

**Local CURE's**  
***Economic Support Payments Grant Program***  
***("ES Program")***

*A Coronavirus Relief Fund (CRF) Assistance Program  
for Local Governments Aiming to Assist Small Businesses in Illinois*

**NOFO 2433-1681**  
**Technical Assistance Webinar**



# Introductions



- Moderator: Jared Walkowitz, DCEO Director's Office
- DCEO's ES Program team:
  - Phil Keshen, Chief Financial Officer
  - Kimberly Hill, Chief Accountability Officer
  - Tammy Harter, Policy & Research Analyst
- Questions? Please type them into the chat box! We will go through all questions at the end and post all Q&As to our webpage.

# The Coronavirus Relief Fund (CRF)



- Section 5001 of the Federal CARES Act created the Coronavirus Relief Fund.
- Use of CRF is authorized in Section 5001 of the CARES Act and all subsequent guidance by the [US Treasury](#).
- The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that—
  1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
  2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or local government; and
  3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

# The Coronavirus Relief Fund (CRF)



- The General Assembly passed and Governor Pritzker signed into law [Public Act 101-0637](#) – the Fiscal Year 2021 budget, containing CRF funded programs at 5 state agencies. The emergency administrative rules are at 14 Ill. Admin. Code Part 700.
- The Governor’s Office of Management and Budget published a report on Illinois’ Federal Coronavirus Response Funds and Anticipated Uses, which can be accessed [here](#). Programs included are:
  - State costs associated with PPE, alternative care sites, testing & contact tracing programs;
  - Rental & mortgage assistance program;
  - Mental health, substance abuse & other counseling services;
  - Pandemic stability payments for healthcare providers;
  - [DCEO programs](#):
    - Direct economic support for small businesses (BIG program);
    - **Local government reimbursements (Local CURE program).**



# The Local Coronavirus Urgent Remediation Emergency (or **Local CURE**) Support Program



- A local government assistance program which applies to all units of local government (as defined by the Illinois Constitution, Article VII, Section 1) outside of Cook, Lake, Will, Kane, & DuPage counties.
- "Units of local government" means: Counties, Municipalities, Townships, and special districts, and units, designated as units of local government by law, which exercise limited governmental powers or powers in respect to limited governmental subjects; BUT
  - **Does not include School Districts**



# Local CURE Has Two Sub-programs: Core Program

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- Local CURE’s “**Core Program**” allots funds to counties, municipalities, public health departments, and governmental special taxing districts for emergency costs falling under the below categories:
    - Medical expenses;
    - Public health expenses;
    - Payroll expenses for public safety & public health;
    - Expenses for actions taken to facilitate compliance with COVID-19 related public health measures;
    - Any other COVID-19 related expenses reasonably necessary for the unit of local government to respond to the public health emergency that satisfies the Local CURE Program eligibility criteria.Local governments must document how expenses are related to COVID-19.



# Local CURE Has Two Sub-programs: ES Program



- Local CURE's Economic Support Payments Grant Program or "**ES Program**" is a grant opportunity for counties & municipalities through which DCEO will reimburse the Local Government Unit (LGU) for economic support payments made to qualified businesses within their jurisdictions that have experienced interruption of business attributable to the COVID-19 public health emergency.
- \$15M will be awarded under this opportunity, on a rolling basis.



# ES Program's Funding Windows



Application Window Open	Application Window Close
September 29, 2020	October 16, 2020
October 17, 2020	October 30, 2020
October 31, 2020	November 13, 2020
November 14, 2020	November 30, 2020
December 1, 2020	December 11, 2020
December 12, 2020	December 28, 2020
December 29, 2020	*January 8, 2021
January 9, 2021	*January 15, 2021

**\*Applications received under the January windows may only fund existing & previously concluded economic support programs.**

# ES Program's Regional Funding Allocation



Local CURE's Economic Support Payments Grant Program "Funding Allocation Table"			
Restore Region	LGDF <sup>1</sup> Population	% Basis	ES NOFO Allotment
1 North	704,954	14.541%	\$2,181,150
2 North-Central	1,280,130	26.405%	\$3,960,750
3 West-Central	581,432	11.993%	\$1,798,950
4 Metro East	685,018	14.129%	\$2,119,350
5 Southern	424,810	8.762%	\$1,314,300
6 East-Central	746,270	15.393%	\$2,308,950
7: Local governments in Kankakee County only	113,449	2.340%	\$351,000
9: Local governments in McHenry County only	312,066	6.437%	\$965,550
	4,848,129	100.000%	\$15,000,000

<sup>1</sup>LGDF Population means the population data most recently used by the Illinois Department of Revenue to determine funding under the Local Government Distributive Fund (LGDF) formula.

*Note: As of December 1<sup>st</sup>, funds may be moved between regions.*

# The ES Program:



- Is a reimbursement grant program.
  - Local governments must remit payment to qualifying businesses then seek reimbursement within a uniform intergovernmental grant agreement between DCEO and the LGU.
  - Without a grant agreement DCEO cannot provide ES Program reimbursements.
- Can reimburse for previously run or future economic assistance programs sponsored by the LGU, provided the program passes the *Reimbursable Expenditure Test*.

*NOTE: The Core program can reimburse businesses for PPE*



# Reimbursable Expenditure Test

*If the nature of the expenditure is “Economic Support” and if “TRUE” can be answered for all of the below, an LGU’s ES Program grant can cover the expenditure.*

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- The expense is connected to the COVID-19 emergency.
  - The expense is “necessary”.
  - The expense is not filling a short fall in government revenues.
  - The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020.
  - The expense is not being reimbursed through a different emergency response program.
  - The expense wouldn’t exist without COVID-19 OR would be for a “substantially different” purpose.
  - The expense was incurred between March 1, 2020 and December 30, 2020. “Incurred” means the cost of “business interruption” was incurred by the qualifying business during the above period. Payment to the business need not be made during this time, but must be made by January 31, 2021\*.

*\*In some cases payments may be issued after this date, this will be outlined within the grant agreement.*

# The ES Program:



- Must only reimburse for economic support payments made *to businesses that have experienced significant disruption or temporary closure (a “business interruption”) of their business attributable to the COVID-19 public health emergency.*
- May reimburse for ES payments issued to businesses which come in form of a grant, expense reimbursement, or subsidy.

# “Cost of business interruption” means:



- decreases in revenue caused by closing or limiting access to the business establishment to comply with COVID-19 prevention directives or to otherwise prevent the spread of COVID-19 within the business establishment;
- decreases in revenue caused by decreased customer demand as a result of the COVID-19 emergency; or
- other revenue reductions approved for reimbursement from the Coronavirus Relief Fund by the U.S. Department of the Treasury.



# Ineligible Businesses & Expense Types



*See pages 6 and 7 of the opportunity for the full list of excluded businesses and ineligible expense types.*

- A business shall be ineligible for assistance under the program if:
  - delinquent on payment of any State of Illinois tax obligation;
  - the business is unlawful under Illinois or federal law;
  - received assistance or notice of assistance under DCEO's [BIG program](#);
  - on the federal system for award management exclude parties list; or
  - does not meet any other eligibility criteria established in the LGU's financial assistance application.

# ES Program NOFO

The Notice of Funding Opportunity (NOFO) and application documents can be found on DCEO's website at:

- <https://www2.illinois.gov/dceo/Pages/CURENOFO.aspx>



The screenshot shows a website header with navigation tabs: WHY, EXPAND / RELOCATE, INVEST / EXPORT, ENTREPRENEURS, WORKFORCE, and COMMUNITY. Below the header is the title "Local CURE Economic Support Payments Grant Program". The main text reads: "Please join us for a webinar about this new grant program on October 6th at 11am. [Click here to register.](#)" followed by a paragraph: "The Department is happy to release the Notice of Funding Opportunity (NOFO) for the Local CURE Economic Support Payments Grant Program. This program will assist eligible Local Governments with providing economic support payments to qualified businesses within their jurisdiction that have experienced interruption of business attributable to the COVID-19 public health emergency." Another paragraph says: "To learn more about this program, eligibility criteria, requirements, and how to apply, please [click here](#). This page contains the NOFO and required application documents." A final paragraph states: "The Department will review complete applications every two weeks according to the application window dates below:". A red circle highlights the "click here" link, and a yellow arrow points to it from below.



# GATA Pre-qualification

Applicants must be registered and prequalified in the [GATA Portal](https://grants.illinois.gov/portal/) (<https://grants.illinois.gov/portal/>)



The GATA Grantee Portal will verify that the entity:

- Has a valid FEIN number;
- Has a valid DUNS number;
- Has a current [SAM.gov](https://sam.gov) account;
- 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 Sanctions list.



# ES Program Applications



- DCEO will accept one application within a funding window per LGU.
- If a LGU is unsuccessful in a funding window they may re-apply in a following window.
- Once a LGU has an ES Program grant agreement the agreement may be modified for additional funds during a subsequent window, provided that:
  - funds within the window are available; and
  - the LGU's existing grant has been drawn down or the LGU has provided proof the funds will be drawn.



# ES Program Applications: what to include



- **Uniform Grant Application** - Completed and the signature page signed by an authorized representative
- **Uniform Budget** - Completed and the Certification page signed by the CEO and CFO or its equivalent.
- **Conflict of Interest Disclosure** - Completed and signed by an authorized representative
- **Mandatory Disclosure** - Completed and signed by an authorized representative
- **Project Narrative** – The project narrative must be a maximum of 3 pages, font size must be 11 points or larger

# ES Program's Project Narratives



Tell DCEO about the Economic Support payment program the LGU is seeking reimbursement for and provide a description of the following:

- The types of businesses or industries that will be served.
- The method of selecting business participants.
- A summary of how the proposed grant program adheres to the US Department of the Treasury's Coronavirus Relief Fund guidance.
  - *Tip: explain how the businesses/industries identified have been impacted by the COVID-19 public health emergency and how LGU collected documentation can prove a "business interruption" has occurred.*
- How the proposed program passes the "reimbursable expenditure test."
- The form of financial assistance & indicate how it has been or will be delivered.

# ES Program's Project Narratives (cont.)



- Detail documentation and procedures of the program. Include agreements, guidelines, certifications, and any other accountability measures which may be imposed on participating businesses.
  - *Tip: attachments of this kind do not add to the 3-page limit.*
- Provide a narrative about the due diligence procures and controls which are in place to ensure funds are expended in accordance with the ES Program, the CARES Act and Treasury guidance.
  - Local governments must receive a certification from each participating business that attests to the business's eligibility for the program– as a sample DCEO's BIG certification is provided with the application documents.
- Source of funding and indication local funds are available for the program.



# ES Program Application Submission



- LGUs should submit one electronic copy to:  
**[CEO.CURE@illinois.gov](mailto:CEO.CURE@illinois.gov)**
- The email should be labeled “Economic Support Payments Grant Program NOFO Application” in the subject line.
- Application packets must be received in whole by the end of the day (11:59 pm Central Time) on the “Application Window Close” date.



# Complete Risk Assessments

## Internal Control Questionnaire (ICQ)

- This questionnaire assesses the financial and administrative risk of the entity.
- Complete the FY2021 ICQ on the GATA Grantee Portal

## Programmatic Risk Assessment

- This questionnaire assesses an entity's grant experience and ability to administer the program.
- Successful LGUs will receive this assessment after application submission

Note: Results from the assessments help DCEO better manage a grantee, but will not result in disqualification.



# ES Program's Application Review

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- DCEO will hold a merit review of all applications. Criteria for review will include:
    - Capacity - *The application demonstrates the ability to execute the presented program.*
    - Need - *The applicant has adequately described the types of businesses or industries which are in need of assistance.*
    - Quality - *The overall application features adequate method for business selection, due diligence procedures & controls, and ensures all awards will pass the “reimbursable expenditure test.”*
  - A successful application will satisfy all three of the above points. If the application “passes” each review criteria the application will be considered for funding.



# Accept the Grant Award

## Notice of State Award (NOSA)

- DCEO will issue a NOSA to successful LGUs on the GATA Grantee Portal
- The NOSA will detail the program requirements and results from the risk assessments. (Conditions may be imposed based on financial and programmatic risk)
- Log onto the portal to review and “Accept” the NOSA.

## Uniform Grant Agreement

- The Uniform Grant Agreement (UGA) will be emailed to the LGU’s contact person once the NOSA is accepted
- An authorized person must print and sign the grant agreement. (A wet signature is required.)

# Reporting Requirements



LGUs funded through this NOFO must comply with post-award requirements, including:

- **Periodic Reporting** - Grantees are required to submit, on a monthly basis, the Periodic Performance Report (PPR) and Periodic Financial Report (PFR).
- **Records retention** - All records pertinent to this award must be maintained for five years from the close of the grant.
- **Grant Monitoring** – LGUs are subject to fiscal and programmatic monitoring.
- **Audit Requirements** – LGUs are subject to GATA and federal audit requirements.

If you have questions, add them to the chat. If you think of questions later, please email us!

Thank You!

[CEO.Cure@Illinois.gov](mailto:CEO.Cure@Illinois.gov)



**Illinois**  
**Department of Commerce**  
& Economic Opportunity  
JB Pritzker, Governor