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Mayor, City of Highland Park  
Executive Board Secretary

October 6, 2023

Brenda O'Connell  
Community Development Administrator  
18 N County Street  
Waukegan, IL 60085

Dear Ms. O'Connell,

We are pleased to let you know that Lake County is awarded \$1,038,081 from the *Supporting Municipalities for Asylum Seekers (SMASS) Grants* for state fiscal year 2024. The grant award is based on funding availability for the program and the evaluation of your grant application.

Crispina Ojeda Simmons of the Caucus is the Project Manager for this initiative, so please contact her at [cojeda@mayorscaucus.org](mailto:cojeda@mayorscaucus.org) with any questions you may have about SMASS.

I also want to introduce you, via this letter, to Karen Muchin and Robin Snyderman of BRiCK Partners, LLC, our Program Consultants. Karen and/or Robin will reach out to you this week to work with you to finalize your Grant Agreement and to introduce you to the monthly reporting process.

After agreements are executed, BRiCK will work closely with grantees via the monthly reporting process to track outcomes, help you address challenges that arise and host virtual meetings among grantees as needed.

If you have any questions about these next steps, please reach out to BRiCK consultants Karen Muchin (847-268-8633 ext. 1 or [karen@brickllc.com](mailto:karen@brickllc.com)) or Robin Snyderman (847-268-8633 ext. 2 or [robin@brickllc.com](mailto:robin@brickllc.com)). And again, for more general questions about SMASS, please contact Project Manager Crispina Ojeda Simmons at [cojeda@mayorscaucus.org](mailto:cojeda@mayorscaucus.org).

We look forward to working with you!

Sincerely,

A handwritten signature in black ink, appearing to read 'Neil James'.

Neil James  
Executive Director

cc: Crispina Ojeda Simmons, MMC  
Karen Muchin and Robin Snyderman, BRiCK Partners

City of Chicago · DuPage Mayors and Managers Conference · Lake County Municipal League · McHenry County Council of Governments  
Metro West Council of Governments · Northwest Municipal Conference · South Suburban Mayors and Managers Association  
Southwest Conference of Mayors · West Central Municipal Conference · Will County Governmental League

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