

**State of Illinois**  
Bruce Rauner, Governor

**Board of Higher Education**  
Tom Cross, Chair



# ***Grant Application Packet: Nursing School Grant Program***

*Fiscal Year 2019*

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*Application Release: August 15, 2018*  
*Application Deadline: October 31, 2018*

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## GRANT PROGRAM INFORMATION

The Illinois Board of Higher Education (IBHE) is seeking applicants for the fiscal year 2019 Nursing School Grant Program. The purpose of the grant program is to increase the number of registered nurses with high-quality postsecondary credentials to meet the demands of the Illinois economy. Grants are awarded to Illinois institutions of higher education that prepare registered nurses at the associate, baccalaureate, and master entry level. Nursing schools that meet the eligibility criteria will be able to compete for grant awards. Proposals to improve or expand existing nursing programs must use strategies that are supported by current research and best practices.

Please note that the program has been modified since last year.

- The new structure eliminates the two categories of grants, expansion and improvement, but keeps the intent to award grants that will expand or improve existing nursing programs through a competitive process.
- In lieu of pre-determined maximum amounts for the grant awards, the amount of the grant proposal must align with the institution's plans to complete the proposal prior to July 1, 2019. Funding to continue a proposal in the next fiscal year will be given a priority, subject to the strength of the proposal and availability of funding.
- The top priority is to fund baccalaureate completion programs to facilitate student articulation from an ADN offered by a community college to a BSN or RN-BSN at a 4-year institution.
- The Master's Entry Level programs have been added to the list of eligible nursing programs.

### Funding

Grants are awarded on a competitive basis. The State appropriated funds in the amount of \$373,900 for the fiscal year 2019 program. Funds are to be expended or encumbered prior to July 1, 2019.

### Eligibility

Participation is open to Illinois institutions offering registered nursing programs at the associate, baccalaureate, and master level. Eligibility is determined by program level as follows:

Requirements	Associate Degree in Nursing (ADN)	Baccalaureate (BSN)	Baccalaureate (RN-BSN Completion)	Master (MSN Entry)
1) Approved by the Illinois Department of Financial and Professional Regulation (IDFPR)	Required	Required	Not Applicable	Required
2) Accredited by the Accreditation Commission for Education in Nursing (ACEN) or the Commission on Collegiate Nursing Education (CCNE)	Required	Required	Required	Required
3) An articulation agreement in place with at least one Illinois institution of higher learning that offers a baccalaureate degree in nursing	Required	Not Applicable	Not Applicable	Not Applicable

**Evaluation Process**

The IBHE staff may consult with external experts during the review and evaluation of the grant applications. Each application will be evaluated based on the following criteria and weightings:

- Comprehensive description of the proposed use of funds, including evidence of current research and best practices, to support proposed strategies (25%);
- Evidence of effective program goals and performance measures (25%);
- Proposed use of funds and budget justification demonstrating an effective use of program resources (25%);
- Evidence of an effective plan to evaluate progress (15%); and
- Evidence of institutional support and sustainability of grant-funded activities (10%).

Amount of grant awards are subject to program appropriations.

**Priorities for Funding**

Funds will be allocated for highly-ranked projects based on the following order of priority:

1. Funding for baccalaureate completion programs to facilitate student articulation from an ADN program offered by a community college to a BSN or RN-BSN program offered by a 4 year institution;
2. Funding for continuation of a grant previously awarded; or
3. Funding for a new grant to expand or improve an eligible nursing program.

**Use of Funds**

Grantees may use the funds to:

- Hire additional qualified nursing faculty and staff;
- Develop or expand instructional programs (e.g., online, weekend, evening);
- Develop or expand academic support services or programs;
- Secure additional clinical instruction sites;
- Improve or increase space for classrooms or laboratories; and
- Purchase equipment and other program-related instructional materials.

**Release of Grant Awards**

Funds will be released in two parts. Fifty percent upon execution of the grant agreement between IBHE and the grantee. The release of the remainder is dependent upon the terms of the grant agreement but we anticipate releasing 50 percent in May 2019.

**Important Dates**

- All application materials must be submitted on or before October 31, 2018.
- It is anticipated that the Board will consider the staff recommendations at the December 4, 2018 meeting. Attendance by applicants is not required. IBHE will send e-mails with the Board decision to the applicants.
- The grant period is the date of approval by the Board to the end of the fiscal year (June 30, 2019).

## STEPS TO SUBMIT APPLICATION MATERIALS

Each application and proposal must be submitted as outlined below.

### Pre-Award Requirements

Pursuant to the Grant Accountability and Transparency Act (GATA), institutions must meet the grantee requirements, including the submission of the FY19 Internal Controls Questionnaire (ICQ) before a grant award can be processed.

See GATA website at <https://www2.illinois.gov/sites/GATA/Grantee/Pages/default.aspx> for more information about grantee requirements.

The Grantee Portal is at <https://grants.illinois.gov/portal/>.

### Uniform Application for State Grant Assistance

This form must be downloaded, completed, dated, printed, and signed by the President/CEO of the applicant institution.

Download from the IBHE website at <https://www.ibhe.org/nsgp.html>.

Send the file by e-mail to [grants@ibhe.org](mailto:grants@ibhe.org) or mail to Illinois Board of Higher Education, Grants: FY19 Nursing School Expansion Grant, 1 N. Old State Capitol Plaza, Suite #333, Springfield, IL 62701. Applications sent or postmarked after October 31, 2018 will not be accepted.

### IBHE Application & Proposal

1. Download application from IBHE website <https://www.ibhe.org/nsgp.html>
2. Enter applicant information.
3. Prepare a copy of an articulation agreement that will enable an associate degree graduate to matriculate to baccalaureate nursing program IF the proposal is for an ADN program.
4. Provide grant proposal in separate document or file.
5. Complete the institutional performance measures and goals section.
6. Enter the proposed budget.
7. Send the file by e-mail to [grants@ibhe.org](mailto:grants@ibhe.org) or mail to Illinois Board of Higher Education, Grants: FY19 Nursing School Grant, 1 N. Old State Capitol Plaza, Suite #333, Springfield, IL 62701.

Application, proposal, and supporting documents must be submitted on or before October 31, 2018. Applications sent or postmarked after the deadline will not be accepted.

**UNIFORM APPLICATION FOR STATE GRANT ASSISTANCE**

<b>Uniform Application for State Grant Assistance – <a href="#">Download File</a></b>		
<b>Agency Completed Section</b>		
1.	Type of Submission	<b>X Application</b>
2.	Type of Application	<b>X New</b>
3.	Date / Time Received by State	<b>Completed by State Agency upon Receipt of Application</b>
4.	Name of the Awarding State Agency	<b>Illinois Board of Higher Education</b>
5.	Catalog of State Financial Assistance (CSFA) Number	<b>601-00-1592</b>
6.	CSFA Title	<b>Nursing School Grant Program</b>
Catalog of Federal Domestic Assistance (CFDA)		<b>X Not applicable (No federal funding)</b>
7.	CFDA Number	<b>Not Applicable</b>
8.	CFDA Title	<b>Not Applicable</b>
9.	CFDA Number	<b>Not Applicable</b>
10.	CFDA Title	<b>Not Applicable</b>
<b>Funding Opportunity Information</b>		
11.	Funding Opportunity Number	<b>Not Applicable</b>
12.	Funding Opportunity Title	<b>Not Applicable</b>
<b>Competition Identification X Not Applicable</b>		
13.	Competition Identification Number	<b>Not Applicable</b>
14.	Competition Identification Title	<b>Not Applicable</b>
<b>Applicant Completed Section</b>		
<b>Applicant Information</b>		
15.	Legal Name	

16.	Common Name (DBA)	
17.	Employer / Taxpayer Identification Number (EIN, TIN)	
18.	Organizational DUNS number	
19.	SAM Cage Code	
20.	Business Address	
Applicant's Organizational Unit		
21.	Department Name	
22.	Division Name	
Applicant's Name and Contact Information for Person to be Contacted for <i>Program</i> Matters involving this Application		
23.	First Name	
24.	Last Name	
25.	Suffix	
26.	Title	
27.	Organizational Affiliation	
28.	Telephone Number	
29.	Fax Number	
30.	Email address	
Applicant's Name and Contact Information for Person to be Contacted for <i>Business/Administrative Office</i> Matters involving this Application		
31.	First Name	
32.	Last Name	
33.	Suffix	
34.	Title	

35.	Organizational Affiliation	
36.	Telephone Number	
37.	Fax Number	
38.	Email address	
Areas Affected		
39.	Areas Affected by the Project (cities, counties, state-wide)	
40.	Legislative and Congressional Districts of Applicant	
41.	Legislative and Congressional Districts of Program / Project	
Applicant's Project		
42.	Description Title of Applicant's Project	<b>Nursing School Grant</b>
43.	Proposed Project Term	<b>Start Date: December 4, 2018</b> <b>End Date: June 30, 2019</b>
44.	Estimated Funding (include all that apply)	<b>X Amount Requested from the State:</b> <b>Total Amount: \$ _____</b>
<p><b>Applicant Certification:</b></p> <p>By signing this application, I certify (1) to the statements contained in the list of certifications* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 18, Section 1001)</p> <p>(* ) The list of certification and assurances, or an internet site where you may obtain this list is contained in the Notice of Funding Opportunity. If a NOFO was not required for the award, the state agency will specify required assurances and certifications as an addendum to the application.</p> <p style="text-align: center;"><input type="checkbox"/> I agree</p>		
Authorized Representative		



45.	First Name	
46.	Last Name	
47.	Suffix	
48.	Title	
49.	Telephone Number	
50.	Fax Number	
51.	Email Address	
52.	Signature of Authorized Representative	
53.	Date Signed	

## IBHE APPLICATION & PROPOSAL

<i>Applicant Information – <a href="#">Download File</a></i>	
Institution	
Contact Information	
Name	
Job Title	
Department	
Mailing Address	
City, State, & Zip Code	
Phone Number	
Fax Number	
Email Address	

<i>Eligibility for Nursing School Grant Program</i>				
<p>The proposal for a nursing program must meet the following requirements to be considered eligible to apply for a grant.</p>				
Requirements	Associate Degree in Nursing (ADN)	Baccalaureate (BSN)	Baccalaureate (RN-BSN Completion)	Master (MSN Entry)
1) Approved by the Illinois Department of Financial and Professional Regulation (IDFPR)	Required	Required	Not Applicable	Required
2) Accredited by the Accreditation Commission for Education in Nursing (ACEN) or the Commission on Collegiate Nursing Education (CCNE)	Required	Required	Required	Required
3) An articulation agreement in place with at least one Illinois institution of higher learning that offers a baccalaureate degree in nursing	Required*	Not Applicable	Not Applicable	Not Applicable

\* A copy of an articulation agreement must be included with the application when the proposal is for an Associate Degree in Nursing (ADN).

**Grant Proposal**

Describe the proposed use of grant funds including:

- 1) Evidence of current research and best practices to support your proposed strategies;
- 2) An evaluation plan to identify the expected outcomes and how you will evaluate progress; and
- 3) Evidence of institutional support and sustainability of grant-funded activities.

Attach your proposal to this application.

**Institutional Performance Measures & Goals**

- 1) How many nursing degrees did your institution confer during the past three academic years? Limit your response to the applicable degree program(s) for your proposal.

	Academic Year			Long Term Goal
	2015-2016	2016-2017	2017-2018	
ADN				
RN-BSN				
BSN				
ABSN				
MSN Entry				

- 2) What is the first year retention rate (based on 30 semester hours or equivalent)? Limit your response to the applicable degree program(s) for your proposal.

*Solely for the purposes of this grant, retention rate is defined as the number of students who complete a program expressed as a percentage of the total number of students who entered the program as a cohort. For example, if 80 out of 100 students started and completed the first academic year, the retention rate would be 80%.*

	Academic Year						Long Term Goal
	2015-2016		2016-2017		2017-2018		
ADN		%		%		%	%
RN-BSN		%		%		%	%
BSN		%		%		%	%
ABSN		%		%		%	%
MSN Entry		%		%		%	%

3) What is the job placement rate within the first 6 months of graduation? Count only placements in jobs that require a nursing degree. Limit your response to the applicable degree program(s) for your proposal.

For example, a 100 percent rate is when 20 of the 20 graduates in an academic year are employed in nursing jobs within the first 6 months after graduation.

	Academic Year						Long Term Goal	
	2015-2016		2016-2017		2017-2018			
ADN		%		%		%		%
RN-BSN		%		%		%		%
BSN		%		%		%		%
ABSN		%		%		%		%
MSN Entry		%		%		%		%

4) What is the NCLEX-RN pass rate for first-time test takers in comparison to the national average for the previous calendar year as reported by DFPR? Limit your response to the applicable degree program(s) for your proposal.

	Number		Pass Rate (%)	National Rate 2017	Long Term Goal	
	Candidates (#)	Pass (#)				
ADN			%	84%		%
BSN			%	90%		%
ABSN			%			%
MSN Entry			%	Not available		%

**Proposed Budget for Direct Costs**

Use the following categories to describe your proposed budget. Describe the proposed expenditure in the box below each category. Enter the proposed dollar amount in the box to the right (round up to the nearest dollar).

**Personnel:** List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project.

\$

**Fringe Benefits:** Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed above and only for the percentage of time devoted to the project.

\$

<p><b>Travel:</b></p>	<p>Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meetings, etc.) Show the basis of computation (e.g., six people 3-day training at \$x airfare, \$x lodging, \$x meals; pursuant to higher education travel control board rules).</p>	<p>\$</p>
<p><b>Equipment:</b></p>	<p>List non-expendable items that are to be purchased. Expendable items should be included in the "Supplies" category.</p>	<p>\$</p>
<p><b>Supplies:</b></p>	<p>List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books). Generally, supplies include any materials that are expendable or consumed during the course of the project.</p>	<p>\$</p>
<p><b>Contractual Services:</b></p>	<p>Provide a description of the product or service to be procured by contract and an estimate of the cost.</p>	<p>\$</p>
<p><b>Training and Education:</b></p>	<p>Describe the training and education cost associated with employee development.</p>	<p>\$</p>
<p><b>TOTAL DIRECT COSTS</b></p>		<p>\$</p>

## IBHE ADMINISTRATIVE RULE

*Please note that emergency rules were adopted by the Board to improve the effectiveness of this grant program. This includes the following changes:*

- *The new structure eliminates the two categories of grants, expansion and improvement, but keeps the intent to award grants that will expand or improve existing nursing programs through a competitive process.*
- *In lieu of pre-determined maximum amounts for the grant awards, the amount of the grant proposal must align with the institution's plans to complete the proposal prior to July 1, 2019. Funding to continue a proposal in the next fiscal year will be given a priority, subject to the strength of the proposal and availability of funding.*
- *The top priority is to fund baccalaureate completion programs to facilitate student articulation from an ADN program offered by a community college to a BSN or RN-BSN program at a 4-year institution.*
- *The Master's Entry Level programs have been added to the list of eligible nursing programs.*

### TITLE 23: EDUCATION AND CULTURAL RESOURCES

#### SUBTITLE A: EDUCATION

#### CHAPTER II: BOARD OF HIGHER EDUCATION

#### PART 1100

#### NURSING SCHOOL GRANT PROGRAM

Section	Purpose
1100.100	Purpose
EMERGENCY	
1100.200	Definitions
EMERGENCY	
1100.300	Eligible Nursing Program
EMERGENCY	
1100.400	Application Process
EMERGENCY	
1100.420	Priorities for Projects Funded
EMERGENCY	
1100.440	Use of Award Funds
EMERGENCY	
1100.460	Grant Applications
EMERGENCY	
1100.480	Award Determinations
EMERGENCY	
1100.500	Expansion Grants (Repealed)
EMERGENCY	
1100.600	Improvement Grants (Repealed)
EMERGENCY	
1100.700	Award Process

## EMERGENCY

1100.800 Audit Requirements (Repealed)

## EMERGENCY

1100.900 Financial Reports, Closeout Reports, Performance Reports, and Audits

## EMERGENCY

AUTHORITY: Implementing and authorized by Section 9.31 of the Board of Higher Education Act [110 ILCS 205/9.31].

SOURCE: Emergency rules adopted at 30 Ill. Reg. 17113, effective October 16, 2006, for a maximum of 150 days; adopted at 31 Ill. Reg. 3145, effective February 7, 2007; amended at 35 Ill. Reg. 17458, effective October 14, 2011; emergency amendment at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days.

**Section 1100.100 Purpose****EMERGENCY**

The purpose of the Nursing School Grant Program is to address the nursing shortage in Illinois by *increasing the number of nurses graduating from Illinois institutions of higher learning* [110 ILCS 205/9.31]. Grants shall *be awarded on the basis of performance criteria* [110 ILCS 205/9.31] and a competitive application process.

(Source: Amended by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.200 Definitions****EMERGENCY**

"ACEN" means Accreditation Commission for Education in Nursing.

"Baccalaureate Completion Program" means upper division courses and bachelor's degree programs offered by 4-year degree-granting colleges and universities via an online program or at a location geographically convenient to student populations currently being served by an existing institution of higher learning.

"Board" means the Board of Higher Education.

"CCNE" means the Commission on Collegiate Nursing Education.

"Community College" means the public community colleges of this State.

"DFPR" means the Illinois Department of Financial and Professional Regulation or its successor.

"Eligible Nursing Program" means a nursing program at an Illinois institution of higher learning that prepares registered nurses in accordance with Section 1100.300 and offers at least one of the following nursing degree programs:

"ADN" means an Associate Degree in Nursing. Upon completion of the program, a graduate must be eligible to take the examination (NCLEX-RN) for licensure as a registered nurse.

"BSN" means a Bachelor of Science in Nursing. This program admits pre-licensure students and awards a Bachelor of Science degree in nursing. Upon completion of the program, a graduate must be eligible to take the examination (NCLEX-RN) for licensure as a registered nurse.

"RN-BSN" means a baccalaureate completion program that admits registered nurses and awards a Bachelor of Science degree in nursing.

"MSN Entry" means a Master's of Science in Nursing program for students with bachelor's degrees in other fields who want to transition into nursing. Upon completion of the program, a graduate must be eligible to take the examination (NCLEX-RN) for licensure as a registered nurse.

"Institution of Higher Learning" means a public or nonpublic institution of higher education located within Illinois that offers associate, baccalaureate or post-baccalaureate degrees and that is authorized to operate in the State of Illinois.

"NCLEX-RN" means the National Council Licensure Examination-Registered Nurse. Passing the NCLEX-RN is required of candidates for licensure as a Registered Nurse (RN) in Illinois.

"Program" means the Nursing School Grant Program.

(Source: Amended by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

### **Section 1100.300 Eligible Nursing Program**

#### **EMERGENCY**

Illinois institutions of higher learning offering registered nursing degree programs must meet the following criteria to be eligible to receive a grant under this Part:

- a) ADN programs must:
  - 1) Be approved by DFPR;
  - 2) Be accredited by ACEN; and
  - 3) Have an articulation agreement with at least one institution of higher learning that offers baccalaureate degrees for registered nurses.
- b) BSN programs must:
  - 1) Be approved by DFPR; and
  - 2) Be accredited by CCNE or ACEN.



- c) RN-BSN programs must be accredited by CCNE or ACEN.
- d) MSN Entry program must:
  - 1) Be approved by DFPR; and
  - 2) Be accredited by CCNE or ACEN.

(Source: Amended by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.400 Application Process**  
**EMERGENCY**

- a) Eligible nursing programs will be notified by the Board when funding opportunities and application materials for grant opportunities under this Part are available.
- b) Application materials may be obtained from the Illinois Board of Higher Education, 1 N. Old State Capitol Plaza, Suite #333, Springfield IL 62701 or the Board's website at [www.ibhe.org](http://www.ibhe.org).
- c) Completed application materials must be signed by the institution's authorized representative and received by the Board by the announced deadline for the submission of applications, which shall not be less than 45 days from the announcement and release of application materials. Application materials will be due no later than October 31 of each year.

(Source: Amended by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.420 Priorities for Projects Funded**  
**EMERGENCY**

In a given fiscal year, the Program appropriations shall be allocated for projects based on the following order of priority:

- a) Funding for baccalaureate completion programs to facilitate student articulation from an ADN program offered by a community college to a BSN or RN-BSN program;
- b) Funding for continuation of a grant previously awarded under this Part; or
- c) Funding for a new grant to expand or improve an eligible nursing program.

(Source: Added by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.440 Use of Award Funds**  
**EMERGENCY**

Acceptable expenditures may include, but are not limited to, the following direct costs:

- a) Hiring additional qualified nursing faculty and staff;
- b) Developing or expanding instructional programs (e.g., online, weekend, evening);
- c) Developing or expanding academic support services or programs;
- d) Securing additional clinical instruction sites;
- e) Improving or increasing spaces for classrooms or laboratories; and
- f) Purchasing equipment and other program-related instructional materials.

(Source: Added by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.460 Grant Applications  
EMERGENCY**

Grant applications under this Part shall include, but need not be limited to, the following items:

- a) Comprehensive description of the proposed use of funds, including evidence of current research and best practices, to support proposed strategies.
- b) Budget by line items, including personal services, contractual services, commodities, equipment, telecommunications, and travel.
- c) Performance measures, including, but not limited to, the following:
  - 1) Number of degrees conferred (three-year trend);
  - 2) First-year retention rate (three-year trend based on 30 semester hours or equivalent);
  - 3) NCLEX-RN pass rate for first-time test takers in comparison to the national average for the previous calendar year as reported by DFPR; and
  - 4) Job placement within 6 months after degree completion (three-year trend).
- d) Statement of institutional support and sustainability of grant-funded activities.
- e) Plans for close-out reports.
- f) Uniform Application for State Grant Assistance completed and signed by authorized representative.

(Source: Added by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.480 Award Determinations****EMERGENCY**

- a) The grant awards for eligible nursing programs shall be determined using a competitive process to review applications. The Board's standards for approval include, but are not limited to, the following criteria, considerations and weightings:
- 1) Evidence of effective program goals and performance measures (25%);
  - 2) Proposed use of funds and budget justification demonstrating an effective use of program resources (25%);
  - 3) Evidence of institutional support and sustainability of grant-funded activities (10%); and
  - 4) Evidence of an effective plan to evaluate progress (15%).
- b) Grant funding is subject to Program appropriations.

(Source: Added by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.500 Expansion Grants (Repealed)****EMERGENCY**

(Source: Repealed by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.600 Improvement Grants (Repealed)****EMERGENCY**

(Source: Repealed by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.700 Award Process****EMERGENCY**

- a) Board staff shall review application materials and make recommendations to the Board for approval.
- b) Once grants are awarded by the Board, the Board shall notify each applicant in writing concerning its application.
- c) The Board shall enter the uniform Grant Agreement, provided by the Grant Accountability and Transparency Unit (GATU) pursuant to the Grant Accountability and Transparency Act (GATA) [30 ILCS 708], with those institutions awarded a grant under this Part that specifies the terms and conditions of the grant.

(Source: Amended by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.800 Audit Requirements (Repealed)**

**EMERGENCY**

(Source: Repealed by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)

**Section 1100.900 Financial Reports, Closeout Reports, Performance Reports, and Audits**

**EMERGENCY**

- a) Financial reports, annual reports, closeout reports, performance reports, and audits shall meet the requirements of GATA (44 Ill. Adm. Code 7000) and this Section. Grant recipients shall:
- 1) File quarterly financial reports with the Board describing the expenditures of funds. The first report shall cover the first three months after the award is approved. Reports are to be filed in the format determined by the Board.
  - 2) Submit a closeout report within 60 calendar days following the end of the fiscal year. In the event that the agreement is terminated prior to the end of the fiscal year, the 60 day period starts on the date of termination. The report is to be submitted in the format determined by the Board.
  - 3) Submit a final financial report within 180 days after the end of the fiscal year. The report is a statement of costs and revenues for the grant project and is signed by the authorized representative. The report is to be provided in the format determined by the Board.
  - 4) Submit a performance report within 60 calendar days following the end of the fiscal year. In the event that the agreement is terminated prior to the end of the fiscal year, the 60 day period starts on the date of termination. The performance measures are proposed by the grantee and may be adjusted by the Board in consultation with the grantee. The report is to be provided in the format determined by the Board.
  - 5) In the event that the grant award meets or exceeds the threshold amounts for a required audit, the performance of an audit must comply with the terms of the Grant Agreement and GATA.
- b) Deadlines may be extended at the discretion of the Board, except as provided in subsection (a)(1).

(Source: Added by emergency rulemaking at 42 Ill. Reg. TBD, effective August 6, 2018, for a maximum of 150 days)