



DUPAGECOUNTRY

Small Nonprofit Grant Program – “ROUND 2” (Draft)

January 21, 2025

RECAP: Small Nonprofit Grant Program “ROUND 1”

- FY2023-FY2024
- Budgeted \$1,050,000 from ARPA Interest
- Received 73 applications totaling \$1,510,437
- Awarded 37 recipients totaling \$653,993
- Performance Measures and Expenditure Reports due 12/31/2024
 - 23 out of 37 (62%) had submitted part or all of yearend reporting as of 01/10/2025
 - See results in [Summary Report on the Small Nonprofit Grant Program, Round 1, 01/10/2025](#)

“ROUND 2” Goals and Objectives *(Draft)*

Assumed Same as “ROUND 1”

- Provides alternative CARES, ARPA, & HS Grant Fund
 - Minimal reporting requirements
 - No Means Testing/Income Eligibility Reporting
 - For Nonprofits not funded under CARES & ARPA
- Targets small nonprofits
 - Less than \$300,000 in revenues
- Distributes funds geographically
 - Equal funding across 6 districts

○ Broad Focus

- Economic Development
- Education/Mentoring
- Housing/Shelter
- Behavioral Services
- Substance Use Disorder Treatment
- Food Assistance

○ Cannot be donations

“ROUND 2” Eligibility Criteria *(Draft)*

- 501(c)(3) status
 - *Not revoked by the IRS **
- Good Standing with IL Secretary of State (“SOS”)
 - *At the time of application to the Program **
- Located in DuPage County
 - SOS Certificate
 - AG990-IL form
- Accurate/Complete portal form
- *Completed “ROUND 1” reporting requirements **
 - Performance Metrics
 - Expenditure backup
- Revenues limitation
 - Annual revenue under \$300,000 based on most recently AG990-IL form; or
 - *Average annual revenue under \$300,000 based on past three years of filed AG990-IL tax forms **
- *No District Board Member serving on Nonprofit’s Board **
- Eligible expenses 06/01/2025 – 05/31/2026

* *Italics reflect “ROUND 2” clarification based on “ROUND 1” experience.*

Allocations & Selection Process *(Draft)*

Budgeted = \$1,050,000

- 6 County Districts with 3 County Board Representatives per District
- Each District submits a recommendation
- District recommendations must be unanimous
- Recommendations go to the Human Services Committee
- \$175,000 allocated to each County Board District ($\$1,050,000/6$ Districts = \$175,000)
- Allocations per Nonprofit subject to: \$30,000 maximum; \$5,000 minimum



After Award *(Draft)*

PAYMENT

Grants will be prepaid, but require documentation

- Invoice for grant amount
- W-9
- Fully Executed Agreement (i.e., both parties sign)

The County will pay within 30 days of receipt of Agreement

AUDIT

- Retain records for 7 years

REPORTING

- No later than **June 30, 2026**
- Via On-line Portal
- Includes:
 - Performance Metric Reporting
 - Expenditure Reporting
- Unspent funds must be returned



"ROUND 2" TIMELINE (Draft)

Member Review, Approval, & Staff Outreach	1/21/2025	Resolution to HS
	1/28/2025	Resolution to Finance and County Board
	1/28/2025	Communications (CB Office, CS, FIN "Round 1" Recipients)
Applicant Submissions	1/29/2025	Portal Opens
	2/6/2025	Webinar (Tentative)
	4/4/2025	Portal Closes
Staff Review	4/7/2025	Staff Review Start
	4/25/2025	Staff Review End
	5/6/2025	Staff presents results to HS Committee
Member Review & Selection	5/6/2025	District Member review starts
	5/20/2025	District Member review ends
	5/20/2025	District Members submit selections for Human Services Committee
Member Approval & PMT Processing	5/27/2025	Resolution & Agreements to Finance and County Board
	6/13/2025	Signed Agreements and Invoices from Agencies
	6/13/2025	Start preparing checks
	6/20/2025	End preparing checks
	6/24/2025	Check Reception
Recipient Reporting	6/1/2025	Recipient Eligible Expenses Start
	5/31/2026	Recipient Eligible Expenses End
	6/30/2026	Recipient Performance Measure & Expense Reporting Due

QUESTIONS & DISCUSSION
