2024: Individuals with Disabilities 330

2021: General Public 0

2022: General Public 0

2023: General Public 0

2024: General Public 0

2021: Total 290

2022: Total 295

2023: Total 300

2024: Total 330

Existing operating hours (2022)
Monday: 12 AM - 11:59 PM
Tuesday: 12 AM - 11:59 PM
Wednesday: 12 AM - 11:59 PM
Thursday: 12 AM - 11:59 PM
Friday: 12 AM - 11:59 PM
Saturday: 12 AM - 11:59 PM
Sunday: 12 AM - 11:59 PM

Projected expansion hours (2023)
Monday: 12 AM - 11:59 PM
Tuesday: 12 AM - 11:59 PM
Wednesday: 12 AM - 11:59 PM
Thursday: 12 AM - 11:59 PM
Friday: 12 AM - 11:59 PM
Saturday: 12 AM - 11:59 PM
Sunday: 12 AM - 11:59 PM

Projected Expansion Hours (2024)
Monday: 12 AM - 11:59 PM
Tuesday: 12 AM - 11:59 PM
Wednesday: 12 AM - 11:59 PM
Thursday: 12 AM - 11:59 PM
Friday: 12 AM - 11:59 PM
Saturday: 12 AM - 11:59 PM
Sunday: 12 AM - 11:59 PM

Number of New riders expansion hours Monday: 12 AM - 11:59 PM
 Tuesday: 12 AM - 11:59 PM
 Wednesday: 12 AM - 11:59 PM
 Thursday: 12 AM - 11:59 PM
 Friday: 12 AM - 11:59 PM
 Saturday: 12 AM - 11:59 PM
 Sunday: 12 AM - 11:59 PM

Existing 2022 Cook County, Will County

Projected 2023 Cook County, Will County

Projected 2024 Cook County, Will County

Existing 2022 N/A

Projected 2023 N/A

Projected 2024 N/A

List of Partners The Ludeman Center
 Joseph Rehab
 CBC
 New Star
 Life Kitchen

Interagency Agreement Y
 Y
 Y
 Y
 Y

County(s) Cook, Will
 Cook, Will
 Cook, Will
 Cook, Will
 Cook, Will

Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used.

Federal 50% 391744

Local 50% 391744

Federal 50% 487162

Local 50% Match 487162

Federal 80%	8320
Local 20%	2080
Federal 80%	0
Local 20% Match	0
Federal 80%	0
Local 20%	0
Federal 80%	0
Local 20% Match	0
Federal 80%	8320
Local 20%	2080
Federal 80%	0
Local 20% Match	0
Federal 80%	29267
Local 20%	7317
Federal 80%	29267
Local 20% Match	7317

Describe the methodology used to develop the above budgets.

Operating expenses were calculated with this formula: (number of trips)(number of miles)(cost per mile). At 29,170 trips in Year 1, CTF calculated $(29,170)(12)(2.18)$ for a total of \$763,087. Year 2 calculated was $(36,465)(12)(2.18)$ for a total of \$953,924. Due to COVID-19 safety guidelines, ridership is still not yet at historical capacity as of Year 1. CTF anticipates a 10% increase in enrollment by Year 2.

CTF public transportation training is based on (the number of individuals trained)(the average number of hours needed to achieve independent ridership) times the dollar per hours for cost of training. This comes to $(17)(40)(30)$, which is \$20,400. CTF will log ridership data provided by drivers via the Geotab system. This system will be in every vehicle and allow for travel data recording to be more precise. Costs for Geotab come to \$10,400 to supply our fleet of 40 vehicles, at \$260 per vehicle. This cost is for Year 1 only and calculated using this formula: (total equipment costs)(number of vehicles). The equipment costs include NFC Readers (\$59), brackets (\$4), GPS (\$122), LTE activation (\$75), which equates to: $(\$260)(40)$ for a total of \$10,500. Mobility Management expenses account for our Director of Transportation, who oversees all of CTF's transportation throughout the state. Approximately 56% of their efforts will be dedicated to overseeing transportation for our Cook County and Will County programs. At a salary of \$55,000 per year and fringe benefits equating to \$10,329 (18.78% of salary), the final cost of Mobility Management will come to \$36,584.24.

File

<https://www.formstack.com/admin/download/file/14513164130>

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



CERTIFICATIONS AND BOARD RESOLUTION

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



CERTIFYING AUTHORITY

I am duly authorized to make the following certification on behalf of the Applicant Organization and based on my position, knowledge and experience with the Applicant Organization:

- 1) the information contained in the Application, including attachments, is true and correct;
- 2) the Applicant has the requisite fiscal, managerial, and legal capabilities to carry out the operations and maintenance of the Project in accordance with 49 U.S.C. Section 5310; and
- 3) the Applicant shall adhere to the federal, state and local requirements related to the Project.

Note: Authorized Official should be that of the official named in the Governing Board Resolution unless other documentation is provided.

Mary Pat Ambrosino

Signature of Authorized Official

4/18/2023

Date

CEO

Title

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



LOCAL SHARE CERTIFICATION FORM

I, the undersigned representing

CTF ILLINOIS

Mary Pat Ambrosino

(Insert Legal Name of Applicant)

(Insert Name of Authorized Official)

do hereby certify to the Regional Transportation Authority, that the required \$ \$ 895,120⁰⁰
in local match funds are available and that the source of the funds are from

(be specific) CTF General Operating Funds; and comply with local share requirements in FTA
Circular 9030.1E, which are:

- a. Cash from non-governmental sources other than revenues from providing public transportation services;
- b. Non-farebox revenues from the operation of public transportation service, such as the sale of advertising and concession revenues. A voluntary or mandatory fee that a college, university, or similar institution imposes on all its students for free or discounted transit service is not farebox revenue;
- c. Amounts received under a service agreement with a State or local social service agency or private social service organization;
- d. Undistributed cash surpluses, replacement or depreciation cash funds, reserves available in cash, or new capital;
- e. Amounts appropriated or otherwise made available to a department or agency of the Government (other than the Department of Transportation); and
- f. In-kind contribution such as the market value of in-kind contributions integral to the project may be counted as a contribution toward local share.

Note: Authorized Official should be that of the official named in the Governing Board Resolution unless other documentation is provided.

Mary Pat Ambrosino
Signature of Authorized Official

4/18/2023
Date

CEO

Title

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



TITLE VI PLAN CERTIFICATION FORM

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity receiving Federal financial assistance.

The program receiving such funds, shall abide by, and is committed to ensuring that no person is excluded from participation in or denied the benefits of, its activities or services on the basis of race, color, or national origin.

I, the undersigned representing
CTF ILLINOIS

Mary Pat Ambrosino

(Insert Legal Name of Applicant)

(Insert Name of Authorized Official)

do hereby certify to the Regional Transportation Authority,

that the attached Title VI Plan, approved on _____ is in effect.

Or

that a Title VI Plan will be developed should an award be made pursuant to this application.

that CTF ILLINOIS will adopt the RTA's Title VI Plan.
(Insert Legal Name of Applicant)

Signature of Authorized Official

4/18/2023

Date

CEO

Title

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



Equal Employment Opportunity (EEO) Certification Form

I, the undersigned representing
CTF ILLINOIS
(Insert Legal Name of Applicant)

Mary Pat Ambrosino
(Insert Name of Authorized Official)

do hereby certify to the Regional Transportation Authority,

- This organization will not have 50 or more transit-related employees even if awarded this project.
- This organization has 50 or more transit-related employees and attached is our EEO Program.
- This organization will develop and submit an EEO Program should we be awarded a 5310 project and have more than 50 transit-related employees.



Signature of Authorized Official

4/18/2023

Date

CEO

Title

Agencies that have 50 or more transit-related employees are required to prepare and maintain an EEO Program. Transit-related employees are defined as all part-time employees and employees with collateral duties that support the transit program. For example, anyone who processes payments for a 5310-funded project would be considered a transit-related employee.

**FY2022 & FY2023 Application
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Single Agency Audit Certification Form

In accordance with CFR, Title 2-Subtitle A, Chapter II, Part 200, Subpart F, *Audit Requirements*, a Grantee that expends \$750,000 or more of federal funds from all sources during its fiscal year is required to have a single audit performed in accordance with CFR, Title 2, Part 200.

Please check the appropriate box:

- I certify our agency did not expend \$750,000 or more in federal awards during our most recent fiscal year ending on 06/30/2022 (mm/dd/yy).
- I certify our agency expended or will expend \$750,000 or more in federal awards during our most recent fiscal year ending on _____(mm/dd/yy) and has fulfilled or will fulfil the audit requirement under CFR, Title 2, Part 200.
- In the event the my agency does receive \$750,000 or more in total from all federal sources during the current fiscal year, my agency will comply with the Single Audit Act and submit to the RTA a copy of its most recent audit conducted in compliance with the Act.



Signature of Authorized Official

4/18/2023

Date

CEO, CTF ILLINOIS

Title

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



Traditional Project Certification Eligibility Units of Local Government

(New Applicants Only) *NA.*

Public agencies must certify that no non-profit agencies are readily available in order to be eligible for traditional 5310 project funding.

- As a unit of local government, (insert name of unit of local government) certifies that no non-profit agency is readily available in the area. The RTA will contact you to assist with the certification process.

- As a unit of local government, (insert name of unit of local government) does not wish to become a certified agency.

N.A. [Signature]
Signature of Authorized Official
CEO

Title

4/18/2023
Date

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



Private Non-Profit Organization Certification Eligibility

Private Non-Profit Organization

As a private non-profit organization, CTF ILLINOIS have attached to this application is our IRS 501(c)(3) letter establishing our eligibility for Section 5310 funding.

Mary Pat Anderson

Signature of Authorized Official

CEO

Title

4/18/23

Date

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



Governing Board Resolution

This or a similar resolution is required of all applicants.

Resolution No.

Project Title SECTION 5310 Enhanced Mobility of Seniors & Individuals with Disabilities

Resolution authorizing applications for and execution of a FY2022 and FY2023 Section 5310 grant agreement under the Regional Transportation Authority's general authority to make such Grants.

Whereas, the Regional Transportation Authority (the "Authority"), is authorized make such grants as the designated recipient of the FY2022 and FY2023 Section 5310 program for Northeastern Illinois; and

Whereas, the Authority has the power to expend funds for use in connection with FY2022 and FY2023 Section 5310 projects, and

Whereas, the Authority has the power to make and execute all contracts and other instruments necessary or convenient to the exercise of its powers, and

Whereas, approval for said funds will impose certain financial and reporting obligations upon the recipient.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE CTF ILLINOIS:

Section 1. That the Mary Pat Ambrosino, CEO *and his/her successor* is authorized to execute and file applications on behalf of CTF ILLINOIS with the Regional Transportation Authority for a FY2022 and FY2023 Section 5310 grant for **SECTION 5310 Enhanced Mobility of Seniors & Individuals with Disabilities**

Section 2. That the Mary Pat Ambrosino, CEO *and his/her successor* is authorized to furnish such additional information, assurances, certifications and amendments as the Regional Transportation Authority may require in connection with this FFY2022 and FY2023 Section 5310 grant agreement application.

Section 3. That the Mary Pat Ambrosino, CEO *and his/her successor* certify that CTF ILLINOIS will provide the required local match from CTF ILLINOIS operating funds.

Section 4. That the Mary Pat Ambrosino, CEO *and his/her successor* is authorized and directed on behalf of the CTF ILLINOIS to execute and deliver grant agreements and all subsequent amendments thereto between the CTF ILLINOIS and the Regional Transportation Authority for FY2022 and FY2023 Section 5310 grant, and the Secretary of the CTF ILLINOIS is authorized and directed on behalf of the CTF ILLINOIS to attest said agreements and all subsequent amendments thereto.

Section 5. That the Mary Pat Ambrosino, CEO *and his/her* is authorized and directed to take such action as is necessary or appropriate to implement, administer and enforce said agreements and all subsequent amendments thereto on behalf of the CTF ILLINOIS.

PRESENTED and ADOPTED the 17 day of April, 2023



Signature of Authorized Official

CEO

Title



Signature of Attest

Board, Secretary

Title

P.O. Box 2508
Cincinnati OH 45201

APR 20 2013

In reply refer to: 0248467576
Apr. 22, 2013 LTR 4168C E0
36-4386948 000000 00

00022436
BODC: TE

CHARLESTON TRANSITIONAL FACILITY
% CHARLES SMITH
1902 FOX DR STE B
CHAMPAIGN IL 61820-7378

025027

Employer Identification Number: 36-4386948
Person to Contact: MS YATES
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your Apr. 11, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in JANUARY 2001.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248467576

Apr. 22, 2013 LTR 4168C E0

36-4386948 000000 00

00022437

CHARLESTON TRANSITIONAL FACILITY
% CHARLES SMITH
1902 FOX DR STE B
CHAMPAIGN IL 61820-7378

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Richard McKee, Department Manager
Accounts Management Operations