



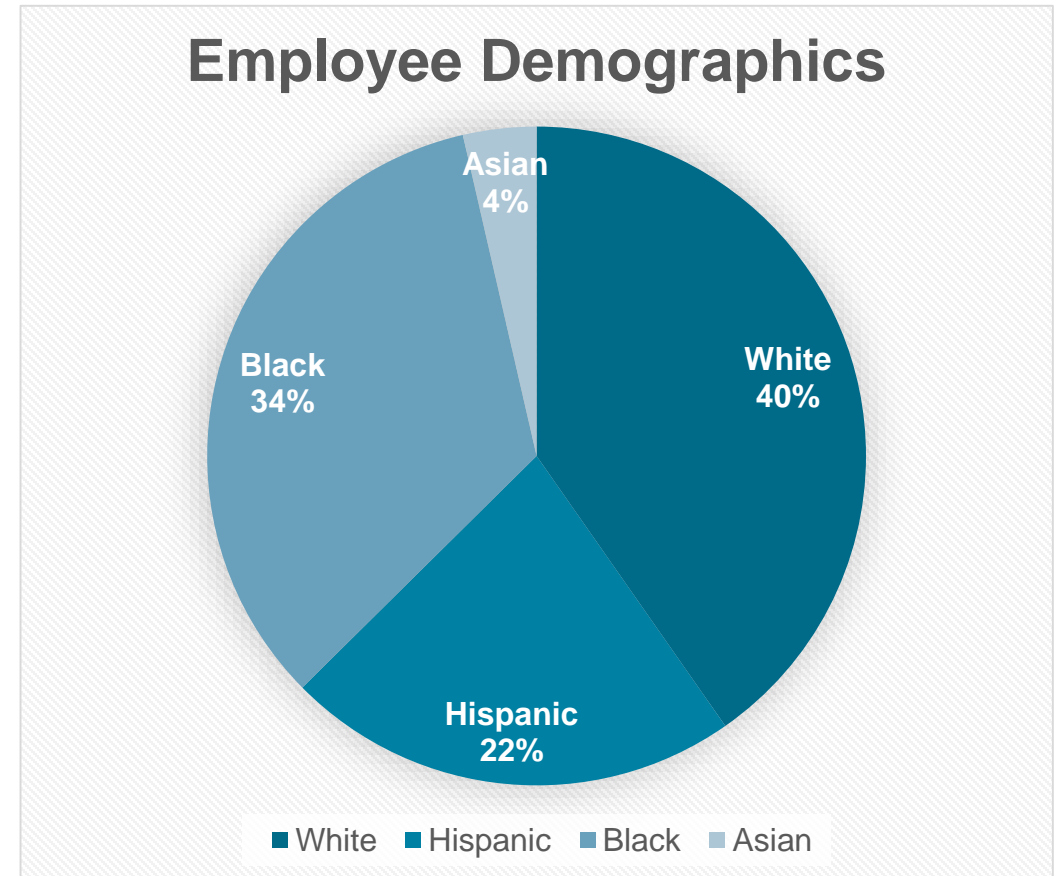
**Cook County Board of Review
Asian American and MENA Data Collection and
Language Access Hearing**

Wednesday, May 24th, 2023

Data Collection Overview



- **Internal Data Collection Forms**
 - **In addition to English, the BOR requires applicants to self-identify their ethnicity and language proficiency on our employment application.**
 - **24 employees, or 17% of our total personnel is bilingual.**
 - **4 employees identify as Asian American.**



Data Collection Overview



External Data Collection

- The BOR Assessed Valuation Complaint Form does not include a collection of demographic or preferred language data, as this information is neither required nor considered when an appeal is being processed.

2022 REAL ESTATE ASSESSED VALUATION COMPLAINT

THE BOARD OF REVIEW OF COOK COUNTY

LARRY R. ROGERS, JR. COMMISSIONER SAMANTHA STEELE COMMISSIONER GEORGE CARDENAS COMMISSIONER

RESET FORM

BOARD OF REVIEW ORIGINAL

TYPE OR PRINT ALL INFORMATION. COMPLY WITH BOARD RULES AND REGULATIONS IN FILLING OUT THIS FORM.

Name of Appellant _____

Address of Appellant _____

City _____ State _____ Zip _____

Phone No. _____ Fax No. _____

Email Address _____

SAME AS ABOVE

LOCATION AND IDENTIFICATION OF REAL ESTATE

Address _____ City _____ Township _____

Permanent Index Number (PIN)

Description of Property: Single Family 6 Apts. or Less Over 6 Apts. Condo/Co-op

Commercial/Industrial Vacant Land Townhome Other

If purchased on or after January 1, 2019 Year Purchased _____ Purchase Price \$ _____

STATUS OF APPELLANT

Owner Former Owner Liable for Tax Tenant Liable for Tax Taxing Body or Taxpayer Alleging Underassessment

Beneficiary of Trust Executor Other (Explain) _____

The undersigned Appellant states that the above described real estate is OVER ASSESSED by the Assessor of Cook County for the year 2022.

Do you plan to submit additional evidence? Yes No

I REQUEST A HEARING BEFORE THE COOK COUNTY BOARD OF REVIEW, 118 N. CLARK ST., CHICAGO Check box if yes.

NOTICE TO APPELLANT: If you requested a hearing, you will be notified by mail of the time and place of your hearing. You must be prepared at that time to present any evidence you have in support of your claim. Please see the Rules of the Board which govern all appeals. If you do not request a hearing, your complaint will be adjudicated based on the written evidence submitted on your behalf and information available to the Board of Review.

The undersigned states that he/she has read the above complaint, has personal knowledge of the contents thereof, and the same is true in substance and in fact, and further so certifies under the penalties as provided by law pursuant to Section 1-109 of the Illinois Code of Civil Procedure.

Signature of Appellant or Attorney

ATTORNEYS ONLY

ATTORNEY'S CERTIFICATION: I, _____, _____, certify that I have obtained

ATTORNEY'S NAME (PRINTED OR TYPED) LAW FIRM

LAW FIRM ADDRESS CITY ZIP PHONE

from _____ (1) explicit

APPELLANT TITLE OR POSITION

COMPLAINT NO. _____

Received & Checked by: _____

List in ascending order all additional Permanent Index Numbers of related parcels of the property owned by Appellant.

DO NOT LIST COMPARABLES BELOW

1. _____
2. _____
3. _____
4. _____
5. _____

IMPORTANT NOTICE

The Cook County Board of Review is a quasi-judicial office. Only licensed attorneys and individual taxpayers representing themselves may practice before the Board. Board Rule 1. Non-attorneys may not complete complaint forms or present an appeal on a taxpayer's behalf before the Board because it is considered the unauthorized practice of law. *In Re Yamaguchi*, 118 Ill.2d 417(1987). Any complaint completed or presented by a non-attorney

Language Access



BOR Bilingual Staff

- **24 current employees are bilingual.**
- **Languages spoken by BOR employees include:**
 - **English**
 - **Spanish**
 - **French**
 - **Polish**
 - **Mandarin/Cantonese**
 - **Yoruba**
 - **Albanian**
 - **Farsi**
- **Bilingual employees may provide translation or interpretation services in the workplace, such as taxpayer service/front counter personnel and at outreach events.**
- **As appropriate, the BOR has begun incorporating translation and interpretation duties in job descriptions.**
- **Currently, there is no additional compensation for translation or interpretation services provided by current employees; however, a position's salary is determined by the required responsibilities.**

Language Access



External

- **The BOR has no active contracts for language translation/interpretation services. However, we have begun assessing the cost and feasibility of acquiring these services.**
- **The BOR provides translated complaint forms, that serve as guides/reference in various languages.**
- **The following documents are available and translated in Korean, or Mandarin/Cantonese:**
 - **2022 Real Estate Assessed Valuation Complaint Form**
 - **Board of Review Rules**
 - **Appeal Step-By-Step Filing Guide**
 - **PowerPoint on the Appeals Process**

Opportunities



- **Data Collection**
 - **Bilingual pay policy and implementation.**
 - **Include a request for interpretation services, and preferred language on our hearing notice.**
- **Language Access Opportunities**
 - **Translation of the BOR website is in progress.**
 - **Translation of the Assessed Valuation Complaint Form into various languages.**



Questions