**Section 151.220 Application for School Energy Efficiency Project Grants**

a) An eligible applicant may apply for a grant by submitting an application electronically in a format prescribed by the State Superintendent. A separate application shall be submitted for each project for which the applicant seeks a grant award.

b) An application shall first be submitted electronically to the regional office of education at least two weeks prior to the application deadline announced by the State Superintendent for the fiscal year for which the grant is sought.  The regional superintendent shall review and electronically forward the application to the State Board of Education by the application deadline.

c) Each application shall include the following information.

1) The names, addresses, and descriptions of the facilities included in the project.

2) A narrative description of the nature and scope of the project, including the starting and completion dates for the project.

3) The total cost of the project, amount and source of local matching funds (using the revenue and account codes set forth at 23 Ill. Adm. Code 100 (Requirements for Accounting, Budgeting, Financial Reporting, and Auditing)) and the requested grant amount.

4) For applicants that are seeking more than one grant in a fiscal year, the order in which the applicant wants its projects funded.

5) Such assurances as the State Board of Education may require, to include at least the following:

A) certification by a licensed design professional of the reasonableness of the estimated costs and energy efficiency measures, and an estimate of the annual energy savings that will be realized;

B) that the local board of education, in the case of school districts, or other school governing authority authorized the school energy efficiency project during a duly convened meeting; and

C) that the local board of education, in the case of school districts, or other school governing authority reserved local funds in an amount equal to the school energy efficiency project grant requested to meet the local match requirement.

d) Submission of the electronic application shall be evidence of authorization by the school board or other governing board.

e) An applicant submitting an incomplete application shall be contacted by staff of the State Board regarding the need for additional information. An application must be complete by the submission deadline in order to be considered. All information contained in the application shall be subject to verification and correction by the State Superintendent by such means as on-site inspection and review of documents.

(Source: Added at 34 Ill. Reg. 3000, effective February 18, 2010)