

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

Awarding Agency Name	Commerce And Econ Opp
Agency Contact	Robert Williams (CEO.Accountability@illinois.gov)
Announcement Type	Initial
Type of Assistance Instrument	Grant
Funding Opportunity Number	OMEE-2019-02
Funding Opportunity Title	Office of Minority Economic Empowerment - Minority Owned Businesses
CSFA Number	420-00-2160
CSFA Popular Name	OMEE - Minority Owned Businesses
Anticipated Number of Awards	0
Estimated Total Program Funding	\$10,000,000
Award Range	\$0 - \$500000
Source of Funding	State
Cost Sharing or Matching Requirements	No
Indirect Costs Allowed	No
Restrictions on Indirect Costs	No
Posted Date	05/01/2019
Application Date Range	05/01/2019 - 06/30/2019 : 05:00pm
Grant Application Link	<a href="https://www2.illinois.gov/dceo/AboutDCEO/GATA/Pages/2160-1125.aspx">https://www2.illinois.gov/dceo/AboutDCEO/GATA/Pages/2160-1125.aspx</a>
Technical Assistance Session	

## **Minority Owned Businesses**

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

#### **A. Program Description**

This Notice of Funding Opportunity (NOFO) sets forth the requirement of the 2019 Department of Commerce and Economic Opportunity (the Department) Minority-Owned Business Capital and Infrastructure Program. The Office of Minority Economic Empowerment's (OMEE) newly created, state-funded capital and infrastructure program, as per Public Act 100-0586, aims to equip minority-owned firms with resources to create jobs, build scale and capacity, increase revenues, and expand regionally. The grant announcement is open to minority owned businesses located in underserved populations.

Capital access remains the most important factor limiting the establishment of minority-owned businesses. It also inhibits the ability of economic growth in minority and underserved communities. In 2012, according to the US Census, there were 795,129 nonminority-owned firms compared to 311,684 minority-owned firms. The goal is to ensure minority enterprises have an equal opportunity to contribute to the growth of Illinois' economy and serve as an advocate for businesses, entrepreneurs and start-ups in traditionally economically-disadvantaged groups.

The goal of this program is to improve the quality of life of Illinoisans. The funded project must meet bondable requirements set forth in 30 ILCS 420, The Capital Development Bond Act of 1972. Specific projects include, but are not limited to:

- The renovation or expansion of existing buildings;
- Acquisition of real property and new construction;
- Purchase of essential equipment;
- Rehabilitation of publicly owned real property; and,
- Installation of public facilities (including street, sidewalk, and other site improvements).

The successful grantee will be required to report on the expenditure of funds and the specific improvements rendered as a result of this funding. Using the Periodic Financial and Performance reporting templates, grantees must be able to relate financial data to performance accomplishment that support the Department's mission to improve the quality of life for Illinoisans. Performance measures as outlined in 2 CFR 200.76 dictate performance goals around tangible, measurable objectives around number of jobs created and the successive economic development from private investments in attracting, retaining and growing business activity.

#### **B. Funding Information**

This grant program is utilizing state funds appropriated by the Illinois General Assembly as indicated in Public Act 100-0586.

The total amount of grant funds for this award is \$10,000,000.00. Individual applicants will be eligible for up to \$500,000.00 per opportunity. The amount of the award will be based on anticipated costs associated with the proposed project that are necessary and reasonable for the performance of the award, meet the bond ability guidelines, and are allocable to the award under cost principles.

Applicants must submit a Project Narrative that describes how the award will be executed. The Project Narrative should include necessary detail to enable the Department to manage the grant agreement

## **Minority Owned Businesses**

activity against planned project performance. The Project Narrative must include evidence of need, capacity, quality, and societal impact as defined in Section E.1.

**The release of this NOFO does not obligate the Department to make an award.**

### **C. Eligibility Information**

An entity may not apply for a grant until the entity has pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal, [www.grants.illinois.gov](http://www.grants.illinois.gov). Registration and pre-qualification are required annually. During 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 to the entity alerts them of “qualified” status or informs how to remediate a negative verification (e.g., inactive DUNS, not in good standing with the Secretary of State). A federal Debarred and Suspended status cannot be remediated.

#### **1. Eligible Applicants include:**

Eligible applicants include minority-owned businesses using the federal definition of minority-owned firms (at least 51% of the firm is directly and unconditionally owned by one or more members of a minority group), either a start-up or established business, requiring public infrastructure improvements who can demonstrate that their proposed project will create economic development in low-to-moderate income areas. Minority owned businesses are strongly encouraged to partner with the municipality in which their business resides. Successful projects will include collaboration between public and private entities to benefit businesses and communities.

Applicants that do not meet these criteria are ineligible. Proof of eligibility is required at the time the application is submitted.

The Department complies with all applicable provisions of state and federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to: The Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), The Public Works Employment Discrimination Act (775 ILCS 10/1 et seq.), The United States Civil Rights Act of 1964 (as amended) (42 USC 2000a-and 2000H-6), Section 504 of the Rehabilitation Act of 1973 (29 USC 794), The Americans with Disabilities Act of 1990 (42 USC 12101 et seq.), and The Age Discrimination Act (42 USC 6101 et seq.).

Failure to meet application criteria by the application deadline may result in the Department returning the application without review or may preclude the Department from making the award.

#### **2. Cost Sharing or Matching.**

This grant opportunity does not include a cost sharing or match option.

**Minority Owned Businesses**

**3. Indirect Cost Rate.**

This grant opportunity is limited to capital improvement expenses. The grant will not compensate for indirect costs, overhead or administrative expenses associated with the execution of the program.

**4. Other, if applicable.**

**Business Enterprise Program:** For grants \$250,000 or over, the grantee will be required to comply with Public Act 096-1064. The Department and the Capital Development Board will work with the grantee to ensure compliance prior to the establishment of the grant agreement as well as through the life of the grant.

**Environmental Review Requirements:** Capital grants will be reviewed to determine environmental review requirements. Based on the scope of the project, the grantee may be required to complete additional environmental approvals before a grant agreement can be initiated.

Applicants may only submit (1) one application for this program.

**D. Application and Submission Information**

**1. Address to Request Application Package.**

Grant application forms are available at the web link provided in the “Grant Application Link” field of this announcement or by contacting:

**Robert B. Williams**  
**Illinois Department of Commerce & Economic Opportunity**  
**500 East Monroe Street**  
**Springfield, Illinois 62701**  
**Tele: (217) 524-4847**  
**Email: [CEO.Accountability@illinois.gov](mailto:CEO.Accountability@illinois.gov)**

**2. Content and Form of Application Submission.**

A standard application package must be submitted and reviewed by the Department. Each package should contain the following items:

1. Uniform Grant Application in fillable PDF format
2. Uniform Budget utilizing the template provided by the Department for this project
3. Conflict of Interest Disclosure
4. Mandatory Disclosures
5. Project Narrative – no limit on number of pages, spacing, font, etc.

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:

**Minority Owned Businesses**

- (i) Be registered in System for Award Management (SAM) before submitting its application. To establish a SAM registration, go to [www.SAM.gov](http://www.SAM.gov) and/or utilize this instructional link: [How to Register in SAM from the www.grants.illinois.gov Resource Links tab.](#)
- (ii) Provide a valid DUNS number in its application; and,
- (iii) Continue to 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 State awarding agency may not make a Federal pass-through or State award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time the State awarding agency is ready to make a Federal pass-through or State award, the State awarding agency may determine that the applicant is not qualified to receive a Federal pass-through or State award and use that determination as a basis for making a Federal pass-through or State award to another applicant.

**6. Submission Dates and Times.**

All applications and all required documentation shall be submitted electronically to [CEO.Accountability@illinois.gov](mailto:CEO.Accountability@illinois.gov) and must be received no later than 5:00 p.m. sixty calendar days from the date of posting. The Department reserves the right to issue a reduced award, or not to issue any award.

**7. Intergovernmental Review, if applicable.**

N/A

**8. Funding Restrictions.**

Funding is available for bondable expenditures as described in the Build Illinois Bond Act (30 ILCS 425). Pre-award costs are not allowable at the time of the posting of this notice.

**9. Other Submission Requirements.**

Application materials must be submitted to the Department electronically to:

**Robert B. Williams**  
**Illinois Department of Commerce & Economic Opportunity**  
**500 East Monroe Street**  
**Springfield, Illinois 62701**  
**Tele: (217) 524-4847**  
**Email: [CEO.Accountability@illinois.gov](mailto:CEO.Accountability@illinois.gov)**

**E. Application Review Information.**

**1. Criteria.**

Grant proposals will be reviewed on a competitive basis. Each proposal will be scored on a 100-point scale. The Department shall consider the following criteria when evaluating the application submittal:

## NOFO ID: 2160-1125

### Minority Owned Businesses

(50 points) Need – Based on the evaluation of the need within the community relevant to the funding opportunity available, a maximum of 50 points may be awarded in this category. Proof that the project would not be viable without funding from the Department will be given consideration over other projects.

(25 points) Capacity – Based on the scope of work provided, a maximum of 25 points will be awarded to the entity which demonstrates the ability to successfully complete the project for which the funds were intended within this funding opportunity.

(15 points) Quality – Based on the application packages received, a maximum of 15 points will be awarded to the entity that demonstrates the totality of features and characteristics, project or product defined in this funding opportunity and the ability to satisfy the requirements.

(10 points) Societal Impact – Based on the application packages received, a maximum of 10 points will be awarded to the entity that demonstrates the funds will create a positive societal impact within the community. Projects that can demonstrate job creation or retention will be given consideration over other projects.

#### 10. Review and Selection Process.

Applications will be graded using the Merit Review Process and scored on the criteria specified in Section E.1. The Department will designate an Evaluation Committee to grade each application received for this funding opportunity. The final score of each Committee member will be calculated and an average of all scores will be the final grantee score. Each applicant will then be ranked by their score. Applicants may utilize the appeal process as stated in the Merit Based Review policy available in the Resource Library at [www.grants.illinois.gov](http://www.grants.illinois.gov).

The Merit Based Review process is subject to appeal. However, evaluation scores cannot be appealed. The appeal must be submitted in writing to the Department within 14 calendar days after the date that the grant award notice has been published. The written appeal shall include the name and address of the appealing party, the identification of the grant and a statement of reasons for the appeal. Appeals can be submitted to [CEO.Accountability@illinois.gov](mailto:CEO.Accountability@illinois.gov).

#### 11. Anticipated Announcement and State Award Dates, if applicable.

The Department reserves the right to issue a reduced award, or not to issue any award.

### F. Award Administration Information

#### 1. State Award Notices.

After completion of the Merit Review Process, the Notice of State Award (NOSA) will be submitted to the awarded grantee. The NOSA will specify the funding terms and specific conditions resulting from the pre-award risk assessments. The NOSA must be approved in the GATA Portal by an authorized representative of the grantee organization. The NOSA is not an authorization to begin performance or incur costs. Unsuccessful applicants will be notified after the acceptance of the NOSA.

#### 12. Administrative and National Policy Requirements. Code of Federal Regulations / Title 2 - Grants and Agreements / Vol. 1 / 2014-01-01194

## **Minority Owned Businesses**

### Grant Award Payment

The grant agreement will specify the payment terms and the payment schedule pursuant to cash management requirements as stated in 44 Ill Admin. Code Title 44, Subtitle F, Part 7000 Section 120. The Department reserves the right to determine the appropriate payment structure on a project-specific basis.

### Indirect Cost Rate

This grant opportunity is limited to capital improvement expenses. The grant will not compensate for indirect costs, overhead or administrative expenses associated with the execution of the program.

### **13. Reporting.**

#### Periodic Performance Report (PPR) and Periodic Financial Report (PFR)

Grantees funded through this NOFO are required to submit in the format required by the Grantor, at least on a quarterly basis, the PPR and PFR electronically to their assigned grant manager. The first of such reports shall cover the first three months after the award begins. Pursuant to 2 CFR 200.327, Periodic Financial Reports shall be submitted no later than 30 calendar days following the period covered by the report. Pursuant to 2 CFR 200.328, Periodic Performance Reports shall be submitted no later than 30 calendar days following the period covered by the report. Any additional reporting requirements will be disclosed in the Notice of State Award (NOSA).

Grantees are required within 60 calendar days following the end of the period of performance to submit a final closeout report in the format required by the Grantor (See 2 CFR 200.343).

#### Monitoring

Grantees funded through this NOFO are subject to fiscal and programmatic monitoring visits by the Department in accordance with 2 CFR 200.336. They must have an open-door policy allowing periodic visits by Department monitors to evaluate the progress of the project and provide documentation upon request of the monitor. Program staff will also maintain contact with the participating businesses and monitor progress and performance of the contracts. The Department may modify grants based on performance.

#### Audit

Grantees shall be subject to Illinois' statewide Audit Report Review requirements. Terms of the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules set forth under the Grant Accountability and Transparency Act shall apply (See 30 ILCS 708/65(c)).

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

Please direct any questions regarding this NOFO to:

**Robert B. Williams**  
**Illinois Department of Commerce & Economic Opportunity**  
**500 East Monroe Street**  
**Springfield, Illinois 62701**  
**Tele: (217) 524-4847**  
**Email: [CEO.Accountability@illinois.gov](mailto:CEO.Accountability@illinois.gov)**

**NOFO ID: 2160-1125**

**Minority Owned Businesses**

**H. Other Information, if applicable**

This is a one-time initiative designed for capital improvements as defined within the annual appropriation bill (Public Act 100-0586) set forth by the Illinois General Assembly. This notice does not obligate the State of Illinois to make any State awards.