cclba
Cook County Land Bank Authority

WORKING WITH THE COOK COUNTY LAND BANK AUTHORITY

November 6, 2026
The Aspire Center



Welcome to the Cook County Land Bank Authority seminar. Every vacant property tells a story, often one of disinvestment and broken promises. But together, we're writing new chapters. We're here to transform abandoned properties into vibrant homes, thriving businesses, and strong communities. This work isn't just about buildings, it's about people, families, and futures. Your neighborhood knows best what it needs, and we're here to listen, partner, and make it happen. Let's create opportunity, build equity, and ensure that the next generation inherits neighborhoods they can be proud to call home.



Jessica Caffrey, Executive Director

cclba
Cook County Land Bank Authority

GENERAL ANNOUNCEMENTS

- Please quiet cell phones
- How to submit questions
- How to complete the survey
- Information tables - Subject matter experts
- Presentation as well as questions and answers will be available on the website.

Seminar Focus

- Mission
- Purchasing process
- Customer Service/Tables

cclba
Cook County Land Bank Authority

TOPICS OF DISCUSSION



- Recognition of CCLBA Staff
- How to engage with CCLBA
  - Lenders/Resources Present
  - Trades Conversation
- Survey submission
- Questions & Answers

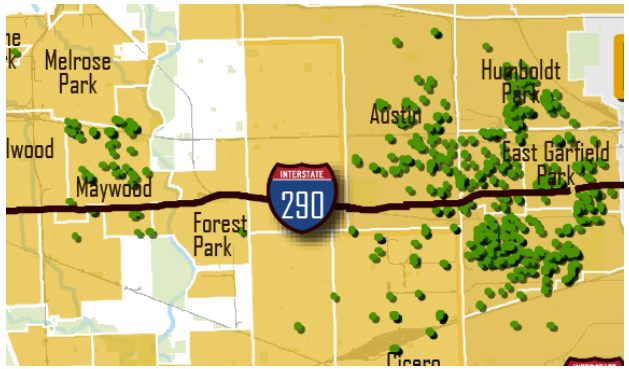
cclba
Cook County Land Bank Authority

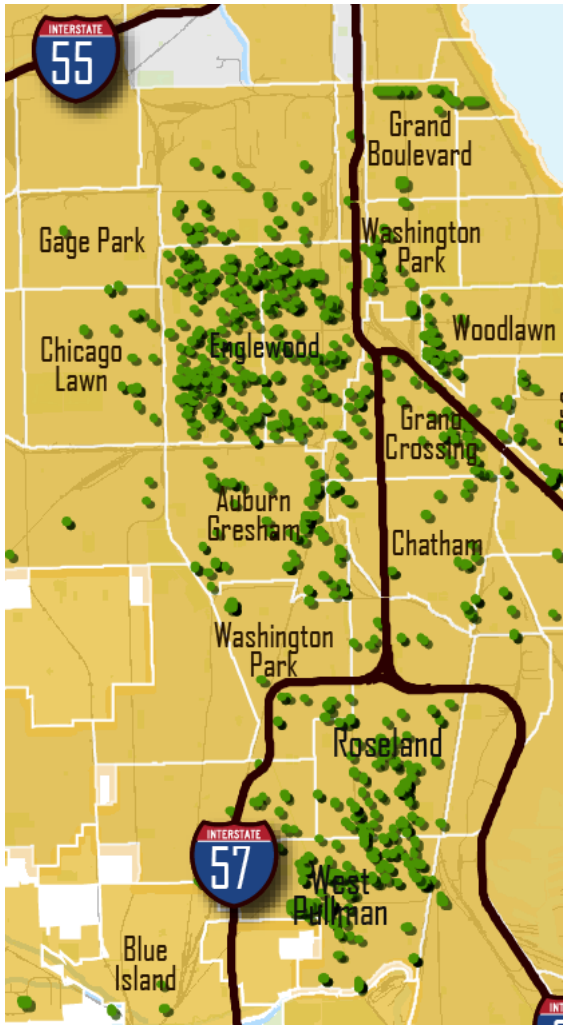
AVAILABLE PROPERTIES

1,877

Number of Properties Currently In CCLBA Inventory

As of 9/30/2026





TOP 5 INVENTORY BY NEIGHBORHOOD (9/30/26)

NEIGHORHOOD	TOTAL	VACANT LAND (Subset)	COMMERCIAL/ INDUSTRIAL (Subset)	RESIDENTIAL STRUCTURES (Subset)
North Lawndale	**221**	210	5	6
Englewood – West	**192**	134	13	45
Englewood – East	**122**	64	5	53
West Pullman	**115**	94	9	12
Roseland	**107**	66	19	22

TOP 5 INVENTORY BY MUNICIPALITY 9/30/26)

MUNICIPALITY	TOTAL	VACANT LAND (Subset)	COMMERCIAL/ INDUSTRIAL (Subset)	RESIDENTIAL STRUCTURES (Subset)
Maywood	**58**	31	19	8
Cicero	**44**	20	23	1
Dolton	**43**	3	6	34
Calumet City	**35**	12	7	17
Harvey	**29**	19	10	0

INITIAL APPLICATION

Important Dates (Initial Due/Offer Due/Award Date)

- **Initial Application Due: January 19 | 3:00 PM**
- **Offer due: January 21 | 3:00 PM**
- **Award Date: January 29 | 5:00 PM**

We have rolling dates. If an offer is not accepted, the property will automatically be relisted with a new offer submission date.

Email notifications are generated from: donotreply@cookcountylandbank.org

If you have questions, please send an email to: info@cookcountylandbank.org

We respond within 1-2 business days.

cclba
Cook County Land Bank Authority

OFFER APPLICATION

Applicants must meet the following minimum requirements to be considered for CCLBA property:

- **Completed Initial Application and Offer Application**
- **Perform site inspection**
- **Submit *all* required documents**
- **Meet the submission deadline**
  - **Offer that meets CCLBA's bid price.**
  - **Entity is organized in Illinois (good standing). Entities organized out of state/country are not eligible for participation unless the commercial business is expanding to Cook County.**
  - **All applicants must reside and provide a physical address within the State of Illinois.**
  - **No unresolved court cases against the applicant.**
  - **An applicant does not currently own property with unresolved federal, state and/or local code violations or delinquent real estate taxes.**

- **Submit your offer amount**
- **Notate your planned end-use for the property**
- **You must upload each attachment**
- **Provide detailed line-item scope of work**
- **Provide proof of funds (i.e., bank statement, pre-approval, LOI)**
- **Include previous project info (if applicable)**

cclba
Cook County Land Bank Authority

COMMERCIAL SUBMISSIONS

CCLBA COMMERCIAL OFFER CHECKLIST 2026

Organizational Background

- ☐ Business Description
- ☐ Number of Employees
- ☐ Jobs Created in New Space
- ☐ Other Locations
- ☐ Articles of Incorporation or equivalent
- ☐ By-laws or equivalent
- ☐ Resumes for key staff and development team members

If applicable/available:

- ☐ Board of Directors list
- ☐ 501(c)3 acknowledgement letter

WEBSITE APPLICATION

- ☐ Complete online application at:

www.cookcountylandbank.org

Proposed Project's Financials

- ☐ Total Rehab Budget
- ☐ Sources and Uses Statement (if project is financed)
- ☐ Letter of interest, approval, or award letters for grants, donations, or government contracts, proof of funds for cash contributions
- ☐ Contact information for all financing sources

Proposed Project Information

- ☐ Project Plan, Scope of Work, Photos, maps, or mock-up of subject property
- ☐ Project timeline
- ☐ Samples of previous similar projects

If applicable:

- ☐ Letters of support from municipality, elected officials and community stakeholders

cclba
Cook County Land Bank Authority

OFFER SUBMISSIONS | SCOPE OF WORK (SAMPLE)

Client Name:	SAMPLE SCOPE PROPERTIES	
Property Adddress:	123 MAIN ST	
Current Property Type:	2 Unit	
Post Rehab Property Type:	2 Unit	
Level of Finishes:	3 Levels	
List Structural Changes:	No Changes	
Final Bed/Bath Count:	6	6
Exit Strategy (sell or refinance):	Sell	

"EXHIBIT A"
SCOPE OF WORK

PHASE 1: PRE-CONSTRUCTION	Original Amount	Ne
Drawings	$ -	$
Permits	$ 3,000.00	$
Expeditor	$ -	$
Alarm/Security	$ -	$
Temporary Fencing	$ -	$
Portable Toilets	$ -	$
Engineering Fees	$ -	$
Architectural Fees	$ -	$
Utilities	$ 1,000.00	$
TOTAL PRE-CONSTRUCTION	$ 4,000.00	$

PHASE 2: DEMOLITION	Original Amount	Ne
Interior Demo	$ 20,000.00	$
Exterior Demo	$ -	$
Dumpsters	$ 5,000.00	$
TOTAL DEMOLITION	$ 25,000.00	$

PHASE 11: OPTIONAL	Original Amount	Net Adjustments	Adjusted Total	Description
Other	$ -	$ -	$ -	
Fireplace	$ -	$ -	$ -	
Final Cleaning	$ 1,000.00	$ -	$ 1,000.00	
Staging	$ -	$ -	$ -	
Stucco	$ -	$ -	$ -	
Closets	$ -	$ -	$ -	
General Contractor Fee	$ -	$ -	$ -	
Finish Carpentry	$ -	$ -	$ -	
Underpinning	$ -	$ -	$ -	
Footers	$ -	$ -	$ -	
Contingency	$ 8,500.00	$ -	$ 8,500.00	
TOTAL OPTIONAL	$ 9,500.00	$ -	$ 9,500.00	
Total Estimated Cost of Repairs	$ 225,000.00	$ -	$ 225,000.00	

Certification

I (we) certify that I (we) have personally inspected this property. To the best of my (our) knowledge we have identified all known repairs and will take action to correct. We will complete all repairs in a workmanlike manner and in compliance with all federal, state, county and local building codes.

Signature_____ **Date:**_____

Signature_____ **Date:**_____

cclba
Cook County Land Bank Authority

OFFER EVALUATION CRITERIA

Financial Capacity	Professional qualifications, experience, capacity of developer and team	Scope of Work and Budget
Offer Meets Minimum Bid Amount/Offers Over Minimum Bid Amount	Sustainability and community building (i.e City/Municipal Development Initiatives)	Zoning
Legal Actions	Planned Use	Highest and Best Use

Property Awards Hierarchy

The Land Bank receives multiple applications for each property and unfortunately cannot move forward with all. The CCLBA awards property in the following hierarchy:

1. Municipalities/or if the site is part of a Municipal or Community Development Plan
2. Primary Residence, Owner-Occupied Purchase
3. Neighbors who live on the same block
4. Community organizations or non-profits in the community area.
5. Community/Local developers

SALES PROTOCOL

Step 1: Legal Counsel
Hire real estate attorney
No legal advice provided by CCLBA

Step 2: PSA Timeline
Purchase and Sale Agreement (PSA) emailed to buyer within 7-10 business days. The executed copy is distributed to both the seller and buyer. At this time the closing process begins.

Step 3: Next, point-of-sale items are ordered by CCLBA. Please note that water and zoning certs are only ordered for Chicago properties and zoning certs are only ordered for residential structures. For suburban properties, all municipal requirements will need to be met.

Step 4: Once point-of-sale requirements have been completed, CCLBA counsel will schedule closing. Closings are completed within 90-120 days.

cclba
Cook County Land Bank Authority

CCLBA TITLE RESTRICTIONS

Right of Re-Entry

- States CCLBA has the authority to reclaim the property if the project is not completed in a specified period (typically 12-18 months from the purchase)
- Requires property to be brought into compliance with all federal, state, and local building codes

Forgivable Mortgage

- Not a typical mortgage where CCLBA will give you money to purchase/improve the property
- $20,000

cclba
Cook County Land Bank Authority

RELEASES

- **Certificate of Satisfaction**
  - CCLBA signs off that the project has been completed and is releasing it Right to Re-Entry
    - Asset Manager inspects the property for project completion
      - Walks property to take pictures of completed work
      - Reviews copies of permits and Certificate of Occupancy (if required)
      - Evaluates the quality of completed work which will affect future awards
      - Request inspections upon work completion; do not wait until a few days before closing
      - Asset Managers are not “Code Inspectors;” the local municipality hand

cclba
Cook County Land Bank Authority

RELEASES

- **Mortgage Release**
  - Only released upon sale to an owner occupier or expiration (3 years from the purchase date)
  - Email the Asset Manager a copy of the sales contract for CCLBA records
  - Sales contract must have the buyer's current address information
  - CCLBA will ask purchaser to sign an Owner Occupancy Affidavit
  - Release is buyer specific – if the buyer changes, you will need an updated release
  - Request sooner than later to ensure closing is not delayed

cclba
Cook County Land Bank Authority

cclba
Cook County Land Bank Authority



QR CODE

Survey/Questions

https://www.surveyol.com/t/9D4D9BD

THANK YOU

cclba
Cook County Land Bank Authority