Illinois Department of Human Services (IDHS)
Office of Community and Positive Youth Development (OCPYD)
FY25 Special Projects Grant Application

I. Application Summary Page

Organization Name	Village of Oak Park
FEIN	36-6006027
Address	## 123 Madison Street Oak Park, IL 60302-4205
Organization Website	https://www.oak-park.us/

Contact Information

Authorized Rep (AR) Name	Kevin Jackson	AR Title	Village Manager
AR Phone	708-358-5700	AR Email	KJackson@oak-park.us
Program Contact (PC) Name	Lindsey Nieratka	PC Title	Chief Sustainability Officer
PC Phone	708-358-5770	PC Email	LNieratka@oak-park.us
Fiscal Contact (FC) Name	Donna Gayden	FC Title	Interim Chief Financial Officer
FC Phone	708-358-5700	FC Email	DGayden@oak-park.us
Billing Contact (BC) Name	Stephanie Webb	BC Title	Senior Accountant
BC Phone	708-357-5700	BC Email	SWebb@oak-park.us

FY25 Award Amount (enter amount listed in P.A. 103-0006. If you do not know the amount, refer to the email you received with this application)	## $500,000

This FY25 application is limited to grantees named in P.A. 103-0006. To receive an award, grantees must complete the following steps:

☐ Grantees must be registered in the Illinois GATA Grantee Portal and must be GATA Prequalified. (Visit link for instructions.)

☐ Grantees must complete the FY25 ICQ (Accessed through the Grantee Portal)

☐ Grantees must register in CSA Provider Registration (illinois.gov); for more information refer to IDHS: CSA Tracking System (state.il.us)

☐ Grantees must submit a complete FY25 Application Packet to DHS.PositiveYouthDevelopment@illinois.gov

A complete application packet includes:

☐ Uniform Application for State Grant Assistance Complete Pages two and three ONLY

☐ Application Summary Page and Program Narrative (this form)

☐ IDHS: Uniform Grant Budget Template (state.il.us) Enter Budget into CSA under FY25 444-80-XXXX.

☐ Organization's choice of Payment Methodology; for any method other than reimbursement, complete Advance Payment Request Cash Budget.

☐ A copy of your organization's Form W-9 (Rev. March 2024) (irs.gov)

☐ Grantee Conflict of Interest Disclosure.

☐ If your organization is proposing to use subrecipients in this program, you must complete the Subrecipient section of this application and include the Subrecipient attachments listed on page 10.

Additional information may be requested by assigned IDHS program area.

II. Program Narrative (Program Plan)

Awarded funding must be utilized to provide direct program services to participants including associated indirect costs as allowed in the organization's approved Indirect Cost Rate. Funding may not be utilized for capital expenditures, out-of-state travel, and it may not be used for general administrative costs not associated with direct program services.

Upon DHS approval, the program narrative will serve as your program plan for the project period ending in June 2025. The purpose of this form is to provide a description of the program and activities your organization proposes to implement under this award. Revisions may be required and additional contractual requirements may be included in the Uniform Grant Agreement.

Please complete the following:

Project Abstract: *This description should serve as a stand-alone description that may be shared with various state-level stakeholders and others requesting a brief overview of each funded project. Provide a brief overall description of the program and services your organization intends to provide under this award. (1000 character maximum)*

The project's proposed scope focuses on the education of youth around climate, equity and sustainability and related leadership and advocacy skills development. Funding will support the Cross Community Climate Collaborative's (C4) newly developed youth leadership programming, building upon C4 co-directors Seven Generations Ahead (SGA) and partner/suncontractor Urban Efficiency Group (UEG) part-time youth programs. Funding specifically will support the development and implementation of UEG's Kaleidoscope Model – eight-week program designed to develop emerging leaders councils which will engage BIPOC/LMI youth in learning about urban sustainability and civic leadership and UEG's workforce development training for youth in weatherization and energy efficiency. Through SGA's Oak Park-based It's Our Future Program, funding will support program expansion including bi-monthly forums; increased outreach to engage more youth; a climate justice youth summit; in-depth learning about local and international climate initiatives; connection to the Kaleidoscope Program; and engagement of youth in school policy implementation (OPRFHS D200; OP Elementary D97) which will collectively impact 9,300 students and the broader Oak Park community.

Program Participants

Indicate the number of individuals your organizations is proposing to serve.	40

Please complete the following tables. Totals should equal the # of individuals your organizations is proposing to serve.

1. Projected # of youth to be enrolled in the program by Age and Gender.

Gender/Age	Under 6	Age 6-10	Age 11-13	Age 14-17	Age 18-24	Over 24	Total
Male				20			20
Female				20			20
Non-Binary							
Totals				40			40

2. Projected # of youth to be enrolled in the program by race and ethnicity.

Race Category/Ethnicity	Non-Hispanic / Latin-x	Hispanic / Latin-x	Total
Asian	10		10
Black/African American	12		12
White	10		10
American Indian/Alaska Native	0		0
Native Hawaiian/Other Pacific Islander	0		0
Multi-Racial	3	5	8
Totals	35	5	40

Service Area: *Please complete for each site where services will be offered; Add additional pages if necessary. Indicate what type of services will take place at each site—administrative, direct services, etc.*	
Site Name (1)	Virtual
Site Address	Zoom
County or Community Area	Oak Park; West Suburban Cook County; Chicago metro area; City of Chicago
What services will be offered at this site?	Bi-monthly forums
Site Name (2)	Village Hall - Village of Broadview
Site Address	2350 S. 25th Avenue Broadview, IL 60155
County or Community Area	Broadview, IL
What services will be offered at this site?	Kalaidoscope Training
Site Name (3)	
Site Address	
County or Community Area	
What services will be offered at this site?	

If your organization does not have a physical site for programming, indicate how and when you will acquire the space and in what community/county.

N/A

Need: *Describe the identified need for your program in the targeted service area* (include sources, i.e. community assessment, data sources, etc.)

Atmospheric carbon dioxide has surpassed the 400 parts per million level and continues to rise due to human-produced carbon emissions. Rising global temperatures and rising global GHG emissions (40.6 billion tons) have led to more intense and frequent extreme weather events. Some of the more recent extreme events include floods in Spain in late October and a few days ago killing hundreds; Brazil rain and floods last week killing 100 people and displacing 230,000; heat wave in India reaching 115 degrees Fahrenheit; heaviest rainfall in the United Arab Emirates in 75 years claiming lives and halting air traffic; flooding and landslides in Kenya killing 228 and displacing 212, 630; and recent intense US hurricanes including Milton costing $50 billion. Analysts say that staying within a 1.5 degree Celsius increase in global temperatures from pre-industrial levels is unlikely and that this measure will be breached in the next few years.

While all of us are experiencing on some level the effects of climate change, it will be our young people who will shoulder the worst of the impacts and who will experience unprecedented financial, health and quality of life costs in the years to come. It is the premise of this proposed project that in a more pronounced and significant way we educate, engage and equip our youth now to advocate for climate solutions and their futures. As the Village of Oak Park works to implement its Climate Ready action plan, it will be essential for youth to be engaged. This project presents an opportunity to connect young people in Oak Park to Climate Ready implementation and to connect them to the newly organized working group process that will develop and drive strategies focusing on Oak Park Elementary District 97 and Oak Park River Forest High School District 200 sustainability policy implementation. The project also recognizes that climate impacts do not stop at our Oak Park borders, and that there is a need to collaborate with our neighbors to address the impacts on our collective communities. Many youth – both within Oak Park and in contiguous communities that have historically been underserved and that have fewer resources – are becoming increasingly aware of climate change but don't have the tools or structures to learn about the issues and take meaningful action within their communities and schools. This project will bring together youth across racial, ethnic, income and geographic lines to learn about the climate crisis, connect the dots between climate change, health, economic well-being and equity and work together to impact the issue of climate change locally.

Capacity and Program Readiness	

Organization History: *Provide a brief history of your organization and its overall mission.*

Oak Park, Illinois, was officially incorporated as a village on January 25, 1092. Today, it is a vibrant community of about 54,500 people located just west of Chicago, known for its architectural heritage and diverse population. Spanning 4.7 square miles, Oak Park is home to a wide range of cultures, races, ethnicities, professions, lifestyles, religions, ages, and income levels. The village operates under a Village Manager government system, where an elected Village Board president and six trustees set policies and hire a professional manager to handle day-to-day government operations. The Board has identified several key goals for the current year, including community affordability, health and safety, racial equity, vibrant and connected neighborhoods, sustainability and resilience, and economic vitality.

Experience:

Briefly describe your organization's experience (if any) implementing programs of similar size and/or purpose.

In recent years, the Village of Oak Park and its partner organizations have made sustainability a key priority. As part of its Climate Ready Oak Park plan and the creation of a Sustainability Fund, Oak Park has collaborated with local school districts (D200 and D97) and Seven Generations Ahead on sustainability efforts through the PlanItGreen initiative. Subcontractors Seven Generations Ahead (SGA) and Urban Efficiency Group (UEG) bring over 40 years of experience in sustainability and have recently launched youth-focused programs, like It's Our Future and Generation Green, which form the foundation of this proposal's goals.

Briefly describe your organization's experience (if any) managing state or federal grants.

The Village of Oak Park has a proven track record of successfully managing similar grants, including the DCEO CDBG-CV grant for urban shelter services, the FEMA Assistance to Firefighters grant, and the Illinois EPA CEJA grant in recent months. Key staff have significant experience in managing and reporting on similar grants. If awarded, this grant will be well within the Village's capacity to execute. Additionally, the Village's strong relationships with external partners will support the successful completion of this project.

Staffing:

How many total staff (individuals) are/will be assigned to this program? (Include contracted staff if applicable)	Program Staff	8	Fiscal/administrative Staff	2
What is the expected total Full Time Equivalents (FTEs) when fully staffed for this program (including contract staff)	3 FTE			
Of the number above, how many staff are currently employed/contracted by your organization?			2	
How many of the staff currently employed/contracted by your organization that will be assigned to this program have more than 3 years of experience with this program or similar programs?			6	
Does the organization have a policy to track and approve personnel time applied specifically to this program?			Yes	
Describe how staff time on the program will be tracked, monitored, verified and reported.				

Contracted staff will use timesheets to record the amount of time spent on this project. The Village will require contractors to set up policies and procedures or recordkeeping and documentation which will be monitored and reviewed on a monthly basis.

Monitoring:

Has your organization received a monitoring visit by a funder or other governing body (local, state, federal, other) in the past two years?	Yes
If yes, who was the monitoring agent/agency	HUD
Describe the results of the monitoring visit including any findings or required corrective action plans. *(Include a copy of the final monitoring visit report, as applicable.)*	

The monitoring visits indicated improvements to policies and procedures as well as internal controls.

Have all findings/corrective actions been resolved? If not, please explain

The Village is working with HUD to resolve all monitoring findings. The Village submitted a response to HUD in mid-August and has been meeting with HUD since to refine responses to any findings.

Program Design and Services

Program Model: *Provide a detailed description of the proposed overall program model and implementation design.*

The focus of activity for this year's state funding is the education of youth around climate, equity and sustainability and related leadership and advocacy skills development. Funding will support the development and implementation of UEG's Kaleidoscope Model – designed to develop emerging leaders councils which will engage BIPOC/LMI youth in learning about urban sustainability and civic leadership. Additionally, UEG's (subcontractor of SGA) youth program – Generation Green (G2) – will provide workforce development training for youth in weatherization and energy efficiency so youth can develop real world technical skills and future jobs in a vastly growing sustainability industry. Through SGA's It's Our Future Program – designed to equip youth to advocate for climate solutions and their futures - funding will support current bi-monthly programming and program expansion that will conduct outreach to engage youth in UEG's leadership programming; engage youth from Oak Park and across the Chicago metro area through IOF meetings and forums in learning about climate justice; and engage youth in on- the-ground advocacy and implementation within their schools and local communities. Through IOF, youth will drive school sustainability policy development and implementation; participate on a statewide Youth Advisory Council linked to statewide climate education policy development and implementation; and learn about international climate issues and how youth can drive equitable climate solutions here at home. Funding will support staffing and operations for C4 co-lead organization Seven Generations Ahead (SGA) and subcontractor Urban Efficiency Group (UEG) to implement these initiatives targeting youth from Oak Park and West Suburban Cook County – with a focus on BIPOC and low-income youth.

I. The Kaleidoscope Community

Kaleidoscope Community is a micro-urban sustainability model with an emphasis on the next generation. The inclusion of next generation thought leaders in the discussion of sustainable communities is essential. Plans currently under development will likely still be in place as high school students enter into their post collegiate life. Therefore, such plans should represent an inclusive and generationally diverse forecast of the future of urban sustainability. The Kaleidoscope Community model allows for dynamic and inclusive planning as we reimagine the future sustainability of our communities. The Kaleidoscope Community constructs consist of a Quadrant Priority Focus: Neighborhood –The focus is to create vibrant, safe, and inviting neighborhoods that are complete in services and facilities, affordable, and accessible to all; neighborhoods with identities rooted in local history and culture; and neighborhoods where livability is the product of engaged stakeholders.

Prosperity – The focus is to create equitable access to quality education and emerging career pathways, a developing workforce to support the increasing quality job market, and entrepreneurial innovation and small business start-ups and incubation that align with the eccentrics of the community.

Health & Wellness – The focus is to create equitable health outcomes based on accessible, affordable health care; increasing access to mental health services; increase access to affordable, local, fresh food; remediated toxic environments that compromise air quality and increase environmental health risks, while prioritizing public safety.

Emerging Leaders – The focus is to ensure the next generation thought leaders have exposure to traditional and non-traditional college and career opportunities, while highlighting emerging markets that can influence future success trajectories and are calling for increased diversity. For the purpose of this funding opportunity, we will demonstrate alignment between the "Prosperity" and "Emerging Leaders" pillars.

Prosperity – C4 - led by co-lead Urban Efficiency Group - will deliver this project component as part of its Green Generation (G2) initiative that will provide students with access to a summer workforce development opportunity. This program will run from May 5, 2025 until June 27, 2025, 4 days per week, from 8am to 3pm. Students will receive training on leadership, urban sustainability, advocacy, civic sustainability, and receive 2 national Building Performance Institute (BPI) certifications. Funding will support staffing, costs associated with the national certification, curriculum delivery, and stipends for participating students.

II. It's Our Future

It's Our Future (IOF) was created in 2018 as part of the Oak Park River Forest's "Big Idea Challenge", a competition via grant proposal and presentation before 200 community members and 40 judges that SGA won and which provided initial seed funding for the project. Since its inception, IOF's mission has been to equip youth to advocate for equitable climate solutions and their futures. The goals of IOF include: a) educating youth about the global climate crisis and how local communities are taking action; b) engaging youth in impactful climate advocacy in their schools and local communities; c) fostering a supportive and welcoming community for youth who are concerned about the climate crisis and climate justice; and d) connecting youth to the international climate movement including taking youth to the annual UN Council of Parties (COP) Climate Summits. IOF youth meet twice monthly to plan agendas, organize activities and learn from sustainability leaders in the region about their initiatives and progress toward achieving climate goals. Periodically, youth will convene in-person educational, planning and networking events that help to recruit new IOF youth and they will lead educational sessions about climate and sustainability. The focus of It's Our Future for State of Illinois funding for C4 will include the following:

A) Youth Education on Climate and Equity

IOF will conduct extensive outreach through schools and community-based organizations to recruit students from marginalized communities to participate in IOF bi-monthly meetings and learning forums which engage adult sustainability leaders and youth in real world leaning about climate and equity issues and related initiatives being led by area professionals. Through these meetings, youth will learn about actions they can take within their schools and communities and will receive support from IOF staff for implementation. IOF staff will also actively recruit participants for UEG's Kaleidoscope Model (details below) designed to build emerging youth leadership around climate, equity and civic participation.

B) State Climate Education and Local School Climate Policy Advocacy

IOF will work with partners to expand the Youth Advisory Board of Climate Education for Illinois and will collaborate directly with Subject to Climate to guide and advance climate education implementation. IOF will engage more students in joining the effort to impact statewide climate curriculum, ensuring that all Illinois students learn about climate justice and are empowered with solutions and job skills for the green economy. Funding will support student involvement in meetings and presentations related to implementing the current state policy and advocating for additional climate education policies in Illinois and staffing for non-profit Subject to Climate to support their efforts to build a Climate Education Hub in Illinois. Related to this effort, IOF students will expand the School Climate Policy Resource Guide and develop a corresponding mentorship program that will empower their peers to advocate for strong climate policies in their schools, ultimately influencing numerous districts to set measurable goals around ghg emissions, local sustainable food, waste reduction/composting, EV infrastructure, sustainability curriculum and more. IOF staff and student leaders will work hand-in-hand to drive new school policies and support policy implementation within Chicago metro area schools. Oak Park students will participate in Sustainability Policy Implementation Plan Working Groups linked to Oak Park River Forest High School D200 (3,300 students) and Oak Park Elementary District 97 (6,000 students) Sustainability Policies, and help help develop specific strategies for implementation related to Energy; Food/Waste; Green Infrastructure; and Education.

C) Expansion of the "COP Experience"

IOF, with the bandwidth provided by state of Illinois funding, will increase the reach of students and schools that prepare for and learn about UN Climate Summit COP topics and issues and that follow "Live from COP29" in November 2024 and other COP-related learning opportunities and activities. Students will research international climate topics, issues, policies and initiatives and will present peer-to-peer about their area of expertise. Funding will not support international travel but will support expanded learning and engagement related to the UN Climate Summit COP30 and how youth can take local action to meet global GHG emissions reduction goals.

III. Youth-Led Project Subgrants

C4 has set aside $50,000 for sustainability projects that drive outcomes related to climate, equity, sustainability and community well-being. Using the Oak Park River Forest Community Foundation's "Future Philanthropist Program" model, youth will develop RFPs, review project concepts, budgets and timelines and implementation plans and choose winning projects that will be implemented within local schools and communities. Funding will support hard costs (garden tools, structures, plants, etc. for community gardens; composting bins, signage, household buckets, etc.; mini solar modules for education; native plant installments; etc.).

Target Population:	
Describe the population for whom this program is intended	
High School-aged youth from Oak Park, Maywood, Broadview, Bellwood and Chicago metro area	
Describe program eligibility requirements	
High School-aged youth interested in climate, equity and sustainability who can commit to participating in the 8-week Kaleidoscope Program and It's Our Future programming and activities.	
Describe how your organization will recruit participants	
Recruitment will target existing It's Our Future and Generation Green youth; high school principals and teachers; and connections through C4 mayors.	

Program History:	
Is this an existing program within your organization?	yes
If yes, how many years has your organization offered this program?	**since 2018**
If yes, how is this program currently funded?	not currently funded
Is current funding ending or will these funds be used to expand the program? Please explain	
SGA's initial seed funding for It's Our Future has ended and SGA now budgets part-time program staff through discretionary funding. The state funding will supplement both IOF and Generation Green program funding to expand he both programs as is articulated in proposed program activities.	
How will your organization ensure that existing funds supporting this program are not supplanted?	
Both SGA and UEG are committed to youth sustainability programming through their respective programs and will ensure that both programs continue to grow beyond state funding and that state funding will not supplant current levels of support.	

Evidence Based Programs (EBP) *(This is not a requirement for Special Projects)*	
Is your organization proposing to implement an evidence-based program or practice (EBP) under this award?	**no**
If yes, what is the name of the EBP	
Provide a link to the research/literature supporting the EBP	

Activity	Frequency/Timeline	# of participants	Brief Description
Ex 1. After School Program	*15 hours per week (Aug-May)*	*50*	*After School programming with tutoring and recreational activities for junior high students during the school year.*
Ex 2. Basketball league	*3 times per week, Sept-Dec*	*75*	*Youth will participate in a basketball league 2 nights per week with tournaments on weekends.*
Kaleidoscope Program	May 5-June 27	12	Sustainability Education, Advocacy and Civic Participation Training
It's Our Future Education Forums and Meetings	Twice monthly Jan-June	10-15	Presentations by local and national sustainability leaders at IOF monthly forums and youth planning of events and IOF local action projects
IOF In-Person Mixers	April/June	40	In-person education and planning mixers led by IOF core youth
K-12 Policy Guide	February-June	10-15	K-12 Policy Guide enhancement, training and policy advocacy support
K-12 Policy Implementation Working Groups	Monthly	8-10	Participation In Oak Park River Forest HS D200/Oak Park Elementary D97 and Village of Oak Park Sustainability Working Groups (Energy; Food/Waste; Green Infrastructure; Education)
COP30 Education and Preparation	April-May	10-15	IOF Youth research and present on COP30 topics

Timeline: *List program activities/milestones and indicate anticipated implementation dates.*	
QTR 1(Jul-Sep)	
QTR 2 (Oct-Dec)	
QTR 3 (Jan-Mar)	Kaleidoscope Program recruitment and program development; K-12 Policy Guide enhancements and peer training; OPRFHS D200/Oak Park Elementary D97/VOP Working Group participation (monthly/ongoing); IOF Bi-monthly forums/mtgs; State Climate Education Policy Advisory mtgs; Youth-led Oak Park elected official candidates forum planning and implementation; Energy Efficiency certification training recruitment; K-12 policy advocacy and support; State Climate Education Policy Advisory mtgs; subgrant program planning and development; C4 and PlanItGreen mtgs updates;
QTR 4 (Apr-Jun)	OPRFHS D200/Oak Park Elementary D97/VOP Working Group participation (monthly/ongoing); IOF Bi-monthly forums/mtgs; IOF in-person events; K-12 policy advocacy and support; COP30 issue research and presentations and social media; COP30 issue research and discussions; State Climate Education Policy Advisory mtgs; subgrant program planning and implementation; C4 and PlanItGreen mtgs updates; Kaleidoscope Program implementation

Service Delivery and Impact	
Outcomes:	
State your desired outcomes, impacts and goals for the grant period ending 6/30/25. Include targets and benchmarks.	
The overall desired outcome of this grant is to educate youth about the climate crisis and related equity and sustainability issues and equip them to take local action in their communities. The project ultimately intends to develop youth sustainability leaders who will grow in their capacity to effect change at the local level. The project's goal is to expand current youth programming offered by SGA and UEG, and to have more youth engaged and participating in program activities, trainings and events. The project also intends to certify 12 youth from underserved communities in energy efficiency skills and equip them for future employment opportunities. The overall project - in addition to the youth directly participating - will impact the student bodies of Oak Park D200 (3,300) and Oak Park D97 (6,000) who will benefit from work plan implementation within their respective schools.	
Include **at least** three performance measures/standards specific to your program. *For example, "85% of student participants will increase their conflict resolution skills as measured through pre/posttests."*	
Performance Measure 1	100% of youth will participate in trainings about actions linked to climate, equity and sustainability.
Performance Measure 2	6-8 Youth will support development and implementation of K-12 Sustainability Policy Work Plans
Performance Measure 3	12 youth will complete the Kaleidoscope Program
Performance Measure 4	
Performance Measure 5	
Performance Measure 6	

Evaluation: Describe the process for evaluating progress on stated outcomes or goals.

Formal program evaluation (by participating youth) of the Kaleidoscope Program will be built into the end of the program, and UEG will report on youth participation/attendance and program learning outcomes. IOF forums and live events will be evaluated and debriefed through bi-monthly IOF meetings. UEG (subcontractor to SGA) will evaluate and confirm energy efficiency certifications by participating youth and will report on successful completion of certification program. IOF will report on number of youth engagement in existing K-12 sustainability policy working groups; youth participation in State Climate Education Youth Advisory and working group meetings; in-person event attendance and action-related outcomes; and number of youth researching and presenting on COP30 topics. SGA will report on number of youth participating in subgrant program and number of grants awarded and implemented. Attendance and participation data will be recorded and reported for all program activities.

Standardized Performance Measures	Enter Data	Performance Standards
Proposed unduplicated number of individuals served.	40	Minimum of 80% of proposed number of individuals will receive services.
Number of days proposed program activities that will be offered over the project period.	83	Program activities will be offered for a minimum of 80% of proposed # program days.
Percentage of participants who are safe from violence during programming.	100	100% of participants will be safe from violence during programming.

Reporting *(includes data collection, monitoring, tracking performance measures, and reporting to DHS)*	
Who will be designated to oversee performance reporting and ensure timely submission to DHS for this program? *(Indicate name and position)*	Stephanie Webb, Senior Accountant
Is the staff listed above familiar with program requirements, deliverables and outcomes of this program?	Yes
Describe how the organization will ensure data accuracy and integrity	

The Village will work with contracted staff to ensure tracking and reporting tools are set up to monitor progress and performance measures. Reporting and documentation will be completed on a monthly basis at a minimum. Program staff will be responsible for quality control including the review of all backup documentation to ensure accuracy.

Other Information
Use the space below to communicate any additional information you would like IDHS to know about your program including implementation obstacles and challenges, requests for Training or Technical Assistance, etc.

III. Financial Information

a. Funding Table

Please complete the following:	Amount
What is your **organization's overall budget? (All programs, administration, etc.; include this grant amount.)**	**$82,194,660.00**
What is your overall budget **for this program?**	$500,000
How much of your program budget will be paid by this grant?	100%
If you have additional sources of funding for this program besides this grant amount, list the sources and amounts below.	

b. Budget: IDHS GATA Budgets (state.il.us)

- Your budget must be entered into CSA for an amount up to the amount listed in P.A. 103-0006 for your organization.
- This award is intended to support the program proposal outlined in this narrative. (Refer to grant fund use requirements below.)
- Please use the "certify rounding feature" in CSA to ensure that your request is a whole dollar amount.
- The Budget must be electronically signed and submitted in the CSA system. The Budget must be signed by the Provider's Chief Executive Officer and/or Chief Financial Officer.
- Be sure the budget status in CSA says "GATA Budget signed and submitted to program review." This status will appear after the budget is electronically signed by the agency CEO or CFO and submitted to IDHS.
- Refer to IDHS: Training Manual for use of the GATA Budget Templates in the CSA Tracking System (state.il.us) for additional instructions and information on preparing a budget.
- Grantees that wish to negotiate a rate with the State of Illinois will start their election process in the Grantee Portal and the case will then be sent to CARS to begin negotiation. View the CRMP User Manual.

- Pre-award costs will be allowed under the following conditions:
  The applicant must:
  - have received and accepted the Notice of State Award (NOSA)
  - have a current, approved budget in the CSA system for this award
  - have submitted any and all requested program plan and budget revisions per the NOSA
  - NOT incur pre-award costs prior to the start date of the grant agreement.

c. Grant Fund Use Requirements

All applicants will use grant funds according to the guidelines, conditions, and parameters set forth in this funding notice and in compliance with federal statutes, regulations and the terms and conditions of any applicable federal awards.

i **Allowable costs:**

Allowable costs are those that are necessary and reasonable based on the activity(ies) contained in the Scope of Work, are justified in the Budget Narrative, and are allowable under Subpart E of 2 CFR 200. It is expected that administrative costs, both direct and indirect, will represent a small portion of the overall program budget. Any budget deemed to include inappropriate or excessive administrative costs will not be approved. Program budgets and narratives must detail how all proposed expenditures are necessary for program implementation.

ii **Unallowable costs:**
Please refer to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, PART 200 Subpart E – Cost Principles to determine the appropriateness of costs. In addition, and specific to this grant, the following costs will be unallowable without specific prior written approval from IDHS:

    (a) Entertainment costs, except where specific costs that might otherwise be considered entertainment have a programmatic purpose and are authorized in the approved budget (2 CFR 200.438)

    (b) Capital expenditures for general purpose equipment, including any vehicle regardless of cost, buildings, and land (2 CFR 200.439)

    (c) Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life (2 CFR 200.439)

    (d) Food, and other goods or services for personal use of the grantee's employees, contractors, or consultants of the grantee unless authorized as per diem under the State of Illinois Governor's Travel Control Board (2 CFR 200.445).

    (e) Deposits for items, services, or space

d. **Travel Expenses**
- DHS does not anticipate approving any Out-of-State Travel or Airline Travel with these grant funds.
- If In-State Field Trips and Travel is included as part of your program plan and budget, trips over 60 miles, overnight trips and trips with a total cost of over $1000 will require prior approval. A travel request form will be made available.
- Expenditures for Entertainment Purposes will NOT be Authorized.

e. **Payment Terms**
Indicate your organization's choice for grant payment method for FY25 below. Refer to IDHS: Grantee Payment Methods Notification (state.il.us) **Please note: if a provider has medium or high risk as indicated after completing the FY25 ICQ in the Grantee Portal, they may not qualify for the Advance Payment method.**

☐Advance Payment (Advance and Reconcile)*

☐Reimbursement

☐Working Capital Advance*

*If choosing Advance Payment (Advance and Reconcile) or Working Capital Advance, you will be required to complete and include the Advance Payment Request Cash Budget.

IV. Organization W-9

All Organizations must include a copy of the organization's Form W-9 (Rev. March 2024) (irs.gov)

V. Grantee Conflict of Interest Form

All Organizations must include a signed copy of the Grantee Conflict of Interest Disclosure.

Once this program plan and budget are approved, if the grantee wishes to make significant changes to the approved plan, the grantee must contact the DHS program staff assigned to your program. Grantee must receive prior approval for significant changes before those changes are implemented.

Reminder--if you are planning to use sub-recipients, please complete the following page.

VI.   Subrecipients

Subrecipients: If you plan to use subrecipients to carry out the deliverables of this program please complete this form. *(Insert a separate page if additional subrecipients will be used.*		
Describe how the subrecipients were/will be chosen for this program.	This project was developed by SGA, UEG and mayors linked to the Cross Community Climate Collaborative (C4) and designed to support new and expanded programming linked to the subrecipients.	
List the subrecipients below. Include their Federal Employee Identification Number (FEIN) and the amount of the subaward. Include a brief description of the activities the subrecipient will provide.		
Subrecipient	Seven Generations Ahead	Subrecipient Activities
FEIN	36-4437661	Implementation of all activities listed that are linked to It's Our Future program expansion.
Contact Person	Gary Cuneen	
Email	gary@sevengenerationsahead.org	
FY 25 Amount	$147,614	
Subrecipient		Subrecipient Activities
FEIN		
Contact Person		
Email		
FY 25 Amount		
Subrecipient		Subrecipient Activities
FEIN		
Contact Person		
Email		
FY 25 Amount		

Reminders:

- Subrecipients MUST be pre-approved by the Department. Sub-recipient Agreement(s) and budgets must be pre-approved by and on file with IDHS.
- Sub-recipients are subject to all provisions of the grant agreement of this program.
- The grantee organization shall retain sole responsibility for the performance of the subrecipient.

For EACH Subrecipient (current and new), you must include the following attachments:

☐A PDF copy of the **Subrecipient's FY25 Budget**

☐A copy of the **Subrecipient Agreement** (generated by your organization, outlining the scope of work/deliverables the subrecipient will be completing for this program.)

☐A copy of the **Subrecipient Organization Federal Form W9**

☐**Sub-recipient Organization approved NICRA** if indirect costs are included and Subrecipient Organization has a current approved Federal or State NICRA

MANDATORY: *Choose one of the options below*
☐**Grantee organization acknowledges it is responsible for the performance of any subrecipient and will ensure adequate monitoring**. *Indicate if the organization has a monitoring policy:*   ■Yes   ☐No ☐**Grantee organization does not use subrecipients for this program. If this changes during the fiscal year, grantee will notify IDHS and will abide by the above conditions.**