

ATTACHMENT II

Amendment No. 002  
Agreement No. 23-274028

AMENDMENT TO THE GRANT AGREEMENT



BETWEEN  
THE STATE OF ILLINOIS, DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY  
AND  
DuPage County

The State of Illinois (State), acting through the undersigned agency (Grantor) and DuPage County (Grantee) (collectively, the "Parties" and individually, a "Party") agree that this Amendment (Amendment) will amend the Grant Agreement (Agreement) referenced herein. All terms and conditions set forth in the original Agreement and any subsequent amendment, but not amended herein, shall remain in full force and effect as written. In the event of conflict, the terms of this Amendment shall prevail.

The Parties or their duly authorized representatives hereby execute this Amendment.

ILLINOIS DEPARTMENT OF COMMERCE AND  
ECONOMIC OPPORTUNITY

DuPage County

Signature on File

Signature on File

Signature on File

By:  
Megah L. Street

Signature of Kristin A. Richards, Director

Signature of Authorized Representative

Date:

4/12/24

Date:

3/28/2024

By:

Signature of Designee

Printed Name:

Mary A. Keating

Printed Title:

Director of Community Services

Date:

Email:

Mary.Keating@dupagecounty.gov

Printed Name:

Printed Title:

Designee

By:

Signature of Second Grantor Approver, if applicable

By:

Signature of Second Grantee Approver, if applicable

Date:

Date:

Printed Name:

Printed Name:

Printed Title:

Second Grantor Approver

Printed Title:

Second Grantee Approver  
(optional at Grantee's discretion)

By: \_\_\_\_\_  
Signature of Third Grantor Approver, if applicable

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Title: \_\_\_\_\_  
Third Grantor Approver

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**ARTICLE I**  
**AWARD AND AMENDMENT INFORMATION AND CERTIFICATION**

1.1. Original Agreement. The Agreement, numbered **23-274028**, has an original term from **03/01/2023** to **06/30/2024**.

1.2. Prior Amendments. Below is the list of all prior amendments to the Agreement (mark N/A if none):

| Amendment Number | Effective Date (MM/DD/YYYY) |
|------------------|-----------------------------|
| 001              | 09/20/2023                  |

1.3. Current Agreement Term. The Agreement expires on **06/30/2024**, unless terminated pursuant to the Agreement.

1.4. Item(s) Altered. Identify which of the following Agreement elements are amended herein (check all that apply):

- |  |  |
|--|--|
| <input type="checkbox"/> Exhibit A (Project Description)       | <input checked="" type="checkbox"/> Award Term               |
| <input type="checkbox"/> Exhibit B (Deliverables/Milestones)   | <input type="checkbox"/> Award Amount                        |
| <input type="checkbox"/> Exhibit C (Contact Information)       | <input type="checkbox"/> PART TWO (Grantor-Specific Terms)   |
| <input type="checkbox"/> Exhibit D (Performance Measures/Std.) | <input type="checkbox"/> PART THREE (Project-Specific Terms) |
| <input type="checkbox"/> Exhibit E (Specific Conditions)       | <input checked="" type="checkbox"/> Budget                   |
|  | <input type="checkbox"/> Budget (Unilateral)                 |
|  | <input type="checkbox"/> Funding Source                      |
|  | <input type="checkbox"/> Other (specify):                    |

1.5. Effective Date. This Amendment shall be effective on \_\_\_\_N/A\_\_\_\_\_. If an effective date is not identified in this Paragraph, the Amendment shall be effective upon the last dated signature of the Parties.

1.6. Certification. Grantee certifies under oath that (1) all representations made in this Amendment are true and correct and (2) all Grant Funds awarded pursuant to the Agreement shall be used only for the purpose(s) described therein, including all subsequent amendments. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of the Agreement and repayment of all Grant Funds.

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**ARTICLE II  
AMENDMENTS**

- 2.1. The Budget is revised by modifying the line items detailed in the attached revised budget.
- 2.2. Paragraph 1.4 of the Agreement is amended to expire on 08/31/2024, unless terminated pursuant to the Agreement.

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| STATE OF ILLINOIS   |               | UNIFORM GRANT MODIFICATION BUDGET TEMPLATE |   | Commerce & Economic Opportunity |                     |
|---|---------------|--|---|---------------------------------|---------------------|
| Organization Name   | DuPage County | UEI#                                       | 135836026                                 | NOFO #                          | N/A                 |
| CSFA Number   | 420-70-0090   | CSFA Description:                          | Low Income Home Energy Assistance – ILLIS | Fiscal Year:                    | 2023                |
| SECTION A -- STATE OF ILLINOIS FUNDS  |               |  |   | Grant #                         | 23-274028           |
| Revenues  |               |  |   | TOTAL REVENUE                   |                     |
| (a) State of Illinois Modification Amount Requested (Total Modification Allocation) |               |  |   | \$ -                            |                     |
| BUDGET SUMMARY STATE OF ILLINOIS FUNDS  |               |  |   |                                 |                     |
| Budget Expenditure Categories   |               | OMB Uniform Guidance Federal Awards        | Current Approved Budget                   | Modification Amount             | New Modified Budget |
| <b>PROGRAM SUPPORT</b>  |               |  |   |                                 |                     |
| 101 Personnel (Salaries & Wages)  |               | 200.430                                    | \$ 122,484.00                             | \$ (14,592.00)                  | \$ 107,892.00       |
| 102 Fringe Benefits   |               | 200.431                                    | \$ 15,999.00                              | \$ 14,592.00                    | \$ 30,591.00        |
| 103 Travel  |               | 200.474                                    | \$ -                                      | \$ -                            | \$ -                |
| 104 Equipment (Not PCs and Laptops)   |               | 200.439                                    | \$ -                                      | \$ -                            | \$ -                |
| 105 Supplies  |               | 200.94                                     | \$ -                                      | \$ -                            | \$ -                |
| 106 Contractual Services & Subawards  |               | 200.318 & 200.92                           | \$ 17,500.00                              | \$ -                            | \$ 17,500.00        |
| 107 Consultant (Professional Services)  |               | 200.459                                    | \$ -                                      | \$ -                            | \$ -                |
| 109 A Occupancy (Rent)  |               | 200.465                                    | \$ -                                      | \$ -                            | \$ -                |
| 109 B Occupancy (Utilities)   |               | 200.452                                    | \$ -                                      | \$ -                            | \$ -                |
| Subtotal 109 (Occupancy Rent & Utilities)   |               |  | \$ -                                      | \$ -                            | \$ -                |
| 111 Telecommunications  |               |  | \$ -                                      | \$ -                            | \$ -                |
| 112 Training & Education  |               | 200.472                                    | \$ -                                      | \$ -                            | \$ -                |
| 114 Miscellaneous Costs   |               |  | \$ -                                      | \$ -                            | \$ -                |
| SUBTOTAL 100s (Program Support)   |               |  | \$ 155,983.00                             | \$ -                            | \$ 155,983.00       |
| <b>CLIENT BENEFITS</b>  |               |  |   |                                 |                     |
| 201 Client Benefits   |               |  | \$ 1,676,817.00                           | \$ -                            | \$ 1,676,817.00     |
| 202 Assurance 16-N/A for LIHEAP CARES or LIHEAP State                               |               |  | \$ -                                      | \$ -                            | \$ -                |
| SUBTOTAL 200s (Client Benefits)   |               |  | \$ 1,676,817.00                           | \$ -                            | \$ 1,676,817.00     |
| <b>ADMINISTRATION</b>   |               | 200.413                                    |   |                                 |                     |
| 301 Direct Admin--Personnel (Salaries & Wages)                                      |               | 200.413 (c) & 200.430                      | \$ 100,910.00                             | \$ (45,901.00)                  | \$ 55,009.00        |
| 302 Direct Admin--Fringe Benefits   |               | 200.431                                    | \$ 16,077.00                              | \$ 45,901.00                    | \$ 61,978.00        |
| 303 Direct Admin--Travel  |               | 200.474                                    | \$ -                                      | \$ -                            | \$ -                |
| 304 Direct Admin--Equipment (Not PCs and Laptops)                                   |               | 200.439                                    | \$ -                                      | \$ -                            | \$ -                |
| 305 Direct Admin--Supplies  |               | 200.94                                     | \$ -                                      | \$ -                            | \$ -                |
| 306 Direct Admin--Contractual Services & Subawards                                  |               | 200.318 & 200.92                           | \$ -                                      | \$ -                            | \$ -                |
| 307 Direct Admin--Consultant (Professional Services)                                |               | 200.459                                    | \$ -                                      | \$ -                            | \$ -                |
| 309 A Direct Admin--Occupancy (Rent)  |               | 200.465                                    | \$ -                                      | \$ -                            | \$ -                |
| 309 B Direct Admin--Occupancy (Utilities)   |               | 200.452                                    | \$ -                                      | \$ -                            | \$ -                |
| Subtotal 309 (Occupancy Rent & Utilities)   |               |  | \$ -                                      | \$ -                            | \$ -                |
| 311 Direct Admin--Telecommunications  |               |  | \$ -                                      | \$ -                            | \$ -                |
| 312 Direct Admin--Training & Education  |               | 200.472                                    | \$ -                                      | \$ -                            | \$ -                |
| 314 Direct Admin--Miscellaneous Costs   |               |  | \$ -                                      | \$ -                            | \$ -                |
| Total Direct Admin Costs  |               |  | \$ 116,987.00                             | \$ -                            | \$ 116,987.00       |
| 317 Indirect Costs* (see below)   |               | 200.414                                    | \$ -                                      | \$ -                            | \$ -                |
| Rate %:   |               |  |   |                                 |                     |
| Base Calculation Method:  |               |  |   |                                 |                     |
| SUBTOTAL 300s (Administration)  |               |  | \$ 116,987.00                             | \$ -                            | \$ 116,987.00       |
| <b>SPECIAL – only with OCA Fiscal Pre-Approval</b>                                  |               |  |   |                                 |                     |
| 406 Special Project Program   |               |  | \$ -                                      | \$ -                            | \$ -                |
| Total Direct Costs  |               |  | \$ 1,949,787.00                           | \$ -                            | \$ 1,949,787.00     |
| Total Indirect Costs  |               |  | \$ -                                      | \$ -                            | \$ -                |
| Total Costs for State Grant Funds   |               |  | \$ 1,949,787.00                           | \$ -                            | \$ 1,949,787.00     |

| Current Approved Budget | Modification Amount | New Modified Budget |
|-------------------------|---------------------|---------------------|
|                         |                     |                     |

|                                  |  |  |  |  |  |
|----------------------------------|--|--|--|--|--|
| <b>GRANTEE CERTIFICATION</b>     |  | <b>STATE OF ILLINOIS<br/>UNIFORM GRANT BUDGET TEMPLATE</b> |  | <b>AGENCY: Commerce &amp; Economic Opportunity</b> |  |
| Organization Name: DuPage County |  | CSFA Description: Low Income Home Energy Assistance -- HHS |  | NOFO #: N/A  |  |
| CSFA #: 420-70-0090              |  | UEI #: 135836026   |  | Fiscal Year(s): 2023                               |  |
| Grant #: 23-274028               |  |  |  |  |  |

(2 CFR 200.415)

"By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate and that any false, fictitious, or fraudulent information or the omission of any material fact, could result in the immediate termination of my grant award(s)."

DuPage County  
Institution/Organization

Signature

Jeffrey Martynowicz  
Name of Official

Chief Financial Officer  
Title

Chief Financial Officer (or equivalent)

3/18/2024  
Date of Execution

Signature on File

DuPage County  
Institution/Organization

Signature

Mary Keating  
Name of Official

Director, DuPage County Community Services  
Title

Executive Director (or equivalent)

3/19/24  
Date of Execution

Signature on File

Note: The State awarding agency may change required signers based on the grantee's organizational structure. The required signers must have the authority to enter into contractual agreements on behalf of the organization.



**LOW INCOME HOME ENERGY ASSISTANCE PROGRAM**  
**Procedure Letter Number: 2024-05**

**TO:** LIHEAP Local Administering Agencies

**FROM:** Ben Moore  
Fiscal Operations Manager, Office of Community Assistance

**DATE:** March 13, 2024

**RE:** **Grant Extension for 2023 LIHEAP HHS Grants**

**PURPOSE:** To announce extension of the 2023 HHS LIHEAP grants.

**BACKGROUND:** The 2023 HHS Grant Awards were issued to the LIHEAP Local Administering Agencies under the 23-2240XX and 23-2740XX series grants with a term based on the historical LIHEAP program end date. By default, these grants are all set to currently end on 06/30/2024. With the 2024 LIHEAP Program Year ending on 08/15/2024, these grants need to be extended to accommodate the full scope of the longer program year. In many cases LAAs may have already exhausted their 2023 HHS funds by 06/30/2024, but this will allow grantees to continue processing refunds during the last portion of the program year.

**PROCEDURE:** OCA will be issuing extension grant modifications on the behalf of the LIHEAP Local Administering Agencies, with this letter serving as primary documentation to initiate this process. As such LAAs will only need to complete the review and signing of the Modification Agreement once it has been sent to them. Adjustments to the Grant Reporting Schedule that include the changes to reporting deadlines will be provided upon execution of the modification.

**EFFECTIVE DATE:** March 13, 2024

**INQUIRIES:** Any questions regarding these modifications should be directed to Garrett Vaughn and Amy Devos via email.