



Illinois Environmental  
Protection Agency

Office of Energy

## Energy Efficiency Assessment Program Checklist

### 1. Review the Notice of Funding Opportunity (NOFO)

- Review NOFO for the program found on the IEPA webpage.
- Review and complete the Criteria checklist found in the NOFO on page 4.

### 2. Complete required materials

- Uniform Application for State Grant Assistance
- Narrative Project Plan
- Uniform Budget Template
- Programmatic Risk Assessment
- National Environmental Policy Act Compliance Certification

Please Note: Uniform Application, Budget Template, Programmatic Risk Assessment, and NEPA certification forms are found on the IEPA Grant Page. For guidance on the Narrative Project Plan see page 2 of the NOFO.

### 3. Submission

- Submit all required materials to electronically to [epa.energy@illinois.gov](mailto:epa.energy@illinois.gov) .
- Submission email should have the subject line “[Applicant Name] Energy Efficiency Assessment Program Materials”.
- All documents that are signed must be signed by a person authorized by their organization to enter into formal contractual agreements.

Please Note: Only public housing authorities, units of local government (municipalities, counties or townships), or nonprofit organizations are eligible to apply.

All applications will be reviewed for completeness, technical merit, and adherence to the grant eligibility requirements described in this NOFO. Applications found to be complete and meet ALL eligibility requirements will be funded, on a first come first serve basis.