**Section 235.110 Application Procedure and Content for New Programs**

Programs established under this Subpart B shall be funded for a five-year period. Funding in each year subsequent to the initial grant year is subject to a sufficient appropriation for the program and satisfactory progress of the grantee in the previous grant year. (See Section 235.130.)

a) When State funding is expected to be available under this Subpart B for a given fiscal year, the State Superintendent of Education shall issue a Request for Proposals (RFP) to eligible entities. This request shall:

1) indicate the amount or expected amount for the program and the expected range for grant awards;

2) describe the required content and format of proposals and identify the services and activities that will receive priority consideration for funding, if applicable;

3) identify the data that recipients will be required to collect and report regarding the services and activities provided, the timelines for reporting and, as applicable, specifics about the evaluation to be conducted to measure the impact of the grant;

4) identify the categories of allowable expenditures and require the submission of a budget summary and payment schedule, completed on the forms provided, as well as a narrative budget description that provides a detailed explanation of each line item of expenditure;

5) include the information to be provided regarding any staff to be assigned to program activities, including any subcontractors proposed to provide services or conduct activities;

6) include certifications, assurances and program-specific terms of the grant that the State Superintendent may require (also see Section 235.140); and

7) indicate the deadline for submission of proposals, which shall provide applicants with at least 30 days in which to respond.

b) Each proposal shall be signed by an authorized representative of the applicant entity.

c) Applicants may be requested to clarify various aspects of their proposals. The content of any approved proposal shall be incorporated into a Grant Agreement to be signed by the applicant's authorized representative and the State Superintendent of Education or designee.

(Source: Former Section repealed at 35 Ill. Reg. 3742, effective February 17, 2011, and new Section added at 40 Ill. Reg. 15168, effective October 24, 2016)