



# SFY23 Consolidation and NG911 Expenses Grants Technical Assistance Session

DECEMBER 9, 2021

# AmpliFund

- ▶ In 2019 the State entered into a partnership with AmpliFund, the leading enterprise grant management platform designed for federal, state and local governments to manage every phase of the grant management process.
- ▶ Over the past four years, the State of Illinois has been implementing the most comprehensive, statewide grant management infrastructure in the U.S., passing the Grant Accountability and Transparency Act and Unit to ensure State and Federal compliance.
- ▶ The State of Illinois selected AmpliFund to automate this infrastructure through the implementation of a statewide grants management system as part of its plan to further standardize and drive compliance of grant-related processes for state agencies and recipients.

# Important Dates

TASK	DATE
Notice of Funding Opportunity (NOFO) Technical Assistance Session Recording Posted	December 9, 2021 December 10, 2021
Grant Applications Due	February 1, 2022 – 1 PM
Projected Award Announcement Date	June 1, 2022
Award End Date	June 30, 2022
Performance Period	July 1, 2022 – June 30, 2023

# Pre-Award Phases

Registration and Pre-Award Requirements

Fiscal and Administrative Risk Assessment (ICQ)

Notice of Funding Opportunity (NOFO)

Grant Application, Expense Budget, Performance Plan

Grant Review

# Pre-Award Phases



Programmatic  
Risk Assessment

Notice of State  
Award Finalist

Notice of State  
Award (NOSA)

Grant  
Agreement

# Grantee Portal and AmpliFund

- ▶ Grant applicants must register on the State's Grant Accountability and Transparency Act (GATA) Grantee Portal – AmpliFund <https://grants.illinois.gov/portal> to apply for a grant.
- ▶ Grant Applicants must submit the required grant application documents in AmpliFund by February 1, 2022 – 1 PM.
- ▶ Applications submitted by mail or email will not be accepted.
- ▶ You are encouraged to submit your application 48 to 72 hours in advance in the event that there are any technical glitches.

# Pre-Registrations

- ▶ Sam.gov registration - <https://sam.gov/content/home>
  - ▶ This pre-requirement is mandated by the State of Illinois. While an applicant may fill out an application in AmpliFund without this registration, the application will be locked out from evaluation until it is successfully obtained.
- ▶ DUNS # - <https://www.dnb.com/duns-number.html>
  - ▶ A DUNS number is a unique nine-character number used to identify your entity. This credential is needed for registration both with sam.gov and with the GATA Grantee Portal.

# Creating an Illinois.gov Public Account

- ▶ All users who need to access the Grantee Portal and/or the AmpliFund Grant Management System must first have an Illinois.gov account.
- ▶ Step1: Browse to <https://grants.illinois.gov/portal> and click the “Create a new account” link located below the Sign in button.



**ILLINOIS.gov**  
Authentication Portal

Sign in with your Public account

Username

Password

Sign in

- [Can't access your account?](#)
- [Create a new account](#)



# Creating an Illinois.gov Public Account

- Step2: Browse to Fill in all fields of the form and click the “Register” button.

Accounts ▶ Create a new Account

## Create a new Account

### Self-Registration Form

All fields are required in order to create your Illinois Public Account.

First Name:

Last Name:

Email Address:

Confirm Email Address:

*Confirm your email address. The two email addresses must match exactly.*

Choose your Username:

*Your Username can include letters, numbers, and periods (may not start or end with a period); and must be between 6 and 20 characters long.  
Examples: JohnSmith, JSmith.*

Password:

*Enter a password that conforms to the State of Illinois password requirements ([Click here for requirements](#)).*

Confirm Password:

*Confirm your password. The two passwords must match exactly.*

Register

Cancel

# Creating an Illinois.gov Public Account

- ▶ If the Username already exists, you will receive this error and will need to select a different Username.

Please note the following message(s) and make any needed corrections:

- Username already exists.. Please enter a different user name.

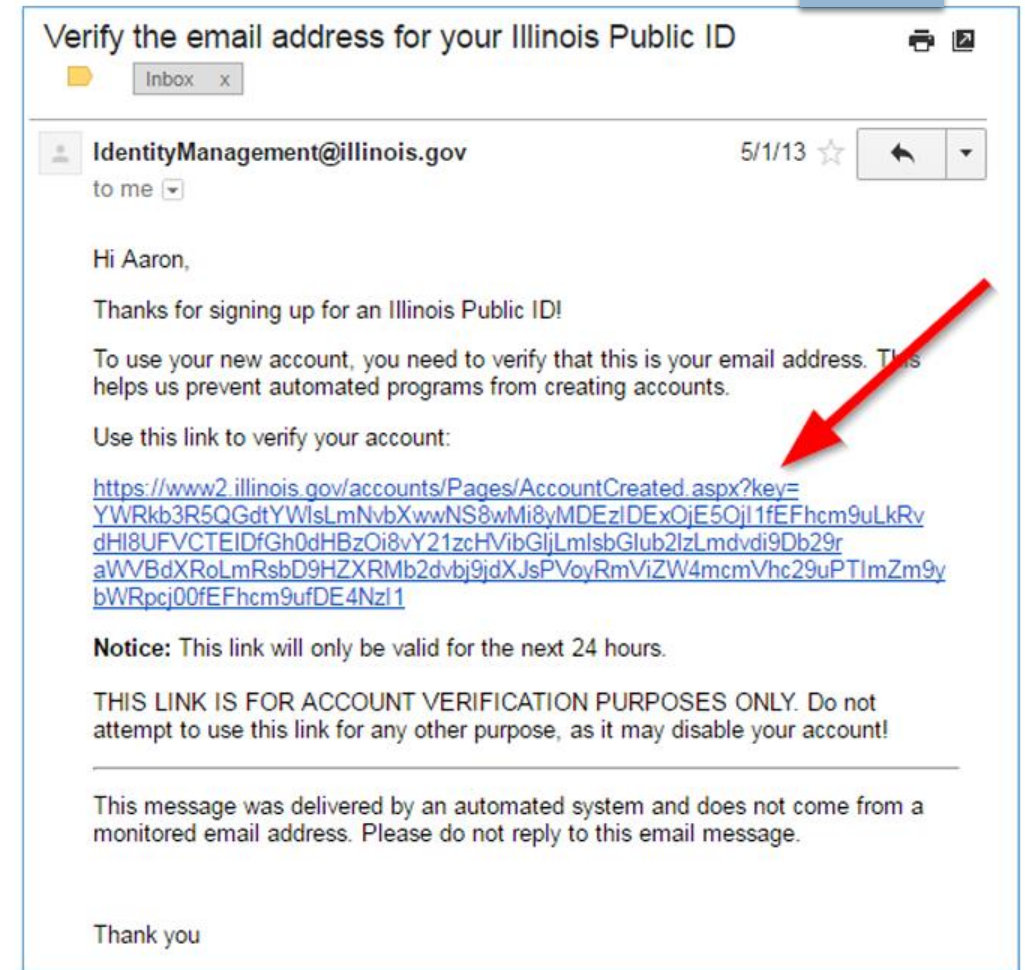
- ▶ If the Email Address has already been used, you will receive this error message. If this is the case, you will need to browse back to <https://grants.illinois.gov/portal> and select the link “Can’t access your account” below the Sign in button and reset your password.

Please note the following message(s) and make any needed corrections:

- That email address has already been registered in our system.

# Creating an Illinois.gov Public Account

- ▶ Step 3: You should receive an email from **IdentifyManagement@illinois.gov** to the address you entered in the textbox. If you did not receive the email, check your spam or trash folder. To verify your account, click the link in the email message.



# Creating an Illinois.gov Public Account

- ▶ Step 4: Browse to <https://grants.illinois.gov/portal> and enter your Username and Password to access the Grantee Portal.

# GATA Registration & Pre-Qualification

- ▶ Completed at the Grant Accountability and Transparency Act (GATA) Website  
<https://www2.illinois.gov/sites/GATA/Pages/default.aspx>
- ▶ Select **Grantee Links**



**Grant Accountability  
and  
Transparency Act**

[Home](#)[About ▾](#)[Current News](#)[CSFA](#)[Resource Library](#)[Grantee Links ▾](#)[Webinars ▾](#)

# Accessing the Grantee Portal

- ▶ <https://grants.illinois.gov/portal/>
- ▶ Select “Sign In Here”

## Illinois Grant Accountability and Transparency Act Grantee Portal

Welcome to the Illinois GATA Grantee Portal. To access the Portal you must have an Illinois.gov account.

Sign In  
Here

Create  
Account

Account  
Help

[Grant Management System News](#)

### Frequently Asked Questions

- [How to manage AmpliFund Access.](#) (Webcast) ([Transcript](#))
- [How to access the Illinois GATA Grantee Portal.](#)
- [How to create an Illinois.gov public account.](#)
- [How to reset your password.](#)
- [All Grantee Portal FAQs](#)

### Partner Account or DHS Centralized Repository Vault (CRV) Users

If you have an Illinois.gov Partner account or DHS CRV account in the external domain, you can use it to access the Grantee Portal but you must append "[@external.illinois.gov](#)" to the end of your username.

For example: **John.Doe@external.illinois.gov**

To reset or unlock your Partner account [click here](#). For assistance with the DHS CRV [click here](#).

# Accessing the Grantee Portal

- ▶ Log in to the Illinois.gov portal
- ▶ Use the credentials you generated when you created your public Illinois.gov account.
- ▶ **Note:** The Illinois.gov account is not an email address, but a credential for accessing systems in the award process. You will not be able to send or receive email from this address.



Sign in with your Public account

Sign in

# GATA's Usage Terms

- ▶ Read and accept GATA's terms and conditions
- ▶ After you have read the content, click "Accept" to proceed.

## Illinois Grant Accountability and Transparency Act Grantee Portal Disclaimer

### USAGE TERMS AND CONDITIONS

\*\*\* UNAUTHORIZED ACCESS IS PROHIBITED \*\*\*

Further access to this system is strictly limited to users authorized by the State of Illinois conducting official State business. Users of this system shall have no expectation of privacy. By accessing this system the user consents to monitoring and recording, which may be disclosed for administrative, disciplinary, civil, or criminal actions, penalties, or prosecution. Neither the State of Illinois nor any of its employees shall be liable for any damages arising in any way out of the use of this system or any information contained herein.

Decline

Accept



# Enter the DUNS Number

- ▶ For your Entity and click “Submit.”

**Illinois Grant Accountability and Transparency Act  
Grantee Portal - Associate Grantee**

You are accessing the GATA Grantee Portal with the Illinois.gov Public account:  
**akauth (akauth@uic.edu)**

To associate your account with a grantee record in the Illinois Grant Accountability and Transparency (GATA) system, please enter the 9 digit Dun & Bradstreet DUNS number of your organization and press the 'Submit' button.

If you do not know your DUNS number please [click here for assistance](#).

# DUNS Recognition

- ▶ Make note of whether the GATA system recognizes the DUNS for your entity.
- ▶ If Yes, a request is submitted to your entity's GATA administrator to be enrolled within the GATA and AmpliFund systems.

To associate your account with a grantee record in the Illinois Grant Accountability and Transparency (GATA) system, please enter the 9 digit Dun & Bradstreet DUNS number of your organization and press the 'Submit' button.

If you do not know your DUNS number please [click here for assistance](#).

**Is this your organization?**

Test Org  
123 State Street  
Springfield, IL 62706

**DISCLAIMER**

By clicking 'Yes' you certify that you are a legal member or representative of the organization listed.

# System Access

- ▶ Communicate with your entity's GATA Administrator seeking response to your request for access.
- ▶ While your request is pending, upon login, you will see the screen pictured here. Communicate your request directly to your administrator via email, as the GATA system does not auto-generate an alert or invitation upon your request. Advise them that **you will need access to the Amplifund Grant Management System.**
- ▶ **Note:** in responding to your request, GATA administrators must select a checkbox (not pictured) that says: "Has Access to the AmpliFund Grant Management System." Ensure that they select this checkbox.

## Illinois Grant Accountability and Transparency Act Grantee Portal

You are attempting to access: **Illinois State Police**

The following people can approve access for this organization:

- **Trudy Malkey (trudy.malkey@illinois.gov)**

[Click here](#) after approval is granted to browse to the Grantee Portal Main Menu.

[Click here](#) to cancel your request.

If assistance is needed, please contact your state cognizant agency:

Department Of Transportation

[DOT.GATA@illinois.gov](mailto:DOT.GATA@illinois.gov)

# DUNS Recognition

- ▶ Make note of whether the GATA system recognizes the DUNS for your entity.
- ▶ If Yes, a request is submitted to your entity's GATA administrator to be enrolled within the GATA and AmpliFund systems.

To associate your account with a grantee record in the Illinois Grant Accountability and Transparency (GATA) system, please enter the 9 digit Dun & Bradstreet DUNS number of your organization and press the 'Submit' button.

If you do not know your DUNS number please [click here for assistance](#).

**Is this your organization?**

Test Org  
123 State Street  
Springfield, IL 62706

**DISCLAIMER**

By clicking 'Yes' you certify that you are a legal member or representative of the organization listed.

# DUNS Not Recognized

- ▶ If the DUNS is not recognized, select **“Create Grantee Account”**.

## Illinois Grant Accountability and Transparency Act Grantee Portal - Associate Grantee

You are accessing the GATA Grantee Portal with the Illinois.gov Public account:  
**HTC\_Test (jbartkus@id.iit.edu)**

To associate your account with a grantee record in the Illinois Grant Accountability and Transparency (GATA) system, please enter the 9 digit Dun & Bradstreet DUNS number of your organization and press the 'Submit' button.

If you do not know your DUNS number please [click here for assistance](#).

This DUNS number was not found in the GATA system. If this is the correct DUNS number for your organization then click the 'Create grantee account' link below to create a new account with the State of Illinois. If the number above is incorrect, you may edit and click the submit again.

### DISCLAIMER

By creating an account you certify that you are a legal member or representative of the organization associated with this DUNS number.

# DUNS Number

- ▶ Fill out the Grantee Portal Registration form and then click Save.
- ▶ This form requests various information about your Entity. You will need the organization's DUNS, FEIN, and Illinois Secretary of State ID to complete this form.

**Illinois Grant Accountability and Transparency Act  
Grantee Portal - Registration**

To create an account with the Illinois Grant Accountability and Transparency System please fill in the form and click the 'Save' button. All fields are required except those labeled 'Optional'.

**Organization DUNS**  
847383733

**Organization FEIN** (Numbers only, 9 digit Federal Employer ID Number)  
[REDACTED]

**Organization Type**  
[REDACTED]

**Illinois Secretary of State File ID** (Numbers only)  
[REDACTED] [Illinois Secretary of State](#)

**Organization Name**  
[REDACTED]

**Organization Address 1** **Organization Address 2** (Optional)  
[REDACTED] [REDACTED]

**City** **State** **Zip Code**  
[REDACTED] IL [REDACTED]

**Primary Email** **Primary Phone**  
[REDACTED] [REDACTED]

Does this organization have 2 or more years experience with Illinois grants? ☒ Yes ☐ No

**IMPORTANT:** Please enter and validate this organization's correct fiscal year end date. GATA must record the correct date for audit requirements. Upon clicking the 'Save' button, changes to this date can only be done by contacting the state cognizant agency.

**Fiscal Year End Month:** [REDACTED] **Fiscal Year End Day:** [REDACTED]

# Portal Registration

- ▶ Once the information you entered in the Grantee Portal Registration form is saved, you will be navigated to the Main Menu page for your newly GATA-enrolled entity.
- ▶ As the creator of this account, you are the default GATA administrator of your Entity, and as such, have access to AmpliFund. No further action is necessary.
- ▶ Note: This Main Menu page lists the status of key qualification requirements for your organization to submit a grant application through AmpliFund.

Organization: **HTC\_Test** [Edit](#)

GATA ID: **697035**

State cognizant agency: **Healthcare And Family Serv (478)**

Contact for assistance: [Ron.McKechan@illinois.gov](mailto:Ron.McKechan@illinois.gov)

You are signed in as: **jbartkus31** ([jbartkus@uic.edu](mailto:jbartkus@uic.edu))

*Information confirming your organization's registration in GATA.  
Your email address is by default assigned administrator status.*

## Pre-Qualification Status

**Items in yellow are being evaluated by the State. Their status could take up to one business day.**

Requirement	Status	Remediation
SAM.gov Account	Pending	<a href="#">Help</a>
Federal Employer ID (FEIN)	Good	<a href="#">Help</a>
Federal Excluded Parties List	Good	<a href="#">Help</a>
Illinois Stop Payment List	Good	<a href="#">Help</a>
Illinois DHFS Sanction List	Good	<a href="#">Help</a>

Your organization must remain in good standing in all pre-qualification requirements. The status of these requirements are validated nightly. Notifications when changes occur to the pre-qualification status can be emailed to Grantee Portal Access users by clicking the "Manage" button below.

# Confirm AmpliFund Enrollment

- ▶ If you see a webpage titled Illinois Grant Accountability and Transparency Act – Main Menu after clicking the **Click Here** after approval button, navigate to IL.AmpliFund.com, choose Public Account, and log-in with your Illinois.gov account credentials.
- ▶ If you are successful, you will be brought to a page titled “**Click to Proceed Agreement.**” At this point, no further action is necessary.
- ▶ If you are unsuccessful, circle back with your GATA administrator to make sure your account was granted access to AmpliFund in GATA.



## Confirm AmpliFund Enrollment

- ▶ Select the **Click Here** button after approval, if you see a webpage that says: “You do not have access to the Grantee Portal, but you do have access to the AmpliFund Grant Management System,” then your user account is successfully registered with AmpliFund and no further action is necessary.

# Pre-Award Requirements



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GATA ► Grantee

## Pre-Award Requirements

**There are five grantee pre-award requirements:**

1. Authentication
2. Grantee Registration
3. Grantee Pre-qualification
4. Fiscal and Administrative Risk Assessment (ICQ)
5. Programmatic Risk Assessment

### GRANTEE LINKS

[Pre-Award  
Requirements](#)

[Grantee Portal](#)

[Grantee Portal FAQs](#)

[Centralized Indirect  
Cost System](#)

# Fiscal and Administrative Risk Assessment (ICQ)

- Entities must complete an Internal Controls Questionnaire (ICQ) as the Fiscal and Administrative Risk Assessment. The ICQ is completed once, annually. All state agencies will utilize the results of the ICQ. The entity can access the ICQ from the grantee portal.

- ▶ From the GATA website select CSFA

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[CSFA Home](#) / Funding Opportunities

Opportunity Title	Agency	Application Date Range	Award Range
<a href="#">Rebuild Downtowns &amp; Main Streets Capital Grant</a>	DCEO (420)	09/10/2021 - 09/10/2021	\$250000 - \$3000000
<a href="#">Rebuild Downtowns &amp; Main Streets Capital Grant</a>	DCEO (420)	09/10/2021 - 09/10/2021	\$250000 - \$3000000

- ▶ Select your Opportunity. Find Attachments located at the bottom of the listing, select Opportunity.pdf.
- ▶ The Grant Application Link and Opportunity will also be posted on the ISP website and will be available on the AmpliFund site.

<b>Grant Application Link</b>	Please copy the entire address below and paste it into the browser... <a href="https://www2.illinois.gov/dceo/AboutDCEO/GrantOpportunities/Pages/2560-2019.aspx">https://www2.illinois.gov/dceo/AboutDCEO/GrantOpportunities/Pages/2560-2019.aspx</a> .
<b>Attachments</b>	<a href="#">Opportunity.pdf</a>

# Catalog of State Financial Assistance (CSFA)

# AmpliFund

Illinois State Police

## Opportunity Details

### Opportunity Information

CSFA Number

493-60-1166

CSFA Popular Name

9-1-1 System Consolidation Grant Program

Title

9-1-1 System Consolidation Grant Program


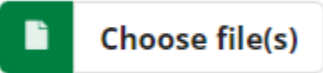
### Description

The Illinois State Police Office of the Statewide 9-1-1 Administrator (hereafter "Administrator") seeks Grant Proposals as defined in 50 ILCS 750/15.4b and IL 83 ADC Part 1327 from entities who are subject to consolidation under 50 ILCS 750/15.4a of the Act to offset non-recurring costs associated with the consolidation of 9-1-1 systems. Existing and previously completed consolidation projects shall be eligible to apply for reimbursement of non-recurring costs related to consolidations completed between 2010 and the State fiscal year of the grant application.

Applicants must submit proposals in compliance with the Act and the administrative rules adopted thereunder.

# Opportunity Details 9-1-1 System Consolidation Grant

## 9-1-1 System Consolidation Grant Description

- ▶ Your Grant Application is submitted electronically via AmpliFund and is due on February 1, 2022, at 1 PM. Applications submitted by mail or email will not be accepted.
- ▶ Quotes/Invoices that include an itemized cost breakdown for all components are required and those files are attached with the Application.  
- ▶ If the Grant Application is for reimbursement for consolidations that occurred between 2010 and 2015 a separate application is required for each year that a consolidation occurred. Invoices are required to be submitted.
- ▶ Award criteria is addressed in the Grant Opportunity.
- ▶ Funding Restrictions are considered when completing the Budget.

# 9-1-1 System Consolidation Grant Award Priority

- ▶ Consolidation Grant award priority for \$5,000,000 in available funding is first to:
- ▶ Unserved Counties as of January 1, 2016
- ▶ If funding is available:
  - ▶ 1st time Grant Applicants consolidating in accordance with Section 15.4a
  - ▶ Previous grant recipients that consolidated after January 1, 2016
  - ▶ Existing and previously completed consolidation projects for reimbursement of non-recurring costs related to consolidation that occurred in:
    - ▶ 2010
    - ▶ 2011
    - ▶ 2012
    - ▶ 2013
    - ▶ 2014
    - ▶ 2015



## NG9-1-1 Expenses Grant Program

### Opportunity Details

#### Opportunity Information

CSFA Number  
493-60-1652

CSFA Popular Name  
NG9-1-1 Expenses Grant Program

Title  
NG9-1-1 Expenses Grant Program

#### Description

The Illinois State Police Office of the Statewide 9-1-1 Administrator (hereafter "Administrator") seeks NG9-1-1 Expenses Grant Proposals as defined in 50 ILCS 750/30(b)(1)(E) with priority given to 9-1-1 Authorities that provide 9-1-1 service within the territory of a Large Electing Provider as defined in Section 13-406.1 of the Public Utilities Act for NG9-1-1 expenses. 9-1-1 systems outside of municipalities with a population over 500,000 shall be eligible to apply. Applicants must submit proposals in compliance with the Act.

For purposes of the NG9-1-1 Grant Program "NG9-1-1 Expenses" means expenses for a Primary PSAP's i3-capable call handling position equipment only, A hosted solution is preferred, and related training for staff or a NG9-1-1 multimedia logging recorder system capable of recording all call media types, including voice, video and text and training for staff or a GIS project that relates directly to the preparation of PSAP boundary, road centerline, and address point data that follows the Illinois NG9-1-1 GIS Data Standards, the current version of the Illinois NG9-1-1 Geodatabase template and GIS best practices. These projects must include a long-term data maintenance plan. Day to day work or continued geospatial maintenance will not be funded.

# Opportunity Details NG9-1-1 Expenses Grant Program



# NG9-1-1 Expenses Grant Description

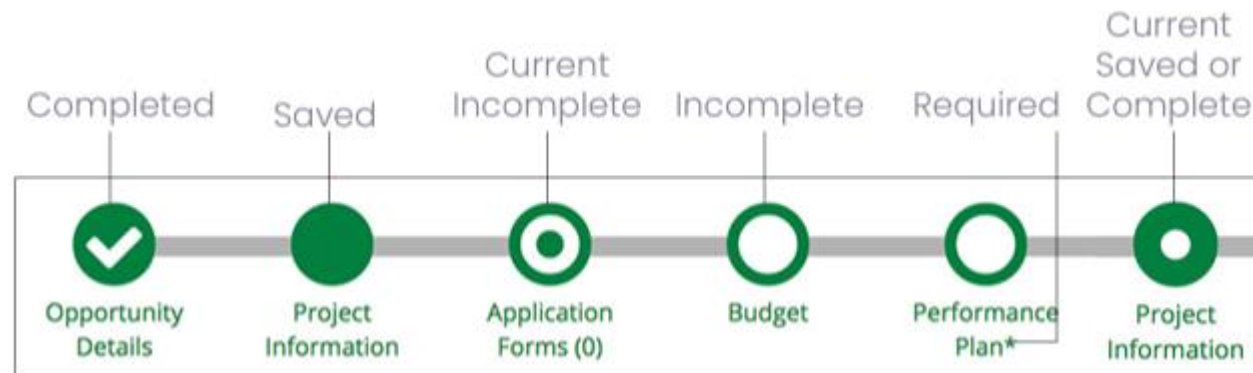
- ▶ Priority for award of \$8,731,490 for NG911 Expenses Grants is to:
- ▶ 1st time 9-1-1 Authority Grant Applicants that provide 9-1-1 service within the territory of a large Electing Provider as defined in Section 13-406.1 of the Public Utilities Act. (AT&T)
- ▶ Funding is available for:
  - ▶ i3 capable NG9-1-1 Call Handling Equipment. A hosted solution is preferred.
  - ▶ NG9-1-1 Multimedia Recorder System
  - ▶ GIS Projects in support of NG911

# Application Packet

- ▶ Uniform Grant Application (UGA)
  - ▶ Applicant Completed Section
  - ▶ Budget
  - ▶ Scope of Work
  - ▶ Performance Plan (Consolidation Grant)
  - ▶ Itemized Quotes and Invoices

# Application Progress

- ▶ In the Applicant Portal, the application progress is displayed at the top of every page. You can also navigate to any page in the application by clicking the icon above the page's name in the progress bar. If a page is required for submission, an asterisk will appear next to the page name in the progress bar.

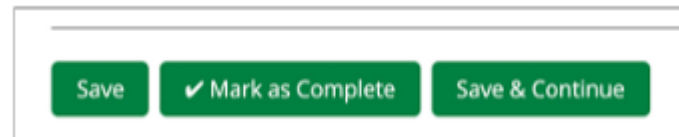


# How to Complete Application Forms

- ▶ Open the grant opportunity.
- ▶ Click Application Forms.



- ▶ Click a form name.
- ▶ Add responses to the customized form. The form may contain text, multiple choice, or dropdown list questions, or requests for a file upload.
- ▶ Click Save to save your progress, **Mark as Complete** to save the page and mark as complete or **Save & Continue** to save your progress and move to the next page. Your information will not be shared with the funding organization until you click Submit on the Submit page.



# Budget Form

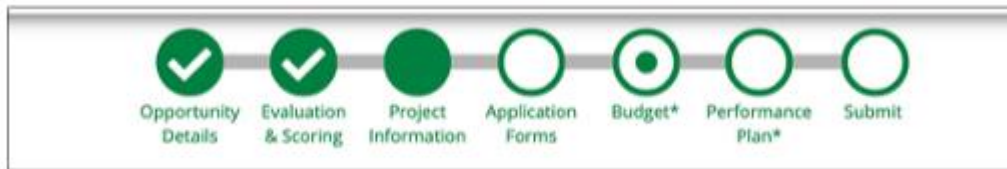
- ▶ Budgets are submitted based upon the total estimated costs for your project.
- ▶ Funding is **ONLY allowed** for the following Categories:
  - ▶ 4. Equipment
  - ▶ 6 – Contractual Services
  - ▶ 7 – Consultant Services (Consolidation Grant Only)
  - ▶ 8 – Construction (Consolidation Grant Only)
  - ▶ 11 – Telecommunications
  - ▶ 12 – Training and Education

# Preparing Your Budget

- ▶ A complete, well thought out budget serves to reinforce your credibility and increase the likelihood of your proposal being funded.
- ▶ A well-prepared budget should be reasonable and demonstrate that the funds being asked for will be used wisely.
- ▶ The budget should be as concrete and specific as possible in its estimates.
- ▶ All estimates **must** be supported with an itemized breakdown of costs with a quote or invoice.
- ▶ Your budget should justify all expenses and be consistent with your program narrative.

# Budget Line Items

- ▶ A list of eligible budget categories to use as you complete the budget template can be found in the Opportunity.
- ▶ Open the **opportunity**.
- ▶ Click **Budget**.



- ▶ Check the **Line Items** checkbox to view line items

Budget View Settings	
<b>Options</b>	
<input checked="" type="checkbox"/> Line Items	<input checked="" type="checkbox"/> Non-Grant Funded

# Expense Budget

- ▶ Funding Restrictions are considered when completing the Uniform Budget Template.
- ▶ Quotes/Invoices that include an itemized cost breakdown are attached.

## Proposed Budget

### Expense Budget

Category	Grant Funded	Non-Grant Funded	Total Budgeted
+ 1. Personnel (Salaries and Wages) (2 CFR 200.430)	\$0.00	\$0.00	\$0.00
+ 2. Fringe Benefits (2 CFR 200.431)	\$0.00	\$0.00	\$0.00
+ 3. Travel (2 CFR 200.474)	\$0.00	\$0.00	\$0.00
+ 4. Equipment (2 CFR 200.439)	\$0.00	\$0.00	\$0.00
+ 5. Supplies (2 CFR 200.94)	\$0.00	\$0.00	\$0.00
+ 6. Contractual Services & Subawards (2 CFR 200.318 & 200.92)	\$0.00	\$0.00	\$0.00
+ 7. Consultant Services and Expenses (2 CFR 200.459)	\$0.00	\$0.00	\$0.00
+ 8. Construction	\$0.00	\$0.00	\$0.00
+ 9. Occupancy (Rent and Utilities) (2 CFR 200.465)	\$0.00	\$0.00	\$0.00
+ 10. Research and Development (R&D) (2 CFR 200.87)	\$0.00	\$0.00	\$0.00
+ 11. Telecommunications	\$0.00	\$0.00	\$0.00
+ 12. Training and Education (2 CFR 200.472)	\$0.00	\$0.00	\$0.00
+ 13. Direct Administrative Costs (2 CFR 200.413 (c))	\$0.00	\$0.00	\$0.00
+ 14. Other or Miscellaneous Costs	\$0.00	\$0.00	\$0.00
+ Indirect Cost (2 CFR 200.414)	\$0.00	\$0.00	\$0.00
<b>Total Expense Budget Cost</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

### Revenue Budget

<b>Grant Funding</b>			
Award Requested	\$40,000.00		\$40,000.00
<b>Subtotal</b>	<b>\$40,000.00</b>		<b>\$40,000.00</b>
<b>Non-Grant Funding</b>			
Cash Match		\$0.00	\$0.00
In-Kind Match		\$0.00	\$0.00
Other Funding		\$0.00	\$0.00
<b>Subtotal</b>		<b>\$0.00</b>	<b>\$0.00</b>

**Total Revenue Budget Cost (\$40,000.00)**

**Total Overall Budget Cost (\$40,000.00)**

The Total Overall Budget Cost must be \$0.00



# Adding a New Line Item

- ▶ Click the **+** (**Add Icon**) next to a budget category name.
- ▶ In the pop-up window, update Category, if necessary.
- ▶ Select the Line Item Type.
  - ▶ Non-Personnel Line Item: budgeted expenses
  - ▶ Add the Line Item Name (Smith Recording System Equipment, Smith Installation, Smith Training)
  - ▶ Add the Direct Cost - dollar amount of the line item that you are requesting funding for.

## New Line Item

Budget Item Information

Category

4. Equipment (2 CFR 200.439) ▼

Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than \$5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the Contractual Services category.

Item Type

Non-Personnel

Name\*

Cost Rate\*

\$0.00

Quantity\*

0

Direct Cost

\$0.00

Create

Cancel

# Adding a New Line Item

- ▶ Add the Narrative that supports the item you are requesting funding for.
- ▶ Click Save.

## New Line Item

Cost Rate*	<input type="text" value="\$0.00"/>
Quantity*	<input type="text" value="0"/>
Direct Cost	\$0.00
Non-Grant Funded	<div>No</div>
Total Budgeted	\$0.00
Narrative	<div>Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment.</div> <div></div>
Attachment(s)	<div>Attach a narrative describing the procurement method to be used.</div> <div><div></div> Choose file(s)</div>

Create

Cancel

# Performance Plan Consolidation Grant Only

***AmpliFund***

Illinois State Police

## **Performance Plan**

Proposed Performance Plan

**PROCURE EQUIPMENT/SERVICE COMPONENTS** - indicate the estimated completion date.

Goal Name	Goal Type	Goal Details
	Milestone	Due Date

**INSTALL/CONFIGURE EQUIPMENT/SYSTEMS** - indicate the estimated completion date.

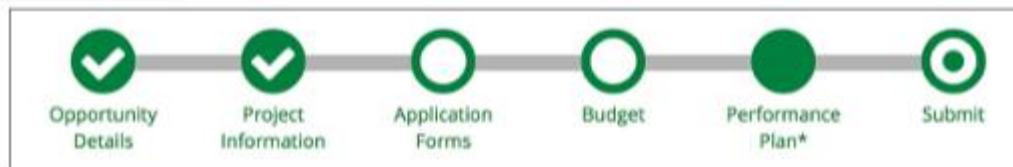
Goal Name	Goal Type	Goal Details
	Milestone	Due Date

# Submitting Your Grant Application

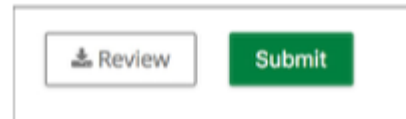
- ▶ Once all required fields and sections have been completed, your application can be submitted. The ISP will be notified that your application is ready for review.
- ▶ In some cases, your application may be reopened for editing. If this happens, you will receive an email notification from [noreply@gotomygrants.com](mailto:noreply@gotomygrants.com) that will include a link to the application and further instructions from the ISP.

# Reviewing Your Grant Application

- ▶ You can download your application and its materials for review before submitting.
  - ▶ Open the opportunity.
  - ▶ Click Submit.



- ▶ Click  **Review**.

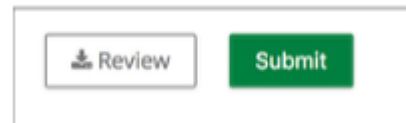


# Submitting Grant Application

- ▶ All required sections must be Marked as Complete.
  - ▶ Open the opportunity.
  - ▶ Click Submit.



- ▶ Click Submit.



# Programmatic Risk Assessment

- ▶ Entities must complete a Programmatic Risk Assessment for each grant award. The grant-specific Programmatic Risk Assessment is administered by the awarding agency (ISP). The programmatic risk assessment is generally performed towards the end of the application process. Our Grant Office will inform you of the timing of the Programmatic Risk Assessment and administer the Programmatic Risk Assessment.
- ▶ These grantee pre-award requirements are mandated by Federal Uniform Guidance (2 CFR 200) and the Grant Accountability and Transparency Act (GATA). Grantees must complete these requirements prior to receiving a grant award from the State of Illinois. Questions regarding the grantee pre-award requirements should be directed to the ISP Grant Office.

# Notice of State Award Finalist

- ▶ The Notice of State Award finalist is generated by the AmpliFund System when an entity is determined to be a finalist for an award and needs to complete specific outstanding grant award requirements to be eligible for the award



# Notice of State Award (NOSA)

- ▶ The Notice of State Award (NOSA) is generated by the ISP after all grant award requirements are met.
- ▶ The NOSA informs the entity of specific conditions and/or requirements so they can make an informed decision as to whether they want to accept the award

# Grant Agreement

- ▶ A Uniform Grant Agreement is prepared within AmpliFund.
- ▶ The Grant Agreement is sent to the grant applicant for signature
- ▶ Upon return of the signed Agreement, it is sent to the Director of the ISP for signature
- ▶ Once executed a copy of the Agreement is sent back to the grant applicant

# Award

- ▶ Anticipated announcement no later than June 1, 2021
- ▶ State Award date no later than June 30, 2021

# Illinois Grant Management Support

- ▶ Register for Illinois Grant Management Support
  1. Enter <https://il-amplifund.zendesk.com/hc/en-us> into a web browser. Browse to <https://grants.illinois.gov/portal> for account creation instructions.
  2. If new user, click 'New to Illinois Grant Management Support? Sign Up' link.
  3. Complete ZenDesk user registration
  4. If existing user, enter in email address and password and click Sign In.



### State Agencies

Information and guidelines specific to the State Agency community



### Start Here

Learn more about the State of Illinois partnership with AmpliFund



### Grantees

Information and guidelines specific to the Grantee community



### Release Notes

Announcements of enhancements, updates, and fixes in AmpliFund



### User Guides

AmpliFund User Guides and Quickstart Guides for download



### Instructions

Step-by-step instructions on using AmpliFund's features



### Upcoming Training and Videos

Live training events and videos on how to use AmpliFund



### Import Templates

Excel templates for importing data into AmpliFund



### FAQs

Frequently Asked Questions about using AmpliFund

# AmpliFund Support

# Grantees

## ▶ **Grantee Experience**

- ▶ Pre-Award Process: GATA Portal through Application Submission
- ▶ Grantee Post-Award Video Training Series

## ▶ **Applicant Portal**

- ▶ Introduction to the Applicant Portal
- ▶ Illinois Applicant Portal: Opportunity Overview
- ▶ AmpliFund Applicant Portal: Applicant Portal Navigation
- ▶ Illinois Applicant Series - How to Complete an Application



## **Grantees**

Information and guidelines specific to the  
Grantee community