

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

Awarding Agency Name	Commerce And Econ Opp
Agency Contact	Peter Hawley (peter.hawley@illinois.gov)
Announcement Type	Initial
Type of Assistance Instrument	Grant
Funding Opportunity Number	FY24-1
Funding Opportunity Title	Illinois Soundstage Capital Grant Program
CSFA Number	420-45-3134
CSFA Popular Name	Illinois Soundstage Capital Grant Program
Anticipated Number of Awards	4
Estimated Total Program Funding	\$10,000,000
Award Range	Not Applicable
Source of Funding	State
Cost Sharing or Matching Requirements	Yes
Indirect Costs Allowed	Yes
Restrictions on Indirect Costs	No
Posted Date	09/11/2023
Application Date Range	09/11/2023 - 11/10/2023 : 5:00PM
Grant Application Link	Please select the entire address below and paste it into the browser... https://dceo.illinois.gov/aboutdceo/grantopportunities/3134-2579.html
Technical Assistance Session	Offered : Yes Mandatory : No Date : 09/25/2023 : 1:00PM Registration link : https://illinois.webex.com/webappng/sites/illinois/recording/829ab0703dfb103cbffd3a91b132cdbc/playback

Agency-specific Content for the Notice of Funding Opportunity

Illinois Sound Stage Capital Grant Program NOFO ID: 3134-2579

For information about grants please visit <https://dceo.illinois.gov/aboutdceo/grantopportunities/granteeresources.html>.

A. Program Description

Notice of Funding Opportunity Intent

The Illinois Department of Commerce and Economic Opportunity (the “Department” or “DCEO”) is issuing this Notice of Funding Opportunity to the Illinois Sound Stage Capital Grant Program. The program will provide assistance to modernize or purpose build new and existing Film, Television, and TV Commercial sound stages.

Program Description

The central objective is to encourage capital investment in studio infrastructure including but not limited to building soundstages and production support spaces with a primary focus on attracting large scale projects capable of securing the type of high impact feature films and series that generate significant year-over-year employment opportunities for Illinois workers and the thousands of local businesses that supply the film industry. Also important is supporting the development of studio infrastructure in regions of Illinois outside the film industry’s concentration of activity within the City of Chicago. The support for capital investments in production facilities will be an essential progression of the successful economic development policies currently administered by DCEO aimed at continuing the development and expansion of the film industry, including the Film Tax Credit and the Film & TV Workforce Training Program successfully implemented in 2022.

Through this NOFO, the Department will fund proposals for studio infrastructure projects in order to support the streaming, TV, and film industry’s growth across the state. DCEO would like to incentivize large scale, strategic projects that can ensure Illinois is positioned as a leading production center in North America and the world with these grant funds.

The following are requirements for all projects funded through this grant:

1. A project must include a job training program in partnership with the Illinois Film Office dedicated to preparing Illinois residents who live in Underserved Areas¹ for work in the streaming, TV, and film industry. For projects within the City of Chicago, at least 35% of participants in the training program should be from underserved areas. For Illinois Regional Projects (outside of Chicago), at least 25% of training program should be from Underserved Areas.
2. A project scope must include at least one soundstage and production support space.
3. A project must incur actual construction costs. Projects only involving repair and maintenance expenditures are ineligible.

Performance Goals and Measures

The goal of the program is to maximize construction of new soundstage and support facilities that will increase the film, television and streaming production capabilities in Chicago and other regions of the state.

The specific goals of this program are to:

- Focusing positive attention on Illinois by studio developers and producers at a critical time worldwide opportunities are being evaluated for new capital investment
- Creating lasting economic development in communities in Illinois that are in need to new investment
- Increase the number of productions and associated job opportunities in Illinois by expanding the film studio infrastructure offerings
- Change the perception that Illinois has a “competitive gap’ of world class, bespoke production

¹ <https://dceo.illinois.gov/expandrelocate/incentives/underservedareas.html>

² <https://dceo.illinois.gov/whyillinois/film/media.html>

facilities compared to other North American production centers, including New York, California, Georgia, Toronto, and Vancouver

- Providing new facilities to expand film industry training opportunities supported by the Illinois Film Office focused on bringing residents from underserved communities into the industry workforce
- Creating new business opportunities for local suppliers to create new revenue streams from production facilities and the projects that locate in the facilities
- Provide capital grants to match investment in new construction for new large sound stages or upgrades to existing sound stages that meet the needs of modern-day major film, television, and commercial productions

B. Funding Information

This grant program is utilizing state funds appropriated by the General Assembly. Total amount of funding expected to be awarded through this NOFO is \$10,000,000. Awards will range from \$1,000,000 to \$5,000,000. The Department expects to make three to four awards, with at least one award outside of Chicago. Projects will be funded up to 35% of the total eligible project costs.

Eligible costs include costs directly related to the actual construction of soundstages and related production support including but not limited to production offices, mill space, post-production facilities and backlots and shall include fixtures and production and support equipment affixed to the structure.

Anticipated start date for awards is January 1, 2024. The period of performance is expected to be January 1, 2024, through December 31, 2024.

Applicants must submit a project narrative that describes in detail how the award will be executed. The project narrative should include enough information for DCEO to understand the scope of the project, the budget, including a detailed breakdown of the costs associated with each budget line and any additional necessary detail to enable DCEO to manage the grant agreement activity against planned project performance. The Project Narrative must include evidence of capacity, quality, need and economic impact as defined in Section E.1.

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

C. Eligibility Information

An entity must be registered in the Grant Accountability and Transparency Act (GATA) Grantee Portal, <https://grants.illinois.gov/portal/>, at the time of grant application. The portal will verify that the entity:

- Has a valid FEIN number (<https://www.irs.gov/individuals/international-taxpayers/taxpayer-identification-numbers-tin#:~:text=You%20can%20use%20the%20IRS%27s,for%20Individual%20Taxpayer%20Identification%20Number>);
- Has a valid UEI number (<https://sam.gov>);
- Has a current SAM.gov registration (<https://sam.gov>);
- Is not on the Federal Excluded Parties List (verified at <https://sam.gov>);
- Is in Good Standing with the Illinois Secretary of State, as applicable (https://www.cyberdriveillinois.com/departments/business_services/corp.html);
- Is not on the Illinois Stop Payment list (verified once entity is registered in GATA Grantee Portal); and
- Is not on the Department of Healthcare and Family Services Provider Sanctions list (<https://www.illinois.gov/hfs/oig/Pages/SanctionsList.aspx>).

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 to the entity alerts them of “qualified” status or informs how to remediate a negative verification (e.g., 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 include:

1. Nonprofit Organizations;
2. Education Organizations;
3. For-Profit Organizations.

The successful grantees will be required to report on the expenditure of funds and the completion of the soundstage infrastructure project. Using the Periodic Financial and Performance reporting templates, grantees must be able to relate financial data to performance accomplishment that support the Department’s mission to grow the square footage of soundstage facilities and production support space in Illinois. Performance goals are tangible, measurable objectives tied to total capital expenditures paid and incurred on production facilities, including soundstages, production offices and meeting rooms, mill space, backlots, wardrobe, and hair and makeup space, canteens, and parking.

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 requires matching funds. The Department will fund up to 35% of project and the budget must include non-State of Illinois funds. Budgets without this match may be denied.

3. Indirect Cost Rate.

This grant opportunity is limited to capital improvement expenses. The grant will not compensate for indirect costs, overhead or administrative expenses associated with the execution of the program.

4. Other, if applicable.

Applicants may submit one application for this opportunity per location.

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 by contacting the Program Manager:

Peter Hawley
Illinois Department of Commerce & Economic Opportunity
555 W. Monroe St.
Suite 1200
Chicago, IL 60661
Tele: 312.515.9230
Email: peter.hawley@illinois.gov

2. Content and Form of Application Submission.

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

- Uniform Grant Application in fillable PDF format. Signature page must be printed, signed, scanned, and submitted with application
- Uniform Budget utilizing the template provided by DCEO for this project. The entire budget with all worksheets included even if the worksheets are not relevant to the grant opportunity must be submitted with the application materials. Signature page must be printed, signed, scanned, and submitted with application. **All project costs, including non-State of Illinois funds, must be included in the budget narrative sections with details, including the source of matching funds**
- Conflict of Interest Disclosure
- Mandatory Disclosures
- Program Application
- Detailed Construction Estimates (if available)
- Letter from Construction Consultant verifying project will meet all requirements of soundstage (if available)
- Letter(s) of support for matching funds (if available)

A Program Application must be complete that will consist of the following information. **The Program Application can be accessed on the website that you obtained these application documents.** The information below is a summary of the program application.

Type of Organization:

The following information is an overview of the program application:

- Type of Organization
- An overview of the project scope, including statement of need, with a timeline, details of the soundstage(s), and other production space type(s).
- Description of previous development projects in Illinois and/or outside the state
- Description of whether the project is Shovel Ready², including support from a Construction Consultant (if available)
- Importance of the project to growing the Illinois film industry.
- Description of how grant funds will benefit and enhance this project.
- Recruitment plan for job training program, including plan to recruit from surrounding community.
- Credential Requirements for Trainers.

² Shovel Ready of a building project is defined at the stage where workers can be employed and construction can begin.

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

Each applicant (unless the applicant is an individual or 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 the System for Award Management (SAM) before submitting its application. To establish a SAM registration, go to www.SAM.gov and/or utilize this instructional link: [How to Register in SAM from the www.grants.illinois.gov Resource Links tab](#). Please note, making SAM.gov registrations “public” will expedite the GATA Grantee Portal pre-qualification process.
- (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.
- (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 and, 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.

Applications for this opportunity must be submitted by Friday, November 10th at 5:00pm (CST).

Application materials must be submitted to the Department via electronic form at <https://app.smartsheet.com/b/form/e8da3f1cd89f414c8c97bce3bc2fb496>.

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.

This opportunity does not allow reimbursement of pre-award costs. Other restrictions can be found in Sections B. and C.3.

7. Other Submission Requirements.

Documents stored in Google Docs or other cloud-based servers are not allowed.

Applicants may confirm receipt of the application and documents by contacting the program contact listed in this NOFO.

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. The Department shall consider the following criteria when evaluating the application submittal:

Need	
Project location in an Underserved Area	5
Demonstrates that funds are necessary to complete the project	5
Capacity	
Complete a detailed budget with detailed construction estimates	8
Demonstrates that project is Shovel Ready	8
Demonstrates previous soundstage or large construction projects.	5
Demonstrates that the workforce training program will be effective to train on entry level film production jobs or entry level soundstage facility management and recruit from the local community.	8
Quality	
A complete and sufficiently detailed project narrative	8
Sufficiently detailed timeline given scope of project	8
Documentation to back budget estimates and project narrative, such as design and planning documents	8
Clearly articulated source of matching funds, as well as fund availability and/or credible plan to obtain them to completely fund the project	5
Economic Impact	
Projects of Strategic Significance:	32
32 Points – Actual Construction Costs of \$50M or more or 2) multiple soundstages with average dimensions of 18,000 square feet	
16 Points – Costs between \$10M and \$50M	
12 Points – Costs \$1M and \$10M	
8 Points – Costs between \$500,000 and \$1M	
4 Points – Costs less than \$500,000	

2. Review and Selection Process.

Applications will be graded using the Merit Review Process and scored on the criteria specified in Section E.1. The Department 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 will be the final applicant score. Grants will be awarded on a competitive basis. Awards will be made by awarding the highest scoring applicants in order. At least one award is reserved for projects that are located outside of Chicago.

The Merit Based Review process is subject to appeal. However, competitive grant appeals are limited to the evaluation process. Evaluation scores may not be protested. Only the evaluation process is subject to appeal. 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/meritappealreview.html>.

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

After the application period is closed, the Department will conduct a merit-based review of eligible applications. Successful applicants will receive a Notice of State Award (NOSA) to initiate the grant agreement phase. During this phase, you will be contacted by a grant manager to develop a grant agreement, which can be a months long process depending on complexity, cooperation, and conformity with all applicable federal and state laws.

The Department reserves the right to issue a reduced award, or not to issue any award.

F. Award Administration Information

1. State Award Notices.

The Notice of State Award (NOSA) will specify the funding terms and specific conditions resulting from the pre-award risk assessments and the merit based review process. The NOSA must be accepted 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.

Subrecipients and Subcontractors: Agreement(s) and budget(s) with subrecipients and subcontractors must be pre-approved by and on file with DCEO. 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).

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).

Business Enterprise Program: For grant awards of \$250,000 or more, grantees will be required to comply with the Business Enterprise Program for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575/0.01 *et seq.*), which establishes a goal for contracting with businesses that have been certified as owned and controlled by persons who are minority, female or who have disabilities. The Department and the Capital Development Board will work with the grantees to ensure compliance prior to the establishment of the grant agreement as well as through the life of the grant.

Environmental Review Requirements: Capital grants will be reviewed to determine environmental review requirements. Based on the scope of the project, the grantees may be required to complete additional environmental approvals before a grant agreement can be initiated.

Illinois Works Jobs Program Act (30 ILCS 559/20-1 *et seq.*): For grants with an estimated total project cost of \$500,000 or more, the grantee will be required to comply with the Illinois Works Apprenticeship Initiative (30 ILCS 559/20-20 to 20-25) and all applicable administrative rules. The "estimated total project cost" is a good faith approximation of the costs of an entire project being paid for in whole or in part by appropriated capital funds to construct a public work. The goal of the Illinois Apprenticeship Initiative is that apprentices will perform either 10% of the total labor hours actually worked in each prevailing wage classification or 10% of the estimated labor hours in each prevailing wage classification, whichever is less. Grantees will be permitted to seek from the Department a waiver or reduction of this goal in certain circumstances pursuant to 30 ILCS 559/20-20(b). The grantee must ensure compliance for the life of the entire project, including during the term of the grant and after the term ends, if applicable, and will be required to report on and certify its compliance.

Prevailing Wage Act (820 ILCS 130/0.01 et seq.): Applicants that are awarded grants shall comply with all requirements of the Prevailing Wage Act, including but not limited to, inserting into all contracts for construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the project shall be paid to all laborers, workers, and mechanics performing work under the award and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract. Grantees will be required to report on Prevailing Wage Act compliance on a monthly basis.

Employment of Illinois Workers on Public Works Act (30 ILCS 570/0.01 et seq.): All grantees will be required to comply with the Employment of Illinois Workers on Public Works Act (30 ILCS 570/0.01 et seq.) (the "Act"), which provides that whenever there is a period of excessive unemployment in Illinois (as defined by the Act), if the Grantee is using Grant Funds for (1) constructing or building any public works, or (2) performing the clean-up and on-site disposal of hazardous waste for the State of Illinois or any political subdivision of the State, then the Grantee shall employ at least 90% Illinois laborers on such project. Illinois laborers refers to any person who has resided in Illinois for at least 30 days and intends to become or remain an Illinois resident. Grantees may receive an exception from this requirement by submitting a request and supporting documents certifying that Illinois laborers are either not available, or are incapable of performing the particular type of work involved. The certification must: (a) be submitted to the grant manager within the first quarter of the Award Term; (b) provide sufficient support that demonstrates the exception is met; (c) be signed by an authorized signatory of the Grantee; and (d) be approved by DCEO in consultation with the Illinois Department of Labor. In addition, every contractor on a public works project or improvement or hazardous waste clean-up and on-site disposal project in this State may place on such work no more than 3 (or 6 in the case of a hazardous waste clean-up and on-site disposal project) of the contractor's regularly employed non-resident executive and technical experts.

3. Reporting.

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

Grantees funded through this NOFO are required to submit in the format required by the Grantor, at least on a quarterly basis, the PPR and PFR electronically to their assigned grant manager. The first of such reports shall cover the first three months after the award begins. 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 will be disclosed in the 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).

Monitoring

Grantees funded through this NOFO are subject to fiscal and programmatic monitoring visits by the Department in accordance with 2 CFR 200.337. They must have an open-door policy allowing periodic visits by Department monitors to evaluate the progress of the project and provide documentation upon request of the monitor. Program staff will also maintain contact with participants and monitor progress and performance of the contracts. 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)

Grant Help Desk
Illinois Department of Commerce & Economic Opportunity
Email: **CEO.GrantHelp@illinois.gov**

H. Other Information, if applicable

N/A.