



DU PAGE COUNTY

Human Services

Final Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Tuesday, January 20, 2026

9:30 AM

Room 3500A

1. CALL TO ORDER

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:30 AM.

2. ROLL CALL

Other Board members present:

Member Yeena Yoo and Member Brian Krajewski

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Mark Winistorfer (State's Attorney's Office), Keith Jorstad (Finance), Donna Weidman (Procurement), Natasha Belli and Gina Strafford-Ahmed (Community Services Administrators), Katherine Kosloski and Brett Kuras (Intake & Referral), Mary Keating (Director of Community Services), and Janelle Chadwick (Administrator of the DuPage Care Center).

PRESENT Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze commented on the DuPage County Transformation Partnership Grant that DuPage County has been administering with the DuPage Foundation, allocating \$10M over the last four years with ARPA funds. One grant was given to Metropolitan Family Services (MFS) as a three-year grant for \$550,000. MFS was significantly behind in their spending for the first year mainly due to the delay in hiring a behavioral therapist. In the second budget year, they project they will not spend \$87,000 of the \$550,000. Since the ARPA rules specify all funds must be used by December of 2026, we are not going to extend the grant into the third year. As part of the grant committee, members of the DuPage Foundation, Mary Keating, Vice Chair Garcia, and I discussed and agreed any unspent funds would be re-allocated for the purchase of food. In addition to supporting a need we know that food can be purchased quickly and documentation can be provided by the end of the year as needed. A revised grant agreement was approved by our board and signed by MFS. A \$100,000 grant is going to the Northern Illinois Food Bank (NIFB), \$87,000 is from our DuPage County Transformation Partnership grant (DCTP) re-allocation. The NIFB will advise all DuPage County food pantries of the grant and will offer specific food products at no cost. Pantries can order food up to \$5000 in product until all funds are used up. It is anticipated that Some of the smaller pantries may not place an order but that is up to them.

Member LaPlante noted she requested monthly updates be sent to the board from the NIFB on the status of food banks and they have not been receiving them. Mary Keating replied that she would follow up with Member LaPlante's request.

Chair Schwarze stated that the committee members should have received an invitation to the DuPage Care Center (DPCC) Legacy Gala being held on February 21st. He will attend and hopes to see everyone there. Janelle Chadwick commented that one of the Dreyer medical directors donated his table to Care Center staff, which they are very excited about. This is the first event of this type being hosted by the DuPage Care Center, replacing the Fall Fest. The previous gala was hosted by the family members.

5. MINUTES

5.A. [26-0365](#)

Human Services Committee - Regular Meeting - Tuesday, January 6, 2026

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

6. LENGTH OF SERVICE AWARD

6.A. Length of Service Award - ShaTonya Herring - 20 Years - Community Services

7. COMMUNITY SERVICES - MARY KEATING

7.A. [FI-R-0024-26](#)

Acceptance and appropriation of the ILDCEO Community Services Block Grant (CSBG) PY26 Inter-Governmental Agreement No. 26-231028, Company 5000 - Accounting Unit 1650, in the amount of \$1,371,680. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Dawn DeSart
SECONDER:	Paula Garcia

7.B. [FI-R-0025-26](#)

Additional appropriation for the Aging Case Coordination Unit Fund PY26, Adult Protective Services Technology Modernization Grant, Company 5000 - Accounting Unit 1660, in the amount of \$11,160. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Dawn DeSart
SECONDER:	Paula Garcia

7.C. [26-0350](#)

HS-P-0007A-25 - Amendment to Resolution HS-P-0007-25, County Contract 7521-0001 SERV, issued to Teen Parent Connection, to provide car seats, diapers formula, wipes, and car seat safety training, to increase contract by \$25,000 and to extend the contract through March 31, 2026. CSBG grant funded. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Lynn LaPlante
SECONDER:	Paula Garcia

8. **COMMUNITY DEVELOPMENT - MARY KEATING**8.A. [HS-R-0003-26](#)

2026 Annual Action Plan element of the Consolidated Plan, DuPage County Consortium – FIRST READING - Acceptance of the 2026 Annual Action Plan element of the 2025-2029 Consolidated Plan (Public Comment Period) for Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) programs to qualify and receive the Department of Housing and Urban Development (HUD) grant funds.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

9. **DUPAGE CARE CENTER - JANELLE CHADWICK**9.A. [HS-P-0004-26](#)

Recommendation for the approval of a contract purchase order to Henry Schein, Inc., for Alco classic expandable deck beds, for the DuPage Care Center, for the period of January 28, 2026 through November 30, 2026, for a contract total amount not to exceed \$223,904. Contract pursuant to the Intergovernmental Cooperation Act (Omnia Contract #2021002973).

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

9.B. [HS-CO-0003-26](#)

Amendment to purchase order 7938-0001 SERV, issued to United Staffing Network, Inc., to extend the contract through April 30, 2026 and to increase the contract in the amount of \$25,000, to continue to provide supplemental pharmacy staffing for the DuPage Care Center.

Ms. Chadwick answered questions regarding staffing at the Care Center, explaining this particular agenda item pertains to the pharmacy staffing only due to an employee being out on parental leave.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

10. BUDGET TRANSFERS

10.A. [26-0351](#)

Transfer of funds from account no. 5000-1420-50000 (regular salaries) to account no. 5000-1420-51000 (benefit payments) for the LIHEAP Program, HHS Grant, to cover the cost of benefit payments that exceeded the original budget during FY25 in the amount of \$3,500. (Community Services)

RESULT:	APPROVED
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi

10.B. [26-0352](#)

Transfer of funds from account no. 5000-1770-50000 (regular salaries) to account no. 5000-1770-51070 (tuition reimbursement) to cover the shortage that exceeded the original budget during the year of 2025 in the Emergency Rent Assistance Fund in the amount of \$1,672. (Community Services)

RESULT:	APPROVED
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi

10.C. [26-0353](#)

Transfer of funds from account no. 5000-1430-50000 (regular salaries) to account no. 5000-1430-51000 (benefit payments) for the Weatherization Program, IHWAP HHS Grant PY26, to cover the cost of benefit payments that exceeded the original budget during the year of 2025 in the amount of \$328. (Community Services)

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

10.D. [26-0354](#)

Transfer of funds from account no. 5000-1490-50000 (regular salaries) to account no. 5000-1490-51000 (benefit payments) for the Weatherization Program, IHWAP State Grant PY25, to cover the cost of benefit payments that exceeded the original budget during the year of 2025 in the amount of \$1,015.(Community Services)

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

10.E. [26-0355](#)

Transfer of funds from account no. 1000-1750-50000 (regular salaries) to account no. 1000-1750-50010 (overtime) in the amount of \$440 to cover the overtime, overage not foreseen at the time of original budget for FY25. (Community Services)

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

10.F. [26-0356](#)

Transfer of funds from account no. 1400-5920-50000 (regular salaries) to account no. 1400-5920-50040 (part time help), 1400-5920-51000 (benefit payments), 1400-5920-51010 (employer share I.M.R.F.), and 1400-5920-51030 (employer share social security), in the amount of \$3,733. to cover the negative balances for FY25. (Family Center)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

11. CONSENT ITEMS

Motion to Combine Items

Member Cahill moved and Member LaPlante seconded a motion to combine items 11.A. through 11.E. The motion was approved on voice vote, all "ayes".

11.A. [26-0357](#)

PointClickCare Technologies, Inc., Contract 5045-0001 SERV - This Purchase Order is decreasing in the amount of \$50,444.85 and closing due to Purchase Order has expired.

11.B. [26-0358](#)

Professional Medical & Surgical Supply, Contract 7116-0001 SERV - This Purchase Order is decreasing in the amount of \$13,119.55 and closing due to Purchase Order has expired.

11.C. [26-0359](#)

Prairie Farms Dairy, Inc., Contract 7265-0001 SERV - This Purchase Order is decreasing in the amount of \$17,517.34 and closing due to Purchase Order has expired.

11.D. [26-0361](#)

Cardinal Health, Contract 6603-0001 SERV - This Purchase Order is decreasing in the amount of \$2,207,652.24 and closing due to Purchase Order has expired.

11.E. [26-0362](#)

The Home Depot, Contract 7041-0001 SERV - This Purchase Order is decreasing in the amount of \$31,397.37 and closing due to Purchase Order has expired.

RESULT:	APPROVED THE CONSENT AGENDA
MOVER:	Greg Schwarze
SECONDER:	Dawn DeSart
AYES:	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

12. INFORMATIONAL12.A. [26-0363](#)

GPN 003-26 Community Services Block Grant PY26, Illinois Department of Commerce and Economic Opportunity, US Department of Health and Human Services - \$1,371,680. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Cynthia Cronin Cahill

13. RESIDENCY WAIVERS - JANELLE CHADWICK

Janelle Chadwick stated there are five male beds and eleven female beds available. Four beds have been offered to DuPage County residents; thus no DuPage County residents will be displaced with the acceptance of this candidate.

Member Cahill expressed her lack of support for out of county residency waivers, stating she prefers that the open beds be reserved for DuPage County residents. Discussion ensued. Ms. Chadwick added the County Board prepared the criteria for allowing the waiver process and stated we could take another look at it. She added that if the out of county requests were denied, it would be detrimental to their volume. Their Medicaid rate by volume is very important. The committee discussed the residency numbers and the temporary effect of occupancy from the construction.

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Kari Galassi

14. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Ms. Chadwick stated they have been informed that their architectural inspection will be completed on January 27, 2026, in 2 North, 2 Center, and 2 South. Next will be the nursing inspection. They were just informed they are on the last hurdle for the whole east building pending the architectural review.

The Care Center has one new case of Influenza A today, no other communicable diseases are present.

15. COMMUNITY SERVICES UPDATE - MARY KEATING

Brett Kuras, the Outreach Specialist in the Intake & Referral unit, spoke regarding the outreach events completed in 2025 and how they compared with 2024. His handout with the numbers is attached hereto and made part of the minutes packet. He answered questions from the committee and took suggestions from them regarding new outreach efforts.

Mary announced the Community Services block Grant (CSBG) Advisory Committee is meeting at 11:30 a.m. in 3500B. The Legislative Committee overlaps in the time frame. The CSBG advisory committee generally lasts about 90 minutes so if there is time, she recommends the members attend CSBG after Legislative.

[26-0476](#)

Handout - Outreach Year in Review 2025

16. OLD BUSINESS

Member Galassi referred to the large expansion at Loaves & Fishes in Naperville and questioned how this will benefit all the food pantries. Several food pantries have noted to a few committee members that logistics is a problem due to the location of Loaves & Fishes.

Nick Kottmeyer stated Loaves and Fishes provided details of every community and the numbers of residents that have utilized them when Joan Olson, Greg Schwarze and him met with them last week. They will break it down by the food pantries regarding what assistance has been given and will forward the results to the members within this week.

17. NEW BUSINESS

No new business was discussed.

18. ADJOURNMENT

With no further business, the meeting was adjourned at 10:23 AM.



Minutes

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
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File #: 26-0365

Agenda Date: 1/20/2026

Agenda #: 5.A.



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Human Services

Final Summary

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Tuesday, January 6, 2026

9:30 AM

Room 3500A

1. CALL TO ORDER

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:30 AM.

2. ROLL CALL

Other Board members present: Member Yeena Yoo

Staff in attendance: Joan Olson (Chief Communications Officer), Renee Zerante and Katherine Fahy (State's Attorney Office), Valerie Calvente (Procurement), Natasha Belli, Julie Hamlin, and Gina Strafford-Ahmed (Community Services Administrators), Mary Keating (Director of Community Services), and Janelle Chadwick (Administrator of the DuPage Care Center).

PRESENT	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze
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3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze welcomed the committee to 2026. He stated we will have our work cut out for us this year with everything going on, certainly at the federal level. He confirmed with Mary Keating that no federal budgets have been approved. Member DeSart stated the current federal budget goes through January 30, 2026.

5. APPROVAL OF MINUTES

5.A. [26-0198](#)

Human Services Committee - Regular Meeting - Tuesday, December 2, 2025

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Paula Garcia

6. COMMUNITY SERVICES - MARY KEATING**6.A. [FI-R-0010-26](#)**

Authorizing execution of an Intergovernmental Agreement between Pace Suburban Bus and DuPage County Community Services for the Senior Transportation Grant Program for PY26 in the amount of \$172,450. (Community Services)

Member DeSart asked what last year's budget was, how much was used in 2025, and how is this promoted? Mary Keating did not have the budget numbers handy, but she replied that she would get the information to Member DeSart. Ms. Keating explained the breakdown on how the PACE programs operate.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

6.B. [FI-R-0011-26](#)

Authorizing execution of an Intergovernmental Agreement between Pace Suburban Bus and DuPage County Community Services for the Paratransit Grant Program for PY26 in the amount of \$690,000. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

6.C. [FI-R-0014-26](#)

Acceptance and appropriation of the Low-Income Home Energy Assistance Program (LIHEAP) HHS Grant PY26 Inter-Governmental Agreement No. 26-224028, Company 5000 - Accounting Unit 1420, in the amount of \$3,657,594. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Lynn LaPlante

6.D. [FI-R-0017-26](#)

Acceptance and appropriation of the Income Eligible Retrofits Program Grant P26, Company 5000 - Accounting Unit 1555, for the Weatherization Assistance Program from January 1, 2026 through December 31, 2026, in the amount of \$350,000. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Lynn LaPlante
SECONDER:	Cynthia Cronin Cahill

6.E. [HS-R-0001-26](#)

Recommendation for Approval of a of HOME Investment Partnerships Act (HOME) Funds Agreement with DuPage Pads, Project Number HM25-02b – Tenant Based Rental Assistance – in the amount of \$139,000. (Community Development)

Mary Keating stated this project is funded through HUD through our HOME funds. On November 28, 2025, HUD issued a guidance that there was a new interpretation of the Personal Responsibility and Work Opportunity Reconciliations Act indicating anyone receiving any sort of benefit from federal funds needed to be vetted for immigration status. They further dictated that individuals' information had to be entered into the Systematic Alien Verification for Entitlements (SAVE) database. The only organizations that can actually access SAVE are government organizations but not at the county level. At the time HUD said they would be issuing further guidance as to how this should be operational at the county level, which has not been received.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

6.F. [HS-R-0002-26](#)

Recommendation for Approval of a of HOME Investment Partnerships Act (HOME) Funds Agreement with Catholic Charities, Diocese of Joliet, Project Number HM25-02a – Tenant Based Rental Assistance – in the Amount of \$204,000. (Community Development)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Lynn LaPlante

6.G. [HS-P-0001-26](#)

Awarding resolution issued to Family Shelter Service, to provide advocacy services to victims of domestic violence, for Community Services, for the period of December 1, 2025 through November 30, 2026, for a contract total amount not to exceed \$85,000. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Lynn LaPlante

6.H. [HS-CO-0001-26](#)

Approval of an amendment to Purchase Order 7791-0001 SERV, issued to Healthy Air Heating & Air, Inc., to increase the Purchase Order by \$180,000, due to DCEO providing more funding for the Weatherization Program. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

6.I. [HS-CO-0002-26](#)

Approval of an amendment to Purchase Order 7792-0001 SERV, issued to My Green House HVAC, LLC, to increase the Purchase Order by \$180,000, due to DCEO providing more funding for the Weatherization Program. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

7. **DUPAGE CARE CENTER - JANELLE CHADWICK**7.A. [HS-P-0002-26](#)

Recommendation for the approval of a contract purchase order to CDW Government, to provide computer hardware, peripherals, software and licensing as needed, for the DuPage Care Center, for the period of January 14, 2026 through January 13, 2027, for a contract total amount not to exceed \$55,000. Contract pursuant to the Intergovernmental Cooperation Act (City of Mesa #2024056-1).

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Lynn LaPlante

7.B. [HS-P-0003-26](#)

Recommendation for the approval of a contact purchase order to Medline Industries, Inc., to furnish and deliver chaise mobile recliners, for the DuPage Care Center, for the period of January 14, 2026 through January 13, 2027, for a contract total not to exceed \$36,579.85. Contract pursuant to the Intergovernmental Cooperation Act (OMNIA Contract #2021003157).

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Dawn DeSart
SECONDER:	Cynthia Cronin Cahill

8. TRAVEL

8.A. [26-0199](#)

Community Services Director to attend the NACo Board of Directors meeting in Maui County, Hawaii, from May 4, 2026 through May 8, 2026. Expenses to include registration, transportation, lodging, and per diems, for a total not to exceed \$3554.

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Paula Garcia
AYES:	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

8.B. [26-0200](#)

Community Services Administrator to attend the Inform USA Annual Conference and Board Meeting in Louisville, Kentucky, from May 16, 2026 through May 22, 2026. Expenses to include registration, transportation, lodging, and per diems, for approximate total of \$2820. Grant funded.

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Lynn LaPlante
AYES:	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

9. RESIDENCY WAIVERS - JANELLE CHADWICK

No residency waivers were offered.

10. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Janelle Chadwick, Administrator for the DuPage Care Center, stated the Care Center participated in the Post Acute Care Provider Network with Northwestern/CDH Hospital. That was a huge application process. It is important to participate as this really drives the referrals and only certain agencies are selected to be part of the Post Acute Network. As part of the renewal or review the Provider Network has asked people to resubmit again this year. Ms. Chadwick's team put together a PowerPoint to share with the committee. The PowerPoint contains a great story and description of the Care Center and is a great tool for people to understand the Care Center capabilities and their models of care.

The Care Center had an outbreak of the rhinovirus and the Human Metapneumovirus (HMPV). They are out of the outbreak for the rhinovirus and have a few more days to close out with the health department for the HMPV. The HMPV is like a cold but much riskier for people greater than 65 or those with comorbidity.

The Care Center East building project will go before the Health Facilities Services Review Board on January 13. It is a Springfield review but being held in Bolingbrook. The review board has accepted all the paperwork submitted by the Care Center.

Member DeSart noted that Ms. Chadwick did not mention RSV, the flu, and covid, stating a person in another facility stated it is rampant in their building. Ms. Chadwick replied that the staff at the Care Center masks all the time through the flu season, thus reducing the amount of exposure to illnesses.

Chair Schwarze asked what is currently under construction. Ms. Chadwick replied that currently 2South, 2Center, and 2North are still under construction. They are waiting for the results of a recent flow test and for the clinical survey. Staff are not sure if the state will waive the architectural survey which they have been doing. The projected occupancy is four weeks.

11. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating, Director of Community Services, referred to the federal funding cuts to the Continuum of Care (CoC), stating there were a couple of court hearings in Rhode Island in December. HUD was ordered to renew the existing grants and drop their plans. HUD announced they would be issuing a new notice of funding opportunity (NOFO) today. They are not sure why a new funding notice is being issued and why HUD is not just being renewed. The federal judge focused on the process, noting HUD has the right to change priorities for funding but she was extremely critical of the process they used, and the lack of notice and opportunity for the agencies to respond to the notice.

Community Services has some great outreach numbers for 2025. Brett Kuras, the outreach staff person, will present the numbers at the next Human Services meeting. Member Galassi said she appreciates the updates Brett sends to the County Board members.

12. OLD BUSINESS

Chair Schwarze stated he is grateful to the committee for supporting the business trip to Hawaii. He added the committee is so grateful to the staff for their expertise, which saves the County money.

13. NEW BUSINESS

Member DeSart stated she has already had two small nonprofits reach out to her since the start of the year regarding the small nonprofit grant and asked if we will be offering this in 2026. Chair Schwarze replied that there was a committee consensus to move the next two years of the funds to another fund so the small nonprofit grant will not be offered this year.

14. ADJOURNMENT

With no further business, the meeting was adjourned at 9:55 AM.



Finance Resolution

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: FI-R-0024-26

Agenda Date: 1/20/2026

Agenda #: 10.D.

ACCEPTANCE AND APPROPRIATION OF
THE ILDCEO COMMUNITY SERVICES BLOCK GRANT PY26
INTER-GOVERNMENTAL AGREEMENT NO. 26-231028
COMPANY 5000 - ACCOUNTING UNIT 1650
\$1,371,680

(Under the administrative direction of the Community Services Department)

WHEREAS, the County of DuPage has been notified by the Illinois Department of Commerce and Economic Opportunity that grant funds in the amount of \$1,371,680 (ONE MILLION THREE HUNDRED SEVENTY-ONE THOUSAND SIX HUNDRED EIGHTY AND NO/100 DOLLARS) are available to be used to assist low-income individuals and families in becoming self-sufficient; and

WHEREAS, to receive said grant funds, the County of DuPage must enter into Inter-governmental Agreement No. 26-231028 with the Illinois Department of Commerce and Economic Opportunity, a copy of which is attached to and incorporated as a part of this resolution by reference (ATTACHMENT II); and

WHEREAS, the term of the agreement is from January 1, 2026 through June 30, 2027; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said grant funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the Inter-governmental Agreement No. 26-231028 (ATTACHMENT II) between DuPage County and Illinois Department of Commerce and Economic Opportunity is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (ATTACHMENT I) in the amount of \$1,371,680 (ONE MILLION THREE HUNDRED SEVENTY-ONE THOUSAND SIX HUNDRED EIGHTY AND NO/100 DOLLARS) be made to establish the ILDCEO Community Services Block Grant PY26, Company 5000 - Accounting Unit 1650, for the period January 1, 2026 through June 30, 2027; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Director of Community Services is approved as the County's Authorized Representative; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Human Services Committee shall review the need for continuing the specified program; and

BE IT FURTHER RESOLVED that should the Human Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 27th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

ATTACHMENT I

ACCEPTANCE AND APPROPRIATION TO ESTABLISH
THE ILDCEO COMMUNITY SERVICES BLOCK GRANT PY26
AGREEMENT NO. 26-231028
COMPANY 5000 - ACCOUNTING UNIT 1650
\$1,371,680

REVENUE

41000-0002 - Federal Operating Grant - HHS \$ 1,371,680

TOTAL ANTICIPATED REVENUE \$ 1,371,680

EXPENDITURES

PERSONNEL

50000-0000 - Regular Salaries \$ 598,909
50010-0000 - Overtime 8,000
51010-0000 - Employer Share I.M.R.F. 56,358
51030-0000 - Employer Share Social Security 44,319
51040-0000 - Employee Med & Hosp Insurance 101,768

TOTAL PERSONNEL \$ 809,354

COMMODITIES

52000-0000 - Furn/Mach/Equip Small Value \$ 500
52100-0000 - I.T. Equipment-Small Value 500
52200-0000 - Operating Supplies & Materials 1,000
52210-0000 - Food & Beverages 550

TOTAL COMMODITIES \$ 2,550

CONTRACTUAL

53020-0000 - Information Technology Svc \$ 2,000
53090-0000 - Other Professional Services 1,000
53130-0000 - Public Liability Insurance 50
53260-0000 - Wireless Communication Svc 2,395
53500-0000 - Mileage Expense 1,500
53510-0000 - Travel Expense 13,535
53600-0000 - Dues & Memberships 5,500
53610-0000 - Instruction & Schooling 7,000
53800-0000 - Printing 1,200
53800-0001 - Copier Usage 30
53804-0000 - Postage & Postal Charges 30

53807-0000 - Software Maint Agreements	1,800
53815-0006 - Csbg Disaster Assistance	40,000
53820-0000 - Grant Services	433,396
53825-0000 - Family Self Sufficiency Prog	15,000
53830-0000 - Other Contractual Expenses	<u>35,000</u>

TOTAL CONTRACTUAL	\$	559,436
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CAPITAL

54100-0700 - It Equipment- Capital Lease	\$ <u>340</u>
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TOTAL CAPITAL	\$	<u>340</u>
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TOTAL ADDITIONAL APPROPRIATION	\$	<u><u>1,371,680</u></u>
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**GRANT AGREEMENT
BETWEEN
THE STATE OF ILLINOIS, DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
AND
DuPage County**

The parties to this Grant Agreement (Agreement) are the State of Illinois (State), acting through the undersigned agency (Grantor) and DuPage County (Grantee) (collectively, the "Parties" and individually, a "Party"). The Agreement, consisting of the signature page, the parts listed below, and any additional exhibits or attachments referenced in this Agreement, constitute the entire agreement between the Parties. No promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, are binding upon either Grantee or Grantor.

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

ILLINOIS DEPARTMENT OF COMMERCE AND
ECONOMIC OPPORTUNITY

DUPAGE COUNTY

By: _____
Signature of Kristin A. Richards, Director

Date: _____

By: _____
Signature of Designee

Date: _____

Printed Name: _____

Printed Title: _____
Designee

By: _____
Signature of Second Grantor Approver, if applicable

Date: _____

Printed Name: _____

Printed Title: _____
Second Grantor Approver

By: _____
Signature of Third Grantor Approver, if applicable

Date: _____

Printed Name: _____

Printed Title: _____
Third Grantor Approver

By: _____
Signature of Authorized Representative

Date: _____

Printed Name: Mary Keating

Printed Title: Director

Email: Mary.Keating@dupagecounty.gov

By: _____
Signature of Second Grantee Approver, if applicable

Date: _____

Printed Name: _____

Printed Title: _____
Second Grantee Approver
(optional at Grantee's discretion)

PART ONE – THE UNIFORM TERMS

ARTICLE I DEFINITIONS

1.1. Definitions. Capitalized words and phrases used in this Agreement have the meanings stated in 2 CFR 200.1 unless otherwise stated below.

“Allowable Costs” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Award” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Budget” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Catalog of State Financial Assistance” or “CSFA” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Close-out Report” means a report from the Grantee allowing Grantor to determine whether all applicable administrative actions and required work have been completed, and therefore closeout actions can commence.

“Conflict of Interest” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Cooperative Research and Development Agreement” has the same meaning as in 15 USC 3710a.

“Direct Costs” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Financial Assistance” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“GATU” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Grant Agreement” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Grantee Compliance Enforcement System” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Grant Funds” means the Financial Assistance made available to Grantee through this Agreement.

“Grantee Portal” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Indirect Costs” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Indirect Cost Rate” means a device for determining in a reasonable manner the proportion of Indirect Costs each Program should bear. It is a ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base. If reimbursement of Indirect Costs is allowable under an Award, Grantor will not reimburse those Indirect Costs unless Grantee has established an Indirect Cost Rate covering the applicable activities and period of time, unless Indirect Costs are reimbursed at a fixed rate.

“Indirect Cost Rate Proposal” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Obligations” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Period of Performance” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Prior Approval” has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Profit" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Profit" is synonymous with the term "net revenue."

"Program" means the services to be provided pursuant to this Agreement. "Program" is used interchangeably with "Project."

"Program Costs" means all Allowable Costs incurred by Grantee and the value of the contributions made by third parties in accomplishing the objectives of the Award during the Term of this Agreement.

"Related Parties" has the meaning set forth in Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 850-10-20.

"SAM" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"State-issued Award" means the assistance that a grantee receives directly from a State agency. The funding source of the State-issued Award can be federal pass-through, State or a combination thereof. "State-issued Award" does not include the following:

- contracts issued pursuant to the Illinois Procurement Code that a State agency uses to buy goods or services from a contractor or a contract to operate State government-owned, contractor-operated facilities;
- agreements that meet the definition of "contract" under 2 CFR 200.1 and 2 CFR 200.331, which a State agency uses to procure goods or services but are exempt from the Illinois Procurement Code due to an exemption listed under 30 ILCS 500/1-10, or pursuant to a disaster proclamation, executive order, or any other exemption permitted by law;
- amounts received for services rendered to an individual;
- Cooperative Research and Development Agreements;
- an agreement that provides only direct cash assistance to an individual;
- a subsidy;
- a loan;
- a loan guarantee; or
- insurance.

"Illinois Stop Payment List" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unallowable Cost" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unique Entity Identifier" or "UEI" has the same meaning as in 44 Ill. Admin. Code 7000.30.

ARTICLE II AWARD INFORMATION

2.1. Term. This Agreement is effective on **01/01/2026** and expires on **06/30/2027** (the Term), unless terminated pursuant to this Agreement.

2.2. Amount of Agreement. Grant Funds must not exceed **\$1,371,680.00**, of which **\$1,371,680.00** are federal funds. Grantee accepts Grantor's payment as specified in this ARTICLE.

2.3. Payment. Payment will be made as follows (see additional payment requirements in ARTICLE IV; additional payment provisions specific to this Award may be included in **PART TWO** or **PART THREE**):

The Award amount listed in Paragraph 2.2 is not a guarantee of payment, and Grantee's receipt of Grant Funds is contingent upon all terms and conditions of this Agreement.

Reimbursement

Payments to the Grantee are subject to the Grantee's submission and certification of eligible costs and any documentation as required by the Grantor. Payment shall be initiated upon the Grantor's approval of eligible costs and cash amount requested for reimbursement of those costs.

2.4. Award Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is **G-2601ILCOSR**, the federal awarding agency is **Department Of Health And Human Services**, and the Federal Award date is **10/01/2025**. If applicable, the Assistance Listing Program Title is **Community Services Block Grant** and Assistance Listing Number is **93.569**. The Catalog of State Financial Assistance (CSFA) Number is 420-70-0091 and the CSFA Name is Community Services Block Grant. If applicable, the State Award Identification Number (SAIN) is 91-62637.

**ARTICLE III
GRANTEE CERTIFICATIONS AND REPRESENTATIONS**

3.1. Registration Certification. Grantee certifies that: (i) it is registered with SAM and **W7KRN7E54898** is Grantee's correct UEI; (ii) it is in good standing with the Illinois Secretary of State, if applicable; and (iii) Grantee has successfully completed the annual registration and prequalification through the Grantee Portal.

Grantee must remain current with these registrations and requirements. If Grantee's status with regard to any of these requirements changes, or the certifications made in and information provided in the uniform grant application changes, Grantee must notify Grantor in accordance with ARTICLE XV.

3.2. Tax Identification Certification. Grantee certifies that: **366006551** is Grantee's correct federal employer identification number (FEIN) or Social Security Number. Grantee further certifies, if applicable: (a) that Grantee is not subject to backup withholding because (i) Grantee is exempt from backup withholding, or (ii) Grantee has not been notified by the Internal Revenue Service (IRS) that Grantee is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Grantee that Grantee is no longer subject to backup withholding; and (b) Grantee is a U.S. citizen or other U.S. person. Grantee is doing business as a (check one):

<input type="checkbox"/> Individual	<input type="checkbox"/> Pharmacy-Non Corporate
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Pharmacy/Funeral Home/Cemetery Corp.
<input type="checkbox"/> Partnership	<input type="checkbox"/> Tax Exempt
<input type="checkbox"/> Corporation (includes Not For Profit)	<input type="checkbox"/> Limited Liability Company (select applicable tax classification)
<input type="checkbox"/> Medical Corporation	<input type="checkbox"/> P = partnership
<input checked="" type="checkbox"/> Governmental Unit	<input type="checkbox"/> C = corporation
<input type="checkbox"/> Estate or Trust	

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.

3.3. Compliance with Uniform Grant Rules. Grantee certifies that it must adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200) and are incorporated herein by reference. 44 Ill. Admin. Code 7000.40(c)(1)(A). The requirements of 2 CFR Part 200 apply to the Grant Funds awarded through this Agreement, regardless of whether the original source of the funds is State or federal, unless an exception is noted in federal or State statutes or regulations. 30 ILCS 708/5(b).

3.4. **Representations and Use of Funds.** Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement must be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions will be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

3.5. **Specific Certifications.** Grantee is responsible for compliance with the enumerated certifications in this Paragraph to the extent that the certifications apply to Grantee.

(a) **Bribery.** Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor made an admission of guilt of such conduct which is a matter of record.

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 2012 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt.

(d) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or will participate in an international boycott in violation of the provision of the Anti-Boycott Act of 2018, Part II of the Export Control Reform Act of 2018 (50 USC 4841 through 4843), and the anti-boycott provisions set forth in Part 760 of the federal Export Administration Regulations (15 CFR Parts 730 through 774).

(e) **Discriminatory Club Dues or Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents, or subsidizes or otherwise reimburses employees or agents for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/2).

(f) **Pro-Children Act.** Grantee certifies that it is in compliance with the Pro-Children Act of 2001 in that it prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education or library services to children under the age of eighteen (18) (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).

(g) **Drug-Free Workplace.** If Grantee is not an individual, Grantee certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than \$5,000, Grantee certifies it will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that if it is a recipient of federal pass-through funds, it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8103.

(h) **Motor Voter Law.** Grantee certifies that it is in full compliance with the terms and provisions of the National Voter Registration Act of 1993 (52 USC 20501 et seq.).

(i) **Clean Air Act and Clean Water Act.** Grantee certifies that it is in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 USC 7401 et seq.) and the Federal Water Pollution Control Act, as amended (33 USC 1251 et seq.).

(j) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment or permanent inclusion on the Illinois Stop Payment List, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal department or agency (2 CFR 200.205(a)), or by the State (30 ILCS 708/25(6)(G)).

(k) **Non-procurement Debarment and Suspension.** Grantee certifies that it is in compliance with Subpart C of 2 CFR Part 180 as supplemented by 2 CFR Part 376, Subpart C.

(l) **Health Insurance Portability and Accountability Act.** Grantee certifies that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Public Law No. 104-191, 45 CFR Parts 160, 162 and 164, and the Social Security Act, 42 USC 1320d-2 through 1320d-7), in that it may not use or disclose protected health information other than as permitted or required by law and agrees to use appropriate safeguards to prevent use or disclosure of the protected health information. Grantee must maintain, for a minimum of six (6) years, all protected health information.

(m) **Criminal Convictions.** Grantee certifies that:

(i) Neither it nor a managerial agent of Grantee (for non-governmental grantees only, this includes any officer, director or partner of Grantee) has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction; and

(ii) It must disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. Failure to disclose may result in remedial actions as stated in the Grant Accountability and Transparency Act. 30 ILCS 708/40. Additionally, if Grantee receives over \$10 million in total federal Financial Assistance, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix XII of 2 CFR Part 200, and 30 ILCS 708/40.

(n) **Federal Funding Accountability and Transparency Act of 2006 (FFATA).** Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101 with respect to Federal Awards greater than or equal to \$30,000. A FFATA subaward report must be filed by the end of the month following the month in which the award was made.

(o) **Illinois Works Review Panel.** For Awards made for public works projects, as defined in the Illinois Works Jobs Program Act, Grantee certifies that it and any contractor(s) or subcontractor(s) that performs work using funds from this Award, must, upon reasonable notice, appear before and respond to requests for information from the Illinois Works Review Panel. 30 ILCS 559/20-25(d).

(p) **Anti-Discrimination.** Grantee certifies that its employees and subcontractors under subcontract made pursuant to this Agreement, must comply 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: Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), including, without limitation, 44 Ill. Admin. Code 750- Appendix A, which is incorporated herein; Public Works Employment Discrimination Act (775 ILCS 10/1 et seq.); Civil Rights Act of 1964 (as amended) (42 USC 2000a - 2000h-6); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Americans with Disabilities Act of 1990 (as amended) (42 USC 12101 et seq.); and the Age Discrimination Act of 1975 (42 USC 6101 et seq.).

(q) **Internal Revenue Code and Illinois Income Tax Act.** Grantee certifies that it complies with all provisions of the federal Internal Revenue Code (26 USC 1), the Illinois Income Tax Act (35 ILCS 5),

and all regulations and rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

ARTICLE IV PAYMENT REQUIREMENTS

4.1. Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. Grantor may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (ii) the Governor or Grantor reserves funds, or (iii) the Governor or Grantor determines that funds will not or may not be available for payment. Grantor must provide notice, in writing, to Grantee of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Paragraph will be effective upon the date of the written notice unless otherwise indicated.

4.2. Pre-Award Costs. Pre-award costs are not permitted unless specifically authorized by Grantor in Exhibit A, PART TWO or PART THREE of this Agreement. If they are authorized, pre-award costs must be charged to the initial Budget Period of the Award, unless otherwise specified by Grantor. 2 CFR 200.458.

4.3. Return of Grant Funds. Grantee must liquidate all Obligations incurred under the Award within forty-five (45) days of the end of the Period of Performance, or in the case of capital improvement Awards, within forty-five (45) days of the end of the time period the Grant Funds are available for expenditure or obligation, unless Grantor permits a longer period in PART TWO OR PART THREE. Grantee must return to Grantor within forty-five (45) days of the end of the applicable time period as set forth in this Paragraph all remaining Grant Funds that are not expended or legally obligated.

4.4. Cash Management Improvement Act of 1990. Unless notified otherwise in PART TWO or PART THREE, Grantee must manage federal funds received under this Agreement in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 et seq.) and any other applicable federal laws or regulations. 2 CFR 200.305; 44 Ill. Admin. Code 7000.120.

4.5. Payments to Third Parties. Grantor will have no liability to Grantee when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in good faith when it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.

4.6. Modifications to Estimated Amount. If the Agreement amount is established on an estimated basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes Grantee will not use the funds during the Term, (ii) Grantor believes Grantee has used Grant Funds in a manner that was not authorized by this Agreement, (iii) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (iv) the Governor or Grantor reserves funds, or (v) the Governor or Grantor determines that funds will or may not be available for payment. Grantee will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by Grantee under Exhibit A may be reduced accordingly. Grantor must pay Grantee for work satisfactorily performed prior to the date of the notice regarding adjustment. 2 CFR 200.308.

4.7. Interest.

(a) All interest earned on Grant Funds held by a Grantee or a subrecipient will be treated in accordance with 2 CFR 200.305(b)(12), unless otherwise provided in PART TWO or PART THREE. Grantee

and its subrecipients must remit annually any amount due in accordance with 2 CFR 200.305(b)(12) or to Grantor, as applicable.

(b) Grant Funds must be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR 200.305(b)(10), (b)(11).

4.8. Timely Billing Required. Grantee must submit any payment request to Grantor within fifteen (15) days of the end of the quarter, unless another billing schedule is specified in ARTICLE II, **PART TWO**, or **PART THREE**. Failure to submit such payment request timely will render the amounts billed Unallowable Costs which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.

4.9. Certification. Pursuant to 2 CFR 200.415, each invoice and report submitted by Grantee (or subrecipient) must contain the following certification by an official authorized to legally bind Grantee (or subrecipient):

By signing this report [or payment request or both], I certify to the best of my knowledge and belief that the report [or payment request] is true, complete, and accurate; that the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the State or federal pass-through award; and that supporting documentation has been submitted as required by the grant agreement. I acknowledge that approval for any other expenditure described herein is considered conditional subject to further review and verification in accordance with the monitoring and records retention provisions of the grant agreement. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812; 30 ILCS 708/120).

ARTICLE V SCOPE OF AWARD ACTIVITIES/PURPOSE OF AWARD

5.1. Scope of Award Activities/Purpose of Award. Grantee must perform as described in this Agreement, including as described in **Exhibit A** (Project Description), **Exhibit B** (Deliverables or Milestones), and **Exhibit D** (Performance Measures and Standards), as applicable. Grantee must further comply with all terms and conditions set forth in the Notice of State Award (44 Ill. Admin. Code 7000.360) which is incorporated herein by reference. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in **PART TWO** (Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in **PART THREE** (Project-Specific Terms).

5.2. Scope Revisions. Grantee must obtain Prior Approval from Grantor whenever a scope revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b)(2). All requests for scope revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.

5.3. Specific Conditions. If applicable, specific conditions required after a risk assessment are included in **Exhibit E**. Grantee must adhere to the specific conditions listed therein. 44 Ill. Admin. Code 7000.340(e).

ARTICLE VI

BUDGET

6.1. Budget. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein by reference.

6.2. Budget Revisions. Grantee must obtain Prior Approval, whether mandated or discretionary, from Grantor whenever a Budget revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b). All requests for Budget revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval.

6.3. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached. 44 Ill. Admin. Code 7000.370(b)(7).

ARTICLE VII ALLOWABLE COSTS

7.1. Allowability of Costs; Cost Allocation Methods. The allowability of costs and cost allocation methods for work performed under this Agreement will be determined in accordance with 2 CFR Part 200 Subpart E and Appendices III, IV, V, and VII.

7.2. Indirect Cost Rate Submission.

(a) All grantees, except for Local Education Agencies (as defined in 34 CFR 77.1), must make an Indirect Cost Rate election in the Grantee Portal, even grantees that do not charge or expect to charge Indirect Costs. 44 Ill. Admin. Code 7000.420(e).

(i) Waived and de minimis Indirect Cost Rate elections will remain in effect until Grantee elects a different option.

(b) Grantee must submit an Indirect Cost Rate Proposal in accordance with federal and State regulations, in a format prescribed by Grantor. For grantees who have never negotiated an Indirect Cost Rate before, the Indirect Cost Rate Proposal must be submitted for approval no later than three months after the effective date of the Award. For grantees who have previously negotiated an Indirect Cost Rate, the Indirect Cost Rate Proposal must be submitted for approval within 180 days of Grantee's fiscal year end, as dictated in the applicable appendices, such as:

(i) Appendix VII to 2 CFR Part 200 governs Indirect Cost Rate Proposals for state and Local Governments and Indian Tribes,

(ii) Appendix III to 2 CFR Part 200 governs Indirect Cost Rate Proposals for public and private institutions of higher education,

(iii) Appendix IV to 2 CFR Part 200 governs Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, and

(iv) Appendix V to 2 CFR Part 200 governs state/Local Government-wide Central Service Cost Allocation Plans.

(c) A grantee who has a current, applicable rate negotiated by a cognizant federal agency must provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the federal government and a copy of all documentation regarding the allocation methodology for costs used to negotiate that rate, e.g., without limitation, the cost policy statement or disclosure narrative statement. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.

(d) A grantee who does not have a current negotiated rate, may elect to charge a *de minimis* rate up to 15 percent of modified total direct costs, which may be used indefinitely. No documentation is required to justify the *de minimis* Indirect Cost Rate. 2 CFR 200.414(f).

7.3. **Transfer of Costs.** Cost transfers between Grants, whether as a means to compensate for cost overruns or for other reasons, are unallowable. 2 CFR 200.451.

7.4. **Commercial Organization Cost Principles.** The federal cost principles and procedures for cost analysis and the determination, negotiation and allowance of costs that apply to commercial organizations are set forth in 48 CFR Part 31.

7.5. **Financial Management Standards.** The financial management systems of Grantee must meet the following standards:

(a) **Accounting System.** Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state- and federally-funded Program. Accounting records must contain information pertaining to State and federal pass-through awards, authorizations, Obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. To comply with 2 CFR 200.305(b)(9) and 30 ILCS 708/97, Grantee must use reasonable efforts to ensure that funding streams are delineated within Grantee's accounting system. 2 CFR 200.302.

(b) **Source Documentation.** Accounting records must be supported by such source documentation as canceled checks, bank statements, invoices, paid bills, donor letters, time and attendance records, activity reports, travel reports, contractual and consultant agreements, and subaward documentation. All supporting documentation must be clearly identified with the Award and general ledger accounts which are to be charged or credited.

(i) The documentation standards for salary charges to Grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the Grantee's organization.

(ii) If records do not meet the standards in 2 CFR 200.430, then Grantor may notify Grantee in **PART TWO, PART THREE** or **Exhibit E** of the requirement to submit personnel activity reports. 2 CFR 200.430(g)(8). Personnel activity reports must account on an after-the-fact basis for one hundred percent (100%) of the employee's actual time, separately indicating the time spent on the Award, other grants or projects, vacation or sick leave, and administrative time, if applicable. The reports must be signed by the employee, approved by the appropriate official, and coincide with a pay period. These time records must be used to record the distribution of salary costs to the appropriate accounts no less frequently than quarterly.

(iii) Formal agreements with independent contractors, such as consultants, must include a description of the services to be performed, the period of performance, the fee and method of payment, an itemization of travel and other costs which are chargeable to the agreement, and the signatures of both the contractor and an appropriate official of Grantee.

(iv) If third party in-kind (non-cash) contributions are used for Award purposes, the valuation of these contributions must be supported with adequate documentation.

(c) **Internal Control.** Grantee must maintain effective control and accountability for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement. 2 CFR 200.303.

(d) **Budget Control.** Grantee must maintain records of expenditures for each Award by the cost categories of the approved Budget (including Indirect Costs that are charged to the Award), and actual expenditures are to be compared with budgeted amounts at least quarterly.

(e) **Cash Management.** Requests for advance payment must be limited to Grantee's immediate cash needs. Grantee must have written procedures to minimize the time elapsing between the receipt and the disbursement of Grant Funds to avoid having excess funds on hand. 2 CFR 200.305.

7.6. Profits. It is not permitted for any person or entity to earn a Profit from an Award. See, e.g., 2 CFR 200.400(g); see also 30 ILCS 708/60(a)(7).

7.7. Management of Program Income. Grantee is encouraged to earn income to defray Program Costs where appropriate, subject to 2 CFR 200.307.

ARTICLE VIII LOBBYING

8.1. Improper Influence. Grantee certifies that it will not use and has not used Grant Funds to influence or attempt to influence an officer or employee of any government agency or a member or employee of the State or federal legislature in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

8.2. Federal Form LLL. If any federal funds, other than federally-appropriated funds, were paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Agreement, the undersigned must also complete and submit Federal Form LLL, Disclosure of Lobbying Activities Form, in accordance with its instructions.

8.3. Lobbying Costs. Grantee certifies that it is in compliance with the restrictions on lobbying set forth in 2 CFR 200.450. For any Indirect Costs associated with this Agreement, total lobbying costs must be separately identified in the Program Budget, and thereafter treated as other Unallowable Costs.

8.4. Procurement Lobbying. Grantee warrants and certifies that it and, to the best of its knowledge, its subrecipients have complied and will comply with Illinois Executive Order No. 1 (2007) (EO 1-2007). EO 1-2007 generally prohibits grantees and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments, if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

8.5. Subawards. Grantee must include the language of this ARTICLE in the award documents for any subawards made pursuant to this Award at all tiers. All subrecipients are also subject to certification and disclosure. Pursuant to Appendix II(I) to 2 CFR Part 200, Grantee must forward all disclosures by contractors regarding this certification to Grantor.

8.6. Certification. This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 USC 1352. Any person who fails to file the required certifications will be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

ARTICLE IX MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

9.1. Records Retention. Grantee must maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.334, unless a different retention period is specified in 2 CFR 200.334, 44 Ill. Admin. Code 7000.430(a) and (b) or **PART TWO** or **PART THREE**. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

9.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.337 and 44 Ill. Admin. Code 7000.430(f), must make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, Grantor's Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by federal statute. Grantee must cooperate fully in any such audit or inquiry.

9.3. Failure to Maintain Books and Records. Failure to maintain adequate books, records and supporting documentation, as described in this ARTICLE, will result in the disallowance of costs for which there is insufficient supporting documentation and also establishes a presumption in favor of the State for the recovery of any Grant Funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

9.4. Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable state and federal requirements and to assure its performance expectations are being achieved. Grantor will monitor the activities of Grantee to assure compliance with all requirements, including applicable programmatic rules, regulations, and guidelines that the Grantor promulgates or implements, and performance expectations of the Award. Grantee must timely submit all financial and performance reports, and must supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by Program needs. 2 CFR 200.329; 200.332. Additional monitoring requirements may be in **PART TWO** or **PART THREE**.

ARTICLE X FINANCIAL REPORTING REQUIREMENTS

10.1. Required Periodic Financial Reports. Grantee must submit financial reports as requested and in the format required by Grantor no later than the dues date(s) specified in **PART TWO** or **PART THREE**. Grantee must submit reports to Grantor describing the expenditure(s) of the funds related thereto at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in either PART TWO or PART THREE (approved as an exception by GATU) or on Exhibit E pursuant to specific conditions. 2 CFR 200.328(b). Any report required by 30 ILCS 708/125 may be detailed in **PART TWO** or **PART THREE**.

10.2. Financial Close-out Report.

(a) Grantee must submit a financial Close-out Report, in the format required by Grantor, by the due date specified in **PART TWO** or **PART THREE**, which must be no later than sixty (60) calendar days following the end of the Period of Performance for this Agreement or Agreement termination. The format of this financial Close-out Report must follow a format prescribed by Grantor. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

(b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee must submit a new financial Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.345; 44 Ill. Admin. Code 7000.450.

10.3. Effect of Failure to Comply. Failure to comply with the reporting requirements in this Agreement may cause a delay or suspension of funding or require the return of improper payments or Unallowable Costs, and will be considered a material breach of this Agreement. Grantee's failure to comply with ARTICLE X, ARTICLE XI, or ARTICLE XVII will be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding. Grantee should refer to the State Grantee Compliance Enforcement System for policy and consequences for failure to comply. 44 Ill. Admin. Code 7000.80.

ARTICLE XI PERFORMANCE REPORTING REQUIREMENTS

11.1. Required Periodic Performance Reports. Grantee must submit performance reports as requested and in the format required by Grantor no later than the due date(s) specified in **PART TWO** or **PART THREE**. 44 Ill. Admin. Code 7000.410. Grantee must report to Grantor on the performance measures listed in **Exhibit D**, **PART TWO** or **PART THREE** at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in either **PART TWO** or **PART THREE** (approved as an exception by GATU), or on **Exhibit E** pursuant to specific conditions. For certain construction-related Awards, such reports may be exempted as identified in **PART TWO** or **PART THREE**. 2 CFR 200.329.

11.2. Performance Close-out Report. Grantee must submit a performance Close-out Report, in the format required by Grantor by the due date specified in **PART TWO** or **PART THREE**, which must be no later than 60 calendar days following the end of the Period of Performance or Agreement termination. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

11.3. Content of Performance Reports. Pursuant to 2 CFR 200.329(b) and (c), all performance reports must relate the financial data and project or program accomplishments to the performance goals and objectives of this Award and also include the following: a comparison of actual accomplishments to the objectives of the Award established for the reporting period (for example, comparing costs to units of accomplishment); computation of the cost and demonstration of cost effective practices (e.g., through unit cost data); performance trend data and analysis if required; the reasons why established goals were not met, if appropriate; and additional information, analysis, and explanation of any cost overruns or higher-than-expected unit costs. Additional content and format guidelines for the performance reports will be determined by Grantor contingent on the Award's statutory, regulatory and administrative requirements, and are included in **PART TWO** or **PART THREE** of this Agreement.

ARTICLE XII AUDIT REQUIREMENTS

12.1. Audits. Grantee is subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules and policies set forth by the Governor's Office of Management and Budget. 30 ILCS 708/65(c); 44 Ill. Admin. Code 7000.90.

12.2. Consolidated Year-End Financial Reports (CYEFR). All grantees must complete and submit a CYEFR through the Grantee Portal, except those exempted by federal or State statute or regulation, as set forth in **PART TWO** or **PART THREE**. The CYEFR is a required schedule in Grantee's audit report if Grantee is required to complete and submit an audit report as set forth herein.

(a) Grantee's CYEFR must cover the same period as the audited financial statements, if required, and must be submitted in accordance with the audit schedule at 44 Ill. Admin. Code 7000.90. If Grantee is not required to complete audited financial statements, the CYEFR must cover Grantee's fiscal year and must be submitted within 6 months of the Grantee's fiscal year-end.

(b) The CYEFR must include an in relation to opinion from the auditor of the financial statements included in the audit.

(c) The CYEFR must follow a format prescribed by Grantor.

12.3. Entities That Are Not "For-Profit".

(a) This Paragraph applies to Grantees that are not "for-profit" entities.

(b) Single and Program-Specific Audits. If, during its fiscal year, Grantee expends at least \$1,000,000 in federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit report packet must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90(h)(1) and the current GATA audit manual and submitted to the Federal Audit Clearinghouse, as required by 2 CFR 200.512. The results of peer and external quality control reviews, management letters issued by the auditors and their respective corrective action plans if significant deficiencies or material weaknesses are identified, and the CYEFR(s) must be submitted to the Grantee Portal at the same time the audit report packet is submitted to the Federal Audit Clearinghouse. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than \$1,000,000 in federal Awards, Grantee is subject to the following audit requirements:

(i) If, during its fiscal year, Grantee expends at least \$750,000 in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS). Grantee may be subject to additional requirements in **PART TWO**, **PART THREE** or **Exhibit E** based on Grantee's risk profile.

(ii) If, during its fiscal year, Grantee expends less than \$750,000 in State-issued Awards, but expends at least \$500,000 in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).

(iii) If Grantee is a Local Education Agency (as defined in 34 CFR 77.1), Grantee must have a financial statement audit conducted in accordance with GAGAS, as required by 23 Ill. Admin. Code 100.110, regardless of the dollar amount of expenditures of State-issued Awards.

(iv) If Grantee does not meet the requirements in subsections 12.3(b) and 12.3(c)(i-iii) but is required to have a financial statement audit conducted based on other regulatory requirements, Grantee must submit those audits for review.

(v) Grantee must submit its financial statement audit report packet, as set forth in 44 Ill. Admin. Code 7000.90(h)(2) and the current GATA audit manual, to the Grantee Portal within the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) six (6) months after the end of Grantee's audit period.

12.4. "For-Profit" Entities.

(a) This Paragraph applies to Grantees that are "for-profit" entities.

(b) **Program-Specific Audit.** If, during its fiscal year, Grantee expends at least \$1,000,000 in federal pass-through funds from State-issued Awards, Grantee must have a program-specific audit conducted in accordance with 2 CFR 200.507. The auditor must audit federal pass-through programs with federal pass-through Awards expended that, in the aggregate, cover at least 50 percent (0.50) of total federal pass-through Awards expended. The audit report packet must be completed as described in 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90 and the current GATA audit manual, and must be submitted to the Grantee Portal. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) **Financial Statement Audit.** If, during its fiscal year, Grantee expends less than \$1,000,000 in federal pass-through funds from State-issued Awards, Grantee must follow all of the audit requirements in Paragraphs 12.3(c)(i)-(v), above.

(d) **Publicly-Traded Entities.** If Grantee is a publicly-traded company, Grantee is not subject to the single audit or program-specific audit requirements, but must submit its annual audit conducted in accordance with its regulatory requirements.

12.5. **Performance of Audits.** For those organizations required to submit an independent audit report, the audit must be conducted by the Illinois Auditor General (as required for certain governmental entities only), or a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois or in accordance with Section 5.2 of the Illinois Public Accounting Act (225 ILCS 450/5.2). For all audits required to be performed subject to GAGAS or Generally Accepted Auditing Standards, Grantee must request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter. Grantee must follow procedures prescribed by Grantor for the preparation and submission of audit reports and any related documents.

12.6. **Delinquent Reports.** When audit reports or financial statements required under this ARTICLE are prepared by the Illinois Auditor General, if they are not available by the above-specified due date, they must be provided to Grantor within thirty (30) days of becoming available. Grantee should refer to the State Grantee Compliance Enforcement System for the policy and consequences for late reporting. 44 Ill. Admin. Code 7000.80.

ARTICLE XIII TERMINATION; SUSPENSION; NON-COMPLIANCE

13.1. Termination.

(a) Either Party may terminate this Agreement, in whole or in part, upon thirty (30) calendar days' prior written notice to the other Party.

(b) If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.340(a)(3).

(c) This Agreement may be terminated, in whole or in part, by Grantor:

(i) Pursuant to a funding failure under Paragraph 4.1;

(ii) If Grantee fails to comply with the terms and conditions of this or any Award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any Award; or

(iii) If the Award no longer effectuates the Program goals or agency priorities and if this termination is permitted in the terms and conditions of the Award, which must be detailed in **Exhibit A, PART TWO** or **PART THREE**.

13.2. **Suspension.** Grantor may suspend this Agreement, in whole or in part, pursuant to a funding failure under Paragraph 4.1 or if the Grantee fails to comply with terms and conditions of this or any Award. If suspension is due to Grantee's failure to comply, Grantor may withhold further payment and prohibit Grantee from incurring additional Obligations pending corrective action by Grantee or a decision to terminate this Agreement by Grantor. Grantor may allow necessary and proper costs that Grantee could not reasonably avoid during the period of suspension.

13.3. **Non-compliance.** If Grantee fails to comply with the U.S. Constitution, applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on Grantee, as described in 2 CFR 200.208. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.339. The Parties must follow all Grantor policies and procedures regarding non-compliance, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 44 Ill. Admin. Code 7000.80 and 7000.260.

13.4. **Objection.** If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 2 CFR 200.342; 44 Ill. Admin. Code 7000.80 and 7000.260.

13.5. **Effects of Suspension and Termination.**

(a) Grantor may credit Grantee for allowable expenditures incurred in the performance of authorized services under this Agreement prior to the effective date of a suspension or termination.

(b) Except as set forth in subparagraph (c), below, Grantee must not incur any costs or Obligations that require the use of Grant Funds after the effective date of a suspension or termination, and must cancel as many outstanding Obligations as possible.

(c) Costs to Grantee resulting from Obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless Grantor expressly authorizes them in the notice of suspension or termination or subsequently. However, Grantor may allow costs during a suspension or after termination if:

(i) The costs result from Obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated prematurely. 2 CFR 200.343.

13.6. **Close-out of Terminated Agreements.** If this Agreement is terminated, in whole or in part, the Parties must comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.340(d).

ARTICLE XIV
SUBCONTRACTS/SUBAWARDS

14.1. Subcontracting/Subrecipients/Delegation. Grantee must not subcontract nor issue a subaward for any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The requirement for Prior Approval is satisfied if the subcontractor or subrecipient has been identified in the uniform grant application, such as, without limitation, a Project description, and Grantor has approved. Grantee must follow all applicable requirements set forth in 2 CFR 200.332.

14.2. Application of Terms. If Grantee enters into a subaward agreement with a subrecipient, Grantee must notify the subrecipient of the applicable laws and regulations and terms and conditions of this Award by attaching this Agreement to the subaward agreement. The terms of this Agreement apply to all subawards authorized in accordance with Paragraph 14.1. 2 CFR 200.101(b).

14.3. Liability as Guaranty. Grantee will be liable as guarantor for any Grant Funds it obligates to a subrecipient or subcontractor pursuant to this ARTICLE in the event Grantor determines the funds were either misspent or are being improperly held and the subrecipient or subcontractor is insolvent or otherwise fails to return the funds. 2 CFR 200.345; 30 ILCS 705/6; 44 Ill. Admin. Code 7000.450(a).

ARTICLE XV NOTICE OF CHANGE

15.1. Notice of Change. Grantee must notify Grantor if there is a change in Grantee's legal status, FEIN, UEI, SAM registration status, Related Parties, senior management (for non-governmental grantees only) or address. If the change is anticipated, Grantee must give thirty (30) days' prior written notice to Grantor. If the change is unanticipated, Grantee must give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).

15.2. Failure to Provide Notification. To the extent permitted by Illinois law (see Paragraph 21.2), Grantee must hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee's failure to notify Grantor as required by Paragraph 15.1.

15.3. Notice of Impact. Grantee must notify Grantor in writing of any event, including, but not limited to, becoming a party to litigation, an investigation, or transaction that may have a material impact on Grantee's ability to perform under this Agreement. Grantee must provide notice to Grantor as soon as possible, but no later than five (5) days after Grantee becomes aware that the event may have a material impact.

15.4. Effect of Failure to Provide Notice. Failure to provide the notice described in this ARTICLE is grounds for termination of this Agreement and any costs incurred after the date notice should have been given may be disallowed.

ARTICLE XVI STRUCTURAL REORGANIZATION AND RECONSTITUTION OF BOARD MEMBERSHIP

16.1. Effect of Reorganization. This Agreement is made by and between Grantor and Grantee, as Grantee is currently organized and constituted. Grantor does not agree to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee must give Grantor prior notice of any such action or changes significantly affecting its overall structure or, for non-governmental grantees only, management makeup (for example, a merger or a corporate restructuring), and must provide all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. Grantor reserves the right to terminate the Agreement based on whether the newly organized entity is able to carry out the requirements of the Award. This ARTICLE does not require Grantee to report on minor changes in the makeup of its board membership or

governance structure, as applicable. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE constitutes a material breach of this Agreement.

ARTICLE XVII CONFLICT OF INTEREST

17.1. Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to Grantor. 2 CFR 200.112; 30 ILCS 708/35.

17.2. Prohibited Payments. Payments made by Grantor under this Agreement must not be used by Grantee to compensate, directly or indirectly, any person currently holding an elective office in this State including, but not limited to, a seat in the General Assembly. In addition, where Grantee is not an instrumentality of the State of Illinois, as described in this Paragraph, Grantee must request permission from Grantor to compensate, directly or indirectly, any officer or any person employed by an office or agency of the State of Illinois. An instrumentality of the State of Illinois includes, without limitation, State departments, agencies, boards, and State universities. An instrumentality of the State of Illinois does not include, without limitation, units of Local Government and related entities.

17.3. Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 17.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption and that Grantor may grant any such exemption subject to additional terms and conditions as Grantor may require.

ARTICLE XVIII EQUIPMENT OR PROPERTY

18.1. Purchase of Equipment. For any equipment purchased in whole or in part with Grant Funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439, the costs for such equipment will be disallowed. Grantor must notify Grantee in writing that the purchase of equipment is disallowed.

18.2. Prohibition against Disposition/Encumbrance. Any equipment, material, or real property that Grantee purchases or improves with Grant Funds must not be sold, transferred, encumbered (other than original financing) or otherwise disposed of during the Award Term without Prior Approval of Grantor unless a longer period is required in **PART TWO** or **PART THREE** and permitted by 2 CFR Part 200 Subpart D. Use or disposition of real property acquired or improved using Grant Funds must comply with the requirements of 2 CFR 200.311. Real property, equipment, and intangible property that are acquired or improved in whole or in part using Grant Funds are subject to the provisions of 2 CFR 200.316. Grantor may require the Grantee to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with this Award and that use and disposition conditions apply to the property.

18.3. Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property, the cost of which was supported by Grant Funds. Any waiver from such compliance must be granted by either the President’s Office of Management and Budget, the Governor’s Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.327 to establish procedures to use Grant Funds for the procurement of supplies and other expendable property, equipment, real property and other services.

18.4. Equipment Instructions. Grantee must obtain disposition instructions from Grantor when equipment, purchased in whole or in part with Grant Funds, is no longer needed for their original purpose. Notwithstanding anything to the contrary contained in this Agreement, Grantor may require transfer of any equipment to Grantor or a third party for any reason, including, without limitation, if Grantor terminates the

Award or Grantee no longer conducts Award activities. Grantee must properly maintain, track, use, store and insure the equipment according to applicable best practices, manufacturer's guidelines, federal and state laws or rules, and Grantor requirements stated herein.

18.5. Domestic Preferences for Procurements. In accordance with 2 CFR 200.322, to the greatest extent practicable and consistent with law, Grantee must, under this Award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this Paragraph must be included in all subawards and in all contracts and purchase orders under this Award.

ARTICLE XIX PROMOTIONAL MATERIALS; PRIOR NOTIFICATION

19.1. Promotional and Written Materials. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). To use Grant Funds in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, these uses must be allowable under 2 CFR 200.421 and 200.467 and Grantee must include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase "Funding provided in whole or in part by the [Grantor]." 2 CFR 200.467. Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.

19.2. Prior Notification/Release of Information. Grantee must notify Grantor ten (10) days prior to issuing public announcements or press releases concerning work performed pursuant to this Agreement, or funded in whole or in part by this Agreement, and must cooperate with Grantor in joint or coordinated releases of information.

ARTICLE XX INSURANCE

20.1. Maintenance of Insurance. Grantee must maintain in full force and effect during the Term of this Agreement casualty and bodily injury insurance, as well as insurance sufficient to cover the replacement cost of any and all real or personal property (including equipment), or both, purchased or, otherwise acquired, or improved in whole or in part, with funds disbursed pursuant to this Agreement. 2 CFR 200.310. Additional insurance requirements may be detailed in **PART TWO** or **PART THREE**.

20.2. Claims. If a claim is submitted for real or personal property, or both, purchased in whole with funds from this Agreement and such claim results in the recovery of money, such money recovered must be surrendered to Grantor.

ARTICLE XXI LAWSUITS AND INDEMNIFICATION

21.1. Independent Contractor. Neither Grantee nor any employee or agent of Grantee acquires any employment rights with Grantor by virtue of this Agreement. Grantee must provide the agreed services and achieve the specified results free from the direction or control of Grantor as to the means and methods of performance. Grantee must provide its own equipment and supplies necessary to conduct its business; provided, however, that in the event, for its convenience or otherwise, Grantor makes any such equipment or supplies available to Grantee, Grantee's use of such equipment or supplies provided by Grantor pursuant to this Agreement is strictly limited to official Grantor or State of Illinois business and not for any other purpose, including any personal benefit or gain.

21.2. Indemnification and Liability.

(a) Non-governmental entities. This subparagraph applies only if Grantee is a non-governmental entity. Grantee must hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys' fees, arising from the intentional torts, negligence or breach of contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor. Indemnification by Grantor is governed by the State Employee Indemnification Act (5 ILCS 350/.01 et seq.) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

(b) Governmental entities. This subparagraph applies only if Grantee is a governmental unit as designated in Paragraph 3.2. Neither Party shall be liable for actions chargeable to the other Party under this Agreement including, but not limited to, the negligent acts and omissions of the other Party's agents, employees or subcontractors in the performance of their duties as described under this Agreement, unless such liability is imposed by law. This Agreement is not construed as seeking to enlarge or diminish any obligation or duty owed by one Party against the other or against a third party.

**ARTICLE XXII
MISCELLANEOUS**

22.1. Gift Ban. Grantee is prohibited from giving gifts to State employees pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/10-10) and Illinois Executive Order 15-09.

22.2. Assignment Prohibited. This Agreement must not be sold, assigned, or transferred in any manner by Grantee, to include an assignment of Grantee's rights to receive payment hereunder, and any actual or attempted sale, assignment, or transfer by Grantee without the Prior Approval of Grantor in writing renders this Agreement null, void and of no further effect.

22.3. Copies of Agreements upon Request. Grantee must, upon request by Grantor, provide Grantor with copies of contracts or other agreements to which Grantee is a party with any other State agency.

22.4. Amendments. This Agreement may be modified or amended at any time during its Term by mutual consent of the Parties, expressed in writing and signed by the Parties.

22.5. Severability. If any provision of this Agreement is declared invalid, its other provisions will remain in effect.

22.6. No Waiver. The failure of either Party to assert any right or remedy pursuant to this Agreement will not be construed as a waiver of either Party's right to assert such right or remedy at a later time or constitute a course of business upon which either Party may rely for the purpose of denial of such a right or remedy.

22.7. Applicable Law; Claims. This Agreement and all subsequent amendments thereto, if any, are governed and construed in accordance with the laws of the State of Illinois. Any claim against Grantor arising out of this Agreement must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1 et seq. Grantor does not waive sovereign immunity by entering into this Agreement.

22.8. Compliance with Law. Grantee is responsible for ensuring that Grantee's Obligations and services hereunder are performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules, including but not limited to 44 Ill. Admin. Code Part 7000, laws and rules which govern disclosure of confidential records or other information obtained by Grantee concerning persons served under this Agreement, and any license requirements or professional certification provisions.

22.9. Compliance with Freedom of Information Act. Upon request, Grantee must make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the Freedom of Information Act. 5 ILCS 140/7(2).

22.10 Compliance with Whistleblower Protections. Grantee must comply with the Whistleblower Act (740 ILCS 174/1 *et seq.*) and the whistleblower protections set forth in 2 CFR 200.217, including but not limited to, the requirement that Grantee and its subrecipients inform their employees in writing of employee whistleblower rights and protections under 41 U.S.C. 4712.

22.11. Precedence.

(a) Except as set forth in subparagraph (b), below, the following rules of precedence are controlling for this Agreement: In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement controls. In the event there is a conflict between PART ONE and PART TWO or PART THREE of this Agreement, PART ONE controls. In the event there is a conflict between PART TWO and PART THREE of this Agreement, PART TWO controls. In the event there is a conflict between this Agreement and relevant statute(s) or rule(s), the relevant statute(s) or rule(s) controls.

(b) Notwithstanding the provisions in subparagraph (a), above, if a relevant federal or state statute(s) or rule(s) requires an exception to this Agreement's provisions, or an exception to a requirement in this Agreement is granted by GATU, such exceptions must be noted in PART TWO or PART THREE, and in such cases, those requirements control.

22.12. Illinois Grant Funds Recovery Act. In the event of a conflict between the Illinois Grant Funds Recovery Act and the Grant Accountability and Transparency Act, the provisions of the Grant Accountability and Transparency Act control. 30 ILCS 708/80.

22.13. Headings. Articles and other headings contained in this Agreement are for reference purposes only and are not intended to define or limit the scope, extent or intent of this Agreement or any provision hereof.

22.14. Counterparts. This Agreement may be executed in one or more counterparts, each of which are considered to be one and the same agreement, binding on all Parties hereto, notwithstanding that all Parties are not signatories to the same counterpart. Duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document are deemed original for all purposes.

22.15. Attorney Fees and Costs. Unless prohibited by law, if Grantor prevails in any proceeding to enforce the terms of this Agreement, including any administrative hearing pursuant to the Grant Funds Recovery Act or the Grant Accountability and Transparency Act, Grantor has the right to recover reasonable attorneys' fees, costs and expenses associated with such proceedings.

22.16. Continuing Responsibilities. The termination or expiration of this Agreement does not affect: (a) the right of Grantor to disallow costs and recover funds based on a later audit or other review; (b) the obligation of the Grantee to return any funds due as a result of later refunds, corrections or other transactions, including, without limitation, final Indirect Cost Rate adjustments and those funds obligated pursuant to ARTICLE XIV; (c) the CYEFR(s); (d) audit requirements established in 44 Ill. Admin. Code 7000.90 and ARTICLE XII ; (e) property management and disposition requirements established in 2 CFR 200.310 through 2 CFR 200.316 and ARTICLE XVIII; or (f) records related requirements pursuant to ARTICLE IX. 44 Ill. Admin. Code 7000.440.

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EXHIBIT A

PROJECT DESCRIPTION

Grantee must complete the Award Activities described on this **Exhibit A**, the Deliverables and Milestones listed on **Exhibit B** and the Performance Measures listed on **Exhibit D** within the term of this Agreement, as provided in Paragraph 2.1, herein.

AUTHORITY: The Grantor is authorized to make this Award pursuant to 42 U.S.C.A. 9901 et seq. and 20 ILCS 625.

The purpose of this authority is as follows:

Provide grants to Community Action Agencies for the reduction of poverty, the revitalization of low-income communities, and the empowerment of low-income families and individuals in rural and urban areas to become fully self-sufficient.

PROJECT DESCRIPTION:

Program Objective

Grantee must use Grant Funds provided under this Agreement for the Community Services Block Grant ("CSBG") program to develop and implement programs to assist low-income Illinois residents in working towards family stabilization and self-sufficiency pursuant to Exhibit B and the Grant-specific terms/conditions in Article XLI, herein. For carrying out such program objectives, the total compensation and reimbursement payable by the Grantor to the Grantee shall be in compliance with and not exceed the amount specified in the Budget (Attachment B). The Grantor shall pay the total amount of the Grant Funds to the Grantee in accordance with this Agreement, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for U.S. Department of Health and Human Services ("HHS") Awards (45 CFR Part 75), Subpart I of the HHS Block Grant Regulations (45 CFR Part 96), the Community Services Block Grant Act ("CSBG Act") (42 U.S.C. § 9901 et seq.), the HHS Nondiscrimination Regulations (45 CFR Part 92), the Illinois Economic Opportunity Act (20 ILCS 625/1 et seq.), the Illinois Administrative Rules for the State Administration of the Federal Community Services Block Grant Program (47 Ill. Admin. Code Part 120), the Grantor's Annual Consolidated Plan, and any other regulations and policies promulgated by the federal government and the Grantor. The Grantee further agrees that this Agreement is subject to such modifications which the Grantor determines may be required by federal or state laws, rules, or regulations applicable to this Agreement. Any such modifications to this Agreement shall be incorporated in accordance with the applicable provisions herein.

EXHIBIT B

DELIVERABLES OR MILESTONES

See Attachment A. CSBG Work Program Summary

EXHIBIT C

CONTACT INFORMATION

CONTACTS FOR NOTIFICATION AND GRANT ADMINISTRATION:

Unless specified elsewhere, all notices required or desired to be sent by either Party must be sent to the persons listed below. Grantee must notify Grantor of any changes in its contact information listed below within five (5) business days from the effective date of the change, and Grantor must notify Grantee of any changes to its contact information as soon as practicable. The Party making a change must send any changes in writing to the contact for the other Party. No amendment to this Agreement is required if information in this Exhibit is changed.

FOR OFFICIAL GRANT NOTIFICATIONS

GRANTOR CONTACT

Name: Kristin A. Richards
Title: Director
Address: 1011 S. 2nd St.
Springfield, IL 62704

GRANTEE CONTACT

Name: Mary Keating
Title: Director
Address: 421 North County Farm Road
3rd Floor
Wheaton, IL 60187-3978

GRANTEE PAYMENT ADDRESS

(If different than the address above)

Address: N/A

FOR GRANT ADMINISTRATION

GRANTOR CONTACT

Name: Megan Maletich
Title: Grant Manager
Address: 1011 S. 2nd St.
Springfield, IL 62704
Phone: 217-557-8975
TTY#: (800) 785-6055
Email: megan.e.maletich@illinois.gov
Address:

GRANTEE CONTACT

Name: Gina Strafford-Ahmed
Title: CSBG Coordinator: Administrator-
Intake & Referral
Address: 421 North County Farm Road
3rd Floor
Wheaton, IL 60187-3978
Phone: 630-407-6444
TTY#: N/A
Email: gina.strafford@dupagecounty.gov
Address:

GRANTEE DESIGNEES

The following are designated as Authorized Designee(s) for the Grantee (See **PART TWO**, ARTICLE XXIII):

Authorized Designee: Lisa Hamilton
Authorized Designee Title: Community Services Manager
Authorized Designee Phone: 630-407-6415
Authorized Designee Email: lisa.hamilton@dupagecounty.gov

Authorized Designee Signature: _____

Authorized Signatory Approval: _____

Authorized Designee: Geoffrey Kinczyk
Authorized Designee Title: Senior Accountant
Authorized Designee Phone: 630-407-6182
Authorized Designee Email: geoffrey.kinczyk@dupagecounty.gov

Authorized Designee Signature: _____

Authorized Signatory Approval: _____

Authorized Designee: Gina Strafford-Ahmed
Authorized Designee Title: CSBG Coordinator: Administrator-Intake & Referral
Authorized Designee Phone: 630-407-6444
Authorized Designee Email: gina.strafford@dupagecounty.gov

Authorized Designee Signature: _____

Authorized Signatory Approval: _____

Authorized Designee: _____
Authorized Designee Title: _____
Authorized Designee Phone: _____
Authorized Designee Email: _____

Authorized Designee Signature: _____

Authorized Signatory Approval: _____

Authorized Designee: _____
Authorized Designee Title: _____
Authorized Designee Phone: _____
Authorized Designee Email: _____

Authorized Designee Signature: _____

Authorized Signatory Approval: _____

GRANTOR CONTACT FOR AUDIT OR CONSOLIDATED YEAR-END FINANCIAL REPORTS QUESTIONS—AUDIT UNIT

Email: CEO.GrantHelp@Illinois.gov

GRANTOR CONTACT FOR FINANCIAL CLOSEOUT AND REFUNDS—PROGRAM ACCOUNTANT

Name: Sam Huston
Email: samuel.huston@illinois.gov
Phone: 000-000-0000
Fax#: N/A

Address: IDCEO-ACCOUNTING OFFICE
1011 S 2ND ST
SPRINGFIELD IL 62704-3004

EXHIBIT D

PERFORMANCE MEASURES AND STANDARDS

In accordance with the performance measures set forth in Exhibit B, herein reimbursement will only be provided for those allowable expenditures that can be sufficiently documented.

See Exhibit B.

EXHIBIT E

SPECIFIC CONDITIONS

Grantor may remove (or reduce) a Specific Condition included in this Exhibit by providing written notice to the Grantee, in accordance with established procedures for removing a Specific Condition.

No Specific Conditions

PART TWO – GRANTOR-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE**, Grantor has the following additional requirements for its Grantee:

ARTICLE XXIII AUTHORIZED SIGNATORY

23.1. Authorized Signatory. In processing this Award and related documentation, Grantor will only accept materials signed by the Authorized Signatory or Designee of this Agreement, as designated or prescribed in the Grantee's signature block or on **Exhibit C**. If the Authorized Signatory chooses to assign a designee to sign or submit materials required by this Agreement to Grantor, the Authorized Signatory must either send written notice to Grantor indicating the name of the designee, or provide notice as set forth in **Exhibit C**. Without this notice, Grantor will reject any materials signed or submitted on the Grantee's behalf by anyone other than the Authorized Signatory. The Authorized Signatory must approve each Authorized Designee separately by signing as indicated on **Exhibit C** or on the appropriate form provided by Grantor. If an Authorized Designee(s) appears on **Exhibit C**, the Grantee should verify the information and indicate any changes as necessary. Signatures of both the Authorized Signatory and the Authorized Designee are required in order for the Authorized Designee to have signature authority under this Agreement.

ARTICLE XXIV ADDITIONAL AUDIT PROVISIONS

24.1. Discretionary Audit. The Grantor may, at any time and in its sole discretion, require a program-specific audit, or other audit, SAS 115/AU-C265 letters (Auditor's Communication of Internal Control Related Matters) and SAS 114/AU-C260 letters (Auditor's Communication With Those Charged With Governance).

ARTICLE XXV ADDITIONAL MONITORING PROVISIONS

25.1. Cooperation with Audits and Inquiries, Confidentiality. Pursuant to ARTICLE IX, above, the Grantee is obligated to cooperate with the Grantor and other legal authorities in any audit or inquiry related to the Award. The Grantor or any other governmental authority conducting an audit or inquiry may require the Grantee to keep confidential any audit or inquiry and to limit internal disclosure of the audit or inquiry to those Grantee personnel who are necessary to support the Grantee's response to the audit or inquiry. This confidentiality requirement does not limit Grantee's right to discuss an audit or inquiry with its legal counsel. If a third party seeks to require the Grantee, pursuant to any law, regulation, or legal process, to disclose an audit or inquiry that has been deemed confidential by the Grantor or other governmental authority, the Grantee must promptly notify the entity that is conducting the audit or inquiry of such effort so that the entity that is conducting the audit or inquiry may seek a protective order, take other appropriate action, or waive compliance by the Grantee with the confidentiality requirement.

ARTICLE XXVI ADDITIONAL INTEREST PROVISIONS

26.1. Interest Earned on Grant Funds. Interest earned on Grant Funds in an amount up to \$500 per year may be retained by the Grantee for administrative expenses unless otherwise provided in **PART THREE**. Any additional interest earned on Grant Funds above \$500 per year must be returned to the Grantor pursuant to Paragraphs 4.3 and 29.2 herein, or as otherwise instructed by the Grant Manager or as set forth in **PART THREE**. All interest earned must be expended prior to Grant Funds. Any unspent Grant Funds or earned interest unspent must be returned as Grant Funds to the Grantor as described in Paragraphs 4.3 and 29.2 herein. All interest earned on Grant Funds must be accounted for and reported to the Grantor as provided in ARTICLE X herein. If applicable, the Grantor will remit interest earned and returned by Grantee to the U.S. Department of Health and Human Services

Payment Management System through the process set forth at 2 CFR 200.305(b)(12), or as otherwise directed by the federal awarding agency. The provisions of this Paragraph are inapplicable to the extent any statute, rule or program requirement provides for different treatment of interest income. Any provision that deviates from this paragraph is set forth in **PART THREE**.

**ARTICLE XXVII
ADDITIONAL BUDGET PROVISIONS**

27.1. Restrictions on Line Item Transfers. Unless set forth otherwise in **PART THREE** herein, Budget line item transfers within the guidelines set forth in paragraph 6.2 herein, which would not ordinarily require approval from Grantor, but result in an increase of ten percent (10%) or more to any expenditure category of the current approved Budget, are considered changes in the project scope and require Prior Approval from Grantor pursuant to 44 Ill. Admin. Code 7000.370(b).

**ARTICLE XXVIII
ADDITIONAL REPRESENTATIONS AND WARRANTIES**

28.1. Grantee Representations and Warranties. In connection with the execution and delivery of this Agreement, the Grantee makes the following representations and warranties to Grantor:

(a) That it has no public or private interest, direct or indirect, and will not acquire, directly or indirectly any such interest which does or may conflict in any manner with the performance of the Grantee's services and obligations under this Agreement;

(b) That no member of any governing body or any officer, agent or employee of the State, has a personal financial or economic interest directly in this Agreement, or any compensation to be paid hereunder except as may be permitted by applicable statute, regulation or ordinance;

(c) That there is no action, suit or proceeding at law or in equity pending, nor to the best of Grantee's knowledge, threatened, against or affecting the Grantee, before any court or before any governmental or administrative agency, which will have a material adverse effect on the performance required by this Agreement;

(d) That to the best of the Grantee's knowledge and belief, the Grantee, its principals and key project personnel:

(i) Are not presently declared ineligible or voluntarily excluded from contracting with any federal or State department or agency;

(ii) Have not, within a three (3)-year period preceding this Agreement, been convicted of any felony; been convicted of a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; had a civil judgment rendered against them for commission of fraud; been found in violation of federal or state antitrust statutes; or been convicted of embezzlement, theft, larceny, forgery, bribery, falsification or destruction of records, making a false statement, or receiving stolen property;

(iii) Are not presently indicted for, or otherwise criminally or civilly charged, by a government entity (federal, state or local) with commission of any of the offenses enumerated in subparagraph (ii) of this certification; and

(iv) Have not had, within a three (3)-year period preceding this Agreement, any judgment rendered in an administrative, civil or criminal matter against the Grantee, or any entity

associated with its principals or key personnel, related to a grant issued by any federal or state agency or a local government.

Any request for an exception to the provisions of this subparagraph (d) must be made in writing, listing the name of the individual, home address, type of conviction and date of conviction; and

(e) Grantee certifies that it is not currently operating under, or subject to, any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of Grantee's knowledge, that it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority. Should it become the subject of an investigation by any state or federal regulatory, law enforcement or legal authority, Grantee shall promptly notify Grantor of any such investigation. Grantee acknowledges that should it later be subject to a cease and desist order, Memorandum of Understanding, or found in violation pursuant to any regulatory action or any court action or proceeding before any administrative agency, that Grantor is authorized to declare Grantee out of compliance with this Agreement and suspend or terminate the Agreement pursuant to ARTICLE XIII herein and any applicable rules.

ARTICLE XXIX

ADDITIONAL TERMINATION, SUSPENSION, BILLING SCHEDULE AND NON-COMPLIANCE PROVISIONS

29.1. Remedies for Non-Compliance. If Grantor suspends or terminates this Agreement pursuant to ARTICLE XIII herein, Grantor may also elect any additional remedy allowed by law, including, but not limited to, one or more of the following remedies:

(a) Direct the Grantee to refund some or all of the Grant Funds disbursed to it under this Agreement; and

(b) Direct the Grantee to remit an amount equivalent to the "Net Salvage Value" of all equipment or materials purchased with Grant Funds provided under this Agreement. For purposes of this Agreement, "Net Salvage Value" is defined as the amount realized, or that the Parties agree is likely to be realized from, the sale of equipment or materials purchased with Grant Funds provided under this Agreement at its current fair market value, less selling expenses.

29.2. Grant Refunds. In accordance with the Illinois Grant Funds Recovery Act, 30 ILCS 705/1 *et seq.*, the Grantee must, within forty-five (45) days of the effective date of a termination of this Agreement, refund to Grantor, any balance of Grant Funds not spent or not obligated as of that date.

29.3. Grant Funds Recovery Procedures. In the event that Grantor seeks to recover from Grantee Grant Funds received pursuant to this Award that: (i) Grantee cannot demonstrate were properly spent, or (ii) have not been expended or legally obligated by the time of expiration or termination of this Award, the Parties agree to follow the procedures set forth in the Illinois Grant Funds Recovery Act, 30 ILCS 705/1 *et seq.* (GFRA), for the recovery of Grant Funds, including the informal and formal hearing requirements. All remedies available in Section 6 of the GFRA will apply to these proceedings. The Parties agree that Grantor's Administrative Hearing Rules (56 Ill. Admin. Code Part 2605) and/or any other applicable hearing rules shall govern these proceedings.

29.4. Grantee Responsibility. Grantee will be held responsible for the expenditure of all Grant Funds received through this Award, whether expended by Grantee or a subrecipient or contractor of Grantee. Grantor may seek any remedies against Grantee permitted pursuant to this Agreement and 2 CFR 200.339 for the action of a subrecipient or contractor of Grantee that is not in compliance with the applicable statutes, regulations or the terms and conditions of this Award.

29.5. Billing Schedule. In accordance with paragraph 4.8, herein Grantee must submit all payment requests to Grantor within thirty (30) days of the end of the quarter, unless another billing schedule is specified in **PART THREE** or Paragraph 2.3. Failure to submit such payment request timely will render the amounts billed an

unallowable cost which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee must timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension cannot be unreasonably withheld. The payment requirements of this Paragraph supersede those set forth in Paragraph 4.8.

ARTICLE XXX ADDITIONAL MODIFICATION PROVISIONS

30.1. Modifications by Operation of Law. This Agreement is subject to such modifications as the Grantor determines, in its sole discretion, may be required by changes in federal or State law or regulations applicable to this Agreement. Grantor will initiate such modifications, and Grantee will be required to agree to the modification in writing as a condition of continuing the Award. Any such required modification will be incorporated into and become part of this Agreement as if fully set forth herein. The Grantor will timely notify the Grantee of any pending implementation of or proposed amendment to any laws or regulations of which it has notice.

30.2. Discretionary Modifications. If either the Grantor or the Grantee wishes to modify the terms of this Agreement other than as set forth in ARTICLES V and VI and Paragraphs 30.1 and 30.3, written notice of the proposed modification must be given to the other Party. Modifications will only take effect when agreed to in writing by both the Grantor and the Grantee. However, if the Grantor notifies the Grantee in writing of a proposed modification, and the Grantee fails to respond to that notification, in writing, within thirty (30) days, the Grantor may commence a process to suspend or terminate this Award. In making an objection to the proposed modification, the Grantee must specify the reasons for the objection and the Grantor will consider those objections when evaluating whether to follow through with the proposed modification. The Grantor's notice to the Grantee must contain the Grantee name, Agreement number, Amendment number and purpose of the revision. If the Grantee seeks any modification to the Agreement, the Grantee must submit a detailed narrative explaining why the Project cannot be completed in accordance with the terms of the Agreement and how the requested modification will ensure completion of the Grant Activities, Deliverables, Milestones and/or Performance Measures (Exhibits A, B and D).

30.3. Unilateral Modifications. The Parties agree that Grantor may, in its sole discretion, unilaterally modify this Agreement without prior approval of the Grantee when the modification is initiated by Grantor for the sole purpose of increasing the Grantee's funding allocation as additional funds become available for the Award during the program year covered by the Term of this Agreement.

30.4. Management Waiver. The Parties agree that the Grantor may issue a waiver of specific requirements of this Agreement after the term of the Agreement has expired. These waivers are limited to non-material changes to specific provisions that the Grantor determines are necessary to place the Grantee in administrative compliance with the requirements of this Agreement. A management waiver issued after the Term of the Agreement has expired will supersede the original requirements of this Agreement that would normally require a modification of this Agreement to be executed. The Grantor will make no modifications of this Agreement not agreed to prior to the expiration of the Agreement beyond what is specifically set forth in this Paragraph.

30.5. Term Extensions. The Grantee acknowledges that all Grant Funds must be expended or legally obligated, and all Grant Activities, Deliverables, Milestones and Performance Measures (Exhibits A, B and D) must be completed during the Term of the Agreement. Extensions of the Term will be granted only for good cause, subject to the Grantor's discretion. Pursuant to the Grant Funds Recovery Act (30 ILCS 705/1 *et seq.*), no Award may be extended in total beyond a two (2)-year period unless the Grant Funds are expended or legally obligated during that initial two-year period, or unless Grant Funds are disbursed for reimbursement of costs previously incurred by the Grantee. If Grantee requires an extension of the Award Term, Grantee should submit a written request to the Grant Manager at least sixty (60) days prior to the end of the Award Term or extended Award Term, as applicable, stating the reason for the extension. If Grantee provides reasonable extenuating circumstances, Grantee may request an extension of the Award Term with less than sixty (60) days remaining.

**ARTICLE XXXI
ADDITIONAL CONFLICT OF INTEREST PROVISIONS**

31.1. Bonus or Commission Prohibited. The Grantee shall not pay any bonus or commission for the purpose of obtaining the Grant Funds awarded under this Agreement.

**ARTICLE XXXII
ADDITIONAL EQUIPMENT OR PROPERTY PROVISIONS**

32.1. Equipment Management. The Grantee is responsible for replacing or repairing equipment and materials purchased with Grant Funds that are lost, stolen, damaged, or destroyed. Any loss, damage or theft of equipment and materials must be investigated and fully documented, and immediately reported to the Grantor and, where appropriate, the appropriate law enforcement authorities.

32.2. Purchase of Real Property. If permitted by the Award Budget and scope of activities provided in this Agreement, a Grantee may use the Grant Funds during the Award Term for the costs associated with the purchase of real property (as defined by 2 CFR 200.1) either through the use of reimbursement or advanced funds as permitted in Paragraph 2.3 of this Agreement for the following purposes and consistent with the Grantor's bondability guidelines and 2 CFR 200:

- (a) Cash payment of the entirety or a portion of the real property acquisition;
- (b) Cash Payment of a down payment for the acquisition;
- (c) Standard and commercially reasonable costs required to be paid at the acquisition closing (*i.e.*, closing costs); or
- (d) Payments to reduce the debt incurred by Grantee to purchase the real property.

32.3. Bonding Requirements. If Grant Funds through this Award are used for construction or facility improvement projects that exceed the Simplified Acquisition Threshold, the Grantee must comply with the minimum bonding requirements listed in 2 CFR 200.326(a) – (c). Grantor will not accept the Grantee's own bonding policy and requirements.

32.4. Lien Requirements. Grantor may direct Grantee in writing to record a lien or notice of State or federal interest on the property purchased or improved with Grant Funds. 2 CFR 200.316. If Grantor makes this direction and the Grantee does not comply, the Grantor may: (a) record the lien or notice of State or federal interest and reduce the amount of the Grant Funds by the cost of recording the lien or notice of State or federal interest, or (b) suspend this Award until Grantee complies with Grantor's direction.

**ARTICLE XXXIII
APPLICABLE STATUTES**

To the extent applicable, Grantor and Grantee shall comply with the following:

33.1. Land Trust Beneficial Interest Disclosure Act (765 ILCS 405/2.1). No Grant Funds will be paid to any trustee of a land trust, or any beneficiary or beneficiaries of a land trust, for any purpose relating to the land, which is the subject of such trust, any interest in such land, improvements to such land or use of such land unless an affidavit is first filed with the Grantor identifying each beneficiary of the land trust by name and address and defining such interest therein. This affidavit must be filed with the Illinois Office of the Comptroller as an attachment to this Agreement.

33.2. Historic Preservation Act (20 ILCS 3420/1 et seq.). The Grantee will not expend Grant Funds under this Agreement which result in the destruction, alteration, renovation, transfer or sale, or utilization of a historic property, structure or structures, or in the introduction of visual, audible or atmospheric elements to a historic property, structure or structures, which will result in the change in the character or use of any historic property, except as approved by the Illinois Department of Natural Resources, Historic Preservation Division. The Grantee must not expend Grant Funds under this Agreement for any project, activity, or program that can result in changes in the character or use of historic property, if any historic property is located in the area of potential effects without the approval of the Illinois Department of Natural Resources, Historic Preservation Division. 20 ILCS 3420/3(f).

33.3. Victims' Economic Security and Safety Act (820 ILCS 180 et seq.). If the Grantee has one (1) or more employees, it may not discharge or discriminate against an employee who is a victim of domestic or sexual violence, or who has a family or household member who is a victim of domestic or sexual violence, for taking up to the allowable amount of leave from work to address the domestic violence, pursuant to the Victims' Economic Security and Safety Act. 820 ILCS 180/20(a)(2). The Grantee is not required to provide paid leave under the Victims' Economic Security and Safety Act, but may not suspend group health plan benefits during the leave period. Any failure on behalf of the Grantee to comply with all applicable provisions of the Victims' Economic Security and Safety Act, or applicable rules and regulations promulgated thereunder, may result in a determination that the Grantee is ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Agreement may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked, as provided by statute or regulation.

33.4. Equal Pay Act of 2003 (820 ILCS 112 et seq.). If the Grantee has one (1) or more employees, it is prohibited by the Equal Pay Act of 2003 from: (a) discriminating between employees by paying unequal wages on the basis of sex for doing the same or substantially similar work; (b) discriminating between employees by paying wages to an African-American employee at a rate less than the rate at which the Grantee pays wages to another employee who is not African-American for the same or substantially similar work; (c) remedying violations of the Equal Pay Act of 2003 by reducing the wages of other employees or discriminating against any employee exercising their rights under the Equal Pay Act of 2003; and (d) screening job applicants based on their current or prior wages or salary histories, or requesting or requiring a wage or salary history from an individual as a condition of employment or consideration for employment. Any failure on behalf of the Grantee to comply with all applicable provisions of the Equal Pay Act of 2003, or applicable rules and regulations promulgated thereunder, may result in a determination that the Grantee is ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Agreement may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked, as provided by statute or regulation.

33.5. Steel Products Procurement Act (30 ILCS 565/1 et seq.). The Grantee, if applicable, hereby certifies that any steel products used or supplied in accordance with this Award for a public works project shall be manufactured or produced in the United States per the requirements of the Steel Products Procurement Act (30 ILCS 565/1 et seq.).

33.6. Business Enterprise for Minorities, Women, and Persons with Disabilities Act and Illinois Human Rights Act (30 ILCS 575/0.01; 775 ILCS 5/2-105). The Grantee acknowledges and hereby certifies compliance with the provisions of the Business Enterprise for Minorities, Women, and Persons with Disabilities Act, and the equal employment practices of Section 2-105 of the Illinois Human Rights Act for the provision of services which are directly related to the Award activities to be performed under this Agreement.

33.7. Identity Protection Act (5 ILCS 179/1 et seq.) and Personal Information Protection Act (815 ILCS 530/1 et seq.). The Grantor is committed to protecting the privacy of its vendors, grantees and beneficiaries of programs and services. At times, the Grantor will request social security numbers or other personal identifying information. Federal and state laws, rules and regulations require the collection of this information for certain purposes relating to employment and/or payments for goods and services, including, but not limited to, Awards. The Grantor also collects confidential information for oversight and monitoring purposes.

Furnishing personal identity information, such as a social security number, is voluntary; however, failure to provide required personal identity information may prevent an individual or organization from using the services/benefits provided by the Grantor as a result of state or federal laws, rules and regulations.

To the extent the Grantee collects or maintains protected personal information as part of carrying out the Award activities, the Grantee must maintain the confidentiality of the protected personal information in accordance with applicable law and as set forth below.

(a) **Personal Information Defined.** As used herein, "Personal Information" shall have the definition set forth in the Personal Information Protection Act, 815 ILCS 530/5 ("PIPA").

(b) **Protection of Personal Information.** The Grantee must use at least reasonable care to protect the confidentiality of Personal Information that is collected or maintained as part of the Award activities and (i) not use any Personal Information for any purpose outside the scope of the Award activities and (ii) except as otherwise authorized by the Grantor in writing, limit access to Personal Information to those of its employees, contractors, and agents who need such access for purposes consistent with the Award Activities. If Grantee provides any contractor or agent with access to Personal Information, it must require the contractor or agent to comply with the provisions of this Paragraph.

(c) **Security Assurances.** Grantee represents and warrants that it has established and will maintain safeguards against the loss and unauthorized access, acquisition, destruction, use, modification, or disclosure of Personal Information and shall otherwise maintain the integrity of Personal Information in its possession in accordance with any federal or state law privacy requirements, including PIPA. These safeguards must be reasonably designed to (i) ensure the security and confidentiality of the Personal Information, (ii) protect against any anticipated threats or hazards to the security or integrity of Personal Information, and (iii) protect against unauthorized access to or use of Personal Information. Additionally, Grantee will have in place policies, which provide for the secure disposal of documents and information which contain Personal Information, including but not limited to shredding documents and establishing internal controls over the authorized access to such information. 815 ILCS 530/40.

(d) **Breach Response.** In the event of any unauthorized access to, unauthorized disclosure of, loss of, damage to or inability to account for any Personal Information (a "Breach"), Grantee agrees that it will promptly, at its own expense: (i) report such Breach to the Grantor by telephone with immediate written confirmation sent by e-mail, describing in detail any accessed materials and identifying any individual(s) who may have been involved in such Breach; (ii) take all actions necessary or reasonably requested by the Grantor to stop, limit or minimize the Breach; (iii) restore and/or retrieve, as applicable, and return all Personal Information that was lost, damaged, accessed, copied or removed; (iv) cooperate in all reasonable respects to minimize the damage resulting from such Breach; (v) provide any notice to Illinois residents as required by 815 ILCS 530/10, 815 ILCS 530/12 or applicable federal law, in consultation with the Grantor; and (vi) cooperate in the preparation of any report related to the Breach that the Grantor may need to present to any governmental body.

(e) **Injunctive Relief.** Grantee acknowledges that, in the event of a breach of this Paragraph, Grantor will likely suffer irreparable damage that cannot be fully remedied by monetary damages. Accordingly, in addition to any remedy which the Grantor may possess pursuant to applicable law, the Grantor retains the right to seek and obtain injunctive relief against any such breach in any Illinois court of competent jurisdiction.

(f) **Compelled Access or Disclosure.** The Grantee may disclose Personal Information if it is compelled by law, regulation, or legal process to do so, provided the Grantee gives the Grantor at least ten (10) days' prior notice of such compelled access or disclosure (to the extent legally permitted) and reasonable assistance if the Grantor wishes to contest the access or disclosure.

**ARTICLE XXXIV
ADDITIONAL MISCELLANEOUS PROVISIONS**

34.1. Workers' Compensation Insurance, Social Security, Retirement and Health Insurance Benefits, and Taxes. The Grantee must provide Workers' Compensation insurance where the same is required and accepts full responsibility for the payment of unemployment insurance, premiums for Workers' Compensation, Social Security and retirement and health insurance benefits, as well as all income tax deduction and any other taxes or payroll deductions required by law for its employees who are performing services specified by this Agreement.

34.2. Required Notice. Grantee agrees to give prompt notice to the Grantor of any event that may materially affect the performance required under this Agreement. Any notice or final decision by Grantor relating to (a) a Termination or Suspension (ARTICLE XIII), (b) Modifications, Management Waivers or Term Extensions (ARTICLE XXX) or (c) Assignments (Paragraph 22.2) must be executed by the Director of the Grantor or her or his authorized designee.

**ARTICLE XXXV
ADDITIONAL REQUIRED CERTIFICATIONS**

The Grantee makes the following certifications as a condition of this Agreement. These certifications are required by State statute and are in addition to any certifications required by any federal funding source as set forth in this Agreement. Grantee's execution of this Agreement shall serve as its attestation that the certifications made herein are true and correct.

35.1. Sexual Harassment. The Grantee certifies that it has written sexual harassment policies that must include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the Grantee's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and the Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and the Human Rights Commission; and (vii) protection against retaliation as provided by Sections 6-101 and 6-101.5 of the Illinois Human Rights Act. 775 ILCS 5/2-105(A)(4). A copy of the policies must be provided to the Grantor upon request.

35.2. Federal, State and Local Laws; Tax Liabilities; State Agency Delinquencies. The Grantee is required to comply with all federal, state and local laws, including but not limited to the filing of any and all applicable tax returns. If Grantee is delinquent in filing and/or paying any federal, state and/or local taxes, the Grantor will disburse Grant Funds only if the Grantee enters into an installment payment agreement with the applicable tax authority and remains in good standing with that authority. Grantee is required to tender a copy of all relevant installment payment agreements to the Grantor. In no event may Grantee utilize Grant Funds to discharge outstanding tax liabilities or other debts owed to any governmental unit. **The execution of this Agreement by the Grantee is its certification that: (i) it is current as to the filing and payment of any federal, state and/or local taxes applicable to Grantee; and (ii) it is not delinquent in its payment of moneys owed to any federal, state, or local unit of government.**

35.3. Lien Waivers. If applicable, the Grantee must monitor construction to assure that necessary contractors' affidavits and waivers of mechanics liens are obtained prior to release of Grant Funds to contractors and subcontractors.

35.4. Grant for the Construction of Fixed Works. Grantee certifies that all Projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement will be subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) unless the provisions of that Act exempt its application. In the

construction of the Projects, Grantee must comply with the requirements of the Prevailing Wage Act including, but not limited to: (a) paying the prevailing rate of wages required by the Illinois Department of Labor, or a court on review, to all laborers, workers and mechanics performing work with Grant Funds provided through this Agreement, (b) inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the Project must be paid to all laborers, workers, and mechanics performing work under this Award; and (c) requiring all bonds of contractors to include a provision as will guarantee the faithful performance of the prevailing wage clause as provided by contract.

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PART THREE – PROJECT-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE** and Grantor-Specific Terms in **PART TWO**, Grantor has the following additional requirements for this Project:

ARTICLE XXXVI REPORT DELIVERABLE SCHEDULE

36.1. External Audit Reports. External Audit Reports may be required. Refer to ARTICLE XII of this Agreement to determine whether you are required to submit an External Audit Report and the applicable due date.

36.2. Annual Financial Reports. Annual Financial Reports may be required. Refer to Paragraph 12.2 of this Agreement to determine whether you are required to submit Annual Financial Reports.

36.3. Required Periodic Reports. Below is the required periodic reporting schedule for this Award.

February 2027

- Annual Annual Financial Report (02/01/2027) - Covering Period of 01/01/2026 - 12/31/2026; Send To: Grant Manager
 - Supporting Documents: Supporting documentation as requested by OCA.
- Annual Annual Performance Report (02/01/2027) - Covering Period of 01/01/2026 - 12/31/2026; Send To: Grant Manager
 - Supporting Documents: Supporting documentation as requested by OCA.

July 2027

- Annual Annual Financial Report (07/30/2027) - Covering Period of 01/01/2027 - 06/30/2027; Send To: Grant Manager
 - Supporting Documents: Supporting documentation as requested by OCA.
- Annual Annual Performance Report (07/30/2027) - Covering Period of 01/01/2027 - 06/30/2027; Send To: Grant Manager
 - Supporting Documents: Supporting documentation as requested by OCA.

August 2027

- End of grant Closeout Financial Report and Reconciliation (08/14/2027) - Covering Period of 01/01/2026 - 06/30/2027; Send To: Grant Manager
 - Supporting Documents: Closeout Financial Report and the OCA Grant Reconciliation Package as well as requested supporting documentation.
- End of grant Closeout Performance Report (08/14/2027) - Covering Period of 01/01/2026 - 06/30/2027; Send To: Grant Manager
 - Supporting Documents: Closeout Performance Report, as well as requested supporting documentation.

36.4. Changes to Reporting Schedule. Changes to the schedules for periodic reporting, the external audit reports and the annual financial reports do not require a formal modification to this Agreement pursuant to Paragraph 22.4 and ARTICLE XXX, and may be changed unilaterally by the Grantor if necessitated by a change in the project schedule or at the discretion of the Grantor. The Grantee may not modify the reporting deliverable schedules in ARTICLES X, XI, XII and XXXVI unilaterally, and must obtain prior written approval from Grantor or the

Grant Accountability and Transparency Unit of the Governor's Office of Management and Budget, if applicable, to change any reporting deadlines.

**ARTICLE XXXVII
GRANT-SPECIFIC TERMS/CONDITIONS**

37.1. This Agreement is issued contingent upon the Grantee's successful completion of the 2025 Community Services Block Grant (CSBG). Failure of the Grantee to comply with the terms and conditions of the 2025 CSBG Grant Agreement may result in termination of this Grant Agreement.

37.2. Federal Grant Requirements.

(a) In addition to the federal requirements set forth in Article VII, herein this Award is subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for U.S. Department of Health and Human Services ("HHS") awards at 45 CFR Part 75, which implement the language in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Part 200, (the "Uniform Requirements"). Any specific exceptions to the Uniform Requirements adopted by HHS may be found at 2 CFR Part 300. For the avoidance of doubt and to the extent applicable, any references in this Agreement to any of the OMB Circulars are subject to the Uniform Requirements referenced herein.

(b) Grantee must maintain compliance with the Community Services Block Grant ("CSBG") Act (Pub. L. 105-285, Title II (Oct. 27, 1998)), the federal CSBG block grant rules (45 CFR Part 96), the Illinois Economic Opportunity Act (20 ILCS 625/1 *et seq.*), the Illinois CSBG administrative rules (47 Ill. Admin. Code Part 120), and all related Grantor policies and procedures.

37.3. Administrative Costs. Pursuant to Article VII, Grantee shall receive reimbursement for allowable costs under the Administrative cost category not to exceed a total of **20%** of allowable expenditures unless otherwise authorized by Grantor in writing. As an example, an agency which expends 75% of the total allocation will only be allowed to spend a total of **20%** of the amount of actual expenditures for administrative purposes.

37.4. Additional Reporting Requirements. In addition to the reporting requirements set forth in paragraphs 10.1, 11.1 and 36.3, herein, as applicable, Grantee must provide the following reports to Grantor:

(a) A certified cost report submitted via the GRS Fiscal electronic reporting system prior to submitting a request for Grant Funds;

(b) Programmatic reports which include board membership reports, board minutes, services report, demographics report, revolving loan fund reconciliation and any other report as required by Grantor;

(c) Annual scholarship report;

(d) An Annual Report which contains information based on agency-wide activities in a format prescribed by Grantor; and

(e) Any additional reports required by Grantor as a result of a corrective action or quality improvement plan, or as requested by Grantor.

37.5. Method of Compensation.

(a) In addition to the payment requirements described in Article IV, herein the Grant Funds will be distributed in accordance with the invoice-voucher procedures of the Office of the State Comptroller. The first payment of Grant Funds will be for program initiation and will be based on the Grantee's reported

obligation for the program's immediate cash needs. Thereafter, the Grant Funds will be distributed for the dual purpose of covering the allowable expenditures to date, as well as the immediate cash needs of the Grantee to operate the program under this Agreement in accordance with the financial management standards set forth in Article VII, herein.

(b) Costs allocated to this Award must conform to the HHS cost principles at 45 CFR Part 75 and as set forth in the Uniform Requirements, as applicable. Further, costs charged under this Agreement cannot exceed the total amount of this Award.

37.6. Additional Audit Requirements. In addition to the audit requirements in Article XII, herein Grantor reserves the right to conduct limited scope audits, at any time, of any Grant Funds expended under this Agreement or of the Grantee's agency-wide financial statements. Grantor has the right to examine Grantee's corporate books and records which may be necessary to test the allocation equity of Grant Funds and to determine the ability of the Grantee to safeguard the Grant Funds. The Grantee must fully cooperate, in a timely manner, in preparing for and conducting the audit and in the resolution of audit findings.

For the avoidance of doubt, Grantee is subject to any and all applicable audit requirements under Subpart F of 45 CFR Part 75.

37.7. Non-Expendable Personal Property.

(a) Grantee must not purchase non-expendable personal property, including but not limited to, federally-owned and exempt property, equipment and supplies (collectively referred to as "Non-Expendable Personal Property") costing **\$10,000** or more without Grantor's prior written approval.

(b) In addition to Article XVIII, herein the Grantee agrees to comply with the applicable property standards set forth in 45 CFR §§ 75.316–75.323, as specifically related to its organization, in the management of Non-Expendable Personal Property for authorized CSBG purposes under this Award. Specifically, as set forth under 45 CFR §§ 75.319 – 75.321, Non-Expendable Personal Property includes such property acquired under this Agreement and also such property transferred to this Agreement from prior Grant Agreements.

(c) The Grantee may hold title in its name to all Non-Expendable Personal Property purchased with Grant Funds for operation of the program subject to the following: It is understood and agreed to by the Grantee that all Non-Expendable Personal Property purchased by the Grantee with Grant Funds or received from the Grantor shall not be the property of the Grantee but must instead be held by in trust for the benefit of the people of the State of Illinois. As such, the Non-Expendable Personal Property held by the Grantee is subject to the following conditions: (i) Grantee must use the equipment for the authorized purposes of this Award during the period of performance, or until the property is no longer needed for the purposes of this Award; (ii) Grantee shall not encumber the property without approval of the Grantor; and (iii) Grantee shall use and dispose of the property in accordance with 45 CFR 75.320 and paragraph 18.4, herein. Grantee must not sell, abandon or otherwise dispose of such Non-Expendable Personal Property without disposition instructions and the prior written approval of Grantor.

(d) In accordance with 45 CFR §§ 75.320–75.321, Non-expendable Personal Property must be used for CSBG purposes, as required under this Agreement, for as long as needed. While being used on the program under this Award, Non-Expendable Personal Property may be made available for "shared use" with other activities, provided that such use will not interfere with its primary use for the original purposes of CSBG prescribed under this Award. When no longer needed for the program, equipment may be used for other projects subject to Grantor's written approval.

(e) The Grantee must maintain appropriate property records and annually conduct an inventory of all Non-Expendable Personal Property purchased with Grant Funds. Within thirty (30) days of receipt of purchased equipment, an "Equipment Acquisition Form" must be completed and sent to Grantor. Upon the termination of the Agreement and upon the election of Grantor, the Grantee must surrender possession of such property to Grantor.

37.8. Procurement. Grantee shall follow the procurement standards as established in 45 CFR §§ 75.326 – 75.335 and in the Grantor's Office of Community Assistance Procurement Manual ("OCA Procurement Manual").

37.9. Travel Costs.

(a) Travel costs are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the Grantee performing duties/services related to this Agreement in accordance with 45 CFR 75.474. Such costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip, and results in charges consistent with those normally allowed in like circumstances in the Grantee's non-federally-funded activities and in accordance with the Grantee's written travel reimbursement policies. Absent a policy, the Grantee must follow the rules of the Governor's Travel Control Board. Notwithstanding the provisions of 45 CFR 75.444, travel costs of officials covered by that section are allowable with the prior written approval of the Federal awarding agency or Grantor when they are specifically related to the Federal award.

(b) Grantee must retain receipts on file as source documentation in accordance with Article VII, herein for travel expenses of its employees. Information on the federal domestic travel and per diem rates can be found at www.gsa.gov and 41 CFR Subtitle F, Chapters 300-304. Grantee's policy cannot exceed the federal travel and per diem rates. However, if Grantee is required to exceed the federal travel rate due to circumstances beyond Grantee's control for the purpose of travel related to this Agreement, Grantee must seek an exception in writing from Grantor to exceed the federal rate.

37.10. Publication, Reproduction and Use of Material. In addition to Article XIX, herein no material produced in whole or in part under this Award shall be subject to copyright in the United States or in any other country. Grantor shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared under the Agreement.

37.11. Debarment. In addition to Grantee's certification in paragraph 3.5(j) and the representations and warranties in paragraph 28.1, herein Grantee must additionally certify that all contractors and sub-contractors are in compliance with paragraphs 3.5() and 28.1 prior to engaging their services under this Agreement, and must certify such compliance at least annually thereafter.

37.12. Bond and Depository Insurance Requirements.

(a) Pursuant to 45 CFR 75.304, Grantee must provide bonding for every officer, director or employee who handles Grant Funds under this Agreement. The amount of coverage must be the higher of **\$100,000** or the highest cash draw during the term of the Agreement.

(b) In accordance with the payment standards and requirements set forth in 45 CFR 75.305, Grantee must place Grant Funds in an insured account, whenever possible, that bears interest, unless exempted under 45 CFR 75.305(b)(8). In the event the Grantee's Grant Funds deposits exceed insured limits, the Grantee must require the depository to pledge securities sufficient to cover the uninsured exposure.

37.13. Real Property Expenditures Prohibited. Grantee expressly understands and agrees not to use Grant Funds provided under this Agreement for the purchase or improvement of land or the purchase, construction, or permanent improvement of any building, facility or other real property.

37.14. Additional Budget Modification Provisions.

(a) Grantee expressly understands and agrees that the total amount of Grant Funds available under this Award is contingent upon the Grantee's ability to spend the Grant Funds in accordance with the Budget, as submitted by Grantee and approved by Grantor, and incorporated herein as an attachment (the "Budget").

(b) Grantor reserves the right to establish an initial amount of Grant Funds available to Grantee based on programmatic performance in previous years. Modifications to the Grantee's Budget will be initiated by Grantor if: (i) the Client Assistance cost category has been expended; (ii) the Grantee fails to expend Grant Funds in accordance with the original Budget or a revised Budget previously approved by Grantor; or (iii) Grantor determines that additional Grant Funds are necessary.

(c) In accordance with Article VI, herein Grantee shall obtain prior approval from Grantor whenever a Budget revision is necessary for one or more of the reasons enumerated in 45 CFR 75.308, subject to the following:

- **Program Support Funds:** Pursuant to paragraph 27.1, herein Grantor hereby approves a variance up to 25% (or \$5,000, whichever is greater) for each of the 100 series sub-line items in the Program Support cost category of the Budget under this Award. In no event may such transfers in this specific cost category result in an increase to the total Grant Budget without prior Grantor written approval.
- **Client Assistance Funds:** Pursuant to paragraph 27.1, herein Grantor hereby approves a variance up to 25% (or \$5,000, whichever is greater) for each of the 200 series sub-line items in the Client Assistance cost category of the Budget under this Award. In no event may such transfers in this specific cost category result in an increase to the total Grant Budget without prior Grantor written approval.
- **Direct Administrative Funds:** Pursuant to paragraph 27.1, herein Grantor hereby approves a variance up to 25% (or \$5,000, whichever is greater) for each of the 300 series sub-line items in the Direct Administration cost category of the Budget under this Award. In no event may such transfers in this specific cost category result in an increase to the total Grant Budget or increase to the total Administration category budget [total of the combined amounts of the Direct Administrative and Indirect Costs lines] without prior Grantor written approval.
- **Indirect Costs and Special Program Funds:** Grantee is required to obtain prior Grantor written approval for any *increase* in allocation of Grant Funds to the Indirect Costs (line 317) and Special (400 series sub-line items) categories in the Budget under this Award.

Any variance in cost categories or line items within the terms listed above shall not alter the requirement for formal modification of this Agreement when the goals, objectives and activities listed herein are measurably changed.

37.15. Fraud, Waste, Abuse or Misconduct.

(a) Grantee Reporting. Grantee shall report to the Grantor's program staff or the Grantor's Ethics Officer any suspected fraud, waste, abuse or misconduct associated with any CSBG service or function

provided for under this Agreement by any parties directly or indirectly affiliated with this Agreement including, but not limited to, Grantee staff, Grantee subrecipients, Grantee subcontractors, Grantor employees or Grantor subrecipients. Grantee shall make this report as soon as practical after first suspecting fraud, waste, abuse or misconduct. In addition to reporting suspected fraud, waste, abuse or misconduct to the Grantor, Grantee may report the suspected behavior to any other relevant governmental entity, including, but not limited to, the Office of the Executive Inspector General for the Agencies of the Illinois Governor and the Illinois Attorney General. Grantee shall cooperate with all investigations of suspected fraud, waste, abuse or misconduct reported pursuant to this paragraph. Grantee also shall require its subrecipients affiliated with this Agreement to follow the requirements to report suspected fraud, waste, abuse or misconduct as set forth in this paragraph. Nothing in this paragraph precludes the Grantee or its subrecipients from establishing measures to maintain quality of services and control costs that are consistent with their usual business practices, conducting themselves in accordance with their respective legal or contractual obligations or taking internal personnel-related actions.

(b) Definitions.

(i) "Fraud" is generally defined as knowingly obtaining or attempting to obtain a benefit from or control over property of another person or entity by means of deception intended to benefit the deceiver or create a loss or potential liability to the other party.

(ii) "Abuse" is any activity that may not necessarily be fraudulent, but is a misuse of resources through means which are inappropriate, outside acceptable standards of conduct or programmatically or economically unnecessary.

(iii) "Waste" is conduct that is not necessarily intentionally inappropriate, but is reckless and generally not in conformity with sound business practices, which may include, but is not limited to, acts that deprive citizens and program participants reasonable value in connection with any government-funded activity due to an inappropriate act or omission by persons with control over government resources.

(c) Grantee Training. Grantee shall adhere to all required training and policies of Grantor's Office of Community Assistance regarding fraud, waste, abuse and misconduct, including, but not limited to, ensuring that all of Grantee's employees and volunteers, and the employees and volunteers of Grantee's subrecipients, participate in annual training and certify participation in such annual training.

(d) Grantor Remedies. Grantor reserves the right to suspend Grantee's use of funds, terminate this Agreement, require the use of different Grantee staff or take any other action permitted by law if the Grantor receives evidence of fraud, waste, abuse or misconduct by the Grantee, Grantee's staff or Grantee's subrecipients or subcontractors or their staff related to this Award or any other State or federal award.

37.16. Monitoring and Evaluation Requirements.

(a) Grantor will periodically monitor and evaluate the Grantee's performance under this Agreement for compliance with federal regulations, state administrative rules, statutes, and programmatic guidelines and all covenants under this Agreement. The grant will be evaluated to gauge its impact upon the low-income community and to determine the effective and efficient utilization of Grant Funds. Evaluations will occur both during the performance of the scope of work and after completion.

(b) Performance will be measured in part on the effective use of a Result Oriented Management and Accountability ("ROMA") system pursuant to the CSBG Act, specifically 42 U.S.C. §§ 9908, 9917(b). In addition, Grantee must maintain compliance with the "Organizational Standards for CSBG Eligible Entities" established in the Community Services Block Grant Information Memorandum Transmittal No. 138 and may be subject to annual monitoring of such by Grantor.

37.17. Carryover Funds. Grantee must be in compliance with the current federal statutory authority regarding carryover of Grant Funds.

37.18. Board Requirements. This Agreement is conditionally approved pending verification that the tripartite board requirement has been met (42 U.S.C. § 9910). In the event that the Grantee fails to fulfill the tripartite board requirement, on a calendar quarterly basis, Grantor shall monitor and evaluate the Grantee's progress in becoming compliant with this requirement. The Grantee's failure to become compliant could be considered a default or non-compliance pursuant to Article XIII under this Agreement and the Grant Funds could become subject to recovery by Grantor.

37.19. Subrecipients. Grantor acknowledges and recognizes that any subrecipient(s) named in connection with this Agreement will be receiving a subaward under this Agreement and will be performing services to further and fulfill the Scope of Work as directed by the Grantee. Grantee agrees that any such subrecipient(s) must have Prior Approval from Grantor as established in Paragraph 14.1 of the Agreement. The Grantee acknowledges and agrees that the Grantee remains responsible for administering and fulfilling all of the terms and conditions of this Agreement. The Grantee is responsible for incorporating a copy of this Agreement into any subaward or contract between itself and the sub-recipient(s) and is responsible for ensuring that, to the extent applicable, it and its subrecipient(s) are in compliance with the same.

37.20. Billing Schedule. Notwithstanding the billing requirements set forth in paragraph 4.8 and the billing schedule set forth in paragraph 29.5, the Office of Community Assistance requires the following schedule:

- a) The grantee must submit a payment request at least once per calendar quarter.
- b) Grantee must submit any payment requests for final allowable costs to Grantor within forty-five (45) days after the grant end date.

Failure to submit such payment requests timely will render the amounts billed an unallowable cost which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.

Attachment A. CSBG Work Program Summary

CSBG WORK PROGRAM SUMMARY SHEET

2026

DuPage County Community Services

26-231028

Employment

01.011 Skills Training and Opportunities for Experience (1)

DuPage County Department of Community Services' 2024 Community Needs Assessment, 23.2% of the Community Members surveyed indicated needing help finding full-time employment to achieve self-sufficiency. Outreach (Sub-grantee) will operate an Employment Opportunity Case Management Program for economically disadvantaged young and vulnerable adults who lack necessary job skills to successfully enter the job market or those looking to develop a higher skill level to advance in the workforce . This program is a component in our community's response to the Whole Family Approach.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-01-06 Job Readiness Training	20	
01.01 Unemployed youth who obtained employment		14
S-02-10 Other Post Secondary Support - Child/Young Adult	3	
02.07 Obtained a high school diploma/equivalency		1
S-03-01 Financial Capability Skills Training	8	
03.01 Meet basic needs for 90 days		6
S-04-15 Permanent Housing Placements	20	
04.02.A Maintained safe and affordable housing 90 days		10
S-05-38 Life Skills Coaching Sessions	8	
05.03 Improved mental/behavioral health & well being		4
S-07-04 Transportation Services (bus passes, bus transport, support for auto)	12	
03.08 Improved financial well-being		7

Employment

01.031 Job Search (1)

In the 2024 DuPage County Department of Community Services' Needs Assessment surveyed Service Users (45.0%), Community Members (18.1%), and Stakeholders (28.8%) consistently rated financial issues among the greatest needs in our community. An especially vulnerable population struggling with financial needs is our homeless youth. 360 Youth Services (Sub-grantee) will assist homeless youth with securing and maintaining employment, finding stable housing, education support to achieve higher wages, transportation support, and financial literacy skills, through intensive case management and supportive services. This program is a component in our community's response to the Whole Family Approach.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-01-09 Coaching - Job Search	60	
01.01 Unemployed youth who obtained employment		30
02.06 Adults with improved basic education		5
S-02-10 Other Post Secondary Support - Child/Young Adult	30	
02.07 Obtained a high school diploma/equivalency		5
02.11 Makes progress to post secondary degree		15
S-03-01 Financial Capability Skills Training	40	
03.01 Meet basic needs for 90 days		20
S-04-14 Transitional Housing Placement	60	
04.01 Homeless and obtained temporary shelter		48
S-05-38 Life Skills Coaching Sessions	45	
05.03 Improved mental/behavioral health & well being		28
S-07-04 Transportation Services (bus passes, bus transport, support for auto)	15	
03.08 Improved financial well-being		8

Education and Cognitive Development

02.061 Educational Financial Aid Assistance (1)

The 2024 DuPage County Department of Community Services' Needs Assessment asked Stakeholders to identify the top three aspects of adult education DuPage County Residents needed assistance with. The following were identified: Obtaining High School Diploma/GED (37.1%), finishing 2/4 year degrees (45.7%) and more technical/trade opportunities (40.0%) were the top identified needs. DuPage County Department of Community Services Intake and Referral unit will provide scholarships to CSBG eligible persons through the DCEO pilot program available through discretionary funding.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-02-28 Scholarships	5	
02.11 Makes progress to post secondary degree		5

Education and Cognitive Development

02.062 Educational Financial Aid Assistance (2)

The 2024 DuPage County Department of Community Services' Needs Assessment asked Stakeholders to identify the top three aspects of adult education DuPage County Residents needed assistance with. The following were identified: Obtaining High School Diploma/GED (37.1%), finishing 2/4 year degrees (45.7%) and more technical/trade opportunities (40.0%) were the top identified needs. DuPage County Department of Community Services Intake and Referral unit will provide scholarships to CSBG eligible persons for post-secondary education or trade/certificate education.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-02-28 Scholarships	2	
02.11 Makes progress to post secondary degree		2

Income, Infrastructure, and Asset Building

03.011 Training and Counseling Services (1)

DuPage County Department of Community Services' 2024 Needs Assessment highlighted our community's growing need for financial literacy. In surveying Service Users, 24.5 % indicated having problems paying their bills and managing their money, 19.4% sought help meeting their basic needs (food, clothing, shelter) and 11.4% report problems with payday/title loan, credit cards, or loan companies. H.O.M.E. DuPage, Inc (Sub-grantee) will provide financial literacy workshops, budgeting seminars, financial counseling, credit repair assistance and income management skills to CSBG eligible clients. This program is a component in our community's response to the Whole Family Approach

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-03-01 Financial Capability Skills Training	30	
03.08 Improved financial well-being		30
S-03-02 Financial Coaching/Counseling	60	
03.01 Meet basic needs for 90 days		18
03.03 Opened a savings account or IDA		5
03.04 Increased savings		10
S-03-03 Financial Management Programs (budgeting, credit management, credit repair, credit counseling, etc.)	10	
03.05 Used savings to purchase an asset		5
03.06 Improved credit scores		12

Housing

04.031 Utility Payment Assistance (1)

The 2024 DuPage County Department of Community Services’ Needs Assessment revealed individuals struggle paying their bills especially utilities; 24.5 % of service users indicated their top financial need was assistance paying utilities. DuPage County Department of Community Services will provide water and sewer assistance to individuals disconnected from service or who have a medical necessity for services. This program is a component in our community’s response to the Whole Family Approach.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-04-09 Utility Payments (Primary and Secondary Heating Sources)	35	
03.01 Meet basic needs for 90 days		35

Housing

04.041 Housing Placement/Rapid Re-Housing (1)

The 2024 DuPage County Department of Community Services’ Needs Assessment showed a top unmet need in our community of affordable housing. 88.9% of the Stakeholders who responded to the Needs Assessment Survey identified finding affordable housing as being the biggest barrier for residents in DuPage County. Catholic Charities (Sub-grantee) will provide housing case management services to individuals residing in the Kathy Paulsen Hope House Emergency Shelter moving these individuals to permanent stable housing. This program is a component in our community’s response to the Whole Family Approach.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-01-09 Coaching - Job Search	10	
01.02 Unemployed adult obtained employment - NO LW		5
S-02-11 School Supplies	75	
02.03.B 1st-8th grade youth with improved approaches		75
S-03-01 Financial Capability Skills Training	75	
03.08 Improved financial well-being		40
S-04-15 Permanent Housing Placements	75	
04.02 Obtained safe and affordable housing		45
S-04-16 Rental Counseling	15	
04.02 Obtained safe and affordable housing		8
S-04-21 Basic Housing Needs (Furniture)	5	
04.09 Improved living conditions		5
S-07-01 Case Management	75	
06.01.C Enhanced ability to engage		35

Health and Social/Behavioral Development (includes nutrition)

05.000 Health and Social/Behavioral Development Strategies

The DuPage County Department of Community Services' 2024 Community Needs Assessment showed that food and nutrition is a top need in our community. 24.2% of the Community Members, 36.6% of Service User and 82.9% of Stakeholders surveyed indicated families struggling to obtain food, especially fresh produce. While emergency food assistance can increase access to food, often choices on fresher items is very limited. The GardenWorks Project (Sub-grantee) in partnership with DuPage County Department of Community Services will plan, build, promote, and sustain community gardens within DuPage County with the goal of improving the supply, access, and equity of fresh produce throughout DuPage County. This will be a 5-year community initiative project with the goal of producing change during this time. This will be Year 4 and activities to be conducted will include: installation of additional food growing gardens in target locations, maintenance of gardens installed in Years 2 & 3, and scheduling of educational events. This program is a component in our community's response to the Whole Family Approach.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-05-52 Farmers Market or	2	

Community Garden Development		
C2.05.A.5a Change in fresh produce availability.		2

Health and Social/Behavioral Development (includes nutrition)

05.081 Family Skills Development (1)

Low-income residents of DuPage County do not have access to safe, age-appropriate car seats for their children. According to the National Highway Traffic Safety Administration 162,298 children were injured in motor vehicle accident in 2022 and 40% were unrestrained. In conducting the 2024 DuPage County Department of Community Services' Needs Assessment 19.4% Service Users indicated struggling to obtain personal items and 27.4% struggled with food and nutrition needs. Teen Parent Connection (Sub-grantee) will provide child passenger safety education and car seats to DuPage County eligible families. Participating families will receive an age-appropriate car seat for each child and education on how to properly install the car seat by an Illinois Child Passenger Safety Technician. Participating families will also be provided with diapers, wipes, supplemental food, and formula via Teen Parent Connection pantry. This program is a component in our community's response to the Whole Family Approach.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-05-34 Nutrition (Gift card for food preparation, paper goods, and/or home supplies also used for incentives)	540	
05.02 Improved physical health Individual		540
S-05-39 Parenting Classes	70	
05.04 Improved skills in parenting/caregiving		70

Services Supporting Multiple Domains

07.011 Case Management (1)

Our 2024 DuPage County Department of Community Services' CSBG Needs Assessment open-ended responses from both Service Users and Community Members indicated DuPage County residents need case management support to move toward self-sufficiency. 88.9% of the Stakeholder's surveyed indicated residents need help navigate housing, 45.0% of Service Users need help navigating financial crisis, and 45.2% of Community Members need help navigating mental health services. DuPage County Department of Community Services Housing Supports and Self-Sufficiency unit will move participants away from crisis and towards self-sufficiency by providing case management, counseling, referrals, and financial assistance via a whole family approach model.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-01-09 Coaching - Job Search	20	
01.02 Unemployed adult obtained employment - NO LW		12

	Target Number of Persons Served	Target Number of Successful Outcomes
S-01-15 Coaching - Post-Employment Supports	25	
01.08 Employed and increased income and/or benefits		15
S-02-25 Post-Secondary Education Preparation	30	
02.08 Obtained a credential/certificate/degree		5
02.11 Makes progress to post secondary degree		17
S-04-03 Rent Payments	5	
04.05 Avoided eviction		3
S-04-16 Rental Counseling	5	
04.02 Obtained safe and affordable housing		3
S-05-38 Life Skills Coaching Sessions	20	
05.03 Improved mental/behavioral health & well being		15
S-07-01 Case Management	35	
06.01.C Enhanced ability to engage		13
S-07-04 Transportation Services (bus passes, bus transport, support for auto)	30	
03.08 Improved financial well-being		20
S-07-06 Child Care Payments	20	
02.05 Parents who improve home environments		11

Services Supporting Multiple Domains

07.031 Referrals (1)

DuPage County Department of Community Services' 2024 Needs Assessment identified one of the main barriers within our community to assessing services is the lack of awareness of who to contact for assistance. 53.4% of the Community Members surveyed did not know who to contact or where to go for assistance. DuPage County residents need help finding resources to meet their needs. DuPage County Department of Community Services Intake and Referral unit will provide comprehensive assessment, intake, information, advocacy, referral, direct service vouchers, and outreach services to CSBG eligible clients.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-06-07 Community Resource Fairs	7000	
06.01.C Enhanced ability to engage		7000
S-07-03 Referrals	55000	
06.01.C Enhanced ability to engage		55000
S-07-14 Emergency Clothing Assistance	200	
03.01 Meet basic needs for 90 days		200

Other (e.g. emergency management/disaster relief)

10.01 Disaster Relief (1)

DuPage County residents lack access to basic needs services in times of emergencies such as fires, floods, pandemics, and other unforeseen events. The DuPage County Department of Community Services' 2024 Needs Assessment indicates 36.4% of the Community Members and 24.5% of Service User surveyed could not pay for an unexpected or emergency expense. DuPage County Department of Community Services will provide emergency relief assistance to clients affected by manmade disasters, fires, tornadoes, storms, national disasters, pandemics, or other emergency related incidents. Assistance may include basic health and safety needs, clothing, furniture, housing support, hotel/motel expenses, utility assistance, financial assistance, health and vision needs and referrals to additional needed services.

Modification Changes

	Target Number of Persons Served	Target Number of Successful Outcomes
S-04-17 Home Repairs	1	
04.07 Experienced improved health and safety		1
S-04-21 Basic Housing Needs (Furniture)	1	
04.09 Improved living conditions		1
S-05-04 Vision Screening	1	
05.02 Improved physical health Individual		1
S-05-05 Prescription Payments	1	
05.02 Improved physical health Individual		1
S-07-02 Eligibility Determinations	10	
05.02.B Improved physical health Families		10

Attachment B. Uniform Grant Budget

State of Illinois
UNIFORM GRANT BUDGET TEMPLATE

Agency: Illinois Department of Commerce and Economic Opportunity	State FY: 2026
Grantee: DuPage County	UEI #: W7KRN7E54898
NOFO Number:	Grant Number: 26-231028
CSFA Description:	

Section A: State of Illinois Funds

	<u>Summary</u>	<u>Detail</u>
<u>Revenues</u>		
State of Illinois Grant Amount Requested	\$1,371,680.00	
<u>Budget Expenditure Categories</u>		
1. Personnel (200.430)	\$598,909.00	
0101 PS-PERSONNEL (SALARIES/WAGES)		\$562,448.00
0301 ADMIN-PERSONNEL (SALARY/WAGES)		\$36,461.00
2. Fringe Benefits (200.431)	\$210,445.00	
0102 PS-FRINGE BENEFITS		\$196,786.00
0302 ADMIN-FRINGE BENEFITS		\$13,659.00
3. Travel (200.474)	\$14,100.00	
0103 PS-TRAVEL		\$7,100.00
0303 ADMIN-TRAVEL		\$7,000.00
4. Equipment (200.439)		
5. Supplies (200.94)	\$2,625.00	
0105 PS-SUPPLIES		\$1,450.00
0305 ADMIN-SUPPLIES		\$1,175.00
6. Contractual/Subawards (200.318 and .92)	\$433,756.00	
0106 PS-CONTRACTUAL SERVICES		\$433,396.00
0306 ADMIN-CONTRACTUAL SERVICES		\$360.00
7. Consultant (200.459)		
8. Construction		
9. Occupancy (200.465)		
10. Research and Development (200.87)		
11. Telecommunications	\$2,395.00	
0111 PS-TELECOMMUNICATIONS		\$1,795.00
0311 ADMIN-TELECOMMUNICATIONS		\$600.00
12. Training and Education (200.472)	\$11,600.00	
0112 PS-TRAINING AND EDUCATION		\$6,600.00
0312 ADMIN-TRAINING AND EDUCATION		\$5,000.00
13. Direct Administrative Costs (200.413)		
14. Miscellaneous Costs	\$7,850.00	
0114 PS-MISCELLANEOUS COSTS		\$1,800.00
0314 ADMIN-MISCELLANEOUS COSTS		\$6,050.00
15. Grant Exclusive Line Item(s)	\$90,000.00	
0201 CLIENT ASSIST. - DIRECT		\$65,000.00
0404 SPECIAL-SCHOLARSHIPS		\$25,000.00
16. Total Direct Costs (add lines 1-15)	\$1,371,680.00	\$1,371,680.00
17. Total Indirect Costs (200.414)		
Rate: 0%		
Base: N/A		
18. Total Costs State Grant Funds (Lines 16 and 17)	\$1,371,680.00	\$1,371,680.00

Grantee:

NOFO Number:

Grant Number:

SECTION A - Continued - Indirect Cost Rate Information

If your organization is requesting reimbursement for indirect costs on line 17 of the Budget Summary, please select one of the following options. If not reimbursement is being requested please consult your program office regarding possible match requirements.

Your organization may not have a Federally Negotiated Cost Rate Agreement. Therefore, in order for your organization to be reimbursed for the Indirect Costs from the State of Illinois your organization must either:

- a. Negotiate an Indirect Cost Rate with the State of Illinois' Indirect Cost Unit with guidance from you State Cognizant Agency on an annual basis;
- b. Elect to use the de minimis rate of 15% modified total direct costs (MTDC) which may be used indefinitely on State of Illinois awards; or
- c. Use a Restricted Rate designated by programmatic or statutory policy (see Notice of Funding Opportunity or Restricted Rate Programs).

Select ONLY One:

- 1) ☐ Our Organization receives direct Federal funding and currently has a Negotiated Indirect Cost Rate Agreement (NICRA) with our federal Cognizant Agency. A copy of this agreement will be provided to the State of Illinois' Indirect Cost Unit for review and documentation before reimbursement is allowed. This NICRA will be accepted by all State of Illinois agencies up to any statutory, rule-based or programmatic restrictions or limitations.
- 2a) ☐ Our Organizations currently has a Negotitated Indirect Cost Rate Agreement (NICRA) with the State of Illinois that will be accepted by all State of Illinois agencies up to any statutory, rule-based or programmatic restrictions or limitations. Our Organization is required to submit a new Indirect Cost Rate Proposal to the Indirect Cost Unit within 6 months after the close of each fiscal year pursuant to 2 CFR 200, Appendiz IV(c)(2)(c).
- 2b) ☐ Our Organization currently does not have a Negotiated Indirect Cost Rate Agreement (NICRA) with the State of Illinois. Our organization will submit our initial Indirect Cost Rate Proposal (ICRP) immediately after our Organization is advised that the State award will be made no later than 3 months after the effective date of the State award pursuant to 2 CFR 200 Appendix (C)(2)(b). The initial ICRP will be sent to the State of Illinois Indirect Cost unit.
- 3) ☐ Our Organization has never received a Negotiated Indirect Cost Rate Agreement from either the federal government or the State of Illinois and elects to charge the de minimis rate of 15% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois awards pursuant to 2 CRF 200.414 (C)(4)(f) and 200.68.
- 4) ☐ For Restricted Rate Programs, our Organization is using a restricted indirect cost rate that:
☐ is included as a "Special Indirect Cost Rate" in the NICRA, pursuant to 2 CFR 200 Appendix IV(5); or
☐ complies with other statutory policies.
- 5) ☒ No reimbursement of Indirect Cost is being requested.

Rate: %

Basic Negotiated Indirect Cost Rate Information (Use only if option 1 or 2(a), above is selected.)

Period Covered By NICRA: From: To: Approving Federal or State Agency:

Indirect Cost Rate: % The Distribution Base Is:

Grantee:

DuPage County

NOFO Number:

0

Grant Number:

26-231028

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).

Institution/Organization: _____

Signature: _____

Printed Name: _____

Title: _____

Phone: _____

Date: _____

Institution/Organization: _____

Signature: _____

Printed Name: _____

Title: _____

Phone: _____

Date: _____

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 the behalf of the organization.

Attachment C. Exhibit E Continued – No Conditions

Illinois Grant Accountability and Transparency Notice of State Award

STATE OF ILLINOIS GRANT INFORMATION	
State Award Identification	Name of State Agency (Grantor): Commerce And Econ Opp Department/Organziation Unit: Office of Community Assistance
State Award ID Number (SAIN)	91-62637
State Program Description	The CSBG program provides funds to the state's Community Action Agencies (CAAs) to carry out locally designed programs providing a range of services and activities that have measurable impacts on the causes and effects of poverty. The locally designed services address education, employment, emergency services, health, housing, income management, linkages, nutrition, and self-sufficiency.
Announcment Type	Initial
Agency (Grantor) Contact Information	Name: Adrian Angel Phone: 217-785-3498 Email: Adrian.Angel@Illinois.gov

GRANTEE INFORMATION	
Grantee / Subrecipient Information	Name: County of DuPage Address: 421 N. County Farm Road, Wheaton, IL 60187 Phone: Email:
Grantee Identification	GATA: 673126 UEI: W7KRN7E54898 FEIN: 366006551
Period of Performance	Start Date: 1/1/2026 End Date: 6/30/2027

FUNDING INFORMATION			
FUND	CSFA	CFDA	AMOUNT
871	420-70-0091	93.569	\$1,371,680.00
TOTAL			\$1,371,680.00
(M) Currently used by State of Illinois for "Match" or "Maintenance of Effort" (MOE) requirements on Federal Funding. Funding is subject to Federal Requirements and may not be used by Grantee for other match requirements on other awards.			

Illinois Grant Accountability and Transparency Notice of State Award

TERMS AND CONDITIONS	
Grantee Indirect Cost Rate Information	Rate: 0 Base: N/A Period: 1/1/2026-6/30/2027
Research & Development	No
Cost Sharing or Matching Requirements	No
Uniform Term(s)	CODE of FEDERAL REGULATIONS Title 2: Grants and Agreements PART 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200) Grant Accountability and Transparency Act (GATA), 30 ILCS 708/1 Illinois Administrative Code
Grantor-Specific Term(s)	This Notice of State Award (NOSA) is not an agreement. This NOSA is not a guarantee of an agreement. Grantor-Specific Terms that will be included in the final grant agreement can be found by clicking on "Uniform Grant Agreement Template" under the Grant Agreement Overview section at: https://dceo.illinois.gov/aboutdceo/grantopportunities/learning-library.html
Program-Specific Term(s)	For formula grants The CSBG program provides funds to the state's Community Action Agencies (CAAs) to carry out locally designed programs providing a range of services and activities that have measurable impacts on the causes and effects of poverty. The locally designed services address education, employment, emergency services, health, housing, income management, linkages, nutrition, and self-sufficiency.

**Illinois Grant Accountability and Transparency
Notice of State Award****SPECIFIC CONDITIONS ASSIGNED TO GRANTEE - FISCAL AND ADMINISTRATIVE****The nature of the additional requirements****GATA Conditions:**

None

Agency Adjustments / Explanation:

NO FISCAL & ADMINISTRATIVE CONDITIONS

The reason why the additional requirements are being imposed**GATA Conditions:**

None

Agency Adjustments / Explanation:

None

The nature of the action needed to remove the additional requirement, if applicable**GATA Conditions:**

None

Agency Adjustments / Explanation:

None

The time allowed for completing the actions, if applicable**GATA Conditions:**

None

Agency Adjustments / Explanation:

None

The method for requesting reconsideration of the additional requirements imposed**GATA Conditions:**

None

Agency Explanation:

Your assigned OCA Fiscal Monitor will review your ICQ responses and any associated risks during the next fiscal monitoring visit. No further action required at this time.

**Illinois Grant Accountability and Transparency
Notice of State Award****SPECIFIC CONDITIONS ASSIGNED TO GRANTEE - PROGRAMMATIC****The nature of the additional requirements****Agency Adjustments / Explanation:**

NO PROGRAMMATIC CONDITIONS

The reason why the additional requirements are being imposed**Agency Adjustments / Explanation:****The nature of the action needed to remove the additional requirement, if applicable****Agency Adjustments / Explanation:****The time allowed for completing the actions, if applicable****Agency Adjustments / Explanation:****The method for requesting reconsideration of the additional requirements imposed****Agency Explanation:**

Your assigned OCA CSBG Grant Manager will review your PRAQ responses and any associated risks during the next CSBG program monitoring visit. No further action required at this time.



Finance Resolution

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: FI-R-0025-26

Agenda Date: 1/20/2026

Agenda #: 10.E.

ADDITIONAL APPROPRIATION FOR THE
AGING CASE COORDINATION UNIT FUND PY26
ADULT PROTECTIVE SERVICES TECHNOLOGY MODERNIZATION GRANT
COMPANY 5000 - ACCOUNTING UNIT 1660
IN THE AMOUNT OF \$11,160
(Under the administrative direction of the Community Services Department)

WHEREAS, the County of DuPage, through the Community Services Department, heretofore accepted and appropriated the Aging Case Coordination Unit Fund PY26, Company 5000 - Accounting Unit 1660, pursuant to Resolution FI-R-0155-25, for the period of October 1, 2025 through September 30, 2026; and

WHEREAS, the County of DuPage, through the Community Services Department, has been notified by the Region II Area Agency on Aging that additional grant funds in the amount of \$11,160 (ELEVEN THOUSAND ONE HUNDRED SIXTY AND NO/100 DOLLARS) have been made available to be used to support the Case Coordination Program; and

WHEREAS, no additional County funds are required to receive this additional funding; and

WHEREAS, acceptance of this additional grant funding does not add any additional subsidy from the County; and

WHEREAS, the DuPage County Board finds that the need to appropriate said funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the appropriation relating to the Aging Case Coordination Unit Fund PY26, Company 5000 - Accounting Unit 1660, be increased by \$11,160 (ELEVEN THOUSAND ONE HUNDRED SIXTY AND NO/100 DOLLARS) as reflected on the attached budget sheet (ATTACHMENT I).

Enacted and approved this 27th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____
JEAN KACZMAREK, COUNTY CLERK

ATTACHMENT I

ADDITIONAL APPROPRIATION FOR THE
CASE COORDINATION UNIT FUND PY26
ADULT PROTECTIVE SERVICES TECHNOLOGY MODERNIZATION GRANT
COMPANY 5000 – ACCOUNTING UNIT 1660
\$11,160

REVENUE

41000-0002 - Federal Operating Grant - HHS \$ 11,160

TOTAL ANTICIPATED REVENUE \$ 11,160

EXPENDITURES

COMMODITIES

52100-0000 - I.T. Equipment-Small Value \$ 8,600

TOTAL COMMODITIES \$ 8,600

CONTRACTUAL

53260-0000 - Wireless Communication Svc \$ 2,560

TOTAL CONTRACTUAL \$ 2,560

TOTAL ADDITIONAL APPROPRIATION \$ 11,160



**GRANT AGREEMENT
BETWEEN
THE STATE OF ILLINOIS, Department on Aging
AND
DuPage County Department of Community Services**

The parties to this Grant Agreement (Agreement) are the State of Illinois (State), acting through the undersigned agency (Grantor) and DuPage County Department of Community Services (Grantee) (collectively, the "Parties" and individually, a "Party"). The Agreement, consisting of the signature page, the parts listed below, and any additional exhibits or attachments referenced in this Agreement, constitute the entire agreement between the Parties. No promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, are binding upon either Grantee or Grantor.

PART ONE – The Uniform Terms

Article I	Definitions
Article II	Award Information
Article III	Grantee Certifications and Representations
Article IV	Payment Requirements
Article V	Scope of Award Activities/Purpose of Award
Article VI	Budget
Article VII	Allowable Costs
Article VIII	Lobbying
Article IX	Maintenance and Accessibility of Records; Monitoring
Article X	Financial Reporting Requirements
Article XI	Performance Reporting Requirements
Article XII	Audit Requirements
Article XIII	Termination; Suspension; Non-compliance
Article XIV	Subcontracts/Subawards
Article XV	Notice of Change
Article XVI	Structural Reorganization and Reconstitution of Board Membership
Article XVII	Conflict of Interest
Article XVIII	Equipment or Property
Article XIX	Promotional Materials; Prior Notification
Article XX	Insurance
Article XXI	Lawsuits and Indemnification
Article XXII	Miscellaneous
Exhibit A	Project Description
Exhibit B	Deliverables or Milestones
Exhibit C	Contact Information
Exhibit D	Performance Measures and Standards
Exhibit E	Specific Conditions

PART TWO – Grantor-Specific Terms

PART THREE – Project-Specific Terms

Agreement No. APSTEC2239

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

Illinois Department on Aging

By: _____

Signature of Mary Killough, Director

By: _____

Signature of Designee

Date: _____

Printed Name: _____

Printed Title: _____

Designee

DuPage County Department of Community Services

By: _____

Signature of Authorized Representative

Date: 12/31/2025

Printed Name: Mary A. Keating

Printed Title: Director of Community Services

E-mail: mary.keating@dupagecounty.gov

By: _____

Signature of Rhonda Armstead, General Counsel

Date: _____

Printed Name: _____

Printed Title: _____

Second Grantor Approver

By: _____

Signature of Second Grantee Approver, if applicable

Date: _____

Printed Name: _____

Printed Title: _____

Second Grantee Approver
(optional at Grantee's discretion)

By: _____

Signature of Sarah Harris, Chief Financial Officer

Date: _____

Printed Name: _____

Printed Title: _____

Third Grantor Approver

PART ONE – THE UNIFORM TERMS

ARTICLE I DEFINITIONS

1.1. Definitions. Capitalized words and phrases used in this Agreement have the meanings stated in 2 CFR 200.1 unless otherwise stated below.

"Allowable Costs" has the same meaning as in 44 III. Admin. Code 7000.30.

"Award" has the same meaning as in 44 III. Admin. Code 7000.30.

"Budget" has the same meaning as in 44 III. Admin. Code 7000.30.

"Catalog of State Financial Assistance" or "CSFA" has the same meaning as in 44 III. Admin. Code 7000.30.

"Close-out Report" means a report from the Grantee allowing Grantor to determine whether all applicable administrative actions and required work have been completed, and therefore closeout actions can commence.

"Conflict of Interest" has the same meaning as in 44 III. Admin. Code 7000.30.

"Cooperative Research and Development Agreement" has the same meaning as in 15 USC 3710a.

"Direct Costs" has the same meaning as in 44 III. Admin. Code 7000.30.

"Financial Assistance" has the same meaning as in 44 III. Admin. Code 7000.30.

"GATU" has the same meaning as in 44 III. Admin. Code 7000.30.

"Grant Agreement" has the same meaning as in 44 III. Admin. Code 7000.30.

"Grantee Compliance Enforcement System" has the same meaning as in 44 III. Admin. Code 7000.30.

"Grant Funds" means the Financial Assistance made available to Grantee through this Agreement.

"Grantee Portal" has the same meaning as in 44 III. Admin. Code 7000.30.

"Indirect Costs" has the same meaning as in 44 III. Admin. Code 7000.30.

"Indirect Cost Rate" means a device for determining in a reasonable manner the proportion of Indirect Costs each Program should bear. It is a ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base. If reimbursement of Indirect Costs is allowable under an Award, Grantor will not reimburse those Indirect Costs unless Grantee has established an Indirect Cost Rate covering the applicable activities and period of time, unless Indirect Costs are reimbursed at a fixed rate.

"Indirect Cost Rate Proposal" has the same meaning as in 44 III. Admin. Code 7000.30.

"Obligations" has the same meaning as in 44 III. Admin. Code 7000.30.

"Period of Performance" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Prior Approval" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Profit" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Profit" is synonymous with the term "net revenue."

"Program" means the services to be provided pursuant to this Agreement. "Program" is used interchangeably with "Project."

"Program Costs" means all Allowable Costs incurred by Grantee and the value of the contributions made by third parties in accomplishing the objectives of the Award during the Term of this Agreement.

"Related Parties" has the meaning set forth in Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 850-10-20.

"SAM" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"State-issued Award" means the assistance that a grantee receives directly from a State agency. The funding source of the State-issued Award can be federal pass-through, State or a combination thereof. "State-issued Award" does not include the following:

- contracts issued pursuant to the Illinois Procurement Code that a State agency uses to buy goods or services from a contractor or a contract to operate State government-owned, contractor-operated facilities;
- agreements that meet the definition of "contract" under 2 CFR 200.1 and 2 CFR 200.331, which a State agency uses to procure goods or services but are exempt from the Illinois Procurement Code due to an exemption listed under 30 ILCS 500/1-10, or pursuant to a disaster proclamation, executive order, or any other exemption permitted by law;
- amounts received for services rendered to an individual;
- Cooperative Research and Development Agreements;
- an agreement that provides only direct cash assistance to an individual;
- a subsidy;
- a loan;
- a loan guarantee; or
- insurance.

"Illinois Stop Payment List" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unallowable Cost" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unique Entity Identifier" or "UEI" has the same meaning as in 44 Ill. Admin. Code 7000.30.

ARTICLE II AWARD INFORMATION

2.1. Term. This Agreement is effective on 12/01/2025 and expires on 03/31/2026 (the Term), unless terminated pursuant to this Agreement.

2.2. Amount of Agreement. Grant Funds (check one) ☒ must not exceed ☐ are estimated to be \$11,159.63, of which \$11,159.63 are federal funds. Grantee accepts Grantor's payment as specified in this ARTICLE.

2.3. Payment. Payment will be made as follows (see additional payment requirements in ARTICLE IV; additional payment provisions specific to this Award may be included in PART TWO or PART THREE):

Payment under this award will be made based upon reported expenditures using the Periodic Performance Report and the Periodic Financial Report. Payments will be issued monthly, with reporting due on the 15th of the month following the end of the previous month.

The Grantee shall submit to the Department the Periodic Performance and Periodic Financial Reports on the following dates:

- December 2025 reporting is due on January 15, 2026
- January 2026 reporting is due on February 15, 2026
- February 2026 reporting is due on March 15, 2026
- March 2026 reporting is due on April 15, 2026

IDoA reserves the right to adjust final payments based upon expenditures as reported and reconciled by the Grantee. The sum of all payments shall not exceed the total grant amount and shall not provide the Grantee with more funds than the total of reported expenditures.

Upon review and approval of the final reports, should IDoA determine funds were issued to the Grantee in excess of total expenditures, these funds shall be returned to IDoA within ten (10) calendar days of notification to the Grantee regarding the excess funds.

2.4. Award Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is 2401ILEJAP. The federal awarding agency is Department of Health and Human Services Administration for Community Living, and the Federal Award date is 05/30/2025. If applicable, the Assistance Listing Program Title is (EJAP) Adult Protective Services Formula Grants to States and Assistance Listing Number is 93.698. The Catalog of State Financial Assistance (CSFA) Number is 402-05-3751 and the CSFA Name is Adult Protective Services Technology Modernization Grant. If applicable, the State Award Identification Number (SAIN) is 3751-61828.

ARTICLE III GRANTEE CERTIFICATIONS AND REPRESENTATIONS

3.1. Registration Certification. Grantee certifies that: (i) it is registered with SAM and W7KRN7E54898 is Grantee's correct UEI; (ii) it is in good standing with the Illinois Secretary of State, if applicable; and (iii) Grantee has successfully completed the annual registration and prequalification through the Grantee Portal.

Grantee must remain current with these registrations and requirements. If Grantee's status with regard to any of these requirements changes, or the certifications made in and information provided in the uniform grant application changes, Grantee must notify Grantor in accordance with ARTICLE XV.

3.2. **Tax Identification Certification.** Grantee certifies that: **366006551** is Grantee's correct federal employer identification number (FEIN) or Social Security Number. Grantee further certifies, if applicable: (a) that Grantee is not subject to backup withholding because (i) Grantee is exempt from backup withholding, or (ii) Grantee has not been notified by the Internal Revenue Service (IRS) that Grantee is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Grantee that Grantee is no longer subject to backup withholding; and (b) Grantee is a U.S. citizen or other U.S. person. Grantee is doing business as a (check one).

- | | |
|--|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Pharmacy-Non-Corporate |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery Corp. |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Tax Exempt |
| <input type="checkbox"/> Corporation (includes Not for Profit) | <input type="checkbox"/> Limited Liability Company (select applicable tax classification) |
| <input type="checkbox"/> Medical Corporation | <input type="checkbox"/> P = partnership |
| <input checked="" type="checkbox"/> Governmental Unit | <input type="checkbox"/> C = corporation |
| <input type="checkbox"/> Estate or Trust | |

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.

3.3. **Compliance with Uniform Grant Rules.** Grantee certifies that it must adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200) and are incorporated herein by reference. 44 Ill. Admin. Code 7000.40(c)(1)(A). The requirements of 2 CFR Part 200 apply to the Grant Funds awarded through this Agreement, regardless of whether the original source of the funds is State or federal, unless an exception is noted in federal or State statutes or regulations. 30 ILCS 708/5(b).

3.4. **Representations and Use of Funds.** Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement must be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions will be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

3.5. **Specific Certifications.** Grantee is responsible for compliance with the enumerated certifications in this Paragraph to the extent that the certifications apply to Grantee.

(a) **Bribery.** Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor made an admission of guilt of such conduct which is a matter of record.

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 2012 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

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(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt.

(d) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or will participate in an international boycott in violation of the provision of the Anti-Boycott Act of 2018, Part II of the Export Control Reform Act of 2018 (50 USC 4841 through 4843), and the anti-boycott provisions set forth in Part 760 of the federal Export Administration Regulations (15 CFR Parts 730 through 774).

(e) **Discriminatory Club Dues or Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents or subsidizes or otherwise reimburses employees or agents for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/2).

(f) **Pro-Children Act.** Grantee certifies that it is in compliance with the Pro-Children Act of 2001 in that it prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education or library services to children under the age of eighteen (18) (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).

(g) **Drug-Free Workplace.** If Grantee is not an individual, Grantee certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than \$5,000, Grantee certifies it will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that if it is a recipient of federal pass-through funds, it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8103.

(h) **Motor Voter Law.** Grantee certifies that it is in full compliance with the terms and provisions of the National Voter Registration Act of 1993 (52 USC 20501 *et seq.*).

(i) **Clean Air Act and Clean Water Act.** Grantee certifies that it is in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 USC 7401 *et seq.*) and the Federal Water Pollution Control Act, as amended (33 USC 1251 *et seq.*).

(j) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment or permanent inclusion on the Illinois Stop Payment List, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal department or agency (2 CFR 200.205(a)), or by the State (30 ILCS 708/25(6)(G)).

(k) **Non-procurement Debarment and Suspension.** Grantee certifies that it is in compliance with Subpart C of 2 CFR Part 180 as supplemented by 2 CFR Part 376, Subpart C.

(l) **Health Insurance Portability and Accountability Act.** Grantee certifies that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Public Law No. 104-191, 45 CFR Parts 160, 162 and 164, and the Social Security Act, 42 USC 1320d-2 through 1320d-7), in that it may not use or disclose protected health information other than as permitted or required by law and agrees to use appropriate safeguards to prevent use or disclosure of the protected health information. Grantee must maintain, for a minimum of six (6) years, all protected health information.

(m) **Criminal Convictions.** Grantee certifies that:

(i) Neither it nor a managerial agent of Grantee (for non-governmental grantees only, this includes any officer, director or partner of Grantee) has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction; and

(ii) It must disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. Failure to disclose may result in remedial actions as stated in the Grant Accountability and Transparency Act. 30 ILCS 708/40. Additionally, if Grantee receives over \$10 million in total federal Financial Assistance, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix XII of 2 CFR Part 200, and 30 ILCS 708/40.

(n) **Federal Funding Accountability and Transparency Act of 2006 (FFATA).** Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101 with respect to Federal Awards greater than or equal to \$30,000. A FFATA subaward report must be filed by the end of the month following the month in which the award was made.

(o) **Illinois Works Review Panel.** For Awards made for public works projects, as defined in the Illinois Works Jobs Program Act, Grantee certifies that it and any contractor(s) or subcontractor(s) that performs work using funds from this Award, must, upon reasonable notice, appear before and respond to requests for information from the Illinois Works Review Panel. 30 ILCS 559/20-25(d).

(p) **Anti-Discrimination.** Grantee certifies that its employees and subcontractors under subcontract made pursuant to this Agreement, must comply 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: Illinois Human Rights Act (775 ILCS 5/1-101 *et seq.*), including, without limitation, 44 Ill. Admin. Code 750- Appendix A, which is incorporated herein; Public Works Employment Discrimination Act (775 ILCS 10/1 *et seq.*); Civil Rights Act of 1964 (as amended) (42 USC 2000a - 2000h-6); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Americans with Disabilities Act of 1990 (as amended) (42 USC 12101 *et seq.*); and the Age Discrimination Act of 1975 (42 USC 6101 *et seq.*).

(q) **Internal Revenue Code and Illinois Income Tax Act.** Grantee certifies that it complies with all provisions of the federal Internal Revenue Code (26 USC 1), the Illinois Income Tax Act (35 ILCS 5), and all regulations and rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

ARTICLE IV PAYMENT REQUIREMENTS

4.1. Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. Grantor may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (ii) the Governor or Grantor reserves funds, or (iii) the Governor or Grantor determines that funds will not or may not be available

for payment. Grantor must provide notice, in writing, to Grantee of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Paragraph will be effective upon the date of the written notice unless otherwise indicated.

4.2. Pre-Award Costs. Pre-award costs are not permitted unless specifically authorized by Grantor in **Exhibit A, PART TWO** or **PART THREE** of this Agreement. If they are authorized, pre-award costs must be charged to the initial Budget Period of the Award, unless otherwise specified by Grantor. 2 CFR 200.458.

4.3. Return of Grant Funds. Grantee must liquidate all Obligations incurred under the Award within forty-five (45) days of the end of the Period of Performance, or in the case of capital improvement Awards, within forty-five (45) days of the end of the time period the Grant Funds are available for expenditure or obligation, unless Grantor permits a longer period in **PART TWO OR PART THREE**. Grantee must return to Grantor within forty-five (45) days of the end of the applicable time period as set forth in this Paragraph all remaining Grant Funds that are not expended or legally obligated.

4.4. Cash Management Improvement Act of 1990. Unless notified otherwise in **PART TWO** or **PART THREE**, Grantee must manage federal funds received under this Agreement in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 *et seq.*) and any other applicable federal laws or regulations. 2 CFR 200.305; 44 Ill. Admin. Code 7000.120.

4.5. Payments to Third Parties. Grantor will have no liability to Grantee when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in good faith when it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.

4.6. Modifications to Estimated Amount. If the Agreement amount is established on an estimated basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes Grantee will not use the funds during the Term, (ii) Grantor believes Grantee has used Grant Funds in a manner that was not authorized by this Agreement, (iii) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (iv) the Governor or Grantor reserves funds, or (v) the Governor or Grantor determines that funds will or may not be available for payment. Grantee will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by Grantee under **Exhibit A** may be reduced accordingly. Grantor must pay Grantee for work satisfactorily performed prior to the date of the notice regarding adjustment. 2 CFR 200.308.

4.7. Interest.

(a) All interest earned on Grant Funds held by a Grantee or a subrecipient will be treated in accordance with 2 CFR 200.305(b)(12), unless otherwise provided in **PART TWO** or **PART THREE**. Grantee and its subrecipients must remit annually any amount due in accordance with 2 CFR 200.305(b)(12) or to Grantor, as applicable.

(b) Grant Funds must be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR 200.305(b)(10), (b)(11).

4.8. Timely Billing Required. Grantee must submit any payment request to Grantor within fifteen (15) days of the end of the quarter, unless another billing schedule is specified in **ARTICLE II, PART TWO**, or **PART THREE**. Failure to submit such payment request timely will render the amounts billed Unallowable Costs which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request

timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.

4.9. Certification. Pursuant to 2 CFR 200.415, each invoice and report submitted by Grantee (or subrecipient) must contain the following certification by an official authorized to legally bind Grantee (or subrecipient):

By signing this report [or payment request or both], I certify to the best of my knowledge and belief that the report [or payment request] is true, complete, and accurate; that the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the State or federal pass-through award; and that supporting documentation has been submitted as required by the grant agreement. I acknowledge that approval for any other expenditure described herein is considered conditional subject to further review and verification in accordance with the monitoring and records retention provisions of the grant agreement. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812; 30 ILCS 708/120).

ARTICLE V SCOPE OF AWARD ACTIVITIES/PURPOSE OF AWARD

5.1. Scope of Award Activities/Purpose of Award. Grantee must perform as described in this Agreement, including as described in Exhibit A (Project Description), Exhibit B (Deliverables or Milestones), and Exhibit D (Performance Measures and Standards), as applicable. Grantee must further comply with all terms and conditions set forth in the Notice of State Award (44 Ill. Admin. Code 7000.360) which is incorporated herein by reference. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in PART TWO (Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in PART THREE (Project-Specific Terms).

5.2. Scope Revisions. Grantee must obtain Prior Approval from Grantor whenever a scope revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b)(2). All requests for scope revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.

5.3. Specific Conditions. If applicable, specific conditions required after a risk assessment are included in Exhibit E. Grantee must adhere to the specific conditions listed therein. 44 Ill. Admin. Code 7000.340(e).

ARTICLE VI BUDGET

6.1. Budget. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein by reference.

6.2. Budget Revisions. Grantee must obtain Prior Approval, whether mandated or discretionary, from

Grantor whenever a Budget revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b). All requests for Budget revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval.

6.3. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached. 44 Ill. Admin. Code 7000.370(b)(7).

ARTICLE VII ALLOWABLE COSTS

7.1. Allowability of Costs; Cost Allocation Methods. The allowability of costs and cost allocation methods for work performed under this Agreement will be determined in accordance with 2 CFR Part 200 Subpart E and Appendices III, IV, V, and VII.

7.2. Indirect Cost Rate Submission.

(a) All grantees, except for Local Education Agencies (as defined in 34 CFR 77.1), must make an Indirect Cost Rate election in the Grantee Portal, even grantees that do not charge or expect to charge Indirect Costs. 44 Ill. Admin. Code 7000.420(e).

(i) Waived and *de minimis* Indirect Cost Rate elections will remain in effect until Grantee elects a different option.

(b) Grantee must submit an Indirect Cost Rate Proposal in accordance with federal and State regulations, in a format prescribed by Grantor. For grantees who have never negotiated an Indirect Cost Rate before, the Indirect Cost Rate Proposal must be submitted for approval no later than three months after the effective date of the Award. For grantees who have previously negotiated an Indirect Cost Rate, the Indirect Cost Rate Proposal must be submitted for approval within 180 days of Grantee's fiscal year end, as dictated in the applicable appendices, such as:

(i) Appendix VII to 2 CFR Part 200 governs Indirect Cost Rate Proposals for state and Local Governments and Indian Tribes,

(ii) Appendix III to 2 CFR Part 200 governs Indirect Cost Rate Proposals for public and private institutions of higher education,

(iii) Appendix IV to 2 CFR Part 200 governs Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, and

(iv) Appendix V to 2 CFR Part 200 governs state/Local Government-wide Central Service Cost Allocation Plans.

(c) A grantee who has a current, applicable rate negotiated by a cognizant federal agency must provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the federal government and a copy of all documentation regarding the allocation methodology for costs used to negotiate that rate, e.g., without limitation, the cost policy statement or disclosure narrative statement. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.

(d) A grantee who does not have a current negotiated rate, may elect to charge a *de minimis* rate up to 15 percent of modified total direct costs, which may be used indefinitely. No documentation is required to justify the *de minimis* Indirect Cost Rate. 2 CFR 200.414(f).

7.3. **Transfer of Costs.** Cost transfers between Grants, whether as a means to compensate for cost overruns or for other reasons, are unallowable. 2 CFR 200.451.

7.4. **Commercial Organization Cost Principles.** The federal cost principles and procedures for cost analysis and the determination, negotiation and allowance of costs that apply to commercial organizations are set forth in 48 CFR Part 31.

7.5. **Financial Management Standards.** The financial management systems of Grantee must meet the following standards:

(a) **Accounting System.** Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state- and federally funded Program. Accounting records must contain information pertaining to State and federal pass-through awards, authorizations, Obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. To comply with 2 CFR 200.305(b)(9) and 30 ILCS 708/97, Grantee must use reasonable efforts to ensure that funding streams are delineated within Grantee's accounting system. 2 CFR 200.302.

(b) **Source Documentation.** Accounting records must be supported by such source documentation as canceled checks, bank statements, invoices, paid bills, donor letters, time and attendance records, activity reports, travel reports, contractual and consultant agreements, and subaward documentation. All supporting documentation must be clearly identified with the Award and general ledger accounts which are to be charged or credited.

(i) The documentation standards for salary charges to Grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the Grantee's organization.

(ii) If records do not meet the standards in 2 CFR 200.430, then Grantor may notify Grantee in **PART TWO, PART THREE** or **Exhibit E** of the requirement to submit personnel activity reports. 2 CFR 200.430(g)(8). Personnel activity reports must account on an after-the-fact basis for one hundred percent (100%) of the employee's actual time, separately indicating the time spent on the Award, other grants or projects; vacation or sick leave, and administrative time, if applicable. The reports must be signed by the employee, approved by the appropriate official, and coincide with a pay period. These time records must be used to record the distribution of salary costs to the appropriate accounts no less frequently than quarterly.

(iii) Formal agreements with independent contractors, such as consultants, must include a description of the services to be performed, the period of performance, the fee and method of payment, an itemization of travel and other costs which are chargeable to the agreement, and the signatures of both the contractor and an appropriate official of Grantee.

(iv) If third party in-kind (non-cash) contributions are used for Award purposes, the valuation of these contributions must be supported with adequate documentation.

(c) **Internal Control.** Grantee must maintain effective control and accountability for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement. 2 CFR 200.303.

(d) **Budget Control.** Grantee must maintain records of expenditures for each Award by the cost categories of the approved Budget (including Indirect Costs that are charged to the Award), and actual expenditures are to be compared with budgeted amounts at least quarterly.

(e) **Cash Management.** Requests for advance payment must be limited to Grantee's immediate cash needs. Grantee must have written procedures to minimize the time elapsing between the receipt and the disbursement of Grant Funds to avoid having excess funds on hand. 2 CFR 200.305.

7.6. **Profits.** It is not permitted for any person or entity to earn a Profit from an Award. *See, e.g.,* 2 CFR 200.400(g); *see also* 30 ILCS 708/60(a)(7).

7.7. **Management of Program Income.** Grantee is encouraged to earn income to defray Program Costs where appropriate, subject to 2 CFR 200.307.

ARTICLE VIII LOBBYING

8.1. **Improper Influence.** Grantee certifies that it will not use and has not used Grant Funds to influence or attempt to influence an officer or employee of any government agency or a member or employee of the State or federal legislature in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

8.2. **Federal Form LLL.** If any federal funds, other than federally appropriated funds, were paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Agreement, the undersigned must also complete and submit Federal Form LLL, Disclosure of Lobbying Activities Form, in accordance with its instructions.

8.3. **Lobbying Costs.** Grantee certifies that it is in compliance with the restrictions on lobbying set forth in 2 CFR 200.450. For any Indirect Costs associated with this Agreement, total lobbying costs must be separately identified in the Program Budget and thereafter treated as other Unallowable Costs.

8.4. **Procurement Lobbying.** Grantee warrants and certifies that it and, to the best of its knowledge, its subrecipients have complied and will comply with Illinois Executive Order No. 1 (2007) (EO 1-2007). EO 1-2007 generally prohibits grantees and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments, if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

8.5. **Subawards.** Grantee must include the language of this ARTICLE in the award documents for any subawards made pursuant to this Award at all tiers. All subrecipients are also subject to certification and disclosure. Pursuant to Appendix II(I) to 2 CFR Part 200, Grantee must forward all disclosures by contractors regarding this certification to Grantor.

8.6. **Certification.** This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 USC 1352. Any

person who fails to file the required certifications will be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

ARTICLE IX MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

9.1. Records Retention. Grantee must maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.334, unless a different retention period is specified in 2 CFR 200.334, 44 Ill. Admin. Code 7000.430(a) and (b) or **PART TWO** or **PART THREE**. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

9.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.337 and 44 Ill. Admin. Code 7000.430(f), must make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, Grantor's Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by federal statute. Grantee must cooperate fully in any such audit or inquiry.

9.3. Failure to Maintain Books and Records. Failure to maintain adequate books, records and supporting documentation, as described in this ARTICLE, will result in the disallowance of costs for which there is insufficient supporting documentation and also establishes a presumption in favor of the State for the recovery of any Grant Funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

9.4. Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable state and federal requirements and to assure its performance expectations are being achieved. Grantor will monitor the activities of Grantee to assure compliance with all requirements, including applicable programmatic rules, regulations, and guidelines that the Grantor promulgates or implements, and performance expectations of the Award. Grantee must timely submit all financial and performance reports, and must supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by Program needs. 2 CFR 200.329; 200.332. Additional monitoring requirements may be in **PART TWO** or **PART THREE**.

ARTICLE X FINANCIAL REPORTING REQUIREMENTS

10.1. Required Periodic Financial Reports. Grantee must submit financial reports as requested and in the format required by Grantor no later than the dues date(s) specified in **PART TWO** or **PART THREE**. Grantee must submit reports to Grantor describing the expenditure(s) of the funds related thereto at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in either **PART TWO** or **PART THREE** (approved as an exception by GATU) or on **Exhibit E** pursuant to specific conditions. 2 CFR 200.328(b). Any report required by 30 ILCS 708/125 may be detailed in **PART TWO** or **PART THREE**.

10.2. Financial Close-out Report.

(a) Grantee must submit a financial Close-out Report, in the format required by Grantor, by the due date specified in **PART TWO** or **PART THREE**, which must be no later than sixty (60) calendar days following the end of the Period of Performance for this Agreement or Agreement termination. The format of this financial Close-out Report must follow a format prescribed by Grantor. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

(b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee must submit a new financial Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.345; 44 Ill. Admin. Code 7000.450.

10.3. **Effect of Failure to Comply.** Failure to comply with the reporting requirements in this Agreement may cause a delay or suspension of funding or require the return of improper payments or Unallowable Costs and will be considered a material breach of this Agreement. Grantee's failure to comply with ARTICLE X, ARTICLE XI, or ARTICLE XVII will be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding. Grantee should refer to the State Grantee Compliance Enforcement System for policy and consequences for failure to comply. 44 Ill. Admin. Code 7000.80.

ARTICLE XI PERFORMANCE REPORTING REQUIREMENTS

11.1. **Required Periodic Performance Reports.** Grantee must submit performance reports as requested and in the format required by Grantor no later than the due date(s) specified in **PART TWO** or **PART THREE**. 44 Ill. Admin. Code 7000.410. Grantee must report to Grantor on the performance measures listed in **Exhibit D, PART TWO** or **PART THREE** at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in either **PART TWO** or **PART THREE** (approved as an exception by GATU), or on **Exhibit E** pursuant to specific conditions. For certain construction-related Awards, such reports may be exempted as identified in **PART TWO** or **PART THREE**. 2 CFR 200.329.

11.2. **Performance Close-out Report.** Grantee must submit a performance Close-out Report, in the format required by Grantor by the due date specified in **PART TWO** or **PART THREE**, which must be no later than 60 calendar days following the end of the Period of Performance or Agreement termination. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

11.3. **Content of Performance Reports.** Pursuant to 2 CFR 200.329(b) and (c), all performance reports must relate the financial data and project or program accomplishments to the performance goals and objectives of this Award and also include the following: a comparison of actual accomplishments to the objectives of the Award established for the reporting period (for example, comparing costs to units of accomplishment); computation of the cost and demonstration of cost effective practices (e.g., through unit cost data); performance trend data and analysis if required; the reasons why established goals were not met, if appropriate; and additional information, analysis, and explanation of any cost overruns or higher-than-expected unit costs. Additional content and format guidelines for the performance reports will be determined by Grantor contingent on the Award's statutory, regulatory and administrative requirements, and are included in **PART TWO** or **PART THREE** of this Agreement.

ARTICLE XII AUDIT REQUIREMENTS

Agreement No. APSTEC2239

12.1. **Audits.** Grantee is subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules and policies set forth by the Governor's Office of Management and Budget. 30 ILCS 708/65(c); 44 Ill. Admin. Code 7000.90.

12.2. **Consolidated Year-End Financial Reports (CYEFR).** All grantees must complete and submit a CYEFR through the Grantee Portal, except those exempted by federal or State statute or regulation, as set forth in **PART TWO** or **PART THREE**. The CYEFR is a required schedule in Grantee's audit report if Grantee is required to complete and submit an audit report as set forth herein.

(a) Grantee's CYEFR must cover the same period as the audited financial statements, if required, and must be submitted in accordance with the audit schedule at 44 Ill. Admin. Code 7000.90. If Grantee is not required to complete audited financial statements, the CYEFR must cover Grantee's fiscal year and must be submitted within 6 months of the Grantee's fiscal year-end.

(b) The CYEFR must include an in relation to opinion from the auditor of the financial statements included in the audit.

(c) The CYEFR must follow a format prescribed by Grantor.

12.3. **Entities That Are Not "For-Profit".**

(a) This Paragraph applies to Grantees that are not "for-profit" entities.

(b) **Single and Program-Specific Audits.** If, during its fiscal year, Grantee expends at least \$1,000,000 in federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit report packet must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90(h)(1) and the current GATA audit manual and submitted to the Federal Audit Clearinghouse, as required by 2 CFR 200.512. The results of peer and external quality control reviews, management letters issued by the auditors and their respective corrective action plans if significant deficiencies or material weaknesses are identified, and the CYEFR(s) must be submitted to the Grantee Portal at the same time the audit report packet is submitted to the Federal Audit Clearinghouse. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) **Financial Statement Audit.** If, during its fiscal year, Grantee expends less than \$1,000,000 in federal Awards, Grantee is subject to the following audit requirements:

(i) If, during its fiscal year, Grantee expends at least \$750,000 in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS). Grantee may be subject to additional requirements in **PART TWO**, **PART THREE** or **Exhibit E** based on Grantee's risk profile.

(ii) If, during its fiscal year, Grantee expends less than \$750,000 in State-issued Awards, but expends at least \$500,000 in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).

(iii) If Grantee is a Local Education Agency (as defined in 34 CFR 77.1), Grantee must have a financial statement audit conducted in accordance with GAGAS, as required by 23 Ill. Admin. Code 100.110, regardless of the dollar amount of expenditures of State-issued Awards.

Agreement No. APSTEC2239

(iv) If Grantee does not meet the requirements in subsections 12.3(b) and 12.3(c)(i-iii) but is required to have a financial statement audit conducted based on other regulatory requirements, Grantee must submit those audits for review.

(v) Grantee must submit its financial statement audit report packet, as set forth in 44 Ill. Admin. Code 7000.90(h)(2) and the current GATA audit manual, to the Grantee Portal within the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) six (6) months after the end of Grantee's audit period.

12.4. "For-Profit" Entities.

(a) This Paragraph applies to Grantees that are "for-profit" entities.

(b) Program-Specific Audit. If, during its fiscal year, Grantee expends at least \$1,000,000 in federal pass-through funds from State-issued Awards, Grantee must have a program-specific audit conducted in accordance with 2 CFR 200.507. The auditor must audit federal pass-through programs with federal pass-through Awards expended that, in the aggregate, cover at least 50 percent (0.50) of total federal pass-through Awards expended. The audit report packet must be completed as described in 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90 and the current GATA audit manual, and must be submitted to the Grantee Portal. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than \$1,000,000 in federal pass-through funds from State-issued Awards, Grantee must follow all of the audit requirements in Paragraphs 12.3(c)(i)-(v), above.

(d) Publicly Traded Entities. If Grantee is a publicly traded company, Grantee is not subject to the single audit or program-specific audit requirements, but must submit its annual audit conducted in accordance with its regulatory requirements.

12.5. Performance of Audits. For those organizations required to submit an independent audit report, the audit must be conducted by the Illinois Auditor General (as required for certain governmental entities only), or a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois or in accordance with Section 5.2 of the Illinois Public Accounting Act (225 ILCS 450/5.2). For all audits required to be performed subject to GAGAS or Generally Accepted Auditing Standards, Grantee must request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter. Grantee must follow procedures prescribed by Grantor for the preparation and submission of audit reports and any related documents.

12.6. Delinquent Reports. When audit reports or financial statements required under this ARTICLE are prepared by the Illinois Auditor General, if they are not available by the above-specified due date, they must be provided to Grantor within thirty (30) days of becoming available. Grantee should refer to the State Grantee Compliance Enforcement System for the policy and consequences for late reporting. 44 Ill. Admin. Code 7000.80.

**ARTICLE XIII
TERMINATION; SUSPENSION; NON-COMPLIANCE**

13.1. Termination.

Agreement No. APSTEC2239

(a) Either Party may terminate this Agreement, in whole or in part, upon thirty (30) calendar days' prior written notice to the other Party.

(b) If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.340(a)(3).

(c) This Agreement may be terminated, in whole or in part, by Grantor:

(i) Pursuant to a funding failure under Paragraph 4.1;

(ii) If Grantee fails to comply with the terms and conditions of this or any Award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any Award; or

(iii) If the Award no longer effectuates the Program goals or agency priorities and if this termination is permitted in the terms and conditions of the Award, which must be detailed in Exhibit A, PART TWO or PART THREE.

13.2. Suspension. Grantor may suspend this Agreement, in whole or in part, pursuant to a funding failure under Paragraph 4.1 or if the Grantee fails to comply with terms and conditions of this or any Award. If suspension is due to Grantee's failure to comply, Grantor may withhold further payment and prohibit Grantee from incurring additional Obligations pending corrective action by Grantee or a decision to terminate this Agreement by Grantor. Grantor may allow necessary and proper costs that Grantee could not reasonably avoid during the period of suspension.

13.3. Non-compliance. If Grantee fails to comply with the U.S. Constitution, applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on Grantee, as described in 2 CFR 200.208. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.339. The Parties must follow all Grantor policies and procedures regarding non-compliance, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 44 Ill. Admin. Code 7000.80 and 7000.260.

13.4. Objection. If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 2 CFR 200.342; 44 Ill. Admin. Code 7000.80 and 7000.260.

13.5. Effects of Suspension and Termination.

(a) Grantor may credit Grantee for allowable expenditures incurred in the performance of authorized services under this Agreement prior to the effective date of a suspension or termination.

(b) Except as set forth in subparagraph (c), below, Grantee must not incur any costs or Obligations that require the use of Grant Funds after the effective date of a suspension or termination and must cancel as many outstanding Obligations as possible.

(c) Costs to Grantee resulting from Obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless Grantor expressly authorizes them in the notice of suspension or termination or subsequently. However, Grantor may allow costs during a suspension or after termination if:

(i) The costs result from Obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated prematurely. 2 CFR 200.343.

13.6. Close-out of Terminated Agreements. If this Agreement is terminated, in whole or in part, the Parties must comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.340(d).

ARTICLE XIV SUBCONTRACTS/SUBAWARDS

14.1. Subcontracting/Subrecipients/Delegation. Grantee must not subcontract nor issue a subaward for any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The requirement for Prior Approval is satisfied if the subcontractor or subrecipient has been identified in the uniform grant application, such as, without limitation, a Project description, and Grantor has approved. Grantee must follow all applicable requirements set forth in 2 CFR 200.332.

14.2. Application of Terms. If Grantee enters into a subaward agreement with a subrecipient, Grantee must notify the subrecipient of the applicable laws and regulations and terms and conditions of this Award by attaching this Agreement to the subaward agreement. The terms of this Agreement apply to all subawards authorized in accordance with Paragraph 14.1. 2 CFR 200.101(b).

14.3. Liability as Guaranty. Grantee will be liable as guarantor for any Grant Funds it obligates to a subrecipient or subcontractor pursuant to this ARTICLE in the event Grantor determines the funds were either misspent or are being improperly held and the subrecipient or subcontractor is insolvent or otherwise fails to return the funds. 2 CFR 200.345; 30 ILCS 705/6; 44 Ill. Admin. Code 7000.450(a).

ARTICLE XV NOTICE OF CHANGE

15.1. Notice of Change. Grantee must notify Grantor if there is a change in Grantee's legal status, FEIN, UEI, SAM registration status, Related Parties, senior management (for non-governmental grantees only) or address. If the change is anticipated, Grantee must give thirty (30) days' prior written notice to Grantor. If the change is unanticipated, Grantee must give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).

15.2. Failure to Provide Notification. To the extent permitted by Illinois law (see Paragraph 21.2), Grantee must hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee's failure to notify Grantor as required by Paragraph 15.1.

15.3. Notice of Impact. Grantee must notify Grantor in writing of any event, including, by not limited to, becoming a party to litigation, an investigation, or transaction that may have a material impact on Grantee's

ability to perform under this Agreement. Grantee must provide notice to Grantor as soon as possible, but no later than five (5) days after Grantee becomes aware that the event may have a material impact.

15.4. Effect of Failure to Provide Notice. Failure to provide the notice described in this ARTICLE is grounds for termination of this Agreement and any costs incurred after the date notice should have been given may be disallowed.

ARTICLE XVI STRUCTURAL REORGANIZATION AND RECONSTITUTION OF BOARD MEMBERSHIP

16.1. Effect of Reorganization. This Agreement is made by and between Grantor and Grantee, as Grantee is currently organized and constituted. Grantor does not agree to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee must give Grantor prior notice of any such action or changes significantly affecting its overall structure or, for non-governmental grantees only, management makeup (for example, a merger or a corporate restructuring), and must provide all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. Grantor reserves the right to terminate the Agreement based on whether the newly organized entity is able to carry out the requirements of the Award. This ARTICLE does not require Grantee to report on minor changes in the makeup of its board membership or governance structure, as applicable. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE constitutes a material breach of this Agreement.

ARTICLE XVII CONFLICT OF INTEREST

17.1. Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to Grantor. 2 CFR 200.112; 30 ILCS 708/35.

17.2. Prohibited Payments. Payments made by Grantor under this Agreement must not be used by Grantee to compensate, directly or indirectly, any person currently holding an elective office in this State including, but not limited to, a seat in the General Assembly. In addition, where Grantee is not an instrumentality of the State of Illinois, as described in this Paragraph, Grantee must request permission from Grantor to compensate, directly or indirectly, any officer or any person employed by an office or agency of the State of Illinois. An instrumentality of the State of Illinois includes, without limitation, State departments, agencies, boards, and State universities. An instrumentality of the State of Illinois does not include, without limitation, units of Local Government and related entities.

17.3. Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 17.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption, and that Grantor may grant an such exemption subject to additional terms and conditions as Grantor may require.

ARTICLE XVIII EQUIPMENT OR PROPERTY

Agreement No. APSTEC2239

18.1. Purchase of Equipment. For any equipment purchased in whole or in part with Grant Funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439, the costs for such equipment will be disallowed. Grantor must notify Grantee in writing that the purchase of equipment is disallowed.

18.2. Prohibition against Disposition/Encumbrance. Any equipment, material, or real property that Grantee purchases or improves with Grant Funds must not be sold, transferred, encumbered (other than original financing) or otherwise disposed of during the Award Term without Prior Approval of Grantor unless a longer period is required in **PART TWO** or **PART THREE** and permitted by 2 CFR Part 200 Subpart D. Use or disposition of real property acquired or improved using Grant Funds must comply with the requirements of 2 CFR 200.311. Real property, equipment, and intangible property that are acquired or improved in whole or in part using Grant Funds are subject to the provisions of 2 CFR 200.316. Grantor may require the Grantee to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with this Award and that use, and disposition conditions apply to the property.

18.3. Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property, the cost of which was supported by Grant Funds. Any waiver from such compliance must be granted by either the President's Office of Management and Budget, the Governor's Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.327 to establish procedures to use Grant Funds for the procurement of supplies and other expendable property, equipment, real property and other services.

18.4. Equipment Instructions. Grantee must obtain disposition instructions from Grantor when equipment, purchased in whole or in part with Grant Funds, is no longer needed for their original purpose. Notwithstanding anything to the contrary contained in this Agreement, Grantor may require transfer of any equipment to Grantor or a third party for any reason, including, without limitation, if Grantor terminates the Award or Grantee no longer conducts Award activities. Grantee must properly maintain, track, use, store and insure the equipment according to applicable best practices, manufacturer's guidelines, federal and state laws or rules, and Grantor requirements stated herein.

18.5. Domestic Preferences for Procurements. In accordance with 2 CFR 200.322, to the greatest extent practicable and consistent with law, Grantee must, under this Award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this Paragraph must be included in all subawards and in all contracts and purchase orders under this Award.

ARTICLE XIX PROMOTIONAL MATERIALS; PRIOR NOTIFICATION

19.1. Promotional and Written Materials. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). To use Grant Funds in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, these uses must be allowable under 2 CFR 200.421 and 200.467 and Grantee must include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase "Funding provided in whole or in part by the [Grantor]." 2 CFR 200.467. Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.

19.2. Prior Notification/Release of Information. Grantee must notify Grantor ten (10) days prior to issuing public announcements or press releases concerning work performed pursuant to this Agreement or

funded in whole or in part by this Agreement and must cooperate with Grantor in joint or coordinated releases of information.

**ARTICLE XX
INSURANCE**

20.1. Maintenance of Insurance. Grantee must maintain in full force and effect during the Term of this Agreement casualty and bodily injury insurance, as well as insurance sufficient to cover the replacement cost of any and all real or personal property (including equipment), or both, purchased or otherwise acquired, or improved in whole or in part, with funds disbursed pursuant to this Agreement. 2 CFR 200.310. Additional insurance requirements may be detailed in **PART TWO** or **PART THREE**.

20.2. Claims. If a claim is submitted for real or personal property, or both, purchased in whole with funds from this Agreement and such claim results in the recovery of money, such money recovered must be surrendered to Grantor.

**ARTICLE XXI
LAWSUITS AND INDEMNIFICATION**

21.1. Independent Contractor. Neither Grantee nor any employee or agent of Grantee acquires any employment rights with Grantor by virtue of this Agreement. Grantee must provide the agreed services and achieve the specified results free from the direction or control of Grantor as to the means and methods of performance. Grantee must provide its own equipment and supplies necessary to conduct its business; provided, however, that in the event, for its convenience or otherwise, Grantor makes any such equipment or supplies available to Grantee, Grantee's use of such equipment or supplies provided by Grantor pursuant to this Agreement is strictly limited to official Grantor or State of Illinois business and not for any other purpose, including any personal benefit or gain.

21.2. Indemnification and Liability.

(a) **Non-governmental entities.** This subparagraph applies only if Grantee is a non-governmental entity. Grantee must hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys' fees, arising from the intentional torts, negligence or breach of contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor. Indemnification by Grantor is governed by the State Employee Indemnification Act (5 ILCS 350/.01 *et seq.*) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

(b) **Governmental entities.** This subparagraph applies only if Grantee is a governmental unit as designated in Paragraph 3.2. Neither Party shall be liable for actions chargeable to the other Party under this Agreement including, but not limited to, the negligent acts and omissions of the other Party's agents, employees or subcontractors in the performance of their duties as described under this Agreement, unless such liability is imposed by law. This Agreement is not construed as seeking to enlarge or diminish any obligation or duty owed by one Party against the other or against a third party.

**ARTICLE XXII
MISCELLANEOUS**

22.1. Gift Ban. Grantee is prohibited from giving gifts to State employees pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/10-10) and Illinois Executive Order 15-09.

22.2. Assignment Prohibited. This Agreement must not be sold, assigned, or transferred in any manner by Grantee, to include an assignment of Grantee's rights to receive payment hereunder, and any actual or attempted sale, assignment, or transfer by Grantee without the Prior Approval of Grantor in writing renders this Agreement null, void and of no further effect.

22.3. Copies of Agreements upon Request. Grantee must, upon request by Grantor, provide Grantor with copies of contracts or other agreements to which Grantee is a party with any other State agency.

22.4. Amendments. This Agreement may be modified or amended at any time during its Term by mutual consent of the Parties, expressed in writing and signed by the Parties.

22.5. Severability. If any provision of this Agreement is declared invalid, its other provisions will remain in effect.

22.6. No Waiver. The failure of either Party to assert any right or remedy pursuant to this Agreement will not be construed as a waiver of either Party's right to assert such right or remedy at a later time or constitute a course of business upon which either Party may rely for the purpose of denial of such a right or remedy.

22.7. Applicable Law; Claims. This Agreement and all subsequent amendments thereto, if any, are governed and construed in accordance with the laws of the State of Illinois. Any claim against Grantor arising out of this Agreement must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1 *et seq.* Grantor does not waive sovereign immunity by entering into this Agreement.

22.8. Compliance with Law. Grantee is responsible for ensuring that Grantee's Obligations and services hereunder are performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules, including but not limited to 44 Ill. Admin. Code Part 7000, laws and rules which govern disclosure of confidential records or other information obtained by Grantee concerning persons served under this Agreement, and any license requirements or professional certification provisions.

22.9. Compliance with Freedom of Information Act. Upon request, Grantee must make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the Freedom of Information Act. 5 ILCS 140/7(2).

22.10. Compliance with Whistleblower Protections. Grantee must comply with the Whistleblower Act (740 ILCS 174/1 *et seq.*) and the whistleblower protections set forth in 2 CFR 200.217, including but not limited to, the requirement that Grantee and its subrecipients inform their employees in writing of employee whistleblower rights and protections under 41 U.S.C. 4712.

22.11. Precedence.

(a) Except as set forth in subparagraph (b), below, the following rules of precedence are controlling for this Agreement: In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement controls. In the event there is a conflict between **PART ONE** and **PART TWO** or **PART THREE** of this Agreement, **PART ONE** controls. In the event there is a conflict between **PART TWO** and **PART THREE** of this Agreement, **PART TWO** controls. In the event there is a

conflict between this Agreement and relevant statute(s) or rule(s), the relevant statute(s) or rule(s) controls.

(b) Notwithstanding the provisions in subparagraph (a), above, if a relevant federal or state statute(s) or rule(s) requires an exception to this Agreement's provisions, or an exception to a requirement in this Agreement is granted by GATU, such exceptions must be noted in **PART TWO** or **PART THREE**, and in such cases, those requirements control.

22.12. Illinois Grant Funds Recovery Act. In the event of a conflict between the Illinois Grant Funds Recovery Act and the Grant Accountability and Transparency Act, the provisions of the Grant Accountability and Transparency Act control. 30 ILCS 708/80.

22.13. Headings. Articles and other headings contained in this Agreement are for reference purposes only and are not intended to define or limit the scope, extent or intent of this Agreement or any provision hereof.

22.14. Counterparts. This Agreement may be executed in one or more counterparts, each of which are considered to be one and the same agreement, binding on all Parties hereto, notwithstanding that all Parties are not signatories to the same counterpart. Duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document are deemed original for all purposes.

22.15. Attorney Fees and Costs. Unless prohibited by law, if Grantor prevails in any proceeding to enforce the terms of this Agreement, including any administrative hearing pursuant to the Grant Funds Recovery Act or the Grant Accountability and Transparency Act, Grantor has the right to recover reasonable attorneys' fees, costs and expenses associated with such proceedings.

22.16. Continuing Responsibilities. The termination or expiration of this Agreement does not affect: (a) the right of Grantor to disallow costs and recover funds based on a later audit or other review; (b) the obligation of the Grantee to return any funds due as a result of later refunds, corrections or other transactions, including, without limitation, final Indirect Cost Rate adjustments and those funds obligated pursuant to ARTICLE XIV; (c) the CYEFR(s); (d) audit requirements established in 44 Ill. Admin. Code 7000.90 and ARTICLE XII; (e) property management and disposition requirements established in 2 CFR 200.310 through 2 CFR 200.316 and ARTICLE XVIII; or (f) records related requirements pursuant to ARTICLE IX. 44 Ill. Admin. Code 7000.440.

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EXHIBIT A

PROJECT DESCRIPTION

Award Instrument: Grant
Project Period: 12/01/2025-03/31/2026
Budget Period: 12/01/2025-03/31/2026
CSFA: 402-05-3751

Funding under the Department on Aging, Advocacy and Prevention Services for the Adult Protective Services division will include reimbursement for all qualifying technology upgrades and/or additions. The objective of this grant is to assist service providers with the costs of updating the technology within their agency.

EXHIBIT B

DELIVERABLES OR MILESTONES

These technology upgrades and additions may include, but are not limited to laptop computers, tablets (including cords, chargers, and cases), software programs, cellular phones (including cords, chargers, and cases), security devices and systems, and any other technologies that may assist providers by increasing APS staff efficiency while in the field serving clients.

All participating providers agree to follow the reporting guidelines listed in Article II: 2.3 Payment information which includes monthly reporting for the duration of this grant.

The Grantee shall submit to the Department the Periodic Performance and Periodic Financial Reports on the following dates:

- December 2025 reporting is due on January 15, 2026
- January 2026 reporting is due on February 15, 2026
- February 2026 reporting is due on March 15, 2026
- March 2026 reporting is due on April 15, 2026

EXHIBIT C

CONTACT INFORMATION

CONTACTS FOR NOTIFICATION AND GRANT ADMINISTRATION:

Unless specified elsewhere, all notices required or desired to be sent by either Party must be sent to the persons listed below. Grantee must notify Grantor of any changes in its contact information listed below within five (5) business days from the effective date of the change, and Grantor must notify Grantee of any changes to its contact information as soon as practicable. The Party making a change must send any changes in writing to the contact for the other Party. No amendment to this Agreement is required if information in this Exhibit is changed.

FOR OFFICIAL GRANT NOTIFICATIONS

GRANTOR CONTACT

Name: Brian Pastor

Title: Division Manager

Address: 1 Natural Resources Way
Suite 100
Springfield, IL 62702

GRANTEE CONTACT

Name: Natasha Belli

Title: Administrator of Senior Services

Address: 421 N. County Farm Rd.
Wheaton, IL 60187

GRANTEE PAYMENT ADDRESS

(If different than the address above)

Address:

FOR GRANT ADMINISTRATION

<u>GRANTOR CONTACT</u>	<u>GRANTEE CONTACT</u>
Name: Brian Pastor	Name: Natasha Belli
Title: Division Manager	Title: Administrator of Senior Services
Address: 1 Natural Resources Way Suite 100 Springfield, IL 62702	Address: 421 N. County Farm Rd. Wheaton, IL 60174
Phone: 217-558-3917	Phone: 630-407-6498
TTY#:	TTY#:
E-mail Address: Brian.Pastor@illinois.gov	E-mail Address: natasha.belli@dupagecounty.gov

EXHIBIT D

PERFORMANCE MEASURES AND STANDARDS

By requesting or receiving funds under this award, the recipient assures that all awarded funding will only be used for qualifying technology purchases and/or upgrades, technology software, and security device/system additions to assist their APS staff as specified within the grant description. Technology purchases will benefit the Adult Protective Services program within their agency following the terms and conditions of this award. Grant funding must only be used for Adult Protective Services technology solutions and may not be used for other programs that an agency may operate. Large purchases, defined as one single item purchased at a cost to the grantee that exceeds \$5,000, may not be submitted for reimbursement within this award.

EXHIBIT E

SPECIFIC CONDITIONS

Grantor may remove (or reduce) a Specific Condition included in this Exhibit by providing written notice to the Grantee, in accordance with established procedures for removing a Specific Condition.

N/A

PART TWO –GRANTOR-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE**, Grantor has the following additional requirements for its Grantee:

N/A

PART THREE –PROJECT-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE** and Grantor-Specific Terms in **PART TWO**, Grantor has the following additional requirements for this Project:

N/A



Change Order

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0350

Agenda Date: 1/20/2026

Agenda #: 16.A.

HS-P-0007A-25
AMENDMENT TO RESOLUTION HS-P-0007-25
ISSUED TO TEEN PARENT CONNECTION
TO INCREASE ENCUMBRANCE \$25,000
AND EXTEND CONTRACT THROUGH MARCH 31, 2026

(Under the administrative direction of the Community Services Department)

WHEREAS, Resolution HS-P-0007-25 was approved and adopted by the County Board on February 11, 2025; and

WHEREAS, the Human Services Committee recommends changes as stated in the Change Order Notice to County Contract 7521-0001 SERV, issued to the Teen Parent Connection, to provide car seats, diapers formula, wipes and car seat safety training, to increase the contract encumbrance by \$25,000, resulting in an amended contract total of \$65,000, and to extend the contract through March 31, 2026, under the Community Services Block Grant.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract 7521-0001 SERV, issued to Teen Parent Connection, to provide car seats, diapers formula, wipes and car seat safety training, to increase the contract encumbrance by \$25,000, resulting in an amended contract total of \$65,000 and to extend the contract through March 31, 2026.

Enacted and approved this 27th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____
JEAN KACZMAREK, COUNTY CLERK

HS 1/20
FI + CB 1/27

REQUEST FOR CHANGE ORDER FORM

Procurement Services Division
Revised 10-01-2025

Date: Dec 19, 2025

File ID #:

Purchase Order #: 7521	Original Purchase Order Date: 01/01/2025	Change Order #: 1	Department: Community Services
Vendor Name: Teen Parent Connection		Vendor #: 11603	Dept. Contact: Gina Strafford-Ahmed
Action Requested and Reason for Change Order Request: Increase line 1 by \$25,000 and extend the contract to 03/31/2026. There is a budget modification for CSBG grant. More fund can be given to Teen Parent Connection to support more people.			

IN ACCORDANCE WITH 720 ILCS 5/33E-9

- ☒ (A) Were not reasonably foreseeable at the time the contract was signed.
- ☒ (B) The change is germane to the original contract as signed.
- ☒ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting Contract Value	\$40,000.00
B	Net \$ Change for Previous Change Order	
C	Current Contract Amount (A + B)	\$40,000.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$25,000.00
E	New Contract Amount (C + D)	\$65,000.00
F	Cumulative Change Order Amount (B + D)	\$25,000.00
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	62.50%

DECISION MEMO NOT REQUIRED - Check Applicable Box(es)

- ☐ Cancel Entire Order ☐ Close Contract ☐ Contract Extension (≤59 Days) ☐ Update Budget Code
- ☐ Change Budget Code From: _____ to: _____
- ☐ Increase/Decrease Quantity From: _____ to: _____
- ☐ Price Shows: _____ should be: _____ ☐ Move Funds Between Lines
- ☐ Decrease Remaining Encumbrance and Close Contract ☐ Increase Encumbrance and Close Contract ☐ Decrease Encumbrance ☒ Increase Encumbrance

DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below

- ☒ Contract Extension Greater Than 59 Days From 12/31/2025 to 03/31/2026 ☐ Cancel Contract
- ☒ Cumulative Increase Greater Than \$10,000 (Row 'F' Above) ☐ Other - Explain In Summary Explanation Box Below

Summary Explanation - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

Subgrantee expended current grant award efficiently and requested additional funding if available. They provided data of a demonstrated need for a funding increase for the infant pantry and program support needs to ensure the car seat program had the proper equipment to train parents on car seat installation.

Original Source Selection/Vetting Information - Describe method used to select source; for instance, bid, RFP, sole source, etc.

CSBG grant requires that funding be determined by our Needs Assessment. Data from our 2024 DuPage County Community Services Needs Assessment supports funding for car seats and infant pantry items.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve increase of \$25,000 to serve an additional 250 children and increase car safety for children.
2. Do not approve and risk families not have diapers, formula and car seats for infants.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number

APPROVALS - Initials Only

Lan Nguyen

6131

Dec 19, 2025

Prepared By

Phone Ext.

Date

Recommended for Approval

Phone Ext.

Date

Reviewed by Procurement Officer

Date

Completed by Buyer

Date

AMENDMENT TO AGREEMENT BETWEEN
THE COUNTY OF DUPAGE AND TEEN PARENT CONNECTION FOR COMMUNITY
SERVICE BLOCK GRANT FUNDS

The following amendments are attached and made a part of the contract between the COUNTY OF DUPAGE, ILLINOIS ("COUNTY") and TEEN PARENT CONNECTION (the "SUBGRANTEE"), and shall be considered a part of a certain Agreement entitled "AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND TEEN PARENT CONNECTION FOR COMMUNITY SERVICE BLOCK GRANT FUNDS," and with the amendments included herein, shall constitute the entire Agreement between the parties.

A. In lieu of Section I of the Agreement, titled "Statement of Purpose," it is agreed that the following paragraph is hereby substituted:

The COUNTY has applied for and received federal Community Service Block Grant ("CSBG") Funds as provided by the Community Services Block Grant Program Act (42 U.S.C.A. § 9901, *et. seq.*) and administered by the Illinois Department of Commerce and Economic Opportunity ("DCEO"), pursuant to Illinois Economic Opportunity Act (20 ILCS 625/1 *et. seq.*). SUBGRANTEE desires and hereby elects to participate as a SUBGRANTEE of the aforesaid CSBG Funds allocated to COUNTY. COUNTY has considered and approved the application of the SUBGRANTEE and hereby agrees to distribute to SUBGRANTEE funding in the amount and under the conditions hereafter provided.

B. In lieu of Section II of the Agreement, titled "Statement of Purpose," it is agreed that the following is hereby substituted:

In consideration of receiving CSBG funds from the COUNTY, the SUBGRANTEE shall perform the following activities for the benefit of the COUNTY in a timely fashion:

1. SUBGRANTEE will conduct outreach and marketing to notify community of program;
2. SUBGRANTEE will determine eligibility, complete CSBG intake and enroll participants in the program;
3. SUBGRANTEE will serve any resident of DuPage County, no DuPage County village or city boundary restriction;
4. SUBGRANTEE will conduct car seat safety education sessions;
5. SUBGRANTEE will provide up to 70 car seats or booster seats;
6. SUBGRANTEE will provide diapers, wipes, supplemental food, and formula for approximately 790 households;
7. SUBGRANTEE will maintain client file which shall contain proof of client's 30-day income, residency, proof of household members, copy of car seat warranty information card and proof of completion of safety education session;
8. SUBGRANTEE will submit client intakes to COUNTY within 30 days of entering the program;
9. SUBGRANTEE will Participate in the DuPage County CSBG Community Needs Assessment via client surveys, focus groups, client data and agency/board surveys;

10. SUBGRANTEE will provide COUNTY their annual audit and documentation of enrollment with SAMS.GOV along with the Unique Entity ID;
11. SUBGRANTEE will bill COUNTY at least quarterly for services, bill must provide detail of costs;
12. SUBGRANTEE will complete annual 211dupage.gov update by 5/1/25;
13. SUBGRANTEE will comply with all assurances as further detailed in Exhibit "A," attached hereto and incorporated herein as part of this Agreement.

C. In lieu of Section III of the Agreement, titled "Amount of Grant," it is agreed that the following paragraph is hereby substituted:

The COUNTY shall grant SUBGRANTEE, as full payment for all activities to be performed by SUBGRANTEE pursuant to this AGREEMENT, a maximum compensation of \$65,000.00. Invoices must be submitted at least quarterly, by April 15th, July 15th, October 15th, January 16, 2026 and must include supporting documentation for expenses billed. All 70 car seat clients must be documented to be paid in full. The final invoice must be submitted no later than March 31, 2026.

IN THE WITNESS, WHEREOF, each party to this Amendment has caused it to be executed on the date(s) indicated below.

County of DuPage
("COUNTY")

Teen Parent Connection
("SUBGRANTEE")

Signature on File

SIGNED: _____

SIGNED: _____

BY: _____

BY: Becky Beilfuss

TITLE: _____

TITLE: Executive Director

DATE: _____

DATE: 12/19/2025



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Teen Parent Connection
CONTACT PERSON:	Becky Beilfuss, Executive Director
CONTACT EMAIL:	BeckyB@teenparentconnection.org

Section II: Procurement Ordinance Requirements

Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the County, shall provide to the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. The contractor, union, or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors, and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

Has the Bidder made contributions as described above?

- ☐ Yes
☒ No

If "Yes", complete the required information in the table below.

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE

All contractors and vendors who have obtained or are seeking contracts with the County shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

☐ Yes

☒ No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner;
- 30 days prior to the optional renewal of any contract;
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text of the County's Ethics Ordinance is available at:

[Ethics | DuPage Co. IL](#)

The full text of the County's Procurement Ordinance is available at:

[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Signature on File

Printed Name: Becky Beilfuss Signature: _____

Title: Executive Director Date: 12/22/2026



HS Resolution

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: HS-R-0003-26

Agenda Date: 1/20/2026

Agenda #: 16.D.

ACCEPTANCE OF THE DUPAGE COUNTY 2026 ANNUAL ACTION PLAN ELEMENT OF THE DUPAGE COUNTY 2025-2029 CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT
(First Reading)

To view this document in its entirety, please use this link:

[Planning and Reporting | DuPage Co, IL](https://www.dupagecounty.gov/government/departments/community_services/municipalities_and_non-profits/community_development_commission/planning_and_reporting_documents.php)

[<https://www.dupagecounty.gov/government/departments/community_services/municipalities_and_non-profits/community_development_commission/planning_and_reporting_documents.php>](https://www.dupagecounty.gov/government/departments/community_services/municipalities_and_non-profits/community_development_commission/planning_and_reporting_documents.php)

(Listed under "Action Plan" Heading as "2026 Action Plan-Draft")

WHEREAS, DuPage County has participated in the Community Development Block Grant program since 1975; and

WHEREAS, DuPage County has participated in the Emergency Shelter Grant program since 1987; and

WHEREAS, The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 ("Hearth Act"), enacted into law on May 20, 2009, consolidated three of the separate homeless assistance programs administered by the U.S. Department of Housing and Urban Development ("HUD") under the McKinney-Vento Homeless Assistance Act into a single grant program, and revised the Emergency Shelter Grant program and renamed it as the Emergency Solutions Grant ("ESG") program; and

WHEREAS, DuPage County has participated in the HOME Investment Partnership program since 1992; and

WHEREAS, these programs will provide an approximate total of \$5.5 million in new Federal funding to DuPage County in 2026, and the county will also have available approximately an additional \$531,000 in anticipated income and reallocated funds from previous years, said funds being available for Housing and Community Development activities benefiting low- and moderate-income persons, the homeless, and persons with Special needs; and

WHEREAS, a requirement of these programs is the preparation of a Consolidated Plan for Housing and Community Development (ConPlan); and

WHEREAS, the 2025-2029 ConPlan was adopted by the DuPage County Board on February 11, 2025 by Resolution HS-R-0004-25; and

WHEREAS, the 2026 Action Plan element of the ConPlan, listing activities to be funded in the 2026 program year is required; and

WHEREAS, the 2026 Action Plan projects were approved by the Dupage Community Development Commission Executive Committee and HOME Advisory Group on December 2, 2025 and by the DuPage County Human Services Committee on January 20, 2026; and

WHEREAS, a public hearing was held on January 14, 2026 and a 30-day public comment period will be completed on February 2, 2026, in accordance with federal regulations governing the development of consolidated plans, all comments will be included in the final draft of the ConPlan along with responses to

these comments.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board hereby accepts for First Reading the 2026 Action Plan Element of the DuPage County Consolidated Plan for Housing and Community Development, which is incorporated by reference with this resolution; with the understanding that approval of the document will take place at the Second Reading scheduled for a later date; and

BE IT FURTHER RESOLVED that the County Clerk be directed to send a certified copy of this Resolution to Community Development Commission.

Enacted and approved this 27th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



**DUPAGE
COUNTY**

**Community
Development**
630-407-6600
Fax: 630-407-6601

Family Center
422 N. County Farm Rd.
Wheaton, IL 60187
630-407-2450
Fax: 630-407-2451

**Housing Supports
and Self-Sufficiency**
630-407-6500
Fax: 630-407-6501

Intake and Referral
630-407-6500
Fax: 630-407-6501

Senior Services
630-407-6500
Fax: 630-407-6501



COMMUNITY SERVICES

630-407-6500
Fax: 630-407-6501
csprograms@dupagecounty.gov

www.dupagecounty.gov/community

TO: Greg Schwarze, Chairman and Committee Members
Human Services Committee

FROM: Mary A. Keating, Director,
Department of Community Services

DATE: January 9, 2026

SUBJECT: Draft 2026 Annual Action Plan

On December 2, 2025, the Community Development Commission Executive Committee and the HOME Advisory Group approved the 2026 funding recommendations.

Action Requested: The CDC Exec Committee and HOME Advisory Group recommend approval of the draft 2026 Annual Action Plan to proceed through the completion process.

Details: The 2026 Annual Action Plan outlines specific projects to be undertaken with 2026 Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships (HOME) funds. The CDBG and ESG projects identified in the 2026 Action Plan were approved by the CDC Executive Committee on December 2, 2025. HOME projects currently listed in the 2026 Action Plan were identified through priority needs established under the ConPlan as well as discussions with Subrecipients administering the Tenant-Based Rental Assistance Program. All HOME projects recommended for funding require applications and significant underwriting review to be completed prior to recommendation to the HOME Advisory Group. Prior to entering into a HOME Agreement, the HOME Advisory Group must approve staff's recommendation.

The draft 2026 Annual Action Plan is currently out for public comment, with an end date scheduled for February 2, 2026. A public hearing is scheduled for January 14, 2026. A draft of the 2026 Annual Action Plan can be found on our website at [Planning and Reporting \(dupagecounty.gov\)](http://PlanningandReporting.dupagecounty.gov) under the Action Plan drop down option. The approval schedule is outlined below:

01/03/2026 – Start of public comment period
01/14/2026 – Public Hearing
01/20/2026 – Draft Plan to the Human Services Committee
01/27/2026 – First reading by the County Board
02/02/2026 – End of public comment period
02/10/2026 – Final approval by County Board

The Annual Action Plan will be submitted to HUD for approval once the actual funding amounts are received. This timeframe has not been identified by HUD and may take several weeks to several months before the plan can be adjusted and submitted for approval. The CDC will follow the contingency provisions included within the Annual Action Plan and the DuPage County Citizen Participation Plan to amend the Plan, if funding amounts are less than or greater than estimated amounts included. Per the Citizen Participation Plan, if actual funding is not within 25% of the estimated funding reflected in the Annual Action Plan, an additional public hearing and public comment period will take place.

2026 FUNDING RECOMMENDATIONS SUMMARY

2026 Planning Assumptions	
CDBG	\$3,703,858.00
ESG	\$286,929.00
Total Entitlements	\$3,990,787.00
<i>Rollover of Unobligated Funds and Program Income</i>	\$212,467.00
Total Available	\$4,203,254.00

Category	CDBG	ESG	Notes
Neighborhood Investment	\$2,315,570.00		<p>The CDC received a total of 15 applications seeking funding in program years 2025 and 2026. Seven applicants requested funding in 2026.</p> <p>Four projects are recommended for funding in 2026. One FY2025 B-List project remains as an alternate project, should increased funding be allocated by HUD or other projects are unable to move forward. Three projects which sought FY2026 funding are not recommended for funding or as alternates.</p>
Public Facilities	\$434,984.00		The CDC received four applications seeking program year 2026 funding. Three of the four are recommended for funding. One is not recommended for funding.
Public Services	\$425,000.00		<p>The CDC received a total of five applications seeking funding in program years 2025 and 2026.</p> <p>Three projects are recommended for 2026 funding. One applicant is not recommended as the application did not meet the minimum required CDBG need of \$60K.</p>
Single Family Rehab			Prior year resources remain available to support the SFR Program.
CDBG Administration & Planning	\$740,771.00		20% regulatory cap
HMIS		\$46,596.00	Set-aside for Homeless Management Information System
Emergency Shelters		\$150,057.00	The CDC received a total of three applications seeking ESG funding in 2026 for emergency shelter projects. Two are recommended for funding and one is not recommended.
Homelessness Prevention		\$46,657.00	One applicant applied for an HP project seeking funding in 2026 and is recommended for funding.
Street Outreach		\$22,100.00	One applicant applied for a SO project seeking funding in 2026 and is recommended for funding.
ESG Administration & Planning		\$21,519.00	7.5% regulatory cap
Total	\$3,916,325.00	\$286,929.00	\$4,203,254.00

2025-2026 Neighborhood Investment Projects - CDBG											
Applicant	Project	Total Costs	CDBG Request	Score	Year 1 Recs. (2025)	Year 2 Recs. (2026)	Year 3 Recs. (2027)	Year 4 Recs. (2028)	Year 5 Recs. (2029)	*B-List (Pending Project Cancellation OR Additional Available Funds)	Notes
Village of Glendale Heights	Jill Ct - Marilyn Ave Water Main Improvements	\$930,190	\$600,000	50	\$600,000						
Village of Addison	Rozanne, Lenore, Mavis Water Main Replacement & Resurfacing	\$2,393,055	\$600,000	50	\$600,000						
City of West Chicago	York Ave Area Water Main & Street Rehabilitation	\$3,297,369	\$600,000	45	\$600,000						
City of Warrenville	Shaw Drive Street Rehabilitation	\$1,570,292	\$600,000	39	\$600,000						
Village of Bensenville	Hillside & Glendale, Brookwood & Medinah, Franzen & Eastview Streetlights	\$629,685	\$600,000	39	B-List	\$515,570					Was a B-List for PY2025. Recommended for funding in PY2026. Contingent upon proof of corrective actions in response to FY24 audit findings being implemented by Village, expected by 12/31/2025.
Village of Villa Park	Twin Lakes Water Main Improvements	\$675,000	\$600,000	32	B-List					\$600,000	
City of Wheaton	Roosevelt Road Water Main Replacement	\$628,050	\$548,050	28	\$0						
Roselle Park District	Goose Lake Park Pond and Walking Path Improvements	\$400,000	\$400,000	20	\$0						
Village of Bensenville	Belmont Ave, Addison St, Center St Roadway & Watermain Improvements	\$3,312,000	\$600,000	51		\$600,000					Contingent upon proof of corrective actions in response to FY24 audit findings being implemented by Village, expected by 12/31/2025.
Village of Glendale Heights	Jacobsen Ave & Van Meter Water Main Replacement	\$2,388,588	\$600,000	45		\$600,000					Was a B-List for PY2026. Recommended for funding in PY2026.
Village of Addison	Natalie & Natoma Water Main Replacement & Resurfacing	\$2,874,451	\$600,000	44		\$600,000					Was a B-List for PY2026. Recommended for funding in PY2026.
Hanover Park Park District	Hollywood Park Improvements	\$424,906	\$300,000	40		\$0					Awarded CDBG-CV funding, no longer eligible for CDBG funds.
Village of Roselle	Central Meacham Creek Drainage Improvements - Manary Park	\$265,300	\$225,600	39.5		\$0					
DuPage County DOT	Willowbrook Corners Sidewalk and Lighting	\$1,474,800	\$500,000	35		\$0					
Village of Villa Park	NW Area Sidewalk Improvements	\$660,000	\$600,000	28		\$0					
Totals		\$21,923,685	\$7,973,650		\$2,400,000	\$2,315,570	\$0	\$0	\$0	\$600,000	

All recommendations are contingent upon level CDBG funding by the U.S. Department of Housing and Urban Development (HUD). *B-List projects will only move forward in the event year 1 or year 2 projects are unable to move forward and/or additional funding is available. Projects identified as B-List projects are not guaranteed funding.

2025-2029 Public Facilities - CDBG					Recommendations					*B-List (Pending Project Cancellation OR Additional Available Funds)
Applicant	Project	Funds Requested	Total Project Cost	Score	Year 1 Recs. (2025)	Year 2 Recs. (2026)	Year 3 Recs. (2027)	Year 4 Recs. (2028)	Year 5 Recs. (2029)	
DuPage and South Suburbs Habitat for Humanity	Office Renovation	\$150,000.00	\$150,000.00	58		\$150,000.00				
DuPage Health Coalition dba Access DuPage	DuPage Health Coalition Capital Improvement Project	\$174,734.00	\$249,620.00	77		\$174,734.00				
Xilin Association	Xilin Association Community Center	\$600,000.00	\$750,000.00	42						
Little Friends, Inc	Six Unit CILA Rehabilitation	\$110,250.00	\$138,190.00	57		\$110,250.00				
Total		\$1,034,984	\$1,287,810		\$0	\$434,984	\$0	\$0	\$0.00	\$0.00

All recommendations are contingent upon level CDBG funding by the U.S. Department of Housing and Urban Development (HUD). *B-List projects will only move forward in the event year 5 projects are unable to move forward and/or additional funding is available. Projects identified as B-List projects are not guaranteed funding.

Public Services - CDBG					
Applicant	Project	Total Costs	CDBG Request	2026 Recommendation	Score
Catholic Charities, Diocese of Joliet	Emergency Services/Homeless Prevention/Rapid Rehousing and Daybreak Transitional Housing	\$1,490,240.00	\$165,000.00	\$165,000.00	112.00
Peoples Resource Center	Homelessness Prevention	\$2,294,279.00	\$100,000.00	\$100,000.00	109.50
DuPage County Community Services	Housing Supports HRU	\$765,943.00	\$160,000.00	\$160,000.00	105.00
*DuPage Homeownership Center dba HOME DuPage Inc	Foreclosure Prevention Program/Counselor in the Court	\$402,000.00	\$32,000.00	\$0.00	106.00
Total		\$4,952,462	\$457,000	\$425,000	

Applications were solicited for 2025 and 2026 program year funding. 2026 funding recommendations are contingent upon receipt of funds from HUD and receipt of required requested updated information/documentation from each applicant.

**Project did not meet the minimum CDBG request requirement of \$60,000.*

Emergency Solutions Grant (ESG)		Total Costs	ESG Request	2026 Recommendation	Score
Catholic Charities, Diocese of Joliet	Kathy Paulsen Hope House	\$619,582	\$50,000	\$50,000	111.00
DuPage Pads	Street Outreach	\$254,273.00	\$94,944.00	\$22,100	106
DuPage County Community Services	HMIS	\$315,539.00	\$46,596.00	\$46,596	105
DuPage County Community Services	DPC Emergency Solutions Grant Program (HP)	\$634,250.00	\$50,000.00	\$46,657	105
DuPage Pads	Interim Housing	\$3,401,085.00	\$210,000.00	\$100,057	98
Family Shelter Services of Metropolitan Family Services	Shelter Services for Domestic Violence Survivors	\$3,837,613.00	\$110,700.00	\$0	79
Total		\$9,062,342	\$562,240	\$265,410	

ES & SO cannot exceed 60% of FY grant year funds (24 CFR 576.100(b)(1)).

Applications were solicited for 2025 and 2026 program year funding. 2026 funding recommendations are contingent upon receipt of funds from HUD and receipt of required requested updated information/documentation from each applicant.



Care Center Requisition \$30,000 and Over

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: HS-P-0004-26

Agenda Date: 1/20/2026

Agenda #: 9.A.

AWARDING RESOLUTION ISSUED TO
HENRY SCHEIN, INC.
FOR ALCO CLASSIC EXPANDABLE DECK BEDS
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT \$223,904.00)

WHEREAS, the County of DuPage by virtue of its power set forth in the Counties Code (55 ILCS 5/1-1001 *et seq.*) is authorized to enter into this Agreement; and

WHEREAS, pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/2), the County is authorized to enter into a Joint Purchasing Agreement for Alco classic expandable deck beds; and

WHEREAS, pursuant to the Intergovernmental Agreement between the County of DuPage and OMNIA Partners, the County of DuPage will contract with Henry Schein, Inc.; and

WHEREAS, the Human Services Committee recommends County Board approval for the issuance of a contract to Henry Schein, Inc. for Alco classic expandable deck beds, for the period of January 28, 2026 through November 30, 2026, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for Alco classic expandable deck beds, for the period of January 28, 2026 through November 30, 2026, for the DuPage Care Center, be, and it is hereby approved for issuance of a contract by the Procurement Division to Henry Schein, Inc., 135 Duryea Road, Melville, New York 11747, for a contract total amount not to exceed \$223,904.00, per contract pursuant to the OMNIA Partners Contract #2021002973.

Enacted and approved this 27th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



Procurement Review Comprehensive Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 26-0232	RFP, BID, QUOTE OR RENEWAL #: 1969269	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$223,904.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 01/20/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$223,904.00
	CURRENT TERM TOTAL COST: \$223,904.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Henry Schein, Incorporated	VENDOR #: 19276	DEPT: DuPage Care Center	DEPT CONTACT NAME: Vinit Patel
VENDOR CONTACT: Joseph Maltese	VENDOR CONTACT PHONE: 313-515-3308	DEPT CONTACT PHONE #: 630-784-4273	DEPT CONTACT EMAIL: vinit.patel@dupagecounty.gov
VENDOR CONTACT EMAIL: joseph.maltese@henryschein.com	VENDOR WEBSITE:	DEPT REQ #: 7556	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract for Alco Classic expandable deck beds for the DuPage Care Center for units 3N & 2N, for the period January 28, 2026 through November 30, 2026, for a contract total not to exceed \$223,904. (Omnia Partners contract #2021002973)			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Replacement beds for 3N and 2N neighborhoods			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required. COOPERATIVE (DPC2-352), GOVERNMENT JOINT PURCHASING ACT (30ILCS525) OR GSA SCHEDULE PRICING

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. quote 1969269 and OMNIA Partners
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1) Approve contract for replacement Alco Classic expandable deck beds for the 3North and 2North Neighborhoods. 2) Do not approve contract for replacement Alco Classic expandable deck beds for the 3North and 2North Neighborhoods, however, they will not match the existing beds that were previously purchased and also would result in a higher cost, due to other vendors not being part of a Cooperative, Joint Purchasing.

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement.
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Henry Schein, Incorporated	Vendor#: 19276	Dept: DuPage Care Center	Division:
Attn: Joseph Maltese	Email: joseph.maltese@henryschein.com	Attn: Vinit Patel	Email: vinit.patel@dupagecounty.gov
Address: 135 Duryea Road	City: Melville	Address: 400 N. County Farm Road	City: Wheaton
State: New York	Zip: 11747	State: IL	Zip: 60187
Phone: 313-515-3308	Fax:	Phone: 630-784-4273	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Henry Schein, Incorporated	Vendor#: 19276	Dept: DuPage Care Center	Division:
Attn:	Email:	Attn: Vinit Patel	Email: vinit.patel@dupagecounty.gov
Address: PO Box 360920	City: Pittsburgh	Address: 400 N. County Farm Road	City: Wheaton
State: PA	Zip: 15251-6920	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-784-4273	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): January 28, 2026	Contract End Date (PO25): November 30, 2026

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1		394695	102 Alco classic expandable deck beds for the DuPage Care Center	FY26	1200	2075	54110		223,904.00	223,904.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 223,904.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Recommendation for the approval of a contract for Alco Classic expandable deck beds for the DuPage Care Center for units 3N & 2N, for the period January 27, 2026 through November 30, 2026, for a contract total not to exceed \$223,904.00. (Omnia Partners contract #2021002973)
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. January 20, 2026 Human Services Committee January 27, 2026 County Board
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Color is Walnut
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

01/06/2026

QUOTE# 1969269

Presented to: jde 1288817
DuPage Care Center
400 North County Farm Road
Wheaton, IL 60187-2517
Omnia Contract #2021002973

From: Joe Maltese
Henry Schein Medical
joe.maltese@henryschein.com
313-515-3308

Qty	Part #	Description	Ea price	Extended
102	394695	ALCO CLASSIC, EXPANDABLE DECK BED, 600LB	\$1,484	\$151,368
102	394951	42" CLASSIC STYLE HEAD/FOOT BOARD SET THERMAFOIL OPTION WITH FOOTBOARD CONTROLS COLOR: WALNUT *** INCLUDES FOOTBOARD CONTROLS ***	\$ 237	\$24,174
102	394949	SOFT TOUCH SIDE RAILS PAIR	\$ 205	\$20,910
102	394946	UNDER BED LIGHTING/SHINC	\$ 151	\$15,402
1		Shipping Charges	\$8,690	\$8,690
RAMP AND INSIDE DELIVERY THROUGH DOOR 5 OF THE CARE CENTER (LOCATED ON THE WEST SIDE OF THE FACILITY) *				
** DUE TO THE LARGE QUANTITY, THERE WILL BE 2 TRUCKS DELIVERING THESE UNITS				
1		INSTALLATION & ASSEMBLY	\$3,360	\$3,360
INCLUDES: INSTALLATION OF HEAD/FOOT BOARDS, INSTALLATION OF SOFT TOUCH RAILS (ATTACH WITH E-RINGS), INSTALLATION OF CORNER MATTRESS RETAINERS. DISPOSE OF PACKAGING MATERIALS				
Sub-Total				\$223,904

Buyer:

Seller:

Henry Schein Medical

By: _____

By: _____

Date: _____

Date: _____



As a result of Request for Proposal # 2018AO UC San Diego Medical and Surgical Supplies, attached hereto as Attachment A (the "RFP"), this Master Agreement ("Master Agreement" or "Agreement") to furnish certain goods ("Goods") and services ("Services") described herein and in the documents referenced herein is made by and between The Regents of the University of California, a California public corporation ("UC") on behalf of the University of California, San Diego and Henry Schein Medical, a division of Henry Schein, Inc. ("Supplier"). This Agreement is binding only if it is negotiated and executed by an authorized representative with the proper delegation of authority.

1. Statement of Work

Supplier agrees to provide the Goods and Services referenced in the Scope of Work section of Attachment A, the Catalog Discount Program attached hereto as Attachment B, the Market Basket attached hereto as Attachment C, and any other documents referenced in the Incorporated Documents section herein (the "Incorporated Documents"), at the prices set forth therein and any other documents referenced in the Incorporated Documents section herein. Unless otherwise provided in this Agreement, UC will not be obligated to purchase a minimum amount of Goods and/or Services from Supplier.

2. Cooperative Purchasing

Supplier agrees to extend Goods and/or Services to public agencies (state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies") registered with OMNIA Partners, Public Sector ("Participating Public Agencies") under the terms of this Agreement. All contractual administration (e.g. terms, conditions, extensions, and renewals) will remain UC's responsibility except as outlined in the above referenced RFP \ Operational issues, fiduciary responsibility, payment issues and liabilities, and disputes involving individual Participating Public Agencies will be addressed, administered, and resolved by each Participating Public Agency.

3. Term of Agreement

The initial term of the Agreement will be from July 9, 2021 and through January 31, 2026 ("Initial Term") and is subject to earlier termination as provided below. UC and Supplier may renew the Agreement for 3 successive 1 -year periods upon mutual written agreement (each, a "Renewal Term"). The Initial Term and any Renewal Term shall collectively be referred to as (the "Term").

4. Purchase Order; Advance Payments

Unless otherwise provided in the Agreement, Supplier may not begin providing Goods and/or Services until UC approves a Purchase Order for the Goods and/or Services.

5. Pricing, Invoicing Method, and Settlement Method and Terms

Refer to Attachment B, Attachment C or Purchase Order for Pricing. Each UC Location will specify the Invoicing Method and Payment Options that will apply, taking into account the operational capabilities of Supplier and the UC Location. See UC's Procure to Pay Standards <http://www.ucop.edu/procurement-services/files/Matrix%20for%20website.pdf> for the options that will be considered. In the case of systemwide agreements, each UC Location will specify these terms in a Statement of Work or Purchase Order, as the case may be.

As a UC San Diego supplier payment will be issued via Virtual Credit Card. Virtual Credit Card is a card-less Visa credit card product. Credit card number and credentials are emailed to your selected Accounts Receivable contact. Terms are net 10 days. Standard credit card processing fees apply. For more information on this payment method refer to <https://ipps.ucsd.edu/supplier-resources/goods-services/payments/virtual-card.html>



For non-systemwide agreements, the Invoicing Method, and Settlement Method and Terms are addressed below:

Invoicing Method

Notwithstanding the provisions of Article 3 of the Terms and Conditions of Purchase, Supplier will submit invoices following the designated invoice method directly to UC Accounts Payable Departments at each UC Location.

Notwithstanding the provisions of Article 3 of the Terms and Conditions of Purchase, UC will pay freight and shipping/handling as follows: Supplier will pay FOB Destination Prepaid.

All invoices must clearly indicate the following information:

- California sales tax as a separate line item;
- Shipping costs as a separate line item;
- UC Purchase Order or Release Number;
- Description, quantity, catalog number and manufacturer number of the item ordered;
- Net cost of each item;
- Any pay/earned/dynamic discount;
- Reference to original order number for all credit memos issued;

Supplier will submit invoices following the designated invoice method directly to UC Accounts Payable Departments at each UC Location, unless UC notifies the Supplier otherwise by amendment to the Agreement.

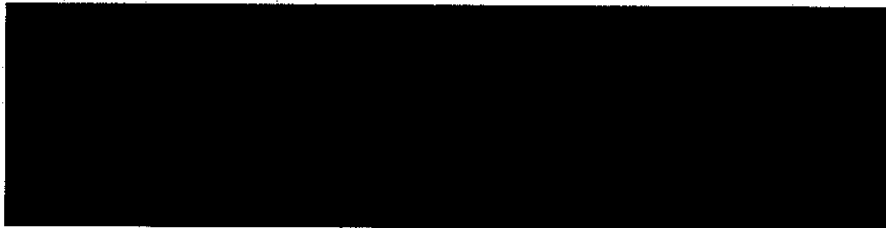
Settlement Method and Terms

Notwithstanding the provisions of Article 3 of the Terms and Conditions of Purchase, the Settlement Method and Terms for any other campus will be as established by each campus location.

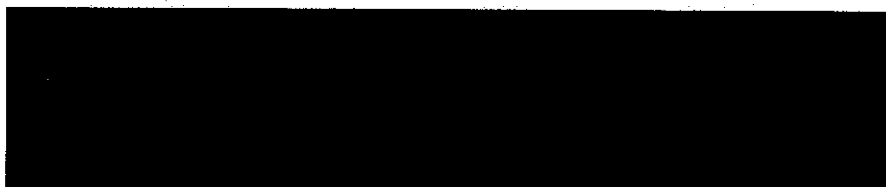
5. Notices

As provided in the UC Terms and Conditions of Purchase, notices may be given by email, which will be considered legal notice only if such communications include the following text in the Subject field: FORMAL LEGAL NOTICE – [insert, as the case may be, Supplier name or University of California]. If a physical format notice is required, it must be sent by overnight delivery or by certified mail with return receipt requested, at the addresses specified below.

To UC, regarding confirmed or suspected Breaches as defined under Appendix – Data Security:

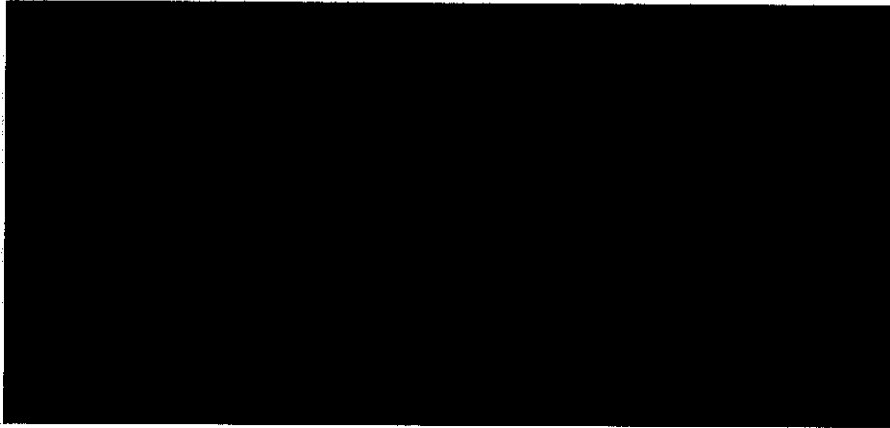


To UC, regarding confirmed or suspected Breaches as defined under Appendix – Electronic Commerce:

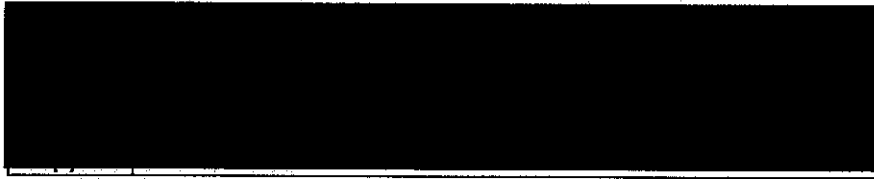




To UC, regarding contract issues not addressed above:



To Supplier:



6. Intellectual Property, Copyright and Patents

The Goods and/or Services **do not** involve Work Made for Hire

7. Patient Protection and Affordable Care Act (PPACA)

The Services **do not** involve temporary or supplementary staffing, and they are not subject to the PPACA warranties in the T&Cs.

8. Prevailing Wages

Supplier is not required to pay prevailing wages when providing the Services.

9. Fair Wage/Fair Work

Supplier is **not** required to pay the UC Fair Wage (defined as \$13 per hour as of 10/1/15, \$14 per hour as of 10/1/16, and \$15 per hour as of 10/1/17) when providing the Services.

**10. Restriction Relating to Consulting Services or Similar Contracts –
Follow-on Contracts**

Please note a Supplier that is awarded a consulting services or similar contract cannot later submit a bid or be considered for any work "required, suggested, or otherwise deemed appropriate" as the end product of the Services (see Public Contract



Code Section 10515).

11. Insurance

Deliver the PDF version of the Certificate of Insurance to UC's Buyer, by email with the following text in the Subject field: CERTIFICATE OF INSURANCE – Henry Schein, Inc.

12. Service-Specific and/or Goods-Specific Provisions

- a. Pandemic response
- b. Stock arrangements
- c. Last Mile
- d. RX Products and Controlled Substances
- e. The Drug Supply Chain Security Act
- f. Discount Disclosure

Pricing Protection

Prices for the Goods and/or Services referenced in Part II of the Statement of Work must be firm for the first twelve (12) months of the Term with the exception of infection control products, pharmaceutical and IV fluid products. Price changes thereafter, if any, shall be made on an annual basis as negotiated by both parties. Supplier endeavors to use commercially reasonable efforts to provide reasonable notice on infection control products, pharmaceuticals, and IV fluid products, upon Supplier receiving notification from the applicable manufacturer. Any price changes require prior written notification and must follow the process outlined in Appendix B. In no event shall the pricing for the Goods and/or Services referenced in Attachment C be increased greater than 3% per year during the Term, provided that if the cost of any Good or Service, due to economic or supply issues, is raised over 3% to Supplier, Supplier may raise the price of such Product that same percentage upon 30 days' notice. Price increases for any agreement renewal periods must be supported by documented evidence of manufacturers' price increases. If the Supplier's catalog or list price is reduced, the University shall benefit from a corresponding price reduction.

13. Records about Individuals

Records created pursuant to the Agreement that contain personal information about individuals (including statements made by or about individuals) may become subject to the California Information Practices Act of 1977 ("CIPA"), which includes a right of access by the subject individual. Supplier agrees to work with UC in good faith to assist UC in responding to requests by individuals for personal information about individuals that Supplier has collected in connection with this Master Agreement. When collecting the information, Supplier must inform the individual that the record is being made, and the purpose of the record. Use of recording devices in discussions with employees is permitted by Supplier in connection with customer service calls, provided that the employee is notified of such recording.

14. Piggyback UC

Supplier agrees to extend the pricing basis, terms and conditions of the Agreement to all UC Locations. Supplier will make available to any UC Location its improved pricing basis, terms or conditions resulting from increased usage or aggregation of activity by multiple UC Locations. All contractual administration issues (e.g. terms and conditions, extensions, and renewals), operational issues, fiduciary responsibility, payment issues, performance issues and liabilities, and disputes involving individual UC Locations will be addressed, administered, and resolved by each UC Location. Any delay in payment or other operational issue involving one UC Location will not adversely affect any other UC Location.

15. Incorporated Documents

This Agreement and the Incorporated Documents, in order of the below precedent, contain the entire agreement between the parties concerning the subject matter hereof and shall supersede all prior or other agreements, oral and written declarations of intent and other legal arrangements (whether binding or non-binding) made by the parties in respect thereof.

- a. Attachment A: UC San Diego Medical and Surgical Supplies RFP #2018AO
- b. Appendix A: UC Terms and Conditions of Purchase



- c. Attachment B: Catalog Discount Program
- d. Attachment C: Market Basket
- e. Appendix B: UC Appendix—Electronic Commerce
- f. Appendix C: Federal Government Contracts Special Terms and Conditions
- g. Appendix D: Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion
- h. Appendix E: Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions



- i. Appendix F: Certification Regarding Debarment, Suspension, Proposed Debarment, and Other responsibility Matters (First Tier Subcontractor)
- j. Appendix G: UC FEMA Appendix
- k. Exhibit A: Response for National Cooperative Contract
- l. Exhibit F: Federal Funds Certifications
- m. Exhibit G: New Jersey Business Compliance
- n. Exhibit I: Henry Schein Return Policy

16. Additional Terms and Conditions

RX PRODUCTS & CONTROLLED SUBSTANCES. UC understands that regulations require Supplier to limit the sale of Rx and controlled substances only to registered, licensed healthcare professionals. UC shall furnish to Supplier with a copy of UC's state and federal registrations including any updated state and federal registrations during the Term verifying the applicable shipping location of UC. UC understands that all orders for controlled substances are subject to a due diligence review process by Supplier. UC understands Schedule II controlled substances can be ordered electronically or by mail. To the extent UC requires additional information on Supplier Controlled Substance Ordering System the UC shall visit www.henryschein.com/e222. To the extent and applicable to UC location, if UC prefer to use Federal 222 Forms to order Schedule II controlled substances, the UC shall mail the form to: Henry Schein, Inc. 5315 West 74th Street, Indianapolis, IN 46268. UC understand and agrees that Supplier restricts the sale or other transfer of medications to prisons/correctional facilities for use in lethal injections, based on our Supplier manufacturer agreements. The products Supplier sells hereunder are intended to be used for their label-approved purposes or applicable standards of care, which do not include human lethal injection.

THE DRUG SUPPLY CHAIN SECURITY ACT (DSCSA). (MN, DM, WH, M2) UC understands The Drug Supply Chain Security Act (DSCSA) information related to prescription drug products is available on Supplier's website www.HenrySchein.com/pedigree. If UC has any problems accessing Supplier's website or would like to receive a copy of DSCSA documentation via fax, mail or email, UC shall contact Supplier's customer service department at 1-800-472-4346.

The parties agree that in carrying out their duties and responsibilities under this Master Agreement, they will neither undertake nor cause nor permit to be undertaken, any activity which either is illegal under any applicable laws, decrees, rules, or regulations. The parties acknowledge and agree that (i) the exclusive purpose of this Master Agreement is for the sale and purchase of Goods and Services for use for public agency and research purposes that do not include procedures or treatment paid for in whole or in part under Medicare, Medicaid or any other Federal health care programs; and (ii) Supplier shall not be required to sell any Product to UC or any Participating Public Agencies, under this Master Agreement, to the extent Supplier has actual knowledge that such Product will be used in procedures or treatment that is paid in whole or in part under Medicare, Medicaid or any other Federal health care programs.

All purchases for Goods will be subject to Henry Schein's Return Policy outlined in Exhibit I hereto.

17. Entire Agreement

The Agreement and the Incorporated Documents contain the entire agreement between the parties and supersede all prior written or oral agreements with respect to the subject matter herein.

This Agreement can only be signed by an authorized representative with the proper delegation of authority.



UNIVERSITY
OF
CALIFORNIA

Purchasing Agreement # 2021002973

THE REGENTS OF THE
UNIVERSITY OF CALIFORNIA

HENRY SCHEIN MEDICAL, A DIVISION OF
HENRY SCHEIN, INC.

(Signature)
Signature on File

(Printed Name, Title)

June 25, 2021

(Signature) Signature on
File

(Printed Name, Title) Jeff Klingler

VP & GM, Enterprise Health

June 25, 2021



DuPage County
Finance Department
Procurement Division
421 North County Farm Road
Room 3-400
Wheaton, Illinois 60187-3978

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	Quote # 1969269
COMPANY NAME:	Henry Schein Inc
CONTACT PERSON:	Joe Maltese
CONTACT EMAIL:	joe.maltese@henryschein.com

Section II: Procurement Ordinance Requirements

Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the County, shall provide to the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. The contractor, union, or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors, and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

Has the Bidder made contributions as described above?

☐ Yes

☒ No

If "Yes", complete the required information in the table below.

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE

All contractors and vendors who have obtained or are seeking contracts with the County shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

☐ Yes

☒ No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner;
- 30 days prior to the optional renewal of any contract;
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments.

The full text of the County's Ethics Ordinance is available at:

http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/

The full text of the County's Procurement Ordinance is available at:

https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Joe Maltese

Signature on File

Signature

Title: Capital Equipment Specialist

Date: 01/06/26



Care Center Change Order with Resolution

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: HS-CO-0003-26

Agenda Date: 1/20/2026

Agenda #: 16.C.

AMENDMENT TO COUNTY CONTRACT 7938-0001 SERV
ISSUED TO UNITED STAFFING NETWORK, INC.
TO PROVIDE SUPPLEMENTAL PHARMACY STAFFING
FOR THE DUPAGE CARE CENTER
(EXTEND CONTRACT AND INCREASE ENCUMBRANCE \$25,000)

WHEREAS, County Contract 7938-0001 SERV was approved by the Procurement Department on October 8, 2025; and

WHEREAS, the Human Services Committee recommends changes as stated in the Change Order Notice to County Contract 7938-0001 SERV, issued to United Staffing Network, Inc., to provide supplemental pharmacy staffing for the DuPage Care Center, to extend the contract through April 30, 2026 and increase the contract by \$25,000.00 resulting in an amended contract total of \$39,999.00.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract 7938-0001 SERV, issued to United Staffing Network, Inc., to provide supplemental pharmacy staffing for the DuPage Care Center, to extend the contract through April 30, 2026 and increase the contract by \$25,000.00, resulting in an amended contract total of \$39,999.00.

Enacted and approved this 27th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

REQUEST FOR CHANGE ORDER FORM

Procurement Services Division

Revised 10-01-2025

HS 1/20
FI + CB 1/27
Date: Jan 5, 2026

File ID #: 26-0242

Purchase Order #: 7938-0001 SERV	Original Purchase Order Date: Oct 8, 2025	Change Order #: 2	Department: DuPage Care Center
Vendor Name: United Staffing Network, Inc.		Vendor #: 37483	Dept. Contact: Jonathan Klimek
Action Requested and Reason for Change Order Request: Contract purchase order to provide supplemental pharmacy staffing for the DuPage Care Center for the period of 10/08/25 through February 28, 2026. #1 Extend contract through April 30, 2026 #2 Increase line 2, 1200-2085-53090 in the amount of \$25,000.00			

IN ACCORDANCE WITH 720 ILCS 5/33E-9

- ☐ (A) Were not reasonably foreseeable at the time the contract was signed.
- ☐ (B) The change is germane to the original contract as signed.
- ☐ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE

A	Starting Contract Value	\$14,999.00
B	Net \$ Change for Previous Change Order	
C	Current Contract Amount (A + B)	\$14,999.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$25,000.00
E	New Contract Amount (C + D)	\$39,999.00
F	Cumulative Change Order Amount (B + D)	\$25,000.00
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	166.68%

DECISION MEMO NOT REQUIRED - Check Applicable Box(es)

- ☐ Cancel Entire Order ☐ Close Contract ☐ Contract Extension (≤ 59 Days) ☐ Update Budget Code
- ☐ Change Budget Code From: _____ to: _____
- ☐ Increase/Decrease Quantity From: _____ to: _____
- ☐ Price Shows: _____ should be: _____ ☐ Move Funds Between Lines
- ☐ Decrease Remaining Encumbrance and Close Contract ☐ Increase Encumbrance and Close Contract ☐ Decrease Encumbrance ☐ Increase Encumbrance

DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below

- ☒ Contract Extension Greater Than 59 Days From Feb 28, 2026 to Apr 30, 2026 ☐ Cancel Contract
- ☒ Cumulative Increase Greater Than \$10,000 (Row 'F' Above) ☐ Other - Explain In Summary Explanation Box Below

Summary Explanation - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

Contract is to provide supplemental staffing to the Pharmacy Department at the DuPage Care for the period 10/08/25 through 02/28/26, now requesting time extension through 04/30/26.

Our part time Pharmacist has been on leave and does not have a return date. Therefore, we continue to use United Staffing agency to fill in for scheduled time off or unscheduled time, this will allow that position to be planned on with appropriate staffing for the in-patient and out-patient operations.

Without a part time Pharmacist, the current staff would be unable to fill prescriptions, prepare I.V's and would be unable to meet the needs for in patient and out patient pharmaceutical needs in a timely manner.


Original Source Selection/Vetting Information - Describe method used to select source; for instance, bid, RFP, sole source, etc.
quote

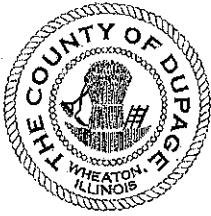
Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.
1) Extend the contract period through April 30, 2026 and increase contract in the amount of \$25,000.00, to assist the Pharmacist with a part time Pharmacist when off for scheduled time or unscheduled time, this will allow that position to be planned on with appropriate staffing for the in-patient and out-patient operations at the DuPage Care Center.
2) Do not extend contract and increase, however, without a part time Pharmacist, the current staff would be unable to fill prescriptions, prepare I.V's and would be unable to meet the needs for in patient and out patient pharmaceutical needs in a timely manner.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number

bt 1200-2085-53090 \$25,000.00 sent to Budget Office on 01/05/26

APPROVALS - Initials Only

CDK	4208	Jan 5, 2026	JC	4208	Jan 5, 2026
Prepared By	Phone Ext.	Date	Recommended for Approval	Phone Ext.	Date
					
Reviewed by Procurement Officer	Date		Completed by Buyer	Date	
	1/12/2026				



DuPage County
Finance Department
Procurement Division
421 North County Farm Road
Room 3-400
Wheaton, Illinois 60187-3978

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	SUPPLEMENTAL PHARMACY STAFFING 23-030-DCC
COMPANY NAME:	United Staffing Network, Inc. DBA. UNITED Pharmacy Staffing
CONTACT PERSON:	Richard Puccetti, President
CONTACT EMAIL:	rpuccetti@upstaffing.com

Section II: Procurement Ordinance Requirements

Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the County, shall provide to the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. The contractor, union, or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors, and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

Has the Bidder made contributions as described above?

☐ Yes

☒ No

If "Yes", complete the required information in the table below.

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE

All contractors and vendors who have obtained or are seeking contracts with the County shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

☐ Yes

☒ No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner;
- 30 days prior to the optional renewal of any contract;
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text of the County's Ethics Ordinance is available at:

http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/

The full text of the County's Procurement Ordinance is available at:

https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Richard Puccetti

Signature: 

Title: President

Date: 01/12/2026



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0351

Agenda Date: 1/20/2026

Agenda #: 10.A.

FY25
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 5000
Company #

LIHEAP GRANTS
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1420	50000		REGULAR SALARIES	\$ 3,500.00	145,542.96	142,042.96	12/31/25
Total				\$ 3,500.00			

To: 5000
Company #

LIHEAP GRANTS
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1420	51000		BENEFIT PAYMENTS	\$ 3,500.00	(1,730.19)	1,769.81	12/31/25
Total				\$ 3,500.00			

Reason for Request:

The purpose of Budget transfer is to cover benefit payments that exceeded original budget during the year 2025.

Signature on File

Department Head

Signature on File

Chief Financial Officer

11/20/25
Date
1/5/26
Date

Activity

(optional)

****Please sign in blue ink on the original form****

Finance Department Use Only

Fiscal Year _____ Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

HS - 1/20/26
FIN/CB - 1/27/26



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0352

Agenda Date: 1/20/2026

Agenda #: 10.B.

FY25
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 5000
Company #

US TREAS EMER RENT ASSIST FUND
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1770	50000		REGULAR SALARIES	\$ 1,672.00	452,465.03	450,793.03	12/31/25
Total				\$ 1,672.00			

To: 5000
Company #

US TREAS EMER RENT ASSIST FUND
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1770	51070		TUITION REIMBURSEMENT	\$ 1,672.00	(1,672.00)	0	12/31/25
Total				\$ 1,672.00			

Reason for Request:

To cover the shortage in account 51070 - Tuition Reimbursement as expenditures are over-budget.

Signature on File

Department H Signature on File

Chief Financial Officer

Activity
(optional)

11-21-25
Date 1/5/26
Date

****Please sign in blue ink on the original form****

Finance Department Use Only			
Fiscal Year <u>25</u>	Budget Journal # <u> </u>	Acctg Period <u> </u>	
Entered By/Date <u> </u>		Released & Posted By/Date <u> </u>	

HS - 1/20/26
FIN/CB - 1/27/26



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0353

Agenda Date: 1/20/2026

Agenda #: 10.C.

FY25
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 5000
Company #

WEATHERIZATION GRANTS
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1430	50000		REGULAR SALARIES	\$ 328.00	213,393.20	213,065.20	12/31/25
Total				\$ 328.00			

To: 5000
Company #

WEATHERIZATION GRANTS
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1430	51000		BENEFIT PAYMENTS	\$ 328.00	(327.46)	0.54	12/31/25
Total				\$ 328.00			

Reason for Request:

To cover the overage in account 51000 - Benefits Payments as expenditures have exceeded the budget.

Signature on File

Department Head

Signature
(on File)

Chief Financial Officer

Date

Date

Activity

(optional)

****Please sign in blue ink on the original form****

Finance Department Use Only		
Fiscal Year _____	Budget Journal # _____	Acctg Period _____
Entered By/Date _____		Released & Posted By/Date _____

HS - 1/20/26
FIN/CB - 1/27/26



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0354

Agenda Date: 1/20/2026

Agenda #: 10.D.

FY25
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 5000
Company #

WEATHERIZATION GRANTS
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1490	50000		REGULAR SALARIES	\$ 1,015.00	194,060.46	193,045.46	12/31/25
Total				\$ 1,015.00			

To: 5000
Company #

WEATHERIZATION GRANTS
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1490	51000		BENEFIT PAYMENTS	\$ 1,015.00	(1,014.88)	0.12	12/31/25
Total				\$ 1,015.00			

Reason for Request:

To cover the overage in account 51000 - Benefits Payments as expenditures have exceeded the budget.

Signature on File

Department Head

Signature on File

Chief Financial Officer

11/21/25
Date

1/5/26
Date

Activity

(optional)

****Please sign in blue ink on the original form****

Finance Department Use Only			
Fiscal Year <u>25</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____		Released & Posted By/Date _____	

HS - 1/20/26
FIN/CB - 1/27/26



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0355

Agenda Date: 1/20/2026

Agenda #: 10.E.

FY25
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective April 1, 2025

From: 1000
Company #

COMMUNITY SERVICES
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1750	50000		REGULAR SALARIES	\$ 440.00	115,455.74	115,015.74	1/12/26
Total				\$ 440.00			

To: 1000
Company #

COMMUNITY SERVICES
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1750	50010		OVERTIME	\$ 440.00	(429.73)	10.27	1/12/26
Total				\$ 440.00			

Reason for Request:

To transfer funds to cover overtime performed, overage not foreseen at time of original budget for FY25

Signature on File

Department Head Signature on File

Chief Financial Officer

Activity

[optional]

****Please sign in blue ink on the original form****

Finance Department Use Only			
Fiscal Year <u>25</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

HS - 1/20/26
FIN/CB - 1/27/26



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0356

Agenda Date: 1/20/2026

Agenda #: 10.F.

FY25

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective April 1, 2025

From: 1400
Company #

NEUTRAL SITE CUSTODY EXCHANGE
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
5920	50000		REGULAR SALARIES	\$ 3,733.00	4,240.72	507.72	1/12/26
Total				\$ 3,733.00			

To: 1400
Company #

NEUTRAL SITE CUSTODY EXCHANGE
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
5920	50040		PART TIME HELP	\$ 2,650.00	(2,649.10)	0.90	1/12/26
5920	51000		BENEFIT PAYMENTS	\$ 766.00	(765.74)	0.26	1/12/26
5920	51010		EMPLOYER SHARE I.M.R.F.	\$ 258.00	(257.70)	0.30	1/12/26
5920	51030		EMPLOYER SHARE SOCIAL SECURITY	\$ 59.00	(58.31)	0.69	1/12/26
Total				\$ 3,733.00			

Reason for Request:

Amount transferred covers the negative balance amounts for FY25.

Signature on File

Department Head Signature on File

Chief Financial Officer

Activity

(optional)

****Please sign in blue ink on the original form****

1/18/25
Date
1/13/26
Date

Finance Department Use Only

Fiscal Year 25 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

JPS - 1/20/26
FIN/CB - 1/27/26



Consent Item

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0357

Agenda Date: 1/20/2026

Agenda #: 11.A.



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Consent
HS 1/20
CB 1/27

Date: Dec 23, 2025

MinuteTraq (IQM2) ID #: 26-0217

Purchase Order #: 5045-0001 SERV	Original Purchase Order Date: Nov 25, 2020	Change Order #: 10	Department: DuPage Care Center
Vendor Name: PointClickCare Technologies, Inc.			Vendor #: 36259
Dept Contact: SHAUNA BERMAN			
Background and/or Reason for Change Order Request:	ELECTRONIC HEALTH RECORD (EHR) SOFTWARE SYSTEM INTEGRATION FOR THE DUPAGE CARE CENTER, FOR THE PERIOD OF 11/25/20 THROUGH 11/30/25. #1 Decrease and close line 1, 1200-2000-53090 in the amount of \$29,029.39 #2 Decrease and close line 2, 1200-2000-53610 in the amount of \$4,186.50 #3 Decrease and close line 3, 1200-2000-53020 in the amount of \$3,569.35 #4 Decrease and close line 4, 1200-2000-53807 in the amount of \$2,000.00 #5 Decrease and close line 5, 1200-2085-53807 in the amount of \$3,140.00 #6 Decrease and close line 6, 1200-2085-53807 in the amount of \$4,063.20 #7 Decrease and close line 7, 1200-2085-53807 in the amount of \$4,456.41 - CONTRACT HAS EXPIRED		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

☒ (A) Were not reasonably foreseeable at the time the contract was signed.

☐ (B) The change is germane to the original contract as signed.

☐ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$1,285,752.30
B	Net \$ change for previous Change Orders	\$82,506.05
C	Current contract amount (A + B)	\$1,368,258.35
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$50,444.85)
E	New contract amount (C + D)	\$1,317,813.50
F	Percent of current contract value this Change Order represents (D / C)	-3.69%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	2.49%

DECISION MEMO NOT REQUIRED

☐ Cancel entire order ☐ Close Contract ☐ Contract Extension (29 days) ☒ Consent Only

☐ Change budget code from: _____ to: _____

☐ Increase/Decrease quantity from: _____ to: _____

☐ Price shows: _____ should be: _____

☒ Decrease remaining encumbrance and close contract ☐ Increase encumbrance and close contract ☐ Decrease encumbrance ☐ Increase encumbrance

DECISION MEMO REQUIRED

☐ Increase (greater than 29 days) contract expiration from: _____ to: _____

☐ Increase \geq \$2,500.00, or \geq 10%, of current contract amount ☐ Funding Source _____

☐ OTHER - explain below:

cdk	4208	Dec 23, 2025	CDK	4208	Dec 23, 2025
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer		Date	Procurement Officer		Date



Consent Item

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0358

Agenda Date: 1/20/2026

Agenda #: 11.B.



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Consent
HS 1/20
CB 1/27

Date: Dec 23, 2025

MinuteTraq (IQM2) ID #: 26-0218

Purchase Order #: 7116-0001 SERV	Original Purchase Order Date: Jul 30, 2025	Change Order #: 3	Department: DuPage Care Center
Vendor Name: Professional Medical & Surgical Supply			Vendor #: 11409
Dept Contact: Dining Services			
Background and/or Reason for Change Order Request:	Contract to furnish and deliver Ostomy, Tracheostomy, Urological & Enteral Supplies & Services (Med B) & Enteral Formulas, for the DPCC, for the period 07/30/24 through 07/29/25. #1 Decrease and close line 1, 1200-2050-52320 in the amount of \$1,368.01 #2 Decrease and close line 2, 1200-2025-52210 in the amount of \$689.11 #3 Decrease and close line 3, 1200-2050-52320 in the amount of \$9,146.29 #4 Decrease and close line 4, 1200-2025-52210 in the amount of \$1,916.14 - CONTRACT HAS EXPIRED.		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

- ☒ (A) Were not reasonably foreseeable at the time the contract was signed.
☐ (B) The change is germane to the original contract as signed.
☐ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$58,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$58,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$13,119.55)
E	New contract amount (C + D)	\$44,880.45
F	Percent of current contract value this Change Order represents (D / C)	-22.62%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-22.62%

DECISION MEMO NOT REQUIRED

- ☐ Cancel entire order ☐ Close Contract ☐ Contract Extension (29 days) ☒ Consent Only
- ☐ Change budget code from: _____ to: _____
- ☐ Increase/Decrease quantity from: _____ to: _____
- ☐ Price shows: _____ should be: _____
- ☒ Decrease remaining encumbrance and close contract ☐ Increase encumbrance and close contract ☐ Decrease encumbrance ☐ Increase encumbrance

DECISION MEMO REQUIRED

- ☐ Increase (greater than 29 days) contract expiration from: _____ to: _____
- ☐ Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount ☐ Funding Source _____
- ☐ OTHER - explain below:

CDK	4208	Dec 23, 2025	CDK	4208	Dec 23, 2025
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer		Date	Procurement Officer		Date
Chief Financial Officer (Decision Memos Over \$25,000)		Date	Chairman's Office (Decision Memos Over \$25,000)		Date



Consent Item

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0359

Agenda Date: 1/20/2026

Agenda #: 11.C.



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Consent
HS 1/20
OB 1/27

Date:

Dec 23, 2025

MinuteTraq (IQM2) ID #:

26-0220

Purchase Order #: 7265-0001 SERV	Original Purchase Order Date: Sep 25, 2024	Change Order #: 4	Department: DuPage Care Center
Vendor Name: Prairie Farms Dairy, Inc.		Vendor #: 44692	Dept Contact: Mario Plata
Background and/or Reason for Change Order Request:	Fluid dairy for the period 09/25/24 through 09/24/25 for the DuPage Care Center. #1 Decrease and close line 1, 1200-2025-52210 in the amount of \$5,641.41 #2 Decrease and close line 2, 1200-2025-52210 in the amount of 11,875.93 - CONTRACT HAS EXPIRED		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

☒ (A) Were not reasonably foreseeable at the time the contract was signed.

☐ (B) The change is germane to the original contract as signed.

☐ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$53,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$53,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$17,517.34)
E	New contract amount (C + D)	\$35,482.66
F	Percent of current contract value this Change Order represents (D / C)	-33.05%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-33.05%

DECISION MEMO NOT REQUIRED

☐ Cancel entire order ☐ Close Contract ☐ Contract Extension (29 days) ☒ Consent Only

☐ Change budget code from: _____ to: _____

☐ Increase/Decrease quantity from: _____ to: _____

☐ Price shows: _____ should be: _____

☒ Decrease remaining encumbrance and close contract ☐ Increase encumbrance and close contract ☐ Decrease encumbrance ☐ Increase encumbrance

DECISION MEMO REQUIRED

☐ Increase (greater than 29 days) contract expiration from: _____ to: _____

☐ Increase \geq \$2,500.00, or \geq 10%, of current contract amount ☐ Funding Source _____

☐ OTHER - explain below:

CDK	4208	Dec 23, 2025	CDK	4208	Dec 23, 2025
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer		Date	Procurement Officer		Date
Chief Financial Officer (Decision Memos Over \$25,000)		Date	Chairman's Office (Decision Memos Over \$25,000)		Date



Consent Item

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0361

Agenda Date: 1/20/2026

Agenda #: 11.D.

REQUEST FOR CHANGE ORDER FORM

Procurement Services Division

Revised 10-01-2025

Consent
HS 1/20
CB 1/27

Date: Dec 23, 2025

File ID #: 26-0222

Purchase Order #: 6603-0001 SERV	Original Purchase Order Date: Sep 1, 2023	Change Order #: 1	Department: DuPage Care Center
Vendor Name: Cardinal Health		Vendor #: 26602	Dept. Contact: Jonathan Klimek
Action Requested and Reason for Change Order Request: This contract purchase order is for primary pharmaceuticals for the period 09/01/23 through 08/31/25, for the DuPage Care Center in patient and out patient services. #1 Decrease and close line 1, 1200-2085-52300 in the amount of \$186,755.01 #2 Decrease and close line 2, 1200-2090-52300 in the amount of \$68,910.67 #3 Decrease and close line 3, 1200-2085-52300 in the amount of \$715,087.50 #4 Decrease and close line 4, 1200-2090-52320 in the amount of \$363,275.77 #5 Decrease and close line 5, 1200-2085-52300 in the amount of \$585,950.50 #6 Decrease and close line 6, 1200-2090-52300 in the amount of \$287,672.89 - CONTRACT HAS EXPIRED.			

IN ACCORDANCE WITH 720 ILCS 5/33E-9

- ☐ (A) Were not reasonably foreseeable at the time the contract was signed.
- ☐ (B) The change is germane to the original contract as signed.
- ☐ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE

A	Starting Contract Value	\$4,800,000.00
B	Net \$ Change for Previous Change Order	
C	Current Contract Amount (A + B)	\$4,800,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$2,207,652.24)
E	New Contract Amount (C + D)	\$2,592,347.76
F	Cumulative Change Order Amount (B + D)	(\$2,207,652.24)
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-45.99%

DECISION MEMO NOT REQUIRED - Check Applicable Box(es)

- ☐ Cancel Entire Order ☒ Close Contract ☐ Contract Extension (≤59 Days) ☐ Update Budget Code
- ☐ Change Budget Code From: _____ to: _____
- ☐ Increase/Decrease Quantity From: _____ to: _____
- ☐ Price Shows: _____ should be: _____ ☐ Move Funds Between Lines
- ☒ Decrease Remaining Encumbrance and Close Contract ☐ Increase Encumbrance and Close Contract ☐ Decrease Encumbrance ☐ Increase Encumbrance

DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below

- ☐ Contract Extension Greater Than 59 Days From _____ to: _____ ☐ Cancel Contract
- ☐ Cumulative Increase Greater Than \$10,000 (Row 'F' Above) ☐ Other - Explain In Summary Explanation Box Below


Summary Explanation - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

Original Source Selection/Vetting Information - Describe method used to select source; for instance, bid, RFP, sole source, etc.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number

APPROVALS - Initials Only

CDK	4208	Dec 23, 2025	CDK	4208	Dec 23, 2025
Prepared By	Phone Ext.	Date	Recommended for Approval	Phone Ext.	Date
					
Reviewed by Procurement Officer	Date		Completed by Buyer	Date	
	1/7/2026				



Consent Item

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0362

Agenda Date: 1/20/2026

Agenda #: 11.E.

Consent
HS 1/20
CB 1/27

Date: Dec 23, 2025

MinuteTraq (IQM2) ID #: 26-0223



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Purchase Order #: 7041-0001 SERV	Original Purchase Order Date: Nov 8, 2022	Change Order #: 6	Department: DuPage Care Center
Vendor Name: The Home Depot		Vendor #: 11219	Dept Contact: Vinit Patel
Background and/or Reason for Change Order Request:	Furnish and deliver housekeeping and cleaning supplies for the period 11/08/22 - 10/31/25 #1 Decrease and close line #1, 1200-2035-52280 in the amount of \$29,207.03 #2 Decrease and close line #2, 1200-2035-52280 in the amount of \$14.77 #3 Decrease and close line #3, 1200-2030-52280 in the amount of \$136.42 #4 Decrease and close line #4, 1200-2030-52280 in the amount of \$311.34 #5 Decrease and close line #5, 1200-2035-52200 in the amount of \$430.53 #6 Decrease and close line #6, 1200-2035-52000 in the amount of \$1,297.28 - CONTRACT HAS EXPIRED.		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

☒ (A) Were not reasonably foreseeable at the time the contract was signed.

☐ (B) The change is germane to the original contract as signed.

☐ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$161,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$161,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$31,397.37)
E	New contract amount (C + D)	\$129,602.63
F	Percent of current contract value this Change Order represents (D / C)	-19.50%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-19.50%
DECISION MEMO NOT REQUIRED		

☐ Cancel entire order ☐ Close Contract ☐ Contract Extension (29 days) ☒ Consent Only


☐ Change budget code from: _____ to: _____

☐ Increase/Decrease quantity from: _____ to: _____

☐ Price shows: _____ should be: _____

☒ Decrease remaining encumbrance and close contract ☐ Increase encumbrance and close contract ☐ Decrease encumbrance ☐ Increase encumbrance

DECISION MEMO REQUIRED	
<input type="checkbox"/> Increase (greater than 29 days) contract expiration from: _____ to: _____	
<input type="checkbox"/> Increase \geq \$2,500.00, or \geq 10%, of current contract amount <input type="checkbox"/> Funding Source _____	
<input type="checkbox"/> OTHER - explain below: _____	

CDK _____	4208 _____	Dec 23, 2025 _____	CDK _____	4208 _____	Dec 23, 2025 _____
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer _____		Date _____	Procurement Officer 		Date <u>1/7/2026</u>
Chief Financial Officer _____		Date _____	Chairman's Office _____		Date _____
(Decision Memos Over \$25,000)			(Decision Memos Over \$25,000)		



Grant Proposal Notifications

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0363

Agenda Date: 1/20/2026

Agenda #: 9.D.1.



Grant Proposal Notification

GPN Number: 003-26 Date of Notification: 01/06/2026
(Completed by Finance Department) (MM/DD/YYYY)

Parent Committee Agenda Date: 01/20/2026 Grant Application Due Date: 09/15/2025
(Completed by Finance Department) (MM/DD/YYYY) (MM/DD/YYYY)

Name of Grant: Community Services Block Grant PY26

Name of Grantor: IL Dept. of Commerce and Economic Opportunity

Originating Entity: US Dept of Health & Human Services
(Name the entity from which the funding originates, if Grantor is a pass-thru entity)

County Department: Community Services

Department Contact: Gina Strafford-Ahmed, Administrator of I & R, x6444
(Name, Title, and Extension)

Parent Committee: Human Services

Grant Amount Requested: \$ 1,371,680.00

Type of Grant: Formula
(Competitive, Continuation, Formula, Project, Direct Payment, Other – Please Specify)

Is this a new non-recurring Grant: ☐ Yes ☒ No

Source of Grant: ☒ Federal ☐ State ☐ Private ☐ Corporate

If Federal, provide CFDA: 93.569 If State, provide CSFA: 420-70-0091

Grant Proposal Notification

1. Justify the department’s need for this grant.

Provides funding to address the needs of low-income county residents as determined by a community wide needs assessment for the following services: emergency assistance in times of disaster; clothing and household items; staff that conduct comprehensive assessments for all programs in Community services; provides funding for case management services for sub-grantees and the Housing and Self-Sufficiency unit; scholarships to low income residents to attend college or technical schools to obtain a degree or certification; information and referral services; financial counseling, credit repair, and debt management program via a sub-grantee; job skills and life skills training via sub grantees.

2. Based on the County’s Strategic Plan, which strategic imperative(s) correlate with funding opportunity. Provide a brief explanation.

Community Well-being - The funding helps residents of DuPage County escape poverty, maintain independence and achieve economic self-sufficiency.

Safe Community - The funding supports the programs, services, and partnerships that keep people safe in their home, environment, and relationships.

3. What is the period covered by the grant?

01/01/2026 to: 06/30/2027
(MM/DD/YYYY) (MM/DD/YYYY)

3.1. If period is unknown, estimate the year the project or project phase will begin and anticipated duration:

3.1.1. _____ and _____
(MM/YY) (Duration)

4. Will the County provide “seed” or startup funding to initiate grant project? (Yes or No)

No

4.1. If yes, please identify the Company-Accounting Unit used for the funding

5. If grant is awarded, how is funding received? (select one):

5.1. Prior to expenditure of costs (lump-sum reimbursement upfront) ☐

5.2. After expenditure of costs (reimbursement-based) ☒

Grant Proposal Notification

6. Does the grant allow for Personnel Costs? (Yes or No) Yes
- 6.1. If yes, what are the total projected salary and fringe benefit costs of personnel charging time to the grant for the entire term of the grant? Compute County-provided benefits at 40%.
- | | | | |
|------------------------------|---------------------|-----------------------------|--------------|
| 6.1.1. Total salary | <u>\$872,848.78</u> | Percentage covered by grant | <u>65.14</u> |
| 6.1.2. Total fringe benefits | <u>\$285,521.29</u> | Percentage covered by grant | <u>72.68</u> |
- 6.1.3. Are any of the County-provided fringe benefits disallowed? (Yes or No): No
- 6.1.3.1. If yes, which ones are disallowed?
- 6.1.3.2. If the grant does not cover 100% of the personnel costs, from what Company-Accounting Unit will the deficit be paid?
- 6.2. Will receipt of this grant require the hiring of additional staff? (Yes or No): No
- 6.2.1. If yes, how many new positions will be created?
- 6.2.1.1. Full-time _____ Part-time _____ Temporary _____
- 6.2.1.2. Will the headcount of the new position(s) be placed in the grant accounting unit?
- 6.2.1.2.1. If no, in what Company-Accounting Unit will the headcount(s) be placed? (Yes or No)

Grant Proposal Notification

<p>6.3. Does the grant award require the positions to be retained beyond the grant term? (Yes or No)</p>	<p><u>No</u></p>
<p>6.3.1. If yes, please answer the following:</p>	
<p>6.3.1.1. How many years beyond the grant term?</p>	<p>_____</p>
<p>6.3.1.2. What Company-Accounting Unit(s) will be used?</p>	<p>_____</p>
<p>6.3.1.3. Total annual salary</p>	<p>_____</p>
<p>6.3.1.4. Total annual fringe benefits</p>	<p>_____</p>
<p>7. Does the grant allow for direct administrative costs? (Yes or No)</p>	<p><u>Yes</u></p>
<p>7.1. If yes, please answer the following:</p>	
<p>7.1.1. Total estimated direct administrative costs for project</p>	<p><u>\$50,920.00</u></p>
<p>7.1.2. Percentage of direct administrative costs covered by grant</p>	<p><u>100%</u></p>
<p>7.1.3. What percentage of the grant total is the portion covered by the grant</p>	<p><u>3.71%</u></p>
<p>8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost?</p>	<p><u>39.55%</u></p>
<p>9. Are matching funds required? (Yes or No):</p>	<p><u>No</u></p>
<p>9.1. If yes, please answer the following:</p>	
<p>9.1.1. What percentage of match funding is required by granting entity?</p>	<p>_____</p>
<p>9.1.2. What is the dollar amount of the County's match?</p>	<p>_____</p>



Grant Proposal Notification

9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? _____

10. What amount of funding is already allocated for the project? \$0.00

10.1. If allocated, in what Company-Accounting Unit are the funds located? _____

10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No): No

11. What is the total project cost (Grant Award + Match + Other Allocated Funding)? \$1,371,680.00



Meeting Handout

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0476

Agenda Date: 1/20/2026

Agenda #:

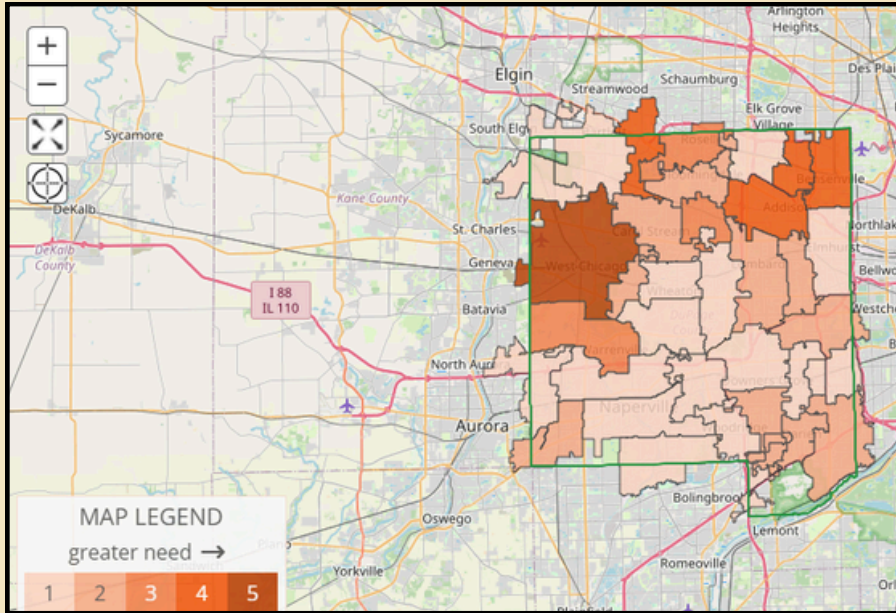
Outreach Year in Review

December 1, 2024 - November 30, 2025

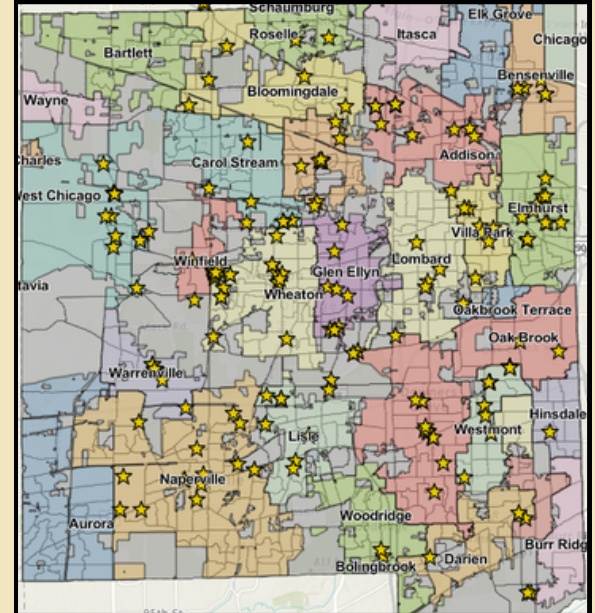


DUPAGE
COUNTY

How is outreach conducted?



The *HEI (Health Equity Index)* measures socioeconomic needs in correlation with poor health outcomes: shorter life expectancy, infant mortality rates, and higher death rates for leading causes of death.



Mapping outreach efforts in partnership with GIS using census data overlays to aid in identification of target areas outside of the *HEI*.

Spotlighting Outreach Events

Sound the Alarm Through the Red Cross

During the “Sound the Alarm” event in West Chicago, outreach staff supported volunteers installing smoke alarms in local homes while distributing 211 brochures—reaching over 500 residents.

Hinsdale Lake Terrace Events

Community Services staff attended multiple community events at the Hinsdale Lake Terrace complex in Willowbrook. More than 100 residents received information about essential resources, and staff assisted with processing program applications.

Eight Back-to-School Fairs

Community Services staff attended 8 Back-to-School Fairs throughout the county in the month of August, with over 1,100 residents informed of our vital services. Memorable spots included Glendale Heights, Elmhurst, West Chicago, Wheaton, and more!

Outreach Year in Review

December 1, 2024 - November 30, 2025



DUPAGE
COUNTY

FY 2024 VS **FY 2025**

- 169 Outreach events attended
- Information shared with 6,899 people
- Collaborated with 141 different organizations
- 8,512 211 calls
- 51,113 Intake & Referral Calls

- 190 Outreach events attended
- Information shared with 10,869 people
- Collaborated with 153 different organizations
- 9,484 211 calls
- 52,215 Intake & Referral Calls

2025 Successes

- Exceeded the goal of engaging 7,000 individuals by 3,869, reaching a total of 10,869
- Engaged in creative outreach efforts such as pantries, LIHEAP application events, workNet DuPage sit-ins, and more.
- Utilized other county resources such as the family center, probationary services, animal services, the circuit clerk, and the DA's office.

2026 Plan

- Conduct 100 Outreach Events for 8,000 people, covering all programs, and ensuring countywide coverage.
- Attend previously successful events to exceed last year's number of people reached and meet our outreach goals.
- Continue to look for unique opportunities that fall outside the scope of a regular "general services fair."