



Uniform Notice of Funding Opportunity (NOFO)

	Data Field	
1.	Awarding Agency Name:	Illinois Department of Public Health
2.	Agency Contact:	Name: Carla N. Little, Ph.D. Phone: 312-814-1091 Email: carla.little@illinois.gov
3.	Announcement Type:	Initial announcement <input checked="" type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	Grant
5.	Agency Opportunity Number:	N/A
6.	Funding Opportunity Title:	Cities Readiness Initiative
7.	CSFA Number:	482-00-0265
8.	CSFA Popular Name:	Cities Readiness Initiative
9.	CFDA Number(s):	
10.	Number of Anticipated Awards:	27
11.	Estimated Total Funding Available:	\$1,759,667.00
12.	Single Award Range:	\$40,282.00- \$165,612.00
13.	Funding Source: Mark all that apply	<input checked="" type="checkbox"/> Federal or Federal pass-through <input type="checkbox"/> State <input type="checkbox"/> Private / other funding
14.	Is Cost Sharing or Match Required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
15.	Indirect Costs Allowed? Restrictions on Indirect Costs?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Yes <input checked="" type="checkbox"/> No If yes, provide the citation governing the restriction:
16.	Posted Date:	May 23, 2016
17.	Application Date Range: Leave the 'End Date' and 'End Time' empty if there is no deadline.	Start Date: End Date: June 30, 2016 End Time:
18.	Technical Assistance Session:	Session Offered: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Session Mandatory: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Date and time: May 17, 2016 11:00am- 12:00pm Conference Info/Registration Link: http://idph.adobeconnect.com/phep/

Agency-specific Content for the Notice of Funding Opportunity

A. Program Description

The purpose Cities Readiness Initiative is to fund local health departments located in CDC-designated "Cities Readiness Initiative, or CRI, jurisdictions in Illinois, outside of the City of Chicago. These jurisdictions in Illinois are as follows: the Chicago Metropolitan Statistical Area (MSA), the Peoria MSA, and the St. Louis MSA. These Metropolitan Statistical Areas are as defined by the Federal Office of Management and Budget (OMB).

The goal of the Cities Readiness Initiative funding is to provide certain additional dollars to the State Public Health Department and to the locally designated CRI jurisdictions for the the purposes of assessing, prioritizing, building, training, and exercising the necessary resource elements and capabilities needed to save lives in the event that emergency medical countermeasures must be rapidly dispensed to the entire population within 48 hours of the decision to do so.

Planning considerations should include the of CDC's 15 Public Health Emergency Preparedness Capabilities with special emphasis on "Medical Countermeasure Dispensing" and "Medical Materiel Management and Distribution" Capabilities that the Grantee needs to mitigate certain potential hazards to the Grantee's public health and healthcare system.

Scope of Work

The Grantee will provide the following services and agrees to act in compliance with all State and federal statutes and administrative rules applicable to the provision of services pursuant to this Agreement. The grant application submitted by Grantee related to this Agreement is hereby incorporated and made a part of this Agreement.

CRI AND PHEP GRANT ALIGNMENT - The Grantee will execute and perform a separate Public Health Emergency Preparedness (PHEP) grant agreement with the Department to continue to be eligible and receive funds from this grant for services related to the Centers for Disease Control Cities Readiness Initiative (CRI). The Grantee is to plan, implement, and document the requirements of this grant in compliance with the plans and reporting required by the Grantee's PHEP grant agreement with the Department; and in line with the Centers for Disease Control and Prevention (CDC) Public Health Preparedness (PHP) Capabilities: National Standards for State and Local Planning (*here forward named PHP Capabilities National Standards*) over the five-year project period from 2012-2017. The Grantee will report and incorporate the required elements of this grant into the reporting, notification/alerting, planning, and other relevant elements of the Grantee's PHEP grant agreement, e.g., **Hazard Vulnerability Jurisdictional Risk Assessment, Capability Assessment, Strategic Plan, Annual Workplan, Quarterly Progress Report, Emergency Operations Plan, CEMP, SIREN, and Training and Exercise Plan.**

Quarterly Call Down Drills- The Grantee will conduct, at least quarterly, staff call down drills. One of the call down drills can be used to satisfy of the below requirement of conducting 3 different CRI drills.

CRI Drills - The Grantee will conduct at least three (3) different CRI drills (not the same drill performed three times) as designated by the Department. At least one of the three annual drills will be an All Hazards Countermeasure Dispensing Drill or RealOpt modeling program to determine throughput. Submit documentation on these drills to the Department in the Department-designated format within 60 days, but no later than **June 30, 2017**. In BP4 the CRI Drill data should be submitted to the CDC's Data Collection and Reporting Suite (DCARS) link: http://phprsurveys.cdc.gov/mriWeb/mriWeb.dll?i.Project=DCARSMenu_BP4&l.user1=Drills. The password did not change from Budget Period 3. Documentation on completion and submission of the CRI drills must also be submitted to the Department through the Grantee's CEMP. Due to their very narrow focus, conducting any of the three CRI drills individually does NOT meet the requirement of an annual exercise for the Grantee's separate PHEP award from the Department. To meet the requirements of the annual exercise in the separate PHEP award one or more of the CRI drills must be conducted in the broader context of exercising a PHEP capability.

Full-Scale Exercise - The Grantee will plan and participate jointly with the Department in one (1) full-scale exercise before the grant period ending in 6/30/2017 that demonstrates medical Countermeasure Distribution and Dispensing Elements. **The Illinois CRI joint- FSE was conducted June 14-16, 2016. For Grantees that did not participate in the CRI joint- FSE on June 14- 16, 2016 or have not yet conducted mass dispensing operations in this Project Period ending June 30, 2017, a mass dispensing full- scale exercise must be conducted with pertinent local SNS plan/mass dispensing planning partners by June 30, 2017.** An AAR/IP, and/or other exercise documentation must be submitted by the Grantee in the format requested by Department within 60 days after the exercise. The Department may provide additional specific

information on the exercise and the elements to be tested by the Grantee in the current Department Training and Exercise Guidance (updated annually).

POD Standards Compliance and Reporting - The Grantee must comply with the current CDC *Point of Dispensing Standards* (POD) standards. Documentation of this compliance must be submitted to the Department ERC in the format requested by the Department no later than **June 30, 2017**.

Medical Countermeasures Operational Readiness- By September 30, 2016, conduct face-to-face meeting with IDPH OPR staff to review the BP4 MCM ORR results and to develop an MCM Action Plan based on the results of the BP4 MCM ORR Report.

The MCM Action Plan should include quarterly and annual benchmarks for the local jurisdiction to achieve a minimum of Established, by June 30, 2022, in each function listed in the MCM ORR.

Meet quarterly with IDPH OPR staff to review and update the local MCM Action Plan.

Based upon feedback from the quarterly meetings, develop and submit a summary report detailing achievements, made towards improving local MCM operational readiness, of completed activities in response to technical assistance plans developed from the jurisdiction's BP4 MCM assessment results.

Send to IDPH OPR MCM Program Manager the summary report detailing achievements, made towards improving the local MCM operational readiness, of completed activities in response to technical assistance plans developed from the jurisdiction's BP4 MCM assessment results, and any other updates to the MCM Action Plan. The due dates of the summary reports to IDPH OPR MCM Program Manager are as follows: September 21st, December 21st, March 21st, and June 21st. The due dates of the summary reports to the CDC are as follows: September 30th, December 30th, March 30th, and June 30th of each quarter.

Medical Countermeasures Operational Readiness Assessment - By June 30, 2017, the Grantee will participate with the Department in the Medical Countermeasures Operational Readiness Assessment and Improvement Planning process using the current version of the CDC MCM Assessment tool.

MCM ORR SharePoint Site - By **September 6, 2016**, the Grantee must have a registered primary and 2 back up personnel in CDC JOIN. The CDC JOIN registration allows Grantees to access the MCM ORR SharePoint site where the medical countermeasures guidance, data collection tools, and the MCM ORR assessment tools are located. The Grantee should apply for access by completing the CDC JOIN registration form.

Closed Points of Dispensing Sites- By **June 30, 2017**, the Grantee will submit, to the Department, a narrative report of closed POD sites recruitment efforts in the jurisdiction. A template for the narrative report on the jurisdiction's closed POD sites recruitment efforts will be provided by the Department no later than December 30, 2016.

CDC RSS Facility Site Survey- By **June 30, 2017**, the Grantee, in conjunction with their IDPH Regional Emergency Response Coordinator, will complete the CDC RSS Facility Site Survey for all of the jurisdiction's potential local drop site. This tool was developed by the CDC to help planners determine the suitability of receiving medical countermeasures at a given site. The data collected on the survey should be used to determine a facility's use as an RSS site from an all-hazards approach. Additionally, any changes in Local Drop Site information must be routinely updated and maintained in IMATS.

Statewide Meeting - By **June 30, 2017**, the Grantee will participate in the annual statewide CRI meeting as requested by the Department.

Annual MCM Training - The Grantee will annually train appropriate staff, and partner agencies, on their roles in the Grantee's Medical Countermeasures Distribution and Dispensing Plans, including annual training on CDC IMATS; and send appropriate staff to at least one IDPH/CDC Regional State Medical Counter Measures Distribution and Dispensing Plan Training when offered by the Department and/or CDC. These trainings should be planned in the Grantee's updated Multi-Year Training and Exercise Plan and documented in I-TRAIN as required of the Grantee by its separate PHEP grant.

The Grantee will not use the services of a subcontractor, excluding Operational Utilities, or subgrantee to fulfill any obligations under this Agreement without the prior written consent of the Department. Departmental approval of a budget including subcontractors or subgrantees does not constitute prior written consent for the use of such goods or services. All subgrantees shall have an application, including a budget and project deliverables, on file with the Grantee and the Department prior to the issuance of any written consent. The Department reserves the right to review all subcontracts and subgrants at any time during the term of the Agreement.

The Grantee will not commingle funds between separate grants or subgrants, even if the grants or subgrants are related, or the same population is being served.

In connection with the services described in Section 2.1 above, the Department will:

Annually Conduct site visit(s) to the grantee for technical assistance and grant compliance monitoring, or when requested by the Grantee or deemed necessary by the Department's Office of Preparedness and Response staff.

Conduct periodic communication exercise with SIREN or Starcom21 with local health departments;

Conduct periodic training on the use of CDC's Inventory Management and Tracking System (IMATS).

The Department will provide specific guidance and formats for local health department exercises, training and performance measure and other types of reporting as described in this grant in a timely fashion.

The Department will provide technical support for its information technology systems required in this grant in a timely fashion.

Provide guidance to clarify these grant terms, or adapt to unforeseen emergencies and events;

Compensate Grantee as described in Section 5.3 of this grant agreement.

B. Funding Information

This award is utilizing federal pass-through, state and/or private funds.

**LOCAL HEALTH DEPARTMENT CRI FUNDING ALLOCATIONS FOR STATE FISCAL YEAR 2017
Grant period July 1, 2016 to June 30, 2017**

Cities Readiness Initiative funding is available, in the amounts indicated below, to those Federally- designated CRI jurisdictions. Award amounts are calculated on a per capita (varies with available funding) plus a minimum based of \$40,000.00.

HEALTH DEPARTMENT	SFY16 CRI TOTAL
1 BOND	40,984
2 CALHOUN	40,282
3 CLINTON	42,092
4 COOK	165,612
5 DEKALB	45,826
6 DUPAGE	90,802
7 ESHD	43,513
8 EVANSTON	44,127
9 GRUNDY	42,774
10 JERSEY	41,273
11 KANE	68,549
12 KENDALL	46,357

13	LAKE	78,976
14	MACOUPIN	42,646
15	MADISON	54,920
16	MARSHALL	40,700
17	MCHENRY	57,107
18	MONROE	41,826
19	OAK PARK	42,874
20	PEORIA	50,333
21	SKOKIE	43,589
22	ST. CLAIR	51,450
23	STARK	40,332
24	STICKNEY	42,259
25	TAZEWELL	47,502
26	WILL	77,540
27	WOODFORD	42,142

C. Eligibility Information

An entity may apply for a grant but will not be eligible for a grant award until the entity has pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal, www.grants.illinois.gov. During pre-qualification, Dun and Bradstreet verifications are performed including a check of Debarred and Suspended status and good standing with the Secretary of State. The pre-qualification process also includes a financial and administrative risk assessment utilizing an Internal Controls Questionnaire. If applicable, the entity will be notified that it is ineligible for award as a result of the Dun and Bradstreet verification. The entity will be informed of corrective action needed to become eligible for a grant award.

1. Eligible Applicants

Only local health departments in Illinois that are certified pursuant to 77 IAC 600 are eligible to apply. This does not include agencies that have not accepted PHEP and CRI funds for the last 4 years or those located within the City of Chicago.

2. Cost Sharing or Matching

This application requires a 10% match from non-federally funded resources in compliance 2 CFR 200.306.

3. Indirect Cost Rate

The applicant may charge an indirect cost based on an annually negotiated indirect cost rate agreement (NICRA). There are three types of NICRAs: a) Federally Negotiated Rate. Organizations that receive direct federal funding, may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. Illinois will accept the federally negotiated rate. The applicant must provide a copy of the federally NICRA. b) State Negotiated Rate. The organization must negotiate an

indirect cost rate with the State of Illinois if they do not have Federally Negotiated Rate or elect to use the De Minimis Rate. The indirect cost rate proposal must be submitted to the State of Illinois within 90 days of the notice of award. c) De Minimis Rate. An organization that has never received a Federally Negotiated Rate may elect a de minimis rate of 10% of modified total direct cost (MTDC). Once established, the de minimis rate may be used indefinitely. Grantee can elect to use the 10% de minimis rate to claim indirect costs while a different proposal is being reviewed and negotiated with the State of Illinois. Once a negotiated rate is approved and accepted by both the Grantee and its Cognizant State Agency it can be used immediately and the de minimis rate will be vacated. If a Grantee is NOT eligible to elect the de minimis rate, the Grantee will not be allowed reimbursement of indirect costs until a State of Illinois Indirect Cost rate is approved.

4. Other, if applicable

Applicants are required to be able to access the Internet and effectively use IDPH's online Comprehensive Emergency Management Program (CEMP) to develop and maintain the annual work plan and strategic plan required to be submitted with this grant application. For information on how to access IDPH-CEMP through the Internet, applicants should contact their local IDPH OPR Emergency Response Coordinator.

D. Application and Submission Information

1. Address to Request Application Package

Applications must be submitted via the Illinois Department of Public Health's Electronic Grants Administration and Management System (EGrAMS), accessible at idphgrants.com.

Since high-speed internet access is not yet universally available for downloading documents or accessing the electronic application, and applicants may have additional accessibility requirements, applicants may request paper copies of materials by contacting:

Paper application documents are not currently available. Note that Internet access is a mandatory requirement for being awarded and implementing this grant. Please contact Mark Vassmer, Program Manager with any concerns regarding this requirement.

2. Content and Form of Application Submission

ACTIVITIES: Describe at least one activity in the Annual Work Plan for each Objective in the Strategic Plan that describes the necessary tasks, resources, deliverables, or products required to meet the Objective. The planned Activities must contribute to resolving the identified issue or problem stated in the Goal in the Strategic Plan.

OUTPUTS: Provide at least one proposed Output for each Objective from the Strategic Plan. The proposed Outputs should directly relate to the expected results of completing the planned Activities or Objectives. Proposed outputs should include what the awardee proposes to produce because of their actions (e.g. "plan", "curriculum", "tracking system database") and have a clear relationship to how the product will improve, accomplish, resolve the original problem identified within Capability Goal from the Strategic Plan.

3. *Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM)*

Each applicant (unless the applicant is an individual or Federal or State awarding agency that is exempt from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the Federal or State awarding agency under 2 CFR § 25.110(d)) is required to:

(i) Be registered in SAM before submitting its application. If you are not registered in SAM, this link provides a connection for SAM registration: <https://governmentcontractregistration.com/sam-registration.asp>;

(ii) provide a valid DUNS number in its application; and

(iii) continue to maintain an active SAM registration with current information at all times during which it has an active Federal, Federal pass-through or State award or an application or plan under consideration by a Federal or State awarding agency.

The State awarding agency may not make a Federal pass-through or State award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time the State awarding agency is ready to make a Federal pass-through or State award, the State awarding agency may determine that the applicant is not qualified to receive a Federal pass-through or State award and use that determination as a basis for making a Federal pass-through or State award to another applicant.

4. *Submission Dates and Times*

Applications will be accepted in EGrAMS from May 32, 2016 through midnight on June 30, 2016.

5. *Intergovernmental Review, if applicable*

NA

6. *Funding Restrictions*

None of the funds awarded under these programs may be used to pay the salary of an individual at a rate in excess of Executive Level II or \$185,100 per year. (See http://grants.nih.gov/grants/policy/salcap_summary.htm.)

Grantees cannot use funds for fund raising activities or lobbying.

Grantees cannot use funds for research.

Grantees cannot use funds for construction or major renovations, except for repairs and maintenance.

Grantees cannot use funds for clinical care.

Grantees cannot use funds to acquire real property such as land, land improvements, structures, and appurtenances thereto. In addition, activities under individual grants that constitute major renovation of real property or purchase of a trailer or modular unit that will be used as real property may be charged to HHS grants only with specific statutory authority and GMO approval.

Grantees cannot use funds for reimbursement of pre-award costs.

Grantees may supplement but not supplant existing state or federal funds for activities described in the budget.

Payment or reimbursement of backfilling cost for staff, including healthcare personnel for exercises, is not allowed.

Grantees cannot use funds to **purchase** vehicles to be used as means of transportation for carrying people or goods, such as passenger cars or trucks and electrical or gas-driven motorized carts.

7. **Other Submission Requirement**

Applications must be submitted via the Illinois Department of Public Health's Electronic Grants Administration and Management System (EGrAMS), accessible at idphgrants.com. Technical questions about problems with access to or use of EGrAMS should be sent to the EGrAMS helpdesk at dph.grantreview@illinois.gov.

At least three contact types will be required for the application: Program Contact, Business/Administrative Office Contact, and Authorized Official contact.

Some of the other changes applicants will discover from previous years are:

DUNS number is now required

Department and Division Name

SAMS Cage Code (linked to Agency profile)

State-wide applicability: applicant may select the entire state or specific counties

Legislative Districts: applicant may select the appropriate checkboxes for the agency and project-specific legislative districts

Notice of Funding Opportunity acknowledgement statement (previously RFA acknowledgement)

New Indirect Cost Section

- If indirect costs are allowed, this new section will be utilized by the applicant to select the appropriate indirect cost type and rate
- Aligns with GATA Budget Template and validates against the Budget Section

Certification Section

- Updated to include the required GATA application certification language and fields
- Includes a second page for Financial Certification in alignment with the GATA Budget Template
- Certification tab has been moved to the end of the application sections and now appears after the Miscellaneous tab

E. Application Review Information

1. Criteria

General Application Information (Program ERC and Fiscal)

1. Is the applicant a certified Illinois local health department outside Chicago?
2. Does the application appear to be completed correctly and fully?
3. Are there any attachments missing or incorrectly completed?

4. Do any of the responses appear to require further clarification or potentially disqualify the applicant?
5. Does the applicant have Internet access as mandated for implementation of the grant?

General Application Information (Fiscal)

1. Has the applicant completed the required the annual "Fiscal and Administrative Risk Assessment (ICQ)?"
2. Has the applicant failed to met any specific conditions placed on them as a result of any Fiscal & Administrative Risk Assessment Internal Control Questionnaire (ICQ)?
3. Has the applicant completed the required pre-qualification process through Illinois' Grantee Portal?

General Application Information (Program Manager)

1. Has the grantee completed and adequately responded to the required "Programmatic Risk Assessment"?

Annual Work Plan (Program ERC)

1. Does the Annual Work Plan appear to sustain and/or build the applicant's public health preparedness capacity to build or sustain Capabilities for which the Grantee's current CPG rating is "Highly Important" or "Critical", or which have been specified by the Department?
2. Does the Annual Work Plan appear to be designed to address gaps so that the applicant can reach a CPG rating of "Full" or "Significant Ability" on the 2017 final annual IDPH approved Capabilities Plan Guide (CPG) self-assessment?
3. Does the annual work plan identify the applicant's people and resources that will implement activities; and estimate the quarter in which the activities AND required benchmarks and other outputs will occur?
4. Is the applicant's Annual Work Plan working on the capability objectives shown in the the Grantee's Strategic Work Plan?
5. Does the applicant's strategic plan sufficiently prioritize activities based on its IDPH-approved CPG assesment?

Budget (Program ERC)

1. Are the proposed budget items necessary and reasonable to directly support the Grantee's Annual Work Plan?
2. Are the proposed budget items appropriately allocated (pro-rated) between this grant and other funding sources - especially if the item appears to have significant non-grant uses?

Budget (Fiscal)

1. Is the budget filled out and calculated correctly per the directions?
2. Is the mandatory 10% match shown?

3. Does each budget item adequately describe each item and accurately and correctly document the calculation of the its cost?
4. Do any of the items in the budget appear to be restricted by the federal funding source, or federal of state regulations?
5. Does the budget utilize all available grant funds and not exceed the grant award amount.
6. Has the applicant's Indirect Cost (if requested) been correctly calculated according to its NICRA?

2. *Review and Selection Process*

Applications will have a two-part review. Both the IDPH/OPR/DPR Program Emergency Response Coordinator (ERC) responsible for the applicant's region and IDPH/OPR/DFGM Fiscal staff assigned to the PHEP Program will review the grant as described in the Review Criteria in E.1. Both reviewers must recommend the grant for funding in order for it to be awarded. If there are questions or disagreements between the reviews, it will be reviewed to the Program Manager then Deputy Director if necessary. Applications that are not correctly completed, or need clarification will be returned to the applicant for correction and resubmission. IDPH comments and clarification requests can be accessed through the icons found on the "Index" tab screen in the "Comments" Column - and by the "Approver Comments" at the bottom. IDPH may also deny an applicant a grant award that doesn't meet basic qualifications. If any reviewers have a conflict of interest, the application will be assigned to another IDPH/OPR reviewer. Once approved by IDPH, the applicant will be notified through an email from EGrAMS with instructions on how to print, sign and submit their grant to IDPH for final execution.

3. *Anticipated Announcement and State Award Dates, if applicable.*

The exact date of the Notice of Award and a fully executed grant agreement is not known, but is estimated to be between August and October 2016. Applications are received and evaluated on a "rolling" basis at different times during the 30 day application period. Applications are reviewed by both IDPH program and fiscal staff as soon as possible after it is received. Applicants may be asked to make clarifications and corrections based on these two reviews. Additional time may be needed if the applicant elects to use a negotiated indirect cost rate to support grant operations. The indirect cost rate proposal must be submitted by the applicant to the State of Illinois within 90 days of the notice of award. The Awardee must also be qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal <http://www.grants.illinois.gov/>. This qualification process also includes a financial and administrative risk assessment utilizing an Internal Controls Questionnaire. Delays may occur if the applicant needs to take corrective action to become eligible for a grant award.

F. Award Administration Information

1. *State Award Notices*

Once an application is reviewed and approved by IDPH staff, the applicant will receive an email from EGrAMS with instructions on how to print, review, sign and mail 4 copies back to IDPH. Any grant work done prior to receiving a grant signed by IDPH's Director is at your own financial risk. Federal requirements prohibit reimbursement for any grant expenses for work done prior to the start of your grant.

2. *Administrative and National Policy Requirements*

Applicants should refer to the detailed indirect cost rate requirements and limitations as stated in Section C. 3. Indirect Cost Rate.

This NOFO may not include all of the terms and conditions of the State award. Applicants must refer to the Notice of State Award (NOSA) and their grant agreement for the complete terms and conditions of the award.

Upon executing an award based on this application, the Grantee, its officers, and directors shall be responsible for compliance with the following certifications to the extent that the certifications apply to Grantee.

ARTICLE VIII - REQUIRED CERTIFICATIONS

Certifications. Grantee, its officers, and directors shall be responsible for compliance with the enumerated certifications 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 (30 ILCS 500/50-5).

(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 1961 (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, and Grantee acknowledges Grantor may declare the Agreement void if the certification is false (30 ILCS 500/50-11).

(d) Educational Loan. Grantee certifies that it is not barred from receiving State agreements as a result of default on an educational loan (5 ILCS 385/1 et seq.).

(e) International Boycott. Grantee certifies that neither it nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provision of the U.S. Export Administration Act of 1979 (50 USC Appendix 2401 et seq. or the regulations of the U.S. Department of Commerce promulgated under that Act (15 CFR Parts 730 through 774).

(f) Dues and 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 them for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/1 et seq.).

(g) 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), which services are supported by Federal or State government assistance (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).

(h) Drug-Free Work Place. 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 shall 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 it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8102.

(i) 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.).

(j) Clean Air Act and Clean Water Act. Grantee certifies that it is in compliance with all applicable standards, order 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.).

(k) Debarment. Grantee certifies that it is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any Federal department or agency (45 CFR Part 76), or by the State (See 30 ILCS 708/25(6)(G)).

(l) 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.

(m) Grant for the Construction of Fixed Works. Grantee certifies that all Programs for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall 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 Program, Grantee shall comply with the requirements of the Prevailing Wage Act including, but not limited to, 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 Program shall be paid to all laborers, workers, and mechanics performing work under the Award and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract.

(n) 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 shall maintain, for a minimum of six (6) years, all protected health information.

(o) Criminal Convictions. Grantee certifies that neither it nor any officer, director, partner or other managerial agent 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. Grantee further certifies that it is not barred from receiving an Award under 30 ILCS 500/50-10.5, and acknowledges that Grantor shall declare the Agreement void if this certification is false (30 ILCS 500/50-10.5).

(p) Forced Labor Act. Grantee certifies that it complies with the State Prohibition of Goods from Forced Labor Act, and certifies that no foreign-made equipment, materials, or supplies furnished to the State under this Agreement have been or will be produced in whole or in part by forced labor, convict labor, or indentured labor under penal sanction (30 ILCS 583).

(q) Illinois Use Tax. Grantee certifies in accordance with 30 ILCS 500/50-12 that it is not barred from receiving an Award under this Paragraph. Grantee acknowledges that this Agreement may be declared void if this certification is false.

(r) Environmental Protection Act Violations. Grantee certifies in accordance with 30 ILCS 500/50-14 that it is not barred from receiving an Award under this Paragraph. Grantee acknowledges that this Agreement may be declared void if this certification is false.

(s) Goods from Child Labor Act. Grantee certifies that no foreign-made equipment, materials, or supplies furnished to the State under this Agreement have been produced in whole or in part by the labor of any child under the age of twelve (12) (30 ILCS 584).

(t) Federal Funding Accountability and Transparency Act of 2006. Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101.

ARTICLE IX - CRIMINAL DISCLOSURE

9.1. Mandatory Criminal Disclosures. Grantee shall continue to disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. See 30 ILCS 708/40. Additionally, if Grantee receives over \$10 million in total Grant Funds, funded by either State or Federal funds, 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 II of 2 CFR Part 200, and 30 ILCS 708/40.

ARTICLE X - UNLAWFUL DISCRIMINATION

10.1. Compliance with Nondiscrimination Laws. Grantee, its employees and subcontractors under subcontract made pursuant to this Agreement, shall 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, the following laws and regulations and all subsequent amendments thereto:

- (a) The Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), including, without limitation, 44 Ill. Admin. Code Part 750, which is incorporated herein;
- (b) The Public Works Employment Discrimination Act (775 ILCS 10/1 et seq.);
- (c) The United States Civil Rights Act of 1964 (as amended) (42 USC 2000a- and 2000h-6). (See also guidelines to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons [Federal Register: February 18, 2002 (Volume 67, Number 13, Pages 2671-2685)]);
- (d) Section 504 of the Rehabilitation Act of 1973 (29 USC 794);
- (e) The Americans with Disabilities Act of 1990 (42 USC 12101 et seq.); and
- (f) The Age Discrimination Act (42 USC 6101 et seq.)

Article XI - LOBBYING

11.1. Improper Influence. Grantee certifies that no Grant Funds have been paid or will be paid by or on behalf of Grantee to any person for influencing or attempting to influence an officer or employee of any government agency, a member of Congress or Illinois General Assembly, an officer or employee of Congress or Illinois General Assembly, or an employee of a member of Congress or Illinois General Assembly 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. 31 USC 1352. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

11.2. Federal Form LLL. If any 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.

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

11.4. Procurement Lobbying. Grantee warrants and certifies that it and, to the best of its knowledge, its sub-grantees have complied and will comply with 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.

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

11.6. 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 shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

Article XII - MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

12.1. Records Retention. Grantee shall 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 200.333, unless a different retention period is specified in 2 CFR 200.333. 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.

12.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.336, shall 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, the Grantor's Inspector General, Federal authorities, any person identified in 2 CFR 200.336, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by Federal statute. Grantee shall cooperate fully in any such audit.

12.3. Failure to Maintain Books and Records. Failure to maintain books, records and supporting documentation, as described in this ARTICLE XII, shall establish a presumption in favor of the State for the recovery of any funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

12.4. 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 shall monitor the activities of Grantee to assure compliance with all requirements and performance.

3. Reporting

Grant Narrative Progress Reports are to be submitted quarterly in CEMP. A narrative report is due 1 month following the end of each calendar quarter as specified in grant agreement. Funding will be suspended until the report is received and reviewed by its IDPH Emergency Response Coordinator (ERC) per 30 ILCS 705/4.1.

The Grantee will write an After-Action Report/Improvement Plan (AAR/IP) for emergency events and its annual exercise and as soon as possible (60 days) following the event, but no later than 30 days following the termination of this grant. The Grantee will post the AAR/IP in CEMP and immediately notify the Department ERC.

By April 14, 2017 the Grantee shall create and update their multi-year training and exercise (MYTEP) plan for Department ERC review and approval as explained in the grant agreement.

The initial draft of the new Strategic Plan for State Fiscal Year 2018 shall be submitted to the IDPH ERC in CEMP for review and approval by March 24, 2017.

The Grantee will provide to their IDPH ERC for review and approval a draft PHEP grant application work plan in CEMP by March 24, 2017 that covers proposed Grantee activities for State fiscal Year 2018.

G. State Awarding Agency Contact(s)

Public Health Emergency Preparedness (PHEP) Grant Program Contacts
422 S. 5th Street, Springfield, IL 62701
Phone (217) 558-0560; Fax (217) 557-3894

Winfred Rawls
IDPH, Deputy Director, Office of Preparedness and Response
Room 401
Office: (217) 558-0560
Email: Winfred.rawls@illinois.gov

Carla N. Little, Ph.D.
MCM SNS/CRI Program Manager
Room 753
122 S. Michigan Avenue, Chicago, IL 60603

Office: (312) 814-1091
Email: carla.little@illinois.gov

Dan Pippin
Division of Grants and Financial Management
Room 304
GRF & Special State Funds
Office: 217-557-3449
Email: Dan.Pippin@illinois.gov

**Division of Disaster Planning and Readiness
Emergency Response Coordinators (ERC) and Cities Readiness Initiative Regional Staff**

M. Masood Athar, MD, MPH
Emergency Response Coordinator
Rockford Region
IDPH Rockford Regional Office
4302 North Main
Rockford IL 61103
O: (815) 967-3874
B: (815) 238-7942
Fax: (815) 987-7822
Email: masood.athar@illinois.gov
Assigned Coverage Area: Chicago MSA (DeKalb)

Elizabeth Bussmann, BS, CIH
Emergency Response Coordinator
Edwardsville Region
IDPH Edwardsville Regional Office
22 Kettle River Drive
Glen Carbon, IL 62034
O: (618) 656-9425
B: (618) 301-6249
Fax: (618) 656-5863
Email: elizabeth.bussmann@illinois.gov
Assigned Coverage Area: St. Louis MSA

Matt Ringenberg, MPH, LEHP, CERC
Emergency Response Coordinator
Peoria Region
IDPH - Peoria Regional Office
5415 N. University, Suite 101
Peoria, IL 61614
O: (309) 693-5382
B: (309) 229-0456
Fax: (309) 693-5118
Email: matthew.ringenberg@illinois.gov
Assigned Coverage Area: Peoria MSA

Joseph Ramos, RN, BSN
Emergency Response Coordinator
Chicago Region
122 S. Michigan Ave., 7th flr

Chicago, IL 60603
O: (312) 814-3881
B: (815) 761-2055
Fax: (312) 814-1503
Email: joe.ramos@illinois.gov
Assigned Coverage Area: Chicago MSA

H. Other Information, if applicable

1. This grant agreement represents the final budget year (July 1, 2016, - June 30, 2017) of a five-year project period from July 1, 2012- June 30, 2017.
2. IDPH also awards public health emergency preparedness funds to all certified local health departments in Illinois and healthcare systems preparedness funds to hospitals in Illinois. The goal of the Office of the Preparedness and Response is to ensure coordination of the CRI Program requirements with those of the PHEP program requirements and with the Hospital Preparedness Program requirements. Grant agreements for each the programs are designed to encourage and require cooperation with each other in planning, training, and response and participation in regional healthcare preparedness coalitions.
3. More information on IDPH's preparedness activities can be found at: <http://www.dph.illinois.gov/topics-services/emergency-preparedness-response>
4. The State of Illinois is not obligated to make any award as a result of this announcement or the receipt of an application. Grant funds are only reimbursable after the receipt of a fully executed grant agreement.

Mandatory Forms -- Required for All Agencies

1. **Uniform State Grant Application – Available at idphgrants.com for eligible applicants
New to EGrAMS, click [HERE](#) to see how to Get Started**
2. **Project Narrative (included in EGrAMS application)**
3. **Budget (included in EGrAMS application)**
4. **Budget Narrative (included in EGrAMS application)**

Other program-specific mandatory forms:

Strategic Plan and Annual Work Plan submitted, reviewed and approved by the IDPH ERC in CEMP must be part of this application.