

## 2026 COMMUNITY PLANNING SERVICES PROGRAM (CPSP) APPLICATION

### Instructions

Please review the Program Manual for project and applicant eligibility, and instructions for completing this application. Applications, including this document and any attachments, must not exceed twelve (12) pages. Please contact Planning Manager Jim Sonnhalter with any questions at [jsonnhalter@cuyahogacounty.gov](mailto:jsonnhalter@cuyahogacounty.gov) or 216-443-3713.

Applications must be received via email at [info@countyplanning.us](mailto:info@countyplanning.us) or by hardcopy at Cuyahoga County Planning Commission, ATTN: Community Planning Services Program, 2079 East 9<sup>th</sup> Street, Suite 5-300, Cleveland, Ohio 44115, no later than **3:00 PM on Wednesday, May 20, 2026**. If submitting a hard copy, please provide (1) unbound copy and a flash drive by the above deadline. Incomplete applications or late applications will not be considered. County Planning is not responsible for the timeliness of the delivery system, so please allow adequate time for mailing/shipping.

### Attachments

Up to six (6) pages of attachments can be submitted with this application. Attachments can include supporting documentation such as a cover letter, maps, photographs, and support letters.

### Section 1: About the Applicant

Applicant Community: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Co-Applicant Community (if any): \_\_\_\_\_

Project Point of Contact\*: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### Section 2: Project Information

Project Title: \_\_\_\_\_

Project Location (be as specific as possible): \_\_\_\_\_

Brief Project Description: \_\_\_\_\_

*\*This is the community's primary point of contact/project manager. It is anticipated that the project point of contact will be responsible for, but not limited to, being communicative with County Planning throughout the project, disseminating information to stakeholders and the public, responding promptly to questions, and having the level of authority necessary to make decisions on behalf of the project.*

**Section 3: Detailed Project Description – Maximum one page; Up to 30 points**

Describe the need in the community for planning and technical services, including demographic, economic, or other issues/changes that have impacted or are impacting the community. Provide a detailed description of the scope of work to be completed including project background and goals, specific issues to be addressed, potential strategies for implementation, and an anticipated timeframe for completion. Please also indicate any internal deadlines you must meet for this work to be completed.

**Section 4: Priority, Capacity, and Support - Maximum one page; Up to 30 points**

Describe how you determined that this project is a priority for the community, including any forms of engagement or planning efforts that have been completed thus far. Describe typical methods used to engage the public in planning processes and how you anticipate members of the public will be engaged in this proposed project. Additionally, describe your community's capacity for facilitating this public process, who will be involved from the city, the level of support from the city administration and/or council, and how you intend to collaborate with other groups. Applicants are encouraged to include any Resolution of Support from their City Council with their application.

**Section 5: Project Impact - Maximum one page; Up to 25 points**

Describe how the project will benefit the residents of the community and surrounding areas, and how the intended results of the project will address the community's needs. If applicable, describe how this project complements any regional projects or initiatives, and/or supports any previous or ongoing community plans, projects, or citywide goals. Specify what metrics will be used to define a successful project outcome, and how the community will implement or otherwise utilize the outcome of the work completed by County Planning.

**Section 6: Community-wide Engagement – Maximum one page; Up to 15 points**

Describe how this project will represent the desires of your community as a whole, and further, address inclusive community engagement to benefit LMI populations in your community. (10 points).

Points will be given to projects that include identified Low- to Moderate Income (LMI) Block Groups, as established by the U.S. Department of Housing and Urban Development (HUD). View the Cuyahoga County LMI Block Group Table on page 7 of this document. Please identify the geographical boundaries of your project and whether your community includes Low- to Moderate Income Block Groups (5 points).

**Section 7: Applicant Certification**

I HEREBY CERTIFY that I have the authority to apply for professional planning assistance through the 2026 Community Planning Services Program on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

IN WITNESS THEREOF, the undersigned, being duly authorized so to do, have signed this application.

Community Name: \_\_\_\_\_

Mayor / Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

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*Co-Applicant (if necessary)*

Community Name: \_\_\_\_\_

Mayor / Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

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*Co-Applicant (if necessary)*

Community Name: \_\_\_\_\_

Mayor / Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

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*Co-Applicant (if necessary)*

Community Name: \_\_\_\_\_

Mayor / Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Attach additional pages after this page (optional, maximum of 12 pages total allowed)*

## Cuyahoga County Low-Mod Block Group Community Table

NAME	LMI POPULATION	TOTAL POPULATION	LMI PERCENT	CPSP POINTS
Bay Village	2,155	15,075	14.30%	1
Beachwood	2,080	10,850	19.20%	1
Bedford	6,720	12,535	53.60%	3
Bedford Heights	5,465	10,520	51.90%	3
Bentleyville	50	810	6.20%	1
Berea	6,205	16,255	38.20%	2
Bratenahl	350	1,450	24.10%	2
Brecksville	2,145	13,375	16.00%	1
Broadview Heights	4,050	19,035	21.30%	2
Brook Park	7,985	18,345	43.50%	3
Brooklyn	5,545	10,765	51.50%	3
Brooklyn Heights	375	1,545	24.30%	2
Chagrin Falls	605	4,020	15.00%	1
Cleveland	251,310	370,465	67.80%	4
Cleveland Heights	19,015	43,280	43.90%	3
Cuyahoga Heights	170	605	28.10%	2
East Cleveland	13,450	16,615	81.00%	5
Euclid	27,615	46,220	59.70%	3
Fairview Park	5,805	16,210	35.80%	2
Garfield Heights	15,230	27,270	55.80%	3
Gates Mills	295	2,125	13.90%	1
Glenwillow	235	810	29.00%	2
Highland Heights	1,615	8,290	19.50%	1
Highland Hills	235	410	57.30%	3
Hunting Valley	30	620	4.80%	1
Independence	915	7,145	12.80%	1
Lakewood	22,005	49,685	44.30%	3
Linndale	300	335	89.60%	5
Lyndhurst	3,515	13,235	26.60%	2
Maple Heights	14,290	22,050	64.80%	4
Mayfield	610	3,390	18.00%	1
Mayfield Heights	7,785	18,445	42.20%	3
Middleburg Heights	4,090	15,125	27.00%	2
Moreland Hills	385	3,310	11.60%	1
Newburgh Heights	1,140	1,800	63.30%	4
North Olmsted	10,390	31,145	33.40%	2
North Randall	540	935	57.80%	3
North Royalton	8,155	29,845	27.30%	2
Oakwood	1,555	3,465	44.90%	3
Olmsted	3,120	13,340	23.40%	2
Olmsted Falls	1,810	8,835	20.50%	2
Orange	970	3,255	29.80%	2
Parma	32,060	77,580	41.30%	3
Parma Heights	9,245	19,685	47.00%	3

### Cuyahoga County Low-Mod Block Group Community Table

NAME	LMI POPULATION	TOTAL POPULATION	LMI PERCENT	CPSP POINTS
Pepper Pike	605	5,995	10.10%	1
Richmond Heights	4,590	10,055	45.60%	3
Rocky River	4,305	19,820	21.70%	2
Seven Hills	2,960	11,580	25.60%	2
Shaker Heights	6,725	26,970	24.90%	2
Solon	3,050	22,725	13.40%	1
South Euclid	9,245	20,695	44.70%	3
Strongsville	9,080	44,325	20.50%	2
University Heights	3,235	11,175	28.90%	2
Valley View	490	2,075	23.60%	2
Walton Hills	470	2,090	22.50%	2
Warrensville Heights	8,490	13,060	65.00%	4
Westlake	6,720	31,350	21.40%	2
Woodmere	365	750	48.70%	3

Source:

[LMISD Map Application 2016-2020](#)