

**Lincoln Square Neighborhood Improvement Program
Camera Rebate Program - 2019**

The **Lincoln Square Neighborhood Improvement Program**, technically **SSA #21**, rebates area property owners adding or upgrading exterior security cameras. SSA #21 is a taxpayer-funded entity overseen by a Commission of local property owners, charged with improving the public way, retaining businesses, and attracting new businesses to Lincoln Square. Ensuring security is a key means of accomplishing this goal.

Awarded rebates can cover up to **75% of a project's total cost, not to exceed \$1,000**. This will be awarded *only after* the project is approved by SSA #21, completed, and paid in full.

Application checklist:

- Information Form**, included in this packet
- Photographs** of the proposed camera location(s) and their respective views
- Copies of property owner's **deed and title insurance policy**
- Proof of proper **permits**
- Certificates of Good Standing** from the IL Secretary of State for each applicant and property owner representing a corporation/LLC (screenshots allowed)
- (Optional) Cover Letter** describing the proposed project, intended impacts of the proposed project, and ways in which the proposed project will be funded

Applicants must:

- Own or represent street level property in SSA #21 (see map)
- Agree to install cameras with 1080p resolution (HD quality) or higher
- Agree to install cameras facing the public way (includes public alleys and parking lots)
- Agree to leave cameras in place for at least three years
- Be the entity paying for improvements

Applicants cannot:

- Request cameras for buildings with liens (except mortgages) or disputed owners
- Request rebates for ongoing maintenance or subscriptions
- Request rebates for data services or storage (physical hardware only)
- Have received camera rebates from SSA #21 within the current calendar year
- Have received or sought other grants/incentives for the proposed camera installation

NOTE: Commissioners of SSA #21 may submit applications for this program, but must recuse from all votes pertaining to camera rebates while their applications/payments are in process.

Applications will be considered in the **order that they are received** until all Camera Rebate Program funding is disbursed for the fiscal year. If the list of applications received before the next SSA Commission review exceeds the amount of funding for the program a **lottery will be held** to determine the order in which the projects will be funded and a wait list for funding should it become available.

Evaluation Process:

Completed applications will be reviewed by the SSA #21 Commission based on the following criteria:

- Applicability under the given program guidelines
- Potential impact on public safety
- Established need (preference given to previous victims of crime)
- Quality of optional Cover Letter
- Size of rebate requested

Applications will be accepted or rejected at SSA #21's sole and absolute discretion.

Within ten (10) business days of being approved by the SSA Commission, selected applicants will be sent an Approval Letter for their records, and will be informed via email/phone by SSA staff. SSA staff may also contact applicants with questions and suggested amendments to their applications at any time.

Installation Deadlines:

Approved applicants will receive notice by mail and, if possible, phone or email. Cameras shall not be installed prior to approval, and notwithstanding contrary guidelines in this application, related program materials, all cameras must be installed within **sixty days**. Failure to abide these terms would constitute a material breach of program requirements, and would result in withdrawal of funds without further notice.

Rebate Distribution:

Once cameras have been installed and activated, the applicant will be asked to provide paid invoices and/or canceled checks showing all work has been paid in full, as well as photographs of the completed work. Staff of the SSA will be granted the opportunity to conduct an **onsite inspection**, and assuming the work complies with this agreement, the applicant will be asked to send a final invoice to the SSA. Upon receipt of this invoice, the SSA will mail a rebate check to the applicant.

Application Submission:

Completed applications should be sent to:

Lincoln Square Neighborhood Improvement Program
Attn: Neighborhood Services Director
2611 W. Lawrence Avenue
Chicago, IL 60625

If able, please send a digital version of this application to:

info@lincolnsquare.org

Permitting Information:

Not all cameras require permits, but cameras installed over the public way require Public Way Use Permits from Chicago's Department of Business Affairs and Consumer Protection:

Dept. of Business Affairs & Consumer Protection
Small Business Center, Public Way Use Unit
121 N. LaSalle Street, Room 800
Chicago, IL 60602
312-744-6249

Private Sector Camera Initiative:

Applicants can opt into the Chicago Office of Emergency Management and Communications (OEMC) Private Sector Security Initiative, which links Chicago-based organizations, companies, and agencies' video surveillance systems into a state-of-the-art, unified network. For complete details, visit:

https://www.cityofchicago.org/city/en/depts/oem/provdrs/tech/svcs/link_your_cameras.html

Security Camera Best Practices:

Cameras should be the highest-resolution possible. Focus your search on digital systems that provide clear Internet Protocol (IP)/high definition video. This video clarity will help you identify important details about suspects in the event that a crime occurs.

Cameras should filter out glare. Sunlight, street lights, shiny surfaces and even your own business's lights can interfere with a clear picture. Choose IP or analog cameras that filter out as much glare as possible. Also, look for infrared cameras that reduce the glare from the headlights of surrounding traffic. By investing in this type of camera, you won't have to alter your business's current lighting.

Consider a Panoramic-Style camera. These cameras provide wide views of corridors, entry points, and other spaces. They work best for businesses with extensive surveillance needs, and buildings with either large floor areas or many doors. Businesses that operate 24/7 should consider investing in ultra-wide, dynamic range cameras that produce clear images both night and day.

Cameras should be protected. Be sure to install cameras as high as possible so that they can't be vandalized. Also consider investing in cameras that are encased within protective enclosures, as this will guard them from vandals as well as inclement weather.

There are 3 general types of cameras to choose from:

- Fixed cameras, which cannot be adjusted and lock on to specific areas
- Mechanical PTZs (Pan, Tilt, Zoom), which can be adjusted and focus on one area at a time
- Panoramic cameras, which can be adjusted and focus on entire areas all at once

NOTE: Consult with camera installation companies to find the right models and specifications for your property. Check with your insurance provider about potential security systems discounts.

Camera Rebate Program - 2019 Information Form

1. Building/Storefront Address:

2. Business at above address (if applicable):

3. Applicant Information:

Applicant's Name:

Phone: _____ Email: _____

Relation to Property: _____

NOTE: Applicant must be entity that will, if approved, pay for improvements.

4. Is the Applicant a Corporation or LLC? Yes ___ No ___

If "Yes," supply Certificate of Good Standing from the IL Sec. of State (screenshots accepted).

5. Owner of property (if owner is the applicant, write "same"):

Owner's Name: _____

Phone: _____ Email: _____

6. Is the Owner a Corporation or LLC? Yes ___ No ___

If "Yes," supply Certificate of Good Standing from the IL Sec. of State (screenshots accepted).

7. Number, Make, and Model of Camera(s):

8. Have you, your company, or a company at the project's address received a rebate through this rebate program before? Yes ___ No ___

If yes, please list identify the property below:

Property Address: _____

Rebate Amount: _____ Date: _____

10. Has the requested improvement been awarded funds through other grants and/or incentive programs? Yes ___ No ___

If "Yes," this project is ineligible for the Camera Rebate Program.

11. Describe proposed camera location(s) (if attaching cover letter, write "see cover letter"):

11. Describe improvement's intended impact (if attaching cover letter, write "see cover letter"):

12. Besides the Camera Rebate Program, detail how you will fund the requested improvement (if attaching cover letter, write "see cover letter"):

10. Certification: The applicant, _____, assures that the above information is true and correct, and agrees to comply with all City of Chicago, State of Illinois, and Federal laws. The applicant also agrees to obey regulations imposed by the Lincoln Square Ravenswood Chamber of Commerce and SSA #21. Should the applicant breach any condition in this agreement, or if it is deemed best for the Lincoln Square community, SSA #21 has the right to terminate this agreement within thirty (30) days.

Applicant's Signature: _____ Date: _____

11. Owner Certification: I, _____, certify that I am trustee and/or owner of the property listed in this application. If not the applicant, I certify that I give the above signed applicant authority to implement improvements at the property. I acknowledge that the Lincoln Square Ravenswood Chamber of Commerce and SSA #21 have no liability in the event of a dispute between the owner/trustee and the applicant concerning any improvements undertaken as a result of the applicant's participation in this rebate program.

Owner/Trustee's Signature: _____ Date: _____

12. Statement of Understanding: The applicant (undersigned) agrees to both fully and punctually comply with guidelines and procedures of SSA #21 and the outlined specifications as agreed to by the applicant and SSA #21 Commission. It is understood by the applicant that all documents listed on Page 1 of this application are required. The applicant asserts that they have read the entire Camera Improvement Program guidelines and agree to be bound by their terms and conditions. **The applicant releases and agrees to defend and indemnify the local SSA Service Provider (together with their officers, directors, and agents), the local SSA Commission, and the City of Chicago from all claims and causes of action of any kind (known or unknown) in connection with this Camera Rebate Program.**

Applicant's Signature: _____ Date: _____

Applicant's Name (Please Print): _____

SSA #21 - LINCOLN SQUARE

