

Instructions for Completing Your 2025 Residential Property Grant Application

1. Click on the standard application link (or the exception link if you sold your home and purchased another home in the Village) on the Village of Rosemont website -> Government -> Village Hall-> Property Grant Application 2025.
2. A new webpage will open. Click the start button to begin the application.



2025 Village of Rosemont Owner-Occupied Residential Property Grant Application

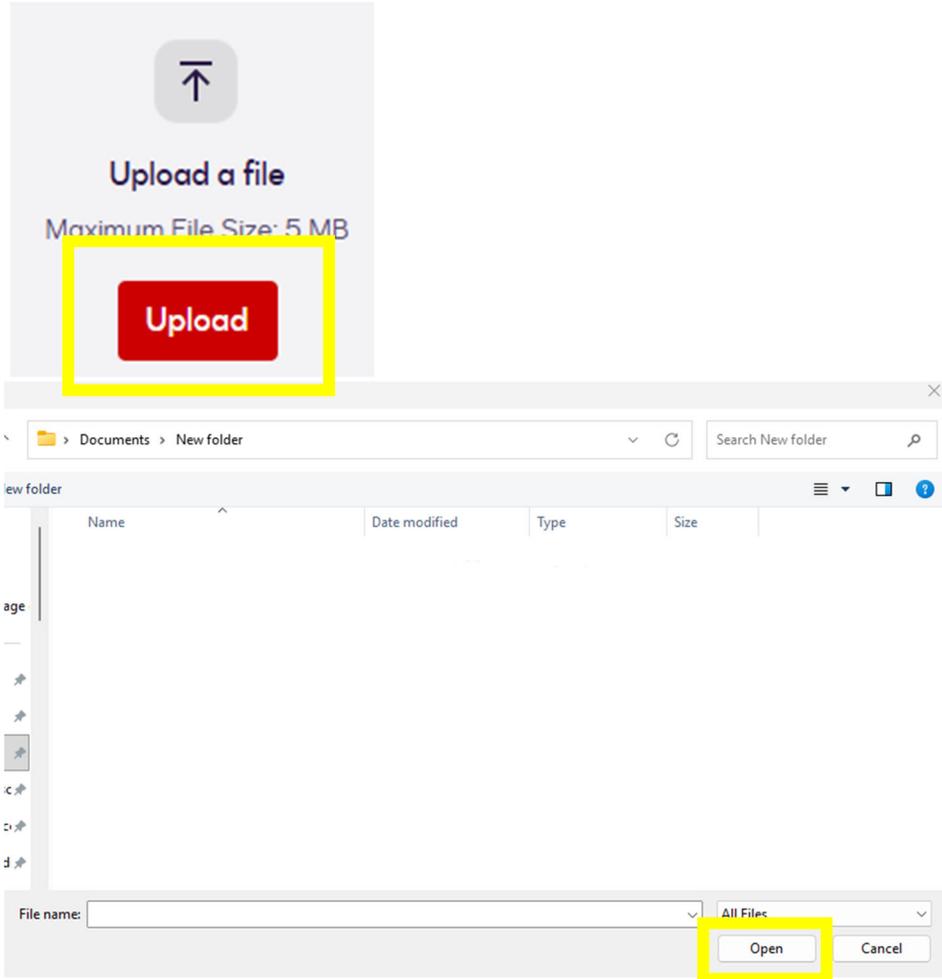
Click the start button to begin application.



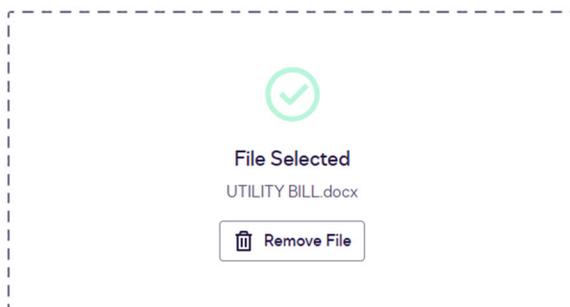
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3. Answer the questions and complete the required information. Click the  button to move through the application.

- When you reach the attachments section of the application, click on the upload button, find where you have scanned and saved the required documentation on your computer and click Open



You will see a green checkmark when the document is successfully attached.



Once all required documents are attached, click Next.

5. A summary page will appear. Please review the information for accuracy. Click the back button to correct any errors. If everything appears correct, click Next.
6. Check the box to agree to use electronic signature, so that you can sign your application via DocuSign. Then click continue.



Please read the [Electronic Record and Signature Disclosure](#).

I agree to use electronic records and signatures. *

Change Language - English (US) ▾

Other Options ▾

Continue

7. Your application will appear. The application will be auto filled with the responses you've previously entered. It will also include the attachments that you've uploaded. Review the information and attachments for accuracy. If anything needs to be corrected, you can update by clicking on the purple text boxes and typing the correct information.

Start

DocuSign Envelope ID: B7E08384-8047-4C0D-B005-A4DBB177895B



Village of Rosemont Owner-Occupied Residential Property Grant Application – For 2025

Date of Application 11/21/2025 Homeowner's Name Example Homeowner

Date of Purchase 01/01/2000 Date Property Became Primary Residence January 2000

Homeowner's Address 132 Main St

Homeowner's Social Security Number (only include if this is your 1st time applying) [Redacted]

Homeowner's Phone 123-123-1234 Homeowner's Email Address grant@villageofrosemont.org

Property Number 12-12-123-1234 Property Number [Redacted]

Property Number [Redacted] Property Number [Redacted]

Tax Rates:	
Village of Rosemont	2.73037
Rosemont Park District	0.35259
Rosemont School District No. 78	1.65361
Leyden Road & Bridge	0.14484
Leyden Township	0.11133
Gen Assistance Leyden	0.00849
Triton School District	0.27075
Water Reclamation District	0.34044
Total	5.61242

Note: Your grant is calculated using the first \$110,000 of equalized assessed value after exemptions, or the actual equalized assessed value after exemptions whichever is less. Maximum grant amount is \$6,173.66. Equalized assessed value less exemptions X 0.0561242 = Grant Amount.

I hereby certify under penalty of perjury that: (1) I own the legal title to the above property, or if the property is in a land trust, that I own the beneficial interest in the land trust; and (2) I owned and occupied the above property as my principal residence as of **DECEMBER 31, 2024** and continue to own and occupy the above property as my principal residence as of the date of this application (which is a condition of the County homestead exemption); and

8. Scroll to the bottom of the first page, read the certification section and click on the sign button.

any amount received. I also understand that my failure to repay any amount that I have improperly received can result in an **additional fine of up to \$100.00 per day** for each day the amount remains unpaid. I hereby authorize entry onto my property by Village employees for the purpose of performing an exterior perimeter inspection of the property. **If the grant exceeds \$600, the Village of Rosemont is required to issue you a Form 1099-G for the year in which the grant payment check is dated.**

Signature: 

The grant will be calculated for you. Please allow 30 days for processing of the grant **after approval by the Village's Building Department**

9. Adopt your electronic signature.

Adopt Your Signature

Confirm your name, initials, and signature.
* Required

Full Name* Initials*

[SELECT STYLE](#) DRAW USE SIGNATURE PAD UPLOAD

PREVIEW [Change Style](#)

Signed by:  Initial 
C6E1932BD074446...

By selecting Adopt and Sign, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts.

ADOPT AND SIGN CANCEL

10. Click the Finish button.

11. You have successfully submitted the application when you see the message below.



Thank you

We've received your Grant Application.

The grant will be calculated for you. Please allow 30 days for processing of the grant after approval by the Village's Building Department.

If you would like to receive your grant via direct deposit, please return to the Village of Rosemont Residential Property Grant Website and click on the ACH link to complete the required form.

12. You will receive an email from Village of Rosemont Via DocuSign with a copy of your application when it has been submitted.

13. If you would like to receive your grant money via ACH (electronically), return to the Village of Rosemont website -> Government -> Village Hall-> Property Grant Application 2025 and click on the ACH link to complete the required form.