

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY LEAD SERVICE LINE INVENTORY (LSLI) GRANT PROGRAM

NOTICE OF FUNDING OPPORTUNITY SUMMARY INFORMATION

| DATA FIELD | | |
|--|---|--|
| 1. AWARDING ILLINOIS EPA NAME: | Illinois Environmental Protection Agency (Illinois EPA) | |
| 2. ILLINOIS EPA CONTACT: | Lanina Clark lanina.clark@illinois.gov (217)782-2027 | |
| 3. ANNOUNCEMENT TYPE: | <input checked="" type="checkbox"/> Initial Announcement <input type="checkbox"/> Modification of Previous Announcement | |
| 4. TYPE OF ASSISTANCE INSTRUMENT: | Grant | |
| 5. FUNDING OPPORTUNITY NUMBER: | 24-3017-04 | |
| 6. FUNDING OPPORTUNITY TITLE: | Lead Service Line Inventory Grant Program | |
| 7. CSFA NUMBER: | 532-60-3017 | |
| 8. CSFA POPULAR NAME: | Lead Service Line Inventory Grant Program | |
| 9. CFDA NUMBER(S): | 66.468 | |
| 10. ANTICIPATED NUMBER OF AWARDS: | 131 - 328 Grant Awards | |
| 11. ESTIMATED TOTAL PROGRAM FUNDING: | \$6,570,000 | |
| 12. AWARD RANGE: | \$20,000 - \$50,000 | |
| 13. SOURCE OF FUNDING: | Mark all that apply: <input checked="" type="checkbox"/> Federal or federal pass-through <input type="checkbox"/> State <input type="checkbox"/> Private / other funding | Service Area: Pick One <input type="checkbox"/> Economic Development <input type="checkbox"/> Education <input checked="" type="checkbox"/> Environment/Culture <input type="checkbox"/> Government Services <input type="checkbox"/> Healthcare <input type="checkbox"/> Human Services <input type="checkbox"/> Public Safety |
| 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 checked="" type="checkbox"/> No If Yes, provide the citation governing the restriction: | |
| 16. POSTED DATE: | February 15, 2024 | |
| 17. APPLICATION RANGE: | Applications will be accepted until funding has been expended. | |
| 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 |

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

LEAD SERVICE LINE INVENTORY (LSLI) GRANT PROGRAM

NOTICE OF FUNDING OPPORTUNITY DETAILED INFORMATION

A. PROGRAM DESCRIPTION

This Notice of Funding Opportunity (NOFO) is to advise potential applicants of the availability of grant funds through the **Lead Service Line Inventory Grant Program (LSLI Grant Program)** which will assist with funding of a **Complete Lead Service Line Inventory** meeting the inventory requirements of Section 17.12 of the Illinois Environmental Protection Act .415 ILCS 5/17.12.

Applicants must be Local Government Units that have pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal. **Applications for the LSLI Grant Program will be accepted until funding has been expended.** All completed **LSLI Grant Program** applications shall be reviewed for completeness, technical merit, and adherence to the grant eligibility requirements described in Section D of this NOFO. Applications found to be complete and meet ALL eligibility criteria outlined in Section D of this NOFO will be funded on a first come first served basis. Successful applicants will be notified within approximately 21 days of application submission. Grant awards will be given in the range of \$20,000 - \$50,000 per applicant.

It is anticipated that some applicants will require supplemental funding in addition to the funds being offered through this **LSLI Grant Program**. Applicants may request supplemental funding for inventorying in the form of a below market, low interest loan through the Illinois Environmental Protection Agency's (Illinois EPA) Public Water Supply Loan Program (PWSLP), but must be in conjunction with funding to replace lead service lines. In regards to loan information for replacement of lead service lines through the PWSLP, please contact either Lanina Clark lanina.clark@illinois.gov, Jillian Fowler jillian.fowler@illinois.gov, Rachael Heaton rachael.heaton@illinois.gov, Julie Matthews julie.matthews@illinois.gov, or Kaitlyn Holtsclaw kaitlyn.m.holtsclaw@illinois.gov for further information and guidance.

All projects require, at minimum, quarterly reporting of progress, annual Periodic Financial Report, and a final project evaluation and report. Quarterly progress reports shall include both a Periodic Financial Report, a Periodic Performance Report, and a brief project narrative. The annual Periodic Financial Report shall reflect the project's progress for the Grantee's fiscal year. Further information pertaining to program reporting can be found in Section (G)(3) of this NOFO.

****ATTENTION – THIS PROGRAM IS FOR LEAD SERVICE LINE INVENTORYING PURPOSES ONLY, LEAD SERVICE LINE REPLACEMENT COSTS ARE INELIGIBLE AND NOT WITHIN THE SCOPE OF THIS GRANT PROGRAM****

B. INVENTORY REQUIREMENTS

The Illinois Environmental Protection Act (Act) requires owners and operators of community water supplies to deliver a complete material inventory to the Illinois EPA no later than **April 15, 2024**, or such time as required by federal law, whichever is sooner. The complete inventory shall report the composition of all service lines within the community water supply's distribution system.

Pursuant to Section 17.12(g) of the Act, a Complete LSLI shall identify and report, the following:

1. The TOTAL number of service lines connected to the community water supply's distribution system.
Community Water Supply (CWS) – means public water supply which serves or is intended to serve at least 15 service connections used by the residents or regularly serves at least 25 residents [415 ILCS 5/3.145].
2. The materials of construction of each service line connected to the CWS's distribution system.
3. The number of suspected lead service lines that were newly identified in the material inventory for the CWS after the CWS last submitted a service line inventory to the Illinois EPA.
4. The number of suspected or known lead service lines that were replaced after the CWS last submitted a service line inventory to the Illinois EPA, and the material of the service line that replaced each lead service line.

In completing the LSLI, the Grantee shall, pursuant to Section 17.12(h) of the Act:

1. Prioritize inspections of high-risk areas identified by the CWS and inspections of high-risk facilities, such as preschools, day care centers, day care homes, group day care homes, parks, playgrounds, hospitals, and clinics, and confirm service line materials in those areas at those facilities.
2. Review historical documentation, such as construction logs or cards, as-built drawings, purchase orders, and subdivision plans, to determine service line material construction.
3. When conducting distribution system maintenance, visually inspect service lines and document materials of construction.
4. Identify any time period when the service lines being connected to its distribution system were primarily lead service lines, if such a time period is known or suspected.
5. Discuss service line repairs and installation with its employees, contractors, plumbers, other workers who worked on service lines connected to its distribution system, or all of the above.

THERE IS NO REQUIREMENT TO UNEARTH SERVICE LINES FOR THE PURPOSE OF INVENTORYING

***The IEPA LEAD SERVICE LINE INVENTORY TEMPLATE can be found on the following IEPA website:**

<https://epa.illinois.gov/content/dam/soi/en/web/epa/topics/drinking-water/public-water-users/documents/IEPA%202024%20Final%20Material%20Inventory%20Template.xlsx>

C. FUNDING INFORMATION

The **LSLI Grant Program** will be utilizing \$6,570,000 from the 15% Local Assistance and Other State Program Set-Aside, where no more than 10% of the grant funds may be used on a single program activity. The Set-Aside will be taken from the 2022 BIL- Lead grant to fund this round (Round 4) of the **Lead Service Line Inventory Grant Program**. Illinois EPA expects to award a total of \$6,570,000 and anticipates

distributing this amount across one hundred and thirty-one (131) to three hundred and twenty-eight (328) awards. Funding will be limited to a **maximum of \$50,000 per applicant**.

An individual grant will be for a maximum amount based upon the number of service connections within the applicant's CWS as follows:

| NUMBER OF SERVICE CONNECTIONS WITHIN APPLICANT'S CWS | MAXIMUM GRANT AMOUNT |
|---|-----------------------------|
| 5,000 + Service Connections | \$50,000.00 |
| 1,000 – 4,999 Service Connections | \$40,000.00 |
| 100 – 999 Service Connections | \$30,000.00 |
| Less than 100 Service Connections | \$20,000.00 |

The Illinois EPA may elect to partially fund an application by funding discrete portions or phases of the project scope of work. This could be due to ineligible project components identified within the application, or not enough **LSLI Grant Program** funds being available to fully fund the entire project.

HOW GRANT FUNDS WILL BE DISBURSED:

1. **FIRST DISBURSEMENT REQUEST** – Fifty percent (50%) of the grant amount will be disbursed when the Grantee provides the Illinois EPA a **fully executed service contract**, detailing the scope of work and services to be performed by a third party in developing a Complete LSLI that will meet the inventory requirements of Section 17.12 of the Act, as well as the following:
 - a. Illinois EPA **LSLI Grant Program** Invoice for Disbursement Request
2. **FINAL DISBURSEMENT REQUEST** – The remaining grant balance will be provided to the Grantee upon the submittal to the Illinois EPA a **Complete Lead Service Line Inventory** meeting the inventory requirements of Section 17.12 of the Act, as well as the following:
 - a. Proof of public accessibility of the LSLI on the grantee's website **OR** ILLINOIS EPA website
 - b. Proof of notification to all owners and occupants of structures with lead service lines
 - c. Invoice from third party performing inventory assessment for TOTAL COSTS INCURRED
 - d. Illinois EPA **LSLI Grant Program** Invoice for Disbursement Request

****PLEASE NOTE: LSLI GRANT FUNDS CANNOT BE USED TO PAY GRANT RECIPIENT STAFF SALARIES/WAGES TO COMPLETE THE INVENTORY. STAFF WAGES ARE CONSIDERED AN INELIGIBLE GRANT COST.****

COSTS OF REPORTING EFFORTS RELATED TO ANY REPORTING REQUIREMENTS OF THE UGA CAN BE INCLUDED IN THE THIRD-PARTY CONTRACT.

D. ELIGIBILITY INFORMATION

1. ELIGIBLE APPLICANTS

Applicants must have a Median Household Income (MHI) below 120% of the current State average MHI. Applicants with an MHI equal to or above 120% the State average are **NOT eligible** for Illinois

EPA LSLI Grant Program Funding.

Eligible applicants may apply for funding until all funds are exhausted.

Applicants must be in good standing with the Illinois Secretary of the State pursuant to 44 Ill. Adm. Code 7000.70 (f)(3) and 30 ILCS 708/25(6)(E). Eligible proposals will come from a Local Government Unit within the State of Illinois, as defined in 35 Ill. Adm. Code 662.110 as follows:

***Local Government Unit** – A county, municipality, township, municipal or county sewerage or utility authority, sanitary district, public water district, improvement authority or any other political subdivision whose primary purpose is to construct, own, operate and maintain wastewater treatment facilities, including storm water treatment systems, or public water supply facilities or both. [415 ILCS 5/19.2(g)]*

An entity shall not apply for a grant until the entity has registered and pre-qualified through the GATA Grantee Portal, <https://grants.illinois.gov/portal/>. Registration and pre-qualification are required **annually**. During GATA pre-qualification, verifications are performed including a check of the federal Debarred and Suspended list and status on the Illinois Stop Payment List. An automated email notification from the GATA Portal to the entity alerts them of ‘qualified’ status or informs how to remediate a negative verification (e.g., inactive UEI, not in good standing with the Secretary of State). A federal Debarred and Suspended status cannot be remediated.

APPLICANTS THAT ARE INELIGIBLE UNDER THIS NOFO:

- a. Private homeowners and/or business owners
- b. Applicants with an MHI equal to or greater than 120% of the State average MHI
- c. Entities who have been placed in the Illinois Debt Recovery Offset Portal.
- d. Entities that have **NOT satisfied** the following GATA pre-qualification requirements:
 - i. Registered with the System for Award Management (SAM) (www.SAM.gov)
 - ii. Have a valid Unique Entity Identification (UEI) number
 - iii. Completed an Internal Controls Questionnaire (ICQ) as the fiscal and administrative risk assessment for the current fiscal year – **FY 2024 & FY 2025 (when available)**
 - iv. In good standing with the Illinois Secretary of State
 - v. Not currently debarred by the State of Illinois and/or federal government
 - vi. Not on the Federal Excluded Parties List
 - vii. Not on the Illinois Stop Payment List
 - viii. Not on the sanctioned party list of the Dept. of Healthcare and Family Services
 - ix. Not on the SAM.gov Exclusion List

2. ELIGIBLE FUNDING COSTS

Funding will be provided to assist with funding the completion of a **Complete Lead Service Line Inventory** and an executed third-party service agreement to complete said inventory.

Costs of reporting efforts related to any reporting requirements of the UGA can be included in the third-party contract and are considered an eligible grant cost.

Examples of eligible activities, tasks and components that could be funded through the **LSLI Grant**

Program are provided below. The list is not all-inclusive:

- a. GIS Mapping/Database formulation
- b. Door-to-door inspection
- c. Records review
- d. Predictive modeling
- e. Exploratory digging/potholing
 - i. ***PLEASE NOTE:** The Illinois EPA may request justification for this to be considered an eligible LSLI grant cost.*
 - ii. **REMINDER:** There is no requirement to unearth service lines for the purpose of inventorying.

3. INELIGIBLE ACTIVITIES, TASKS, AND/OR COMPONENTS

Examples of ineligible activities, tasks, and components that shall not be funded through the **LSLI Grant Program** are provided below. The list is not all-inclusive:

- a. Project planning and/or construction related costs,
- b. Lead Service Line Replacement Costs,
- c. Personnel salaries of grant applicant,
 - i. **NOTE: Staff wages CANNOT be paid for from LSLI Grant Funds**
- d. Costs for food, drink, or entertainment

NOTE: Costs incurred prior to the fully executed agreement date of the signed Uniform Grant Agreement (UGA) or after the grant agreement term ends ARE INELIGIBLE.

4. COST SHARING OR MATCHING

The **LSLI Grant Program DOES NOT** require cost sharing, matching, or cost participation, but additional funds may be necessary to complete the project as **LSLI Grant Program** amounts may not be sufficient to complete the project. See **Section B** of this NOFO.

5. INDIRECT COST

In order to charge indirect costs to a grant, the applicant organization must have an annually negotiated indirect cost rate agreement (NICRA). This is done through the State of Illinois' centralized indirect cost rate system. Grant applicants may choose:

- a. **FEDERALLY NEGOTIATED RATE:** Applicant organizations that receive direct federal funding may have Indirect Cost Rate that was negotiated with their 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 applicant may negotiate an Indirect Cost Rate with the State of Illinois.
 - a. If an applicant has not previously established an Indirect Cost Rate, an Indirect Cost Rate proposal must be submitted through State of Illinois' centralized Indirect Cost Rate system no later than three months after receipt of a Notice of State Award (NOSA).

- b. If an applicant previously established an Indirect Cost Rate, the applicant must annually submit a new indirect cost proposal through Crowe Activity Review System (CARS) within six months after the close of the applicant's Fiscal Year.
- c. **DE MINIMIS RATE:** An applicant that has never negotiated an Indirect Cost Rate with the Federal Government or the State of Illinois is eligible to 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 in order to accept the De Minimis Rate.
- d. **NO RATE:** An applicant can choose to elect no rate for the appropriate fiscal year.
- e. **PROVISIONAL RATE:** If an applicant has not completed the process for selecting their Indirect Cost Rate for the applicable fiscal year, the State of Illinois may approve a provisional rate to be used in an agreement until their Indirect Cost Rate has been approved. This provisional rate has to be reconciled and payments adjusted prior to the end of that Fiscal Year or the end of the grant contract term, whichever comes first.

All applicants must provide proof of a federally approved rate, complete an Indirect Cost Rate negotiation or elect the De Minimis Rate to claim reimbursement of indirect costs. Indirect costs reimbursed without a Federal or State negotiated rate or a De Minimis Rate election on record in the State of Illinois' centralized indirect cost rate system may be subject to disallowance and the applicant will be required to repay any indirect costs received.

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

E. APPLICATION AND SUBMISSION INFORMATION

Applicants shall not apply to the **LSLI Grant Program** until the applicant has pre-qualified through the GATA Grantee Portal, <https://grants.illinois.gov/portal/>.

All required application materials are provided at the end of this NOFO document in Appendices 1 through 7. Additionally, all application-related forms are available on the following Illinois EPA website: <https://epa.illinois.gov/topics/drinking-water/public-water-users/lsl-grant-opportunity.html>

1. CONTENT AND FORM OF APPLICATION SUBMISSION

A complete **LSLI Grant Program** application shall include the following:

- a. **NOFO APPENDIX 1: Uniform Application** for State Grant Assistance
- b. **NOFO APPENDIX 2: Lead Service Line Inventory Grant Program Uniform Grant Budget Template (UGBT)**
 - i. The entire budget for all inventory activity should be provided, **with all worksheets**

- completed.**
- ii. **Please note, this program is utilizing Federal funds and the FFATA Data Collection Form (Page 5 of 8 of UGBT) is applicable and needs to be completed.**
 - c. **NOFO APPENDIX 3:** A completed **Lead Service Line Inventory Grant Program Project Summary Worksheet** identifying the need for an inventory assessment. The worksheet shall provide enough information for the Illinois EPA to evaluate and score the project in accordance with Section(F)(2) of this NOFO. The worksheet should identify:
 - i. The **total service population** to be served by the project.
 - ii. The **total number of service connections** within the CWS.
 - iii. The **location(s) of the service population to be served** by the project. The location(s) should include the name(s) of the town/city/village where the residents live and/or the unincorporated area(s) where the residents live in order for the Illinois EPA to identify the median household income of the total service population.
 - iv. The project area by providing a **project map** detailing the area of inventory assessment.
 - v. The **anticipated method(s) to be used** to perform the inventory assessment and briefly describe said method(s).
 - d. **NOFO APPENDIX 4:** The **Programmatic Risk Assessment Questionnaire (PRAQ)**, also must be completed and submitted along with the application documents. This Risk Assessment evaluates the applicant's ability to successfully carry out the terms of **LSLI Grant Program** and assesses four risk categories: 1) quality of management systems and ability to meet the management standards; 2) history of performance; 3) reports and findings from audits performed on prior awards; and 4) the applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on a grantee. Applicant must also provide a copy of their **Statement of Activities** from their most recent financial audit as part of this review. Please attach Statement of Activities to the completed PRAQ and submit along with the other required application submittals. Instructions for completing the PRAQ are provided on the form.
 - e. **NOFO APPENDIX 5:** A completed **Certifications and Assurances Acknowledgement Form**. This form is to assure the applicant's acknowledgement of the program requirements that will be listed within the executed UGA.
 - f. **NOFO APPENDIX 6:** A completed **Grantee Conflict of Interest Disclosure**. This form is to be completed, signed, and submitted upon application submittal. Applicants must disclose in writing any actual or potential conflict of interest as soon as it becomes known, in accordance with 30 ILCS 708/35, 30 ILCS 708/60(a)(5), 44 Ill. Admin. Code 7000.330(f) and the executed UGA. For conflicts that exist at the time of grant application submission, submit this form with your grant application materials. If no actual or potential conflicts exists, the grantee should indicate "no conflicts." For conflicts that arise after application submission, submit this form to your designated grant program point of contact within 7 calendar days after the conflict has been identified.
 - g. **NOFO APPENDIX 7:** A completed **Executive Compensation DATA (5 Officer Form)**. This form is to document/report the five most highly compensated officers of the applicant dependent upon the three conditions discussed on the form.

- h. GATA PORTAL:** The **Fiscal and Administrative Risk Assessment Questionnaire** must be completed prior to the application submittal. This Questionnaire is located within the GATA Portal. The applicant must complete the Fiscal and Administrative Risk Assessment Questionnaire in the GATA Portal for **Fiscal Year 2024 and Fiscal Year 2025 (when available)**.

The Illinois EPA requires the **LSLI Grant Program** applicants to use the forms provided in the GATA Portal. These forms are designed to allow the Illinois EPA to obtain adequate information to properly evaluate the proposed project.

All **LSLI Grant Program** forms that require a **signature** must be signed by persons authorized by the applicant organization to enter into formal contractual agreements. Furthermore, any forms submitted missing signatures in designated signature blocks will be deemed incomplete, thus ineligible to be scored for funding.

Application submissions can be made either:

- a.** By email using the EPA.LoanMgmt@illinois.gov. Include the phrase “Lead Service Line Inventory Grant Application” and applicant name in the email subject line. (If application submittal materials require multiple emails, please label emails accordingly. For example: 1 of 2, 2 of 4, etc.) Contact the Infrastructure Financial Assistance Section at (217)782-2027 regarding potential firewall issues.

OR

- b.** By mailing or delivering the application on a CD, USB, or paper copy directly to:

| | |
|--|---|
| US Postal Service Mailing Address: Illinois Environmental Protection Agency Bureau of Water, #15 P.O. Box 19276 Springfield, Illinois 62794-9276 Attention: Lanina Clark | Delivery Address: Illinois Environmental Protection Agency Bureau of Water, #15 P.O. Box 19276 Springfield, Illinois 62794-9276 Attention: Lanina Clark |
|--|---|

2. UNIQUE ENTITY ID (UEI) NUMBER 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:

- a.** Be registered in SAM before submitting its application (Register at: <https://www.sam.gov/>);
- b.** Provide a valid UEI number in its application; and
- c.** 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 Illinois EPA **SHALL NOT** make a State award to an applicant unless the applicant has complied with all applicable UEI and SAM requirements. If an applicant has not fully complied with these requirements, the Illinois EPA shall determine the applicant as not qualified to receive a State award. The Illinois EPA shall use that determination as a basis to make a State award to another qualified applicant.

3. SUBMISSION DATES AND TIMES

LSLI Grant Program applications are accepted by Illinois EPA until **funding has been expended**. The complete copy of all of the application submittals must be received at Illinois EPA’s Springfield office to be considered for funding under the **LSLI Grant Program**. Applications should be submitted electronically to EPA.LoanMgmt@illinois.gov.

Incomplete applications shall:

- a. Be deemed incomplete,
- b. NOT be considered for funding,
- c. NOT be returned to the applicant, and
- d. Preclude the Illinois EPA from making an award to the applicant.

F. APPLICATION REVIEW INFORMATION

1. APPLICATION CRITERIA

This Grant is being offered to Illinois local government units with a Median Household Income (MHI) below 120% of the Illinois state average MHI on a first come first served basis.

In addition, if the answer to **any** of the following Administrative Criterion or GATA Pre-Qualification Criterion questions is **NO**, the application **shall NOT** be considered for funding.

REMINDER: If you have any questions regarding any of the application submittals, please contact either Lanina Clark lanina.clark@illinois.gov, Jillian Fowler jillian.fowler@illinois.gov, Rachael Heaton rachael.heaton@illinois.gov, Julie Matthews julie.matthews@illinois.gov, or Kaitlyn Holtsclaw kaitlyn.m.holtsclaw@illinois.gov for assistance.

NOTE: The table below is the exact scoring rubric the Illinois EPA Infrastructure Financial Assistance Section (IFAS) Staff will be utilizing to review and score the application submittals.

| GATA PRE-QUALIFICATION CRITERION | | YES | NO |
|----------------------------------|--|-----|----|
| 1. | Did the applicant meet all of the following pre-qualification requirements through the GATA Grantee Portal, https://grants.illinois.gov/portal/ | | |
| A. | Has a valid UEI number | | |
| B. | Has current SAM.gov account | | |
| C. | NOT on the SAM.gov Exclusion List | | |
| D. | NOT on the Federal Excluded Parties List | | |
| E. | Good standing with Illinois Secretary of State | | |
| F. | NOT listed on Illinois Stop Payment List | | |
| G. | NOT listed on Department of Healthcare and Family Services Provider Sanctions list | | |
| H. | Fiscal and Administrative Risk Assessment Completed for Fiscal Year 2024 & FY2025 (if available) | | |
| I. | NOT currently debarred by the State of Illinois and/or federal government | | |

| ADMINISTRATIVE CRITERION | | YES | NO |
|--------------------------|---|-----|----|
| 2. | Application meets all Administrative Criterion below and is eligible for Merit-Based Review | | |
| A. | All application fields completed with the information requested and boxes checked, as applicable. | | |
| B. | Included a Uniform Application for State Grant Assistance with completed signature block. | | |
| C. | Included a Lead Service Line Inventory Grant Program Uniform Grant Budget Template with all pages and completed signature block. | | |
| D. | Included a completed LSLI Project Summary Worksheet with all necessary information as detailed in Section (E)(1) of this NOFO. | | |
| i. | Total service population: | | |
| ii. | Location to be served: | | |
| iii. | Total number of service connections: | | |
| v. | Map of project area: | | |
| vi. | Anticipated method(s) to be used for LSLI: | | |
| E. | Programmatic Risk Assessment Questionnaire (PRAQ) Completed and Submitted | | |
| F. | Certifications and Assurances Acknowledgment Form Completed and Submitted | | |
| G. | Grantee Conflict of Interest Disclosure | | |
| H. | Executive Compensation Data (5 Officer Form) | | |
| ELIGIBILITY CRITERION | | YES | NO |
| 3. | Applicant meets all Eligibility Criterion and is eligible for funding under this NOFO | | |
| A. | MHI of applicant is below 120% of IL state average MHI | | |
| B. | Applicant is an Illinois local government unit | | |

2. REVIEW AND SELECTION

All **LSLI Grant Program** applications shall be reviewed for completeness, technical merit, cost effectiveness, and adherence to the eligibility criteria described in this NOFO. Applications found to be complete and meeting ALL eligibility requirements will be funded on a first come first served basis.

3. APPEAL PROCESS

An appeal process is available to applicants and other interested parties; however, appeals are limited to the Illinois EPA evaluation process. Evaluation scores may not be protested. An appeal must be submitted in writing to the following address: Illinois EPA, Attn: Infrastructure Financial Assistance Section, Bureau of Water, 1021 N. Grand Avenue, Mail Code #15, P.O. Box 19276, Springfield, Illinois 62794-9276 and must be received within 14 calendar days after the date that the grant award notice has been published by the Illinois EPA on Grants.Illinois.gov. The written appeal shall include, at a minimum, the following: the name and address of the appealing party, identification of the grant, and a statement of reasons for the appeal. The Illinois EPA shall acknowledge receipt of an appeal within fourteen (14) calendar days from the date the appeal was received.

When an appeal is received, the execution of all grant agreements that Illinois EPA intends to make under this NOFO shall be stayed until the appeal is resolved, unless the Illinois EPA determines the needs of the State require moving forward with execution of the remaining grant agreements. The State need determination and rationale shall be documented in writing.

Illinois EPA shall respond to the appeal within 60 days or supply a written explanation to the appealing party as to why additional time is required. The appealing party must supply any additional

information requested by the Illinois EPA within the time period set in the request. The Director of the Illinois EPA may appoint one or more Appeal Review Officers (ARO) to consider the grant-related appeal and make a recommendation to the Director of the Illinois EPA or designee for resolution. The ARO shall make a recommendation to the Director of the Illinois EPA or designee as expeditiously as possible after receiving all relevant, requested information. In determining the appropriate recommendation, the ARO shall consider the integrity of the competitive grant process and the impact of the recommendation on the Illinois EPA. The Illinois EPA shall resolve the appeal by means of written determination, which shall include, but not be limited to: review of the appeal, appeal determination, and rationale for the determination.

4. ANTICIPATED ANNOUNCEMENT AND STATE AWARD DATES

Illinois EPA’s Infrastructure Financial Assistance Section shall present a summary of all applications received to the Chief of the Bureau of Water and the Director of the Illinois EPA. This summary shall confirm that the NOFO was followed and will include the findings and recommendations of the Evaluation Panel, including application rank and funding recommendations.

| ACTION BY ILLINOIS EPA | ANTICIPATED DATE |
|--|---|
| Notify applicants that their application was received. | Within 7 days of application submittal to the ILLINOIS EPA |
| Notify unsuccessful applicants their application was not selected for funding. | Within 30 days of application submittal |
| Send a "Notice of State Award" to selected applicants for signature. | Approximately 30 days after receipt of eligible application |
| Provide a fully executed grant agreement to the grantee. | Approximately 60 days after receipt of eligible application |

Please note these are the anticipated dates and may not be exact.

The Illinois EPA shall send an e-mail to the applicant acknowledging receipt of the application. Applicants shall be notified within 30 days of the application submittal if their application was not considered for funding due to an incomplete or ineligible submittal or if they were not pre-qualified in the GATA Grantee Portal.

G. AWARD ADMINISTRATION INFORMATION

1. NOTICE OF STATE AWARD (NOSA)

The Illinois EPA shall issue a Notice of State Award (NOSA) to the successful grant applicants. The NOSA shall specify the funding terms and specific conditions resulting from the Fiscal and Administrative and Programmatic Risk Assessments. The NOSA must be accepted by an authorized representative before a grant agreement can be sent to the applicant. **A NOSA is NOT an authorization to begin project activities or incur costs.**

NOTE: No costs can be incurred by the applicant until the UGA is signed by both the Grantor and Grantee.

Once all the final requirements have been completed, the grant agreement between the ILLINOIS EPA and the applicant shall be sent to the applicant to sign and return. Once the agreement is fully executed by the Illinois EPA, a copy shall be returned to the applicant.

2. ADMINISTRATIVE, STATE, AND NATIONAL POLICY REQUIREMENTS

The terms and conditions of the award shall be specified in the NOSA and the grant agreement.

If the grantee of a LSLI Grant is at any time offered any State, federal, or local grant or any other funding source, to assist in the payment of expenses for which the **LSLI Grant Program** grant payment has been issued, the recipient shall reimburse the State of Illinois for any **LSLI Grant Program** grant funds used to pay expenses or offered to be paid under another grant or funding source.

Each grantee must agree to comply with all applicable federal and State requirements. **This includes Uniform Administrative Requirements, 2 CFR § 200 and GATA.** These can have a significant impact on the costs and complexity of a project. **LSLI Grant Program** grantees will be expected to submit a completed and signed **Certifications and Assurances Acknowledgement Form** confirming that they will comply with all State and federal mandates. Certifications and Assurances Acknowledgement Form can be found in Appendix 5 of this NOFO or on the Illinois EPA Lead Service Line Inventory Grant Opportunity webpage that can be found at the following link:

<https://epa.illinois.gov/topics/drinking-water/public-water-users/lsl-grant-opportunity.html>

If the grantee has been placed in the Illinois Debt Recovery Offset Portal due to delinquent debt owed to the State of Illinois, all grant payments will be held until the grantees satisfies all delinquent debt.

Additional requirements for federally funded grants are as follows:

- a. All geospatial data created must be consistent with Federal Geographic Data Committee (FGDC) endorsed standards. Information on these standards may be found at www.fgdc.gov.
- b. Internal Controls for Financial Transactions: The recipient agrees to use procedures consistent with “zero-trust” (never trust, always verify) for all financial transactions with SRF funds. These procedures must include verbal verification with a trusted recipient representative of all financial account information both initially and prior to any changes in financial account information.

3. REPORTING

All projects require, at minimum, quarterly reporting of progress, annual financial reporting, and a final project evaluation and report. Specific reporting requirements will be detailed within the UGA and will be determined based on the applicant’s scored risk assessments. Quarterly progress reports shall include a **PERIODIC FINANCIAL REPORT**, a **PERIODIC PERFORMANCE REPORT**, and a **BRIEF PROJECT NARRATIVE**. These reports shall be sent to the Illinois EPA’s Infrastructure Financial Assistance Section staff at:

Illinois Environmental Protection Agency
Bureau of Water, # 15
1021 North Grand Avenue East

P.O. Box 19276
Springfield, Illinois 62794-9276
Email: jillian.fowler@illinois.gov – Jillian Fowler
rachael.heaton@illinois.gov – Rachael Heaton
julie.matthews@illinois.gov – Julie Matthews
kaitlyn.m.holtsclaw@illinois.gov – Kaitlyn Holtsclaw
Phone: (217) 782-2027 (Rachael Heaton, Julie Matthews, or Kaitlyn Holtsclaw)

For the purpose of reconciliation, all projects require an annual Periodic Financial Report reflecting the project's progress over the grantee's fiscal year. This report should include the Grantee's entire Fiscal Year expenditures for their award.

All projects require a final project report. The grantee shall submit to the Illinois EPA, by the date specified in the grant agreement, a report explaining the execution of the project and evaluating the project's success. The report shall document the project tasks and summarize the findings, costs, and benefits of the project.

Examples of these reports can be found on the Illinois EPA Lead Service Line Inventory Grant Opportunity webpage:

<https://epa.illinois.gov/topics/drinking-water/public-water-users/lsl-grant-opportunity.html>

H. STATE AWARDING AGENCY CONTACT(S)

If you have any programmatic questions regarding the **LSLI Grant Program**, this NOFO, or the **LSLI Grant Program** application, please contact the Illinois EPA's Infrastructure Financial Assistance Section staff at:

Illinois Environmental Protection Agency
Bureau of Water, # 15
1021 North Grand Avenue East
P.O. Box 19276
Springfield, Illinois 62794-9276
Email: lanina.clark@illinois.gov – Lanina Clark
jillian.fowler@illinois.gov – Jillian Fowler
rachael.heaton@illinois.gov – Rachael Heaton
julie.matthews@illinois.gov – Julie Matthews
kaitlyn.m.holtsclaw@illinois.gov – Kaitlyn Holtsclaw
Phone: (217) 782-2027 (Lanina Clark)

If you have fiscal and administrative questions regarding the Uniform Grant Application, the **Lead Service Line Inventory Grant Program** Uniform Grant Budget Template, Internal Controls Questionnaire (ICQ), Indirect Costs, or pre-qualifying through the GATA Grantee Portal, contact the Illinois EPA's Fiscal staff at:

Illinois Environmental Protection Agency
Fiscal Services
1021 North Grand Avenue East
P.O. Box 19276
Springfield, Illinois 62794-9276
Email: EPA.GATA@illinois.gov
Phone: (217) 785-1724

If you have any questions regarding the Lead Service Line inventory requirements, contact the Illinois EPA's Division of Public Water Supplies Compliance Assurance Section Staff at:

Illinois Environmental Protection Agency
Division of Public Water Supplies Compliance Assurance Section
1021 North Grand Avenue East
P.O. Box 19276
Springfield, Illinois 62794-9276
Email: EPA.LeadandCopper@illinois.gov
Phone: (217) 785-0561

I. OTHER INFORMATION

Additional information about the **LSLI Grant Program** can be found on the following Illinois EPA website: <https://epa.illinois.gov/topics/drinking-water/public-water-users/lsl-grant-opportunity.html>

The Illinois EPA is not obligated to make any grant award as a result of this NOFO.