

## **Veterans' Services Organizations Grant Program Considerations for Notice of Funding Availability**

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### **Notice of Funding Availability for Veterans' Services Organizations Grants** *(Competitive)*

Description: This document will serve as the public funding announcement and should be consistent with the requirements per [2 CFR 200.204](#)

**Program Title:** Veterans' Services Organizations Grant Program

**Assistance Listing:** Assistance Listing Program Title is CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS, and Assistance Listing Number is 21.027

**Key Dates:** Cost allowability period March 3, 2021 – 4/26/2023; closing date of applications 6/26/2023

**Availability Period:** 30 days

**Program Description:** In recognition of the devastating impact felt by local organizations with a demonstrated track-record supporting veterans in Kane County, the Kane County Board has allocated a portion of its American Rescue Plan Act Fund for a program aimed at helping Veterans' Services Organizations with support for mortgage and utility expenses.

This program is limited to a maximum possible award amount of \$200,000.00 and a minimum award amount of \$10,000.00 for eligible mortgage/rent and utilities expense reimbursement. Eligible organizations may apply for the amount of assistance needed to cover eligible costs. All awards under this program shall be issued as grants and shall be disbursed to grantees on a reimbursement basis. Grantees will be expected to enter into a funding agreement with the County of Kane and shall be required to present appropriate documentation in order to substantiate their request(s) for reimbursement. All awarded grant funds must be spent within two (2) years of the date of award. Any organization needing an extension for grant fund expenditure must submit such request to the Kane County American Rescue Plan Program Manager in writing forty-five (45) days prior to that deadline. Any request for extension must be approved by the Kane County Board prior to the end of the funding agreement's period of performance.

### **Eligibility Criteria:**

In order to be eligible to apply for assistance under this program, organizations must meet the following criteria:

1. Be fully incorporated and operating as a 501(c)(19) Veteran Service Organization (VSO) as of Jan 1, 2019.
2. The VSO post must maintain a mortgage or lease within Kane County, Illinois during the eligible expense period.
3. Deliver services from a facility that is physically located within Kane County.
4. Provide, as its primary mission, services and/or aid to Kane County Veterans.
5. Be in good standing with all applicable federal, state, and local standards and requirements.

Must have incurred eligible expenses during this time: 3/3/21 - 4/26/23.

**Evaluation Criteria:**

1. The County will evaluate applications to determine if the applicants meet the eligibility requirements. All eligible organizations will receive an award.
1. Award amounts will be evaluated based on need demonstrated by budget information submitted as part of the application. Applications that are complete will be considered and prioritized first. Applicants will be notified if more information is needed for the application to be considered complete. Award amounts are subject to funding availability. The County expects applicants to accurately represent costs incurred and estimated costs for reimbursement in the Submittable application form.

**Application Preparation & Submission:**

Applications must be submitted using the Submittable portal located <https://kanecountygovernment.submittable.com/submit>. The County will not accept applications submitted by other methods such as email or hard copy.

**Budget Submission:**

Applicants should provide combined estimates of eligible costs incurred since March 3, 2021 or estimated to incur through April 26, 2023.

Eligible expenses:

<b>Expense Type</b>	<b>Original Resolution Text</b>	<b>Description</b>
Rent/Mortgage	Rent/mortgage payments for the physical place of business within Kane County.	Rent and mortgage payments at locations where your organization is serving Kane County clients. This may include rent, lease, and mortgage payments. Acquisition of real property is not allowed.
Utilities	Utility costs associated with the physical place of business	Utility payments at locations where your organization is serving Kane County clients. Eligible costs include electric, water, sewer, gas, telephone, waste, internet.

**Appeals:** If your application is deemed ineligible, an appeal may be submitted to the Kane County ARP Program Manager within three (3) calendar days of notification to [KaneARPA@co.kane.il.us](mailto:KaneARPA@co.kane.il.us). Appeals must be on organizational letterhead and signed by an authorized representative of the applicant. Information should include a description of how your organization meets the eligibility requirements and any supporting documentation you deem relevant. Awarded amounts are considered final and the County will not consider appeals requests for awarded amounts.

**Terms & Conditions** – See Exhibit B Below - grant agreement template

[DATE]

**Unique Identifier:** [insert from Submittable to Header of doc]

**GRANT AGREEMENT BETWEEN THE COUNTY OF KANE AND [ORGANIZATION LEGAL NAME]**

**THIS AGREEMENT**, having start date of [insert], is entered into by and between the County of Kane (“County”), and [ORGANIZATION LEGAL NAME] (“Beneficiary”), and governs disbursement of the Department of Treasury Coronavirus State and Local Fiscal Recovery Funds by the County to the Beneficiary. The County and Beneficiary shall sometimes be referred to collectively as the “Parties.”

**WHEREAS**, on March 13, 2020, the President of the United States issued a Proclamation on Declaring a National Public Health Emergency as a result of the COVID-19 outbreak; and

**WHEREAS**, on March 11, 2021, the President of the United States signed into law the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, to implement ARPA, the United States Department of the Treasury (“Treasury Department”) published administrative regulations on May 17, 2021 (86 Fed. Reg. 26786) (“Interim Final Rule”) and on January 27, 2022 (87 Fed. Reg. 4338) (“Final Rule”); and

**WHEREAS**, through ARPA, the Congress of the United States has appropriated funding, the Coronavirus State and Fiscal Recovery Funds (“SLFRF”) to remain available through December 31, 2024, for making payments to metropolitan cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to COVID-19; and

**WHEREAS**, the Federal Award Identification Number (FAIN) is SLFRP0243, the federal awarding agency is U.S. Department of Treasury and the Assistance Listing Number is 21.027; and

**WHEREAS**, the County qualified as an eligible unit of local government and received SLFRF on 05/18/2021; and

**WHEREAS**, a unit of local government may award grants consistent with the criteria of ARPA and the Final Rule; and

**WHEREAS**, in accordance with ARPA (see 42 U.S.C §803(c)), the County shall only

use SLFRF: (1) to respond to the public health emergency with respect to COVID-19 or its negative economic impacts; (2) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the County, or by providing grants to eligible employers that have eligible workers who perform essential work; (3) for the provision of government services to the extent of the reduction in revenue of the County due to the COVID-19 public health emergency relative to revenues collected in the most full fiscal year of the County prior to the emergency; or (4) to make necessary investments in water, sewer, or broadband infrastructure; and

**WHEREAS**, ARPA provides that if the County fails to comply with 42 U.S.C §803(c), the County shall be required to repay to the Secretary of the Treasury Department an amount equal to the amount of funds used in violation of such subsection; and

**WHEREAS**, the purpose of this Agreement will be implemented in accordance with **Exhibit A: Program Terms**; and

**WHEREAS**, this Agreement is intended to distribute a portion of the County's SLFRF award from the County to the Beneficiary to benefit the citizens of Kane County.

**NOW, THEREFORE**, the Parties mutually agree as follows:

#### **I. TERMS & CONDITIONS**

The purpose of this Agreement is to establish a legal relationship between the County and the Beneficiary to implement programming associated with the COVID-19 public health emergency. The following requirements are applicable to all activities undertaken pursuant to this agreement with the portion of the SLFRF that the County intends to distribute to the Beneficiary as grant payments.

**A. Compliance with Applicable Requirements:** This Agreement requires compliance with the laws and regulations of the State of Illinois and with all applicable State and local orders, laws, regulations, rules, policies, and certifications governing any activities undertaken during the performance of this Agreement. This Agreement also requires compliance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200), guidance issued by the Treasury Department, and all other applicable Federal laws and regulations.

**B. Hold Harmless:** The Beneficiary shall hold harmless, release, and defend the County from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Beneficiary's performance or nonperformance of the services or subject matter called for in this Agreement. The Beneficiary agrees to hold the County harmless for any evaluation and/or advice which the County provided in its application and review process as to whether requested reimbursement(s) are/were permissible uses of the grant funds.

**C. Indemnification:** The Beneficiary shall indemnify the County, its officers, agents, employees, and the Federal awarding agency, from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by the Beneficiary and/or its agents, employees or sub-contractors. It is the intent of the Parties to this Agreement to provide the broadest possible indemnification for the County. This indemnification shall include, but is not limited to, instances where the County relied upon the certification of the Beneficiary that such expenses which the Beneficiary sought to have reimbursed from the grant funds were eligible and met all requirements for reimbursement, but where the Office of the Inspector General, or any other Federal person, official, or agency that is charged with the auditing and review of expenditures of the grant funds determines that such expenses and/or reimbursement was not permitted under ARPA. In such instances, the Beneficiary agrees to indemnify, reimburse, and make whole the County for any funds which the government of the United States or its agencies seeks to, or does, recoup or collect in any manner, through litigation, by withholding other Federal funds owed to the County, or otherwise. The Beneficiary further agrees to indemnify, reimburse, or make whole the County for any penalties associated with the Federal government seeking to recoup the expended SLFRF that the County disbursed to the Beneficiary, including interest, attorney's fees, or any penalty provided by law. The Beneficiary shall reimburse the County for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which the Beneficiary is obligated to indemnify, defend and hold harmless the County under this Agreement. The Beneficiary shall also reimburse the County for all costs, expenses, and liabilities, including but not limited to, attorney's fees, and/or auditor/auditing fees, as a result of any challenge to the eligibility of the Beneficiary's use of the grant payments by the Federal government. If the County determines that the Beneficiary has used the grant payments inconsistent with the objectives of the Beneficiary's project, inconsistent with the provisions of ARPA and the Final Rule, or inappropriately, or if the Beneficiary has not spent the total amount of grant funds by the end of the period of performance, the Beneficiary shall repay the amount identified by the County to: County of Kane Treasurer's Office.

**D. Misrepresentations & Noncompliance:** The Beneficiary hereby asserts, certifies and reaffirms that all representations and other information contained in the Beneficiary's documentation, any subsequent requests for reimbursement, or any agreed-upon budget modifications are true, correct and complete, and to the best of the Beneficiary's knowledge. The Beneficiary acknowledges that all such representations and information have been relied on by the County to provide the grant funds under this Agreement. The Beneficiary shall promptly notify the County, in writing, of the occurrence of any event or any material change in circumstances which would make any of the Beneficiary representation(s) or information untrue or incorrect or otherwise impair the Beneficiary's ability to fulfill the Beneficiary's obligations under this Agreement.

**E. Workers' Compensation:** The Beneficiary shall provide Workers' Compensation Insurance coverage commensurate with statutory requirements for all of its employees involved in the performance of this Agreement.

**F. Insurance:** The Beneficiary shall carry sufficient insurance coverage to protect any

grant funds provided to the Beneficiary under this Agreement from loss due to theft, fraud and/or undue physical damage. The Beneficiary's insurance coverage shall be adequate to satisfy the indemnification provisions set forth in this Agreement. Upon County request, the Beneficiary shall provide a Certificate of Insurance satisfactory to the requirement of the County. If the Beneficiary is self-insured, then the Beneficiary shall maintain excess coverage over and above its self-insured retention limits.

**G. Amendments:** This Agreement may be amended at any time only by a written instrument signed by both Parties. Such amendments shall not invalidate this Agreement, nor relieve or release either Party from its obligations under this Agreement. The County may, in its discretion, amend this Agreement to conform with Federal, State or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule

of the activities to be undertaken as part of this Agreement, such modifications will be Exhibit B

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incorporated only by written amendment signed by both Parties. The Parties otherwise contemplate that the terms of this Agreement shall incorporate any subsequent amendments to ARPA or any regulations promulgated by the Treasury Department or other Federal agency, without need for further written amendment to this Agreement. The Beneficiary agrees to adhere to any amendments to ARPA or any related Federal laws or regulations.

**H. Suspension or Termination:** The County may suspend or terminate this Agreement upon written notice if the Beneficiary materially fails to comply with any terms of this Agreement, which include, but are not limited to, the following:

- Failure to comply with any of the rules, regulations or provisions referred to herein, or any such State and Federal statutes, regulations, executive orders, and Federal awarding agency guidelines, policies or directives as may become applicable at any time;
- Failure, for any reason, of the Beneficiary to fulfill in a timely and proper manner its obligations under this Agreement;
- Ineffective or improper use of grant funds provided to the Beneficiary under this Agreement; or
- Submission by the Beneficiary to the County reports that are incorrect or incomplete in any material respect.

If this Agreement is terminated, in whole or in part, the Parties shall comply with all close-out and post-termination requirements of this agreement.

**I. Program Fraud & False or Fraudulent Statements or Related Acts:** The Beneficiary must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, which shall apply to the activities and actions of the Beneficiary pertaining to any matter resulting from a contract.

**J. Debarment / Suspension and Voluntary Exclusion:**

- Non-Federal entities and contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 CFR Part 180 and the Department of Homeland Security's

regulations at 2 CFR Part 3000 (Nonprocurement Debarment and Suspension).

□ These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs and activities. A contract must not be issued to parties listed in the Systems of Award Management (“SAM”) Exclusions. SAM Exclusions is the list maintained by the General Services Administration that contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. SAM exclusions can be accessed at [www.sam.gov](http://www.sam.gov).

**K. Governing Law and Venue:** This Agreement shall be interpreted under, and governed

by, the laws of the State of Illinois, without regard to conflicts of laws principles. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Kane County and each Party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions, or proceedings.

**L. Conflict of Interest:** Where applicable, the Beneficiary shall maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

**M. Term:** This Agreement shall be effective on 06/05/2023 and shall expire on 06/21/2023, unless terminated pursuant to this Agreement. Any grant funds that are not expended by the Beneficiary at the end of the period of performance for this Agreement shall be returned to the County within 30 (thirty) days. The County is not obligated to provide the Beneficiary with reimbursements for expenses beyond the Budget Period. The Beneficiary may submit a request for extension in writing to the County, which must be approved by the Kane County Board prior to the end of the period of performance.

**N. Eligible Expenses:** The Beneficiary shall spend funds on allowable costs, as described below. The Beneficiary shall spend funds in accordance ARPA, the Final Rule, and current and future guidance issued by the Treasury Department for the use of SLFRF, and where applicable, with 2 CFR Part 200. For the purposes of this agreement, the Beneficiary is authorized to spend the grant funds only for the purposes set forth in **Exhibit A**, which is incorporated herein by reference. **Exhibit A** contains a description of the components of the Beneficiary’s program and the eligible uses of grant funds. The Beneficiary agrees that the sole and exclusive decision as to whether or not the Beneficiary’s use of the grant funds is approved lies within the discretion of the County. The Beneficiary acknowledges and agrees that

the County may deny the use of grant funds which, in the discretion of the County, is not a permitted use of SLFRF under APRA, the Final Rule, and any current and future guidance issued by the Treasury Department. The County's approval of this agreement does not guarantee that the Beneficiary's use of the grant funds will ultimately be approved by the County, the Treasury Department, or the Office of the Inspector General Any portion of the award that is not used for the purposes set forth in **Exhibit A** shall be repaid to the County.

**O. Payments:** The sole source of grant payments under this Agreement shall be from the

County's SLFRF. The County shall not be obligated to fund the Beneficiary from any other source. The County shall not be obligated to provide any grant funds in excess of the Award Amount under this Agreement. Where applicable, the Beneficiary will submit financial reports to support the payment schedule per the terms in **Exhibit A**. The Beneficiary shall not use grant funds for costs reimbursed or to be covered by other grants, insurance, State or Federal sources, including but not limited to CARES Act programs, FEMA, and any other source of financial recovery from COVID-19.

**P. Record Retention:** The Beneficiary shall maintain all financial records and supporting documents, and all other records relevant to this Agreement. for five (5) years after all SLFRF have been expended or returned to the Treasury Department by the County. The Beneficiary agrees to cooperate with the County and will ensure that it maintains such records to allow the County to comply with any and all recordkeeping requirements under Federal or State law, or pursuant to any court order. .

**Q. Internal Controls:** The Beneficiary must comply with 2 CFR 200.303 and establish and maintain effective internal control over the funds allocated under this Agreement. When requested by the County, the Beneficiary will provide reasonable assurance that the

Beneficiary is managing the award in compliance with Federal statutes, regulations, and the terms and conditions of the County's SLFRF award.

**R. Specific Conditions:** Where applicable, the Beneficiary will comply with any and all specific conditions established by the County, in compliance with 2 CFR 200.208, which are set forth in Exhibit B. Exhibit B is incorporated herein by reference.

**S. Monitoring:** Where circumstances require the County to conduct monitoring consistent with 2 CFR Part 200, the Beneficiary shall participate in monitoring activities at the request of the County, which may include but are not limited to, timely submitting all financial and performance reports, and supplying, upon the County's request, documents and information relevant to this Agreement. Where applicable, the Beneficiary must monitor its activities to assure compliance with applicable State and Federal requirements and the terms and conditions of the County's SLFRF award, and to assure its performance expectations are being achieved. The County may take any action described in 2 CFR 200.339 in order to remedy instances of non-compliance by the Beneficiary with the Agreement terms.

**T. Reporting Procedures:** Per Exhibit A, the Beneficiary agrees to submit the forms, certifications, and documentation as may be required by the County which document any expense for which Beneficiary has used the grant funds under this Agreement. The



County may request ad-hoc reports and supporting documentation in addition to a reimbursement requests. The County may also request that the Beneficiary comply with audit requests made by the Treasury Department. Such reporting and requests may include documentation of invoices, submission of payroll logs, and proof of contracts. to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoument of awarded funds from the Beneficiary.

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**U. FOIA:** The Beneficiary acknowledges that the County is a public body and agrees to participate with the County in responding to any requests for information that the County receives related to the SLFRF funds pursuant to the Freedom of Information Act (5 ILCS 140/1 *et seq.* (West 2022)). The Beneficiary shall provide any documents requested by the County in a timely fashion to allow the County to comply with the requirements of the Freedom of Information Act.

**V. Notices:** Any and all notices, which may be required hereunder by any Party to the other Party, shall be executed by either personal delivery in writing or by mail, registered and certified, postage pre-paid with a return receipt requested. The Beneficiary agrees to keep the County informed of any change in business and/or mailing addresses, as well as telephone, facsimile, email, or any other relevant means of contact and communication. Mailed notices must be addressed to the Parties at the address below:

County: Kane County American Rescue Plan Program Manager  
Kane County Government Center  
719 S. Batavia Avenue, Building A  
Geneva Illinois, 60134

Beneficiary: [Enter Beneficiary Contact Information]

## **II. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

## **III. WAIVER**

The County's failure to act with respect to a breach by the Beneficiary does not waive its right to act with respect to subsequent or similar breaches. The failure of the County to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

## **IV. CERTIFICATION**

The Beneficiary certifies the funds awarded pursuant to this Agreement shall be used only for the purposes described in **Exhibit A**. The Beneficiary acknowledges that this Agreement is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all SLFRF distributed under this Agreement. The Beneficiary understands that the grant funds under this Agreement are supported by the

Treasury Department Coronavirus Local and Fiscal Recovery Fund established by Section

9901 of ARPA and the Final Rule. The Beneficiary will comply with, and is subject to, all requirements for the use of SLFRF and all related guidance issued by the Treasury Department. Costs that have been or shall be submitted for reimbursement have not been

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reimbursed by other sources of funding.

#### **V. SUBAWARD INFORMATION**

The Federal Award associated with this Agreement is as follows:

Unique Identifier: [insert]

CFDA Number: 21.027

Assistance Listing Title: Coronavirus State and Local Fiscal Recovery Funds

Federal Awarding Agency: United States Department of Treasury

Federal Award Identification Number (FAIN): SLFRP0243

Federal Award Date to County: May 18, 2021

Award is for Research & Development: No

Period of Performance Start and End Date: 06/05/2023, through 06/21/2023

Budget Period: The timeframe for spending is from March 3, 2021 through April 26, 2023.

Award Amount: Total obligation under this Agreement is [AMOUNT]

Contact for Program: Submit inquiries and questions to [KaneARPA@co.kane.il.us](mailto:KaneARPA@co.kane.il.us)

#### **VI. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the Parties for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Parties relating to County's allocation of the grant funds to the Beneficiary. This Agreement is subject to availability of funds under ARPA. The County has no legal requirement to provide funding to any Beneficiary.

#### **VII. SIGNATURE AUTHORITY**

The following specific officers/officials, or their authorized designees, are required to sign

this Agreement on behalf of the Beneficiary. Note: If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer's authority to

execute the Agreement for and on behalf of the Beneficiary must be attached to the Agreement for review by Kane County. The following signatory on behalf of the County has been authorized to execute this Agreement by resolution of the Kane County Board or

authorized committee thereof.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this

Agreement on the dates hereafter set forth below.

Beneficiary:

Signed:

Its Duly Authorized Agent

Printed Name:

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Title:

Date:

County of Kane

Signed:

Its Duly Authorized Agent

Printed Name:

Title:

Date:

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### **Exhibit A: Program Terms**

Program Description: In recognition of the devastating impact felt by local organizations with a demonstrated track record

supporting veterans in Kane County, the Kane County Board has allocated a portion of its American Rescue Plan

Act Fund for a program aimed at helping Veterans' Services Organizations with support for mortgage and utility expenses.

This program is limited to a maximum possible award amount of \$200,000.00 and a minimum award amount of

\$10,000.00 for eligible mortgage/rent and utilities expense reimbursement. Eligible organizations may apply for the

amount of assistance needed to cover eligible costs. All awards under this program shall be issued as grants and shall be

disbursed to grantees on a reimbursement basis. Grantees will be expected to enter into a funding agreement with the

County of Kane and shall be required to present appropriate documentation in order to substantiate their request(s) for

reimbursement. All awarded grant funds must be spent within two (2) years of the date of award. Any organization

needing an extension for grant fund expenditure must submit such request to the Kane County American Rescue Plan

Program Manager in writing forty-five (45) days prior to that deadline. Any request for extension must be approved by

the Kane County Board prior to the end of the funding agreement's period of performance.

1. Purpose of Award: This award is to reimburse utilities, rent and mortgage payments.

2. Eligible Costs:

#### **Expense Type Original Resolution Text Description**

Rent/Mortgage Rent/mortgage payments for the physical place of business

within Kane County.

Rent and mortgage

payments at locations

where your organization is

serving Kane County clients.

This may include rent, lease,

and mortgage payments.

Acquisition of real property is not allowed.

**Utilities** Utility costs associated with the physical place of business

Utility payments at locations where your organization is serving Kane County clients.

Eligible costs include electric, water, sewer, gas, telephone, waste, internet.

**3. Performance Measures:**

**4. Required Reporting**

a. Programmatic reports:

b. Financial reports:

c. Closeout reports:

**5. Reimbursement Requests:** Beneficiary shall submit one reimbursement request to the County. Detailed

instructions will be distributed at a later date. The County, by receiving and processing the reimbursement

requests of Beneficiary, does not guarantee approval of the reimbursement requests by the Kane County Board or

its authorized agents.