

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

Awarding Agency Name	Natural Resources
Agency Contact	Chris Young (chris.young@illinois.gov)
Announcement Type	Initial
Type of Assistance Instrument	Grant
Funding Opportunity Number	FY2020 State Furbearer Fund
Funding Opportunity Title	Special Wildlife Funds Furbearer Fund
CSFA Number	422-20-1092
CSFA Popular Name	Furbearer Fund
Anticipated Number of Awards	0
Estimated Total Program Funding	\$100,000
Award Range	Not Applicable
Source of Funding	State
Cost Sharing or Matching Requirements	No
Indirect Costs Allowed	Yes
Restrictions on Indirect Costs	Yes : limited to 10%, or your NICRS negotiated rate
Posted Date	01/15/2020
Application Date Range	01/15/2020 - 03/02/2020 : 5pm
Grant Application Link	<a href="https://www.dnr.illinois.gov/grants/Pages/Furbearer.aspx">https://www.dnr.illinois.gov/grants/Pages/Furbearer.aspx</a>
Technical Assistance Session	

## Uniform Notice of Funding Opportunity (NOFO) Summary Information

1/15/19

	Data Field	
1.	Awarding Agency Name:	Illinois Department of Natural Resources
2.	Agency Contact:	Susan Duke Grant Administrator One Natural Resources Way Springfield, IL 62702 <a href="mailto:Susan.duke@illinois.gov">Susan.duke@illinois.gov</a> (217) 785-4416
3.	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	State Furbearer Fund
5.	Funding Opportunity Number:	FY2020 State Furbearer Fund
6.	Funding Opportunity Title:	Special Wildlife Funds Furbearer Fund
7.	CSFA Number:	422-20-1091
8.	CSFA Popular Name:	Furbearer Fund
9.	CFDA Number(s):	n/a
10.	Anticipated Number of Awards:	unknown
11.	Estimated Total Program Funding:	<b>Est. \$100,000</b>
12.	Award Range	\$0- \$100,000
13.	Source of Funding:	<input type="checkbox"/> Federal or Federal pass-through <input checked="" type="checkbox"/> State <input type="checkbox"/> Private / other funding
14.	Cost Sharing or Matching Requirement:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
15.	Indirect Costs Allowed  Restrictions on Indirect Costs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the citation governing the restriction:
16.	Posted Dates:	January 15, 2020 – March 2, 2020
17.	Closing Date for Applications:	March 2, 2020 5pm
18.	Technical Assistance Session:	Session Offered: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  Session Mandatory: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  Specify date and time Provide link to registration, if applicable

## Agency-specific Content for the Notice of Funding Opportunity

### A. Program Description

The State Furbearer Fund provides grants to appropriate not-for-profit organizations, governmental entities, educational institutions, and corporations for projects that benefit fur-bearing mammals and improve harvesting opportunities for hunters and trappers of fur-bearers. This fund is part of the Special Wildlife Funds Grant Program. Grants through the State Furbearer Fund are competitive and are evaluated for their merit. This grant is a reimbursement basis grant paid quarterly upon receipt of quarterly performance reports and billings showing expenditure documentation and receipts.

Grant funding through this Fund supports activities and programs undertaken to educate hunters, trappers and the general public about fur-bearing mammals and their management; provide instruction and training to current and potential hunters and trappers on techniques and/or laws associated with hunting and trapping furbearing mammals; support scientific research on the ecology, conservation, or management of furbearing mammals; or develop and/or improve public fur-bearing mammal habitat management areas within the State. See [520 ILCS 5/1.32](#) for the section of the Wildlife Code that authorizes this program.

**Grant Program Administration:** The Illinois Department of Natural Resources administers four special grant programs that are funded by Illinois sportsmen through the purchase of Habitat Stamps and Migratory Waterfowl Stamps. These are the Illinois Habitat Fund, State Pheasant Fund, State Furbearer Fund and the State Migratory Waterfowl Stamp Fund.

### Examples of Awarded Grants

Projects that have been undertaken in the past include:

- Funds for a 2-year research project spending \$45,000 each year for Modeling River Otter Populations in Illinois. Population estimates from modeling were last calculated in 2009 and projected through 2014. Updated estimates are needed for responsible management of Illinois river otter populations. Objectives of data analysis and modeling were to compare demographically relevant rates (survival, body growth, age structure) between recent and older necropsy datasets, and project population trends under alternative management scenarios.
- Funds for the IDNR Division of Education for \$2,905.00 to purchase materials for 5 Illinois Wild Mammals Educational Resources Trunks for primary use in Madison, Livingston, Mercer, St. Clair and Ogle county schools and organizations. These 5 counties are underserved by the 71 such trunks located around the state. Contents will include pelts, skulls, replica scat, and replica tracks of 9 Illinois wild mammal species, namely beaver, coyote, mink, muskrat, raccoon, striped skunk, Virginia opossum, squirrel and white-tailed deer. Also included are field guides, DVDs, 8 informational color posters and other materials produced by the Division of Education. The Division of Education will provide \$718.00 matching funds.
- Funds for \$7,500.00 to catch and attach GPS tracking collars on 6 suburban coyotes in the 500 acre Cantigny Estate in Wheaton, Illinois. The project will be designed to comply with the Illinois Educational Standards for such field projects. The GPS tracking would provide park patrons and students in the Chicago area with a real-time experience to view locations of

collared coyotes and to learn how the coyote survives in urban communities. The presentation would include the importance of trapping to study animal behavior while using tools that do not harm animals. Diseases and proper identification will also be discussed, as well as the importance of not feeding or approaching wild animals. The Cantigny Foundation would provide \$7,500.00 to match this grant.

Projects that were denied funding in the past include:

- Funds for a 3-year research project spending \$43,500 each year for Occurrence and Interactions of Coyotes and Red Foxes across Urbanization Gradients in Illinois.

## **B. Funding Information**

**This Notice of Funding Opportunity is for grant awards** that utilize only State-appropriated funds from the State Furbearer Fund. Obligations of the State will cease immediately without penalty of further payment being required if in any fiscal year the Illinois General Assembly fails to appropriate or otherwise make available sufficient funds for this award. No federal funds are included in this grant program.

The Illinois Grant Funds Recovery Act ([30 ILCS 705/5](#)) limits the **grant period** for grants with advance payments to a maximum of twenty-four (24) months. The term begins on the date of the DNR Director's signature. Typically, that signature happens in late March. All work must be completed within the grant term. All grant funds must be expended by the grantee within 2 years of receipt of such funds. Any funds not expended or legally obligated at the completion of the project or at the end of the grant agreement, whichever is earlier, must be returned to the DNR within 45 days to be deposited in the State Furbearer Fund.

Funding is available for new projects as well as proposals that continue, supplement or expand existing projects. New projects and continuing projects are given equal consideration.

**Available grant funding** depends on Annual Projected Revenues and Funding Level Appropriated by the Illinois General Assembly. Annual Projected Revenues have stayed the same in the last 3 years at \$100,000.

**Disbursements:** The disbursement of funds will be made after the final execution of the grant, and upon submission by the grantee of a written request for payment on the Request for Reimbursement Form provided by DNR. Disbursements can be made quarterly, or at the end of the grant. All payments shall be based upon documentation of project expenditures as submitted by the grantee, as provided below:

## **C. Eligibility Information**

**Eligible recipients** are limited to appropriate not-for-profit organizations, governmental entities, educational institutions or corporations.

"Appropriate Not-For-Profit Organization" means a not-for-profit corporation that is organized pursuant to the General Not For Profit Corporation Act of 1986 [805 ILCS 105], is in good standing as a not-for-

profit corporation and is authorized to conduct affairs in Illinois with one of its purposes as stated in its Articles of Incorporation or Bylaws being the support, development, conservation or promotion of the support, development, conservation or promotion of furbearers.

**Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM):** Each applicant is required to have a valid DUNS number and be registered in SAM before submission of their application.

An applicant is exempt only if 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\(d\)](#).

If an applicant is not registered in SAM, this link provides a connection for free SAM registration: <https://sam.gov/SAM/>

An applicant must always continue to maintain an active SAM registration with current information while it has an active State award or an application or plan under consideration by a Federal or State awarding agency. The State awarding agency may not make an award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with the requirements by the time the State awarding agency is ready to make an award, the State awarding agency may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant.

If an applicant does not have a DUNS number, this link provides a connection for a free DUNS number: <https://www.dnb.com/duns-number/get-a-duns.html>.

Applicants must be pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal, [www.grants.illinois.gov/portal/](http://www.grants.illinois.gov/portal/). During pre-qualification, Dun and Bradstreet verifications are performed including a check of Debarred and Suspended status and good standing with the Secretary of State. The pre-qualification process also includes a financial and administrative risk assessment utilizing an Internal Controls Questionnaire. If applicable, the entity will be notified that it is ineligible for award because of the prequalification process. The entity will be informed of corrective action needed to become eligible for a grant award.

### **Kinds of Projects Eligible for Grants**

**Eligible projects** are limited to those that educate hunters and trappers of fur-bearing mammals within the State and the general public concerning the role that hunting and trapping has upon fur-bearing mammal management; the laws associated with the harvesting of fur-bearing mammals; the techniques used in the hunting and trapping of fur-bearing mammals; the conservation, management and ecology of fur-bearing mammals; and the promotion of products made from wild fur-bearing mammals.

Applicants may contact Susan Duke ([susan.duke@illinois.gov](mailto:susan.duke@illinois.gov)) for an eligibility determination prior to submitting an application.

**Kinds of Projects Ineligible for Grants** include the purchase or lease of a vehicle such as a truck or All-Terrain Vehicles (ATV's).

**Cost Sharing or Matching** is not required for award of these grants. However, providing cost share can improve the competitiveness of a project. See Section E below.

**Indirect Cost Rate:** 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 must negotiate an indirect cost rate with the State of Illinois if they do not have Federally Negotiated Rate or elect to use the De Minimis Rate. The indirect cost rate proposal must be submitted to the State of Illinois within 90 days of the notice of award. c) De Minimis Rate. An organization that has never received a Federally Negotiated Rate may elect a de minimis rate of 10% 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 to accept the de minimis rate.

#### **D. Application and Submission Information**

**Download Application Package:** The complete application package consists of these three documents found at <https://www.dnr.illinois.gov/grants/Pages/Furbearer.aspx>

**If you need any assistance with the application forms or the process call or email [Susan.Duke@illinois.gov](mailto:Susan.Duke@illinois.gov) 217-785-4416. All materials are due by March 2<sup>nd</sup> at 5:00pm**

**Application Package must include:**

1. Uniform Application for State Grant Assistance  
<https://www.dnr.illinois.gov/grants/Documents/FurbearerGrantApplication.pdf>
2. Project Narrative (word document). Must include the following
  - a. Project Summary
  - b. Project Description including
    - i. Justification/ Why this project is needed
    - ii. Plan for implementation, including an activity timeline on how the project's goals will be attained.
    - iii. Deliverables
    - iv. Anticipated project benefits for furbearers, including which species will benefit
    - v. Amount of habitat to be established or managed, including acreage and species to be planted or eliminated
  - c. Maintenance plan including description of existing and proposed infrastructure and
  - d. Organizational experience and capacity to maintain project
  - e. Description of plan for general public access and furbearer hunting/trapping access or use (or lack thereof)
  - f. Plan to leverage funding to maximize impact.
3. Uniform Budget Template and Budget Narrative (download this form to open it- it will not open in browsers) <https://www.dnr.illinois.gov/grants/Documents/FurbearerBudget.pdf>

#### **Supplemental Documents to be Submitted**

The following is required.

1. **W-9:** All applicants must complete and provide the **latest W-9 version** as found at [www.IRS.gov](http://www.IRS.gov). The Illinois Comptroller, who issues all State payments, will not accept earlier versions.
2. **IRS Determination Letter:** Not-for-profit applicants that have not done business with the State of Illinois in the last 3 years or have reorganized since last doing business with the State must provide a copy of their **IRS Determination Letter** that declares the entity's legal status as determined by the IRS, e.g. tax-exempt, governmental, partnership, type of corporation, or type of Limited Liability Company. This letter is not the FEIN assignment letter, but is among the original legal/tax documents for an entity.

### **Additional Project Specific Documents**

The following project information is also required, if available

1. **Project Site Map**
2. **Project Location Map:** County Plat Map, USGS map or aerial photo of project site
3. Two price quotes for equipment purchase with value of \$5,000 or more
4. Habitat management plan (prepared by IDNR or other qualified entity)

**There is also a helpful document on how to write a grant proposal narrative on the DNR website.**  
<https://www.dnr.illinois.gov/grants/Documents/HowToWriteGrantProposal.pdf>

To contact DNR, request or submit forms use the following means:

By US Mail: Department of Natural Resources  
Office of Grant Management and Assistance  
One Natural Resources Way  
Springfield, IL 62702-1271

By e-mail: [susan.duke@illinois.gov](mailto:susan.duke@illinois.gov)

By phone: (217) 785-4416

**Application Format:** The Application and Budget forms should be on letter-sized paper and type font size must be 9 or greater. Project descriptions, proposals, pictures, charts, tables and maps on separate sheets must be included with the application. These forms are designed to allow the Department and the review committee to obtain enough information to evaluate the proposed project.

**Application Submission:** The applicant must provide all information requested in the application package. Only one (1) original application with supporting documentation and legally authorizing signature needs to be submitted. Paper copies may be double-sided. Applications can be submitted electronically (**scanned original signatures are acceptable**), but not by facsimile. **The application deadline is 5:00 p.m. March 2<sup>nd</sup>, 2020.** The Administrative rule sets a March 1<sup>st</sup> deadline, however this date falls on a Sunday in 2020 so the deadline will be extended to the next business day.

Submitting an incomplete application does not extend the application deadline date. Applications received after the deadline date will not be considered.

**Signers of these documents** must be authorized by their organization to enter into formal contracts. All communication, oral or written, **between** the applicant and DNR will be with the signer, or their designee. Applications that are not signed will be returned.

### **Applicant Pre-Qualification**

An applicant's organization will be subject to the following:

- Verification of Duns and Bradstreet number
- Check status if on the Illinois Debarred and Suspended List
- Check Good Standing status with the Illinois Secretary of State

Based on any of the above checks, the applicant will be notified if they are ineligible for grant award. Applicants will be informed if corrective action is needed to become eligible for award.

**Intent to Award:** Following a decision of intent to award DNR is required to conduct a financial and administrative risk assessment of the applicant. Additional information may be required at that time from the successful applicant. For the applicant to remain eligible for the award, they must provide the requested information within 30 days after notification of intent to award.

## E. Application Review Information

**Review and Selection Process:** All applications received on time and containing the information required by the application packet will be reviewed by Department staff. Incomplete applications will be returned to the applicant for completion and resubmittal. Submitting an incomplete application does not extend the application deadline beyond the designated deadline date. All complete, eligible and timely applications will be forwarded to the Illinois Furbearer Fund Advisory Committee for evaluation and recommendation to the DNR Director, who makes the final decision on awards. Committee members with ties to an applicant entity are not allowed to vote on that entity's application.

**Applications Evaluation:** All applications received on-time and containing the required information are reviewed and prioritized by the Illinois Furbearer Fund Advisory Committee according to the following criteria: completed application, past grant performance of the applicant, eligibility, feasibility, adverse impacts, quality of the proposed habitat, priority for the Department, the applicant's cost-share match, and the applicant's plan for general public access to and/or use of the proposed habitat development or equipment purchase. The application must provide an activity timeline on how the project's goals will be attained.

The Illinois Furbearer Fund Advisory Committee will forward to the Director all applications and the prioritized list of all projects deemed to be consistent with the purposes of the Furbearer Fund. The Director will determine which grants will be awarded after considering the recommendations of the advisory committee. All applicants will be notified of the Director's decision.

**Evaluation Criteria:** The Illinois Furbearer Fund Advisory Committee shall evaluate each application presented as follows:

### Biological Importance

- 25 = Assists with achieving the goals of the Illinois Statewide Wildlife Action Plan
- 20 = Assists with achieving partial goals of the Illinois Statewide Wildlife Action Plan
- 10 = Assists with development of habitat associated with general private land work
- 5 = Provides minimal assistance with habitat development
- 0 = No habitat development provided (Project Not Recommended for Funding)

### 1. Geographical Reach

- 15 = Regional scope; natural division, game division, watershed
- 10 = County or managed area



5 = Individual Landowner

**2. Quality of Habitat Provided**

- 15 = Provides high quality habitat for target wildlife species as prescribed by the Wildlife Action Plan
- 10 = Provides moderate quality habitat that can address some of the needs of target wildlife species
- 5 = Provides limited quality habitat that addresses only one of the target species' habitat needs
- 0 = Inappropriate plant materials are used or promoted (Project Not Recommended for Funding)

**3. Methodology and Project Cost (Feasibility)**

- 15 = Proposed methodology is sound and project cost is economical
- 10 = Proposed methodology is sound but project cost is average
- 5 = Proposed methodology is sound but project cost is expensive
- 0 = Proposed methodology is not sound (Project Not Recommended for Funding)

**4. Match and Partners**

- 15 = 50% or more match provided; or two or more partners participating
- 10 = 25% or more match provided
- 5 = less than 25% match provided
- 0 = no match provided

**5. Public Access Provided**

- 15 = Full public access provided
- 10 = Limited public access provided or habitat used as a refuge
- 5 = No public access allowed
- 0 = Paid public access (Project Not Recommended for Funding)

**Maximum Habitat Development & Management Score = 100**

**Equipment Proposals**

**1. Equipment Need**

- 35 = Equipment will be used by a habitat team for habitat development and/or management and will be used over broad areas or within Focus Areas or Conservation Opportunity Areas.
- 25 = Equipment is directly used for habitat development and/or management and is located in an area where equipment availability is limited.
- 20 = Equipment is directly used for habitat development and/or management and is located in an area where equipment with the same capability is available for timely use to conduct management.
- 10 = Equipment is indirectly used for habitat development and/or management and is located in an area where equipment with the same capability for timely use to conduct management is limited.
- 5 = Equipment is indirectly used for habitat development and/or management and is located in an area where equipment with the same capability is available for timely use to conduct management.

0 = Equipment is not involved with habitat development and/or management (Project Not Recommended for Funding).

**2. Equipment Maintenance**

- 15 = Equipment will be stored in a building sheltered from the elements
- 10 = Equipment will be stored under tarp or in an open shelter
- 5 = Plans for equipment storage are unknown but equipment will be protected
- 0 = Equipment will be stored without protection (Project Not Recommended for Funding)

**3. Appropriateness of Equipment and Project Cost (Feasibility)**

- 15 = Proposed equipment is appropriate and project cost is economical
- 10 = Proposed equipment is appropriate but project cost is average
- 5 = Proposed equipment is appropriate but project cost is expensive
- 0 = Proposed equipment is not appropriate (Project Not Recommended for Funding)

**4. Match and Partners**

- 15 = 50% or more match provided; or two or more partners participating
- 10 = 25% or more match provided
- 5 = less the 25% match provided
- 0 = no match provided

**5. Public Access Provided**

- 20 = Equipment will be used by a habitat team to provide habitat on private and public land
- 15 = Equipment will be provided to the public at no cost
- 10 = Equipment will be provided to the public at a reasonable cost
- 5 = Equipment will be limited to a group or site

**Maximum Equipment Score = 100**

**Anticipated Announcement and State Award Dates:** The Committee's recommendations are forwarded to the DNR Director, who usually makes his decisions shortly thereafter. Each applicant will be notified by letter and/or email of the Director's decision regarding their application.

**Merit-based Review Appeals Process**

In compliance with GATA, applicants have the right to appeal the evaluation process but not the evaluation score. More information is available at:

<http://ilga.gov/commission/JCAR/admincode/044/044070000D03500R.html>

**F. Award Administration Information**

**State Award Notice:** After the DNR Director has made his decision the successful applicant will be notified by email and/or letter of any final requirements before the grant can be awarded to them. Once all the final requirements have been completed, two (2) originals of the Grant Agreement between DNR and the applicant will be sent for the applicant to sign both and return. Then the DNR Director will also sign both. One original will remain with DNR. The other original will be returned to the applicant.

Only after the Grant Agreement has been signed by the Director can expenses be incurred for grant reimbursement. Any expenses incurred outside of the grant period (before or after) are at the applicant's risk and are not eligible either as match or for reimbursement related to the grant.

**Performance Reporting:** The grantee shall be required to provide reporting of its activities under this project. The DNR may withhold or suspend payment if the grantee fails to submit the required reports. The following reports are required under this Agreement:

- a) **Quarterly Progress Reports:** If the amount of grant funds awarded exceeds \$25,000.00, the grantee is required to provide to the DNR quarterly progress reports that describe the progress of the project and expenditures of funds according to the budget line items as detailed in the approved Uniform Application for State Grant Assistance. The Quarterly Progress Report will be due as follows:

<u>Period of Work</u>	<u>Quarterly Progress Report Due Before</u>
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	October 31
October 1 – December 31	January 31

- b) **Annual or Final Report:** The grantee shall submit a written **Final Report** to the department no later than 30 days following the completion of the Project or the ending date of the grant agreement, whichever is earlier, in accordance with the applicable administrative rules. The Final Report shall include:

- Grant Agreement Number
- Grantee name, address and telephone number
- Time-frame of the report
- Name and telephone number or e-mail address of grantee representative completing the report
- Project objective as described in the application and grant agreement
- Completed Project description,
- Summary of the Project accomplishments (if applicable) as follows:

For habitat preserved, protected, acquired, managed or improved (list of wildlife resources [by species] that benefit from the Project and how they benefit; number of cooperators involved in the Project);

Total project expenditures must be itemized to include the following: name and address of vendor, item description identifying details (if applicable), quantity purchased, date item purchased;

- Project expenditures paid by funds other than Special Wildlife Grant Funds;

Documentation to support the summarized report including a complete list of landowner names and full address (note if absentee owner), acreage location and acres affected by the project. Multiple conservation practices on the same acreage do not multiply the acreage. On habitat development projects where other governmental or private funding programs are involved, the grantee is required to provide detailed information including but not limited to the type of eligible conservation

practice completed, the amount (\$) of other cost sharing provided, the name of the cost share provider, and length of time committed to maintain the developed habitat area.

**c) Equipment Use Report:** If the grant award is for the purchase of equipment, a similar written report of equipment usage shall be due to the DNR by December 31<sup>st</sup> in each of the first five years following the purchase of equipment. The **Equipment Use Report** shall include the following:

- Details on the Grant recipient:
  - Grant Agreement Number
  - Grantee name, address and telephone number
  - Time-frame of the report
- Details on the piece of equipment:
  - Equipment type, model number and serial number
  - Storage location address
  - Acre or odometer meter reading at the beginning and ending of the reporting period
  - Contact person name and telephone number
  - Rental rate charged and total fees collected for the use of the equipment
  - Description of any equipment maintenance and total expenditures for maintenance, supported by paid invoices
- Detailed information on the use of the equipment, including:
  - Date equipment was used
  - Location of equipment use, including county, township, range and section
  - Landowner name and full address (note if absentee owner)
- Description of how equipment was used:
  - management practice completed (planting, disking, mowing, herbicide application, prescribed burn)
  - materials planted including the quantity and species planted and provide details of seed mix contents;
  - acres established, enhanced or otherwise affected and how. (Note when multiple practices are on the same acres.)

**Failure to provide reports in a timely fashion shall render the grantee ineligible to receive payments under the current award and make them ineligible for future awards.** Deadlines for reports may be extended for just cause when such requests are submitted in writing at least two weeks prior to the deadline. All reports are to be delivered to:

Illinois Department of Natural Resources  
Office of Grant Management  
One Natural Resources Way, Springfield, IL 62702-1271  
Attn: Susan Duke

### **G. State Awarding Agency Contact(s)**

To contact DNR with questions related to this grant, please use the following means:

By US Mail: Department of Natural Resources  
Office of Grant Management and Assistance  
One Natural Resources Way, Springfield, IL 62702-1271

By e-mail: [susan.duke@illinois.gov](mailto:susan.duke@illinois.gov)

By phone: Susan Duke 217-785-4416

By fax: (217) 785-2438

### **H. Other Information**

Besides the State Furbearer Fund, the Special Wildlife Funds offer non-profit organizations three (3) grant programs annually with specific purposes. The State Pheasant Fund focuses on wild pheasant conservation. The application deadline is August 1<sup>st</sup>. The State Migratory Waterfowl Stamp Fund focuses on conservation of waterfowl and their breeding grounds in Canada. The application deadline is January 1<sup>st</sup>. The Illinois Habitat Fund focuses on wildlife habitat improvement and management. The application deadline is August 1<sup>st</sup>.

More information can be found at DNR's grant webpage:

<https://www.dnr.illinois.gov/grants/Pages/default.aspx>

The Administrative Rule for the Grant program is as follows:

#### **Section 3060.50 State Furbearer Fund Grant Program**

##### **a) Eligibility Requirements**

- 1) Eligible recipients are limited to appropriate not-for-profit organizations, governmental entities, educational institutions or corporations.
- 2) Eligible projects are limited to those that educate hunters and trappers of fur-bearing mammals within the State and the general public concerning the role that hunting and trapping has upon fur-bearing mammal management; the laws associated with the harvesting of fur-bearing mammals; the techniques used in the hunting and trapping of fur-bearing mammals; the conservation, management and ecology of fur-bearing mammals; and the promotion of products made from wild fur-bearing mammals.

##### **b) Application Procedures**

- 1) Grant applications for funding assistance under this program shall be submitted to the Department at One Natural Resources Way, Springfield, Illinois 62702-1271, Attention: Office of Resource Conservation. The application deadline will be April 30th. Application forms and instructions are available through the Department. Applications received after the deadline will be returned to the applicant and not considered by the Department.
- 2) Applications shall contain all of the following required information:
  - A) the name and address of the applicant
  - B) the name of a contact person
  - C) a daytime telephone number and e-mail address (if available) for a contact person
  - D) a comprehensive project description with justification, including:
    - i) furbearers to benefit from the project

- ii) the target audience, with objectives, methodology, measurable outcomes and products resulting from the project that can be used after completion
  - E) a comprehensive funding/budget summary, including:
    - i) actual cash contributions other than the grant amount
    - ii) documented purchase price of equipment or commodities
  - F) signature of the applicant or authorized individual for applicant
- c) Project Evaluation and Procedures
  - 1) All applications received on time and containing the minimum required information will be reviewed by Department staff. Incomplete applications will be returned to the applicant for completion and resubmittal. Submitting an incomplete application does not extend the application beyond the application deadline. All complete, eligible and timely applications will be forwarded to the State Furbearer Committee for funding recommendations.
  - 2) The State Furbearer Committee shall evaluate and prioritize each application according to the following criteria: completed application, past grant performance of the applicant, eligibility, feasibility, adverse impacts, priority for the Department and the applicant's cost-share match. The Committee shall provide to the Director all eligible applications and a prioritized list of recommended projects deemed to be consistent with the purposes of the State Furbearer Fund.
  - 3) The Director shall make the determination of what grants shall be awarded after considering the recommendations of the State Furbearer Committee. Applicants shall be notified of the Director's decision.

The State of Illinois is not obligated to make any award of the State Furbearer Fund as a result of this Notice of Funding Opportunity.

Only the Director of Natural Resources makes the determination of what grants shall be awarded after considering the recommendations of the State Furbearer Fund Committee. Grant applicants are not authorized to proceed on their projects until the Director has signed the Grant Agreement.