

State of Illinois Uniform Notice of Funding Opportunity (NOFO)
Summary Information

Awarding Agency Name	Commerce And Econ Opp
Agency Contact	David Parr (david.parr@illinois.gov)
Announcement Type	Initial
Type of Assistance Instrument	Grant
Funding Opportunity Number	OGM-25-BC-20
Funding Opportunity Title	Provision of services to the public from named line GRF &/or FIF source
CSFA Number	420-00-2725
CSFA Popular Name	GRF &/or FIF from named lines
Anticipated Number of Awards	1
Estimated Total Program Funding	\$452,360
Award Range	Not Applicable
Source of Funding	State
Cost Sharing or Matching Requirements	No
Indirect Costs Allowed	Yes
Restrictions on Indirect Costs	No
Posted Date	03/24/2025
Application Date Range	03/24/2025 - 04/23/2025 : 5:00 pm
Grant Application Link	Please select the entire address below and paste it into the browser... https://dceo.illinois.gov/aboutdceo/grantopportunities/support-docs.html
Technical Assistance Session	No

Agency-specific Content for the Notice of Funding Opportunity

A. Program Description

This Notice of Funding Opportunity (NoFO) sets forth the requirement of the State Fiscal Year 2025 (SFY25) Department of Commerce and Economic Opportunity (DCEO) Grants Management Initiative. DCEO administers grant programs designed for capital improvements as defined within the annual appropriation bill (Public Act 103-0589) set forth by the Illinois General Assembly.

The goal of this program is to improve the quality of life of Illinoisans. The intent of this grant is to fund the provision of unemployment insurance relief in a sum in accordance with the Rate Notice of 2021 and number of employees in response to the COVID-19 pandemic. The successful applicant will act as administrator and will issue sub-grants to small restaurants in the Rockford region showing layoffs in the first quarter of 2021, and/or the second quarter of 2021, based on the IDES form BEN-118-Statement of Benefit Charges.

The successful grantee will be required to report on the expenditure of funds and the specific improvements rendered as a result of this funding. Using the Periodic Financial Report (PFR) and Periodic Performance Report (PPR) templates, and providing all required detailed supporting information including the expense tracking spreadsheet (ledger), grantees must be able to relate financial data to performance accomplishment that support DCEO's mission to improve the quality of life for Illinoisans.

B. Funding Information

This grant program is utilizing state funds appropriated by the Illinois General Assembly as indicated in Public Act 103-0589.

The total amount of grant funds for this award is \$452,360.00.

Applicants must submit a project narrative that describes in detail the proposed project activities (i.e., how the applicant intends to execute the award). The project narrative should include enough information for DCEO to understand the scope of the project, including a detailed breakdown of the costs associated with each utilized budget line and any additional necessary detail to enable DCEO to manage the grant agreement activity against planned project performance. A detailed breakdown of tasks and an estimated project timeline are also required. The Project Narrative must include evidence of need, capacity, economic impact, need, and quality as defined in Section E.1.

Agreement(s) and budget(s) with subrecipients and subcontractors must be pre-approved by and on file with DCEO. Such agreements can be submitted to DCEO when available. Subcontractors and subrecipients are subject to all applicable provisions of the Agreement(s) executed between DCEO and the grantee. The successful applicant shall retain sole responsibility for the performance of its subrecipient(s) and/or subcontractor(s).

The release of this NoFO does not obligate the Department to make an award.

C. Eligibility Information

An entity may not apply for a grant until the entity has registered and pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal, via the link under the 'Grantee Links' tab at <https://gata.illinois.gov/> – or directly at <https://grants.illinois.gov/portal/>. During pre-qualification, verifications are performed including a check of the federal Debarred and Suspended list and of the applicant's status on the Illinois Stop Payment List.

The GATA Grantee Portal will verify that the entity:

- Has a valid FEIN number;
- Has a valid UEI number;

- Has a current SAM.gov account / registration;
- Is not on the Federal Excluded Parties List;
- Is in Good Standing with the Illinois Secretary of State, as applicable;
- Is not on the Illinois Stop Payment List; and
- Is not on the Department of Healthcare and Family Services Provider Sanction List.

Marking SAM.gov registrations as “public” will allow the GATA Grantee Portal to expedite the review of the federal information. Making the SAM.gov registration “private” will not prevent the review; however, it will slow down the review process.

Entities on the Illinois Stop Payment List and/or the Federal Excluded Parties List at time of application submission will not be considered for an award.

An automated email notification from the GATA Grantee Portal to the entity alerts them of either “qualified” status or informs the entity of how to remediate a negative verification (e.g., an inactive DUNS, not in good standing with the Secretary of State). A federal Debarred and Suspended status cannot be remediated.

Pursuant to the policy of the Illinois Office of the Comptroller, to receive grant funds from the State of Illinois a grantee must be considered a regarded entity by the IRS for federal income tax purposes. Disregarded entities will not be eligible to receive grant funds.

1. Eligible Applicants include:

Eligible applicants will be a not-for-profit organization serving in the Rockford area to promote and champion efforts to drive quality of life and economic growth for citizens through tourism marketing and destination development, with jurisdiction to perform the project Intent listed in Section A above. Applicants that do not meet this criterion are ineligible. Proof of eligibility is required at the time the application is submitted.

The Department complies with all applicable provisions of state and federal laws and regulations pertaining to nondiscrimination, sexual harassment, and equal employment opportunity including, but not limited to: The Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), The Public Works Employment Discrimination Act (775 ILCS 10/1 et seq.), The United States Civil Rights Act of 1964 (as amended) (42 USC 2000a-and 2000H-6), Section 504 of the Rehabilitation Act of 1973 (29 USC 794), The Americans with Disabilities Act of 1990 (42 USC 12101 et seq.), and The Age Discrimination Act (42 USC 6101 et seq.).

2. Cost Sharing or Matching.

This grant opportunity does not include a cost sharing or match requirement.

3. Indirect Cost Rate.

In order to charge indirect costs to a grant, the applicant organization must have an annually negotiated indirect cost rate agreement (NICRA). There are three types of NICRAs:

a) Federally Negotiated Rate. Organizations that receive direct federal funding, may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. Illinois will accept the federally negotiated rate. The organization must provide a copy of the federally NICRA.

b) State Negotiated Rate. The organization may negotiate an indirect cost rate with the State of Illinois if they do not have a Federally Negotiated Rate. If an organization has not previously established an indirect cost rate, an indirect cost rate proposal must be submitted through State of Illinois' centralized indirect cost rate system no later than three months after receipt of a Notice of State Award (NOSA). If an organization previously established an indirect cost rate, the organization must annually submit a new indirect cost proposal through CARS within six to nine

months after the close of the grantee's fiscal year, depending on the grantee's audit type requirements.

c) De Minimis Rate. An organization may elect a de minimis rate of 15% of modified total direct cost (MTDC). Once established, the De Minimis Rate may be used indefinitely. The State of Illinois must verify the calculation of the MTDC annually in order to accept the De Minimis Rate.

All grantees must complete an indirect cost rate negotiation or elect the De Minimis Rate to claim indirect costs. Indirect costs claimed without a negotiated rate or a De Minimis Rate election on record in the State of Illinois' centralized indirect cost rate system may be subject to disallowance.

Grantees have discretion and can elect to waive payment for indirect costs. Grantees that elect to waive payments for indirect costs cannot be reimbursed for indirect costs. The organization must record an election to "Waive Indirect Costs" into the State of Illinois' centralized indirect cost rate system.

State Universities may request an indirect cost rate of no more than 20% for on-campus activities and no more than 10% for off-campus activities, due to the State of Illinois' continuous funding of a portion of facility and administrative costs.

4. Other, if applicable.

Applicants may only submit (1) one application for this program.

Purchase of Real Property: If permitted by the Award Budget and scope of activities provided in a Grant Agreement, a Grantee may use the Grant Funds during the Award Term for the costs associated with the purchase of real property (as defined by 2 CFR 200.1) either through the use of reimbursement or advanced funds as permitted in Exhibit C of the Grant Agreement for the following purposes and consistent with 2 CFR 200:

- (a) Cash payment of the entirety or a portion of the real property acquisition;
- (b) Cash Payment of a down payment for the acquisition;
- (c) Standard and commercially reasonable costs required to be paid at the acquisition closing (*i.e.*, closing costs); or
- (d) Payments to reduce the debt incurred by Grantee to purchase the real property.

D. Application and Submission Information

1. Address to Request Application Package.

Grant application forms are available at the web link provided in the "Grant Application Link" field of this announcement, or via the link found at the end of Section D.2. below, or by contacting the Program Office:

David E. Parr
Illinois Department of Commerce & Economic Opportunity
Office of Grants Management
1011 S. 2nd St.
Springfield, IL 62704-3004
Phone: 217-685-1197
Email: CEO.OGMgrants@illinois.gov

2. Content and Form of Application Submission.

NoFO ID: 2725-3023

A standard application package must be submitted and reviewed by DCEO. Each package must contain the following items:

- Uniform Grant Application in fillable PDF format (print, sign, and scan the signature page with submission)
- Uniform Budget utilizing the template provided by DCEO for this project. The entire budget with all worksheets (category tabs) must be submitted with the application materials, even if the worksheets are not relevant to the grant opportunity. (print, sign, and scan the signature page with submission)
- Conflict of Interest Disclosure
- Mandatory Disclosure
- Project Narrative utilizing the template provided by DCEO for this project – *no limit on number of pages, spacing, font, etc.* (print, sign, and scan the signature page with submission)
- W-9 form
- IRS Letter

These application forms are all available at:

<https://dceo.illinois.gov/aboutdceo/grantopportunities/support-docs.html>

3. Unique Entity Identifier (UEI) and System for Award Management (SAM).

Each applicant (unless the applicant is an individual, or a Federal or State awarding agency that is exempt from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the Federal or State awarding agency under 2 CFR § 25.110(d)) is required to:

- (i) Be registered in SAM before submitting its application. To establish a SAM registration, go to www.SAM.gov and/or utilize the instructional link entitled “How to Register in SAM” under the “SAM Registration” section in the <https://gata.illinois.gov/> Resource Library;
- (ii) Provide a valid UEI number in its application, which matches the UEI number used in both the applicant entity’s SAM registration and GATA Grantee Portal registration; and
- (iii) Continue to maintain an active SAM registration, with current information, at all times during which it has an active Federal, Federal pass-through, or State award, or an application or plan under consideration by a Federal or State awarding agency. The State awarding agency may not make a Federal pass-through or State award to an applicant until the applicant has complied with all applicable UEI and SAM requirements. If an applicant has not fully complied with the requirements by the time the State awarding agency is ready to make a Federal pass-through or State award, the State awarding agency may determine that the applicant is not qualified to receive a Federal pass-through or State award and use that determination as a basis for making a Federal pass-through or State award to another applicant.

4. Submission Dates and Times.

The application and all required documentation shall be submitted electronically and should be received no later than **5:00 p.m. on April 23, 2025**.

The Department is under no obligation to review applications that do not comply with the above requirements.

Failure to meet the application deadline may result in the Department returning application without review or may preclude the Department from making the award.

5. Intergovernmental Review, if applicable.

N/A

6. Funding Restrictions.

Pre-award costs are allowable at the time of the posting of this notice.

7. Other Submission Requirements.

Application materials must be submitted to the Department electronically to the Program Office at the following email address: CEO.OGMgrants@illinois.gov

Files containing application packets and supporting documents that are too large to send all together via a single standard email may be submitted via multiple emails, which will in total be considered the single application. Each email should indicate that it's part of multiple within a group (e.g., 1 of 3). All such individual emails should be submitted by the date and time listed above in D.4.

Electronic submissions including links to documents stored in Google Docs or other cloud-based servers are not allowed.

E. Application Review Information

1. Criteria.

Grant proposals will be reviewed on a competitive basis. Each proposal will be scored on a 100-point scale. DCEO shall consider the following criteria when evaluating the application submittal:

(40 points) Capacity – Based on the scope of work (project narrative) submitted within the application, a maximum of 40 points will be awarded in this category according to the level of verification provided by the applicant describing its ability to successfully complete the project for which the funds were intended within this funding opportunity.

(30 points) Economic Impact – Based on the application package received, a maximum of 25 points will be awarded relative to the application's demonstration that the funds will create a positive economic impact within the community.

(15 points) Need – Based on evaluation of the application's description of the need within the community relevant to the funding opportunity available, a maximum of 20 points will be awarded in this category.

(15 points) Quality – Based on the application package received, a maximum of 15 points will be awarded relative to the application's demonstration of project features and characteristics, compared to the project as defined in this funding opportunity.

2. Review and Selection Process.

Applications will be graded using the Merit Review Process and scored on the criteria specified in Section E.1 of this Notice. DCEO will designate an Evaluation Committee to grade each application received for this funding opportunity. The final score of each committee member will be calculated and an average of all scores for that application will be the final application score. Each application will then be ranked by their score.

The Merit Based Review process is subject to appeal. However, evaluation scores cannot be appealed. The appeal must be submitted in writing to the Department within 14 calendar days after the date that the grant award notice has been published. The written appeal shall include the

name and address of the appealing party, the identification of the grant and a statement of reasons for the appeal. To file an appeal, applicants must submit the appeal in writing and in accordance with the Merit-Based Application Review Appeals Process listed on the Grant Opportunities page of the DCEO website:

<https://dceo.illinois.gov/aboutdceo/grantopportunities/meritappreview.html>

3. Anticipated Announcement and State Award Dates, if applicable.

The Department anticipates sending Notices of State Award by approximately three months from the application deadline, but reserves the right to issue a reduced award, or to not issue any award. The date of any actual award will depend upon multiple factors including specifics of the review necessary based on the details of the funded project, such as environmental reviews, release of bond funds, etc.

F. Award Administration Information

1. State Award Notices.

After completion of the Merit Review Process, and providing any additional information requested by the grantor, the Notice of State Award (NoSA) will be issued to the awarded grantee. The NoSA will specify the funding terms and specific conditions resulting from the pre-award risk assessments and the merit review process. The NoSA must be accepted (electronically signed) in the GATA Portal by an authorized representative of the grantee organization. The NoSA is not an authorization to begin performance or incur costs.

2. Administrative and National Policy Requirements.

Grant Uniform Requirements

The Grant Accountability and Transparency Act (30 ILCS 708/1 *et seq.*) (and its related administrative rules, 44 Ill. Admin. Code Part 7000), was enacted to increase the accountability and transparency in the use of grant funds from whatever source and to reduce administrative burdens on both State agencies and grantees by adopting federal guidance and regulations applicable to those grant funds; specifically, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200).

Procurement

Grantees will be required to adhere to methods of procurement per the Procurement Standards (2 CFR 200.317 – 2 CFR 200.327).

Grant Award Payment

The grant agreement will specify the payment terms and the payment schedule pursuant to cash management requirements as stated in 44 Illinois Administrative Code, Title 44, Subtitle F, Part 7000, Section 120. The Department reserves the right to determine the appropriate payment structure on a project-specific basis.

3. Reporting.

Periodic Performance Report (PPR) and Periodic Financial Report (PFR)

Grantees funded under this program through this NoFO are required to submit electronically in the format required by the Grantor, at least on a quarterly basis to their assigned grant manager: the PPR and PFR; the expense tracking spreadsheet (ledger); and any other supporting documents or forms required by the program. The first of such reports shall cover the first period

identified in the Report Deliverable Schedule contained within Article XL of the executed Grant Agreement, or any associated update/revision/correction of said schedule provided to the Grantee by the Department. Pursuant to 2 CFR 200.328, Periodic Financial Reports shall be submitted no later than 30 calendar days following the period covered by the report. Pursuant to 2 CFR 200.329, Periodic Performance Reports shall be submitted no later than 30 calendar days following the period covered by the report. Any additional reporting requirements as a result of the risk assessments and merit review will be disclosed in the Notice of State Award (NoSA).

Grantees are required within 45 calendar days following the end of the period of performance to submit a final closeout report in the format required by the Grantor (See 2 CFR 200.344, and the Illinois Grant Funds Recovery Act at 30 ILCS 705).

Monitoring

Grantees funded through this NoFO are subject to fiscal and programmatic monitoring visits by the Department in accordance with 2 CFR 200.337. The Grantees must have an open-door policy allowing periodic visits by Department monitors to evaluate the progress of the project and must provide documentation upon request of the monitor. Program and fiscal staff will also maintain contact with the participants and will monitor progress and performance under the terms of the agreement(s). The Department may modify grants based on performance.

Audit

Grantees shall be subject to Illinois' statewide Audit Report Review requirements. Terms of the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules set forth under the Grant Accountability and Transparency Act shall apply. (See 30 ILCS 708/65(c)).

G. State Awarding Agency Contact(s)

Please direct any questions regarding this NoFO to:

David E. Parr
Illinois Department of Commerce & Economic Opportunity
Office of Grants Management
1011 S. 2nd St.
Springfield, IL 62704-3004
Phone: 217-685-1197
Email: CEO.OGMgrants@illinois.gov

H. Other Information, if applicable

This is a one-time initiative designed for capital improvements as defined within the annual appropriation bill (Public Act 103-0589) set forth by the Illinois General Assembly. This notice does not obligate the State of Illinois to make any State awards.