



January 26, 2026

Dave Petschke
Chief Financial and Administrative Officer
Kane County Forest Preserve District
1996 South Kirk Road, Suite 320
Geneva, IL 60134

Re: Custom Tier 2+ TFG Grant Services Package for Pre- and Post-Award Services

Dear Mr. Petschke:

The Ferguson Group, LLC (TFG) welcomes the opportunity to provide Kane County Forest Preserve District (District) with this letter of agreement which provides the objectives and terms provided under TFG's Tier 2+ custom tiered TFG Grant Services Package.

Scope of Work

As a TFG 2+ Grant Services client, the District will receive the following:

- A dedicated team of grants experts supporting the District with grant consulting services directed at state and federal funding opportunities, and when applicable, foundation funding opportunities.
- Monthly grant update meetings.
- Weekly grants updates and customized alerts based on the District's needs.
- Access to TFG's Grant Funding Hub – Online library of funding guides, grant profiles, and grant news.
- Access to TFG's Grant Showcase – Database of over 2,000 successful grant applications.
- Priority Project Tracker – Focused monitoring of key projects aligned with available funding opportunities.
- Project development and readiness.
- Grant editing and review services.
- Grant Debriefs – Engagement with funding agency staff to discuss unfunded applications.
- TFG Grant Blueprint – Custom project-specific grant research for up to three (3) projects annually.
- Post-award grant onboarding for any newly obtained grants.
- Post-award programmatic monitoring & reporting.
- Assistance w/ financial reimbursements and financial reporting.
- Provide timely support for any grant-related programmatic or financial modifications as they occur.
- Manage internal and external reporting procedures for any grant closeout.

Additional Services

TFG's grant retainer model is structured to allow for changes to be made throughout our partnership. As a retainer client, the District can engage with TFG either on an hourly basis or through a lump sum fee for additional services requested beyond the Tier 2+ scope of work. Should the District determine a different tier

of services is preferred, TFG will work with staff to amend the agreement and ensure all needs are met. TFG will provide a cost proposal for all additional services tailored to the District's needs. All additional fees in this regard will be based on current year's pricing.

Terms and Conditions

TFG shall be compensated through a monthly retainer for Tier 2+ services rendered for a 39-month period, commencing April 1, 2026, and terminating June 30, 2029. Fees will be based on a fixed fee of \$4,000/month with a 3% increase in Year 2 and Year 3 and marked on the District's July 1 fiscal as follows:

- Year One (April 1, 2026 – June 30, 2027): Monthly fee of \$4,000 for 15 months with a total fiscal year value \$60,000.
- Year Two (July 1, 2027 – June 30, 2028): Monthly fee of \$4,120 for 12 months with a total fiscal year value of \$49,440.
- Year Three (July 1, 2028 – June 30, 2029): Monthly fee of \$4,243.60 for 12 months with a total fiscal year value of \$50,923.20.

Either party may terminate this agreement at any time by giving the other party at least sixty (60) days prior notice, in writing, of such termination.

TFG fees include all direct labor, overhead (including general and administrative expenses), other direct costs, subcontractor costs, fixed fees, miscellaneous incidental services, and all applicable taxes. While the TFG Grants Division usually works electronically, if the District prefers an on-site meeting, travel time and estimated expenses will be billed in addition to the Tier 2+ monthly fee or any other mutually agreed fee for additional services.

We are grateful for the opportunity to partner with Kane County Forest Preserve District and look forward to working together.

Sincerely,



Kristi More
Managing Partner of Grants