**Section 1031.70 Grant Application Procedures**

*Each eligible independent college, after an appropriation has been enacted, must apply for a Capital Investment Grant in order to be eligible to receive funds under this Program.* (Section 25-10 of the Act)

a) Application Availability Notice. The Board shall send an application availability notice to the chief executive officer of each institution that may meet the program eligibility requirements in Section 1031.30, based on Board records, post the application availability notice on the Board's website at www.ibhe.org, and post the application availability notice as a notice of funding opportunity in the GATA portal operated by the Governor's Office of Management and Budget.

b) Application. *An independent college may apply for an amount not to exceed the distribution amount determined by the Board of Higher Education*. (Section 25-10 of the Act)

1) Application materials shall be on prescribed forms provided by the Board and shall include, without being limited to, the following:

A) Uniform Grant Application provided by the Grant Accountability and Transparency Unit within the Governor's Office of Management and Budget and signed by an authorized representative of the independent college. (See 44 Ill. Adm. Code 7000.330.)

B) Certification by an authorized representative of the independent college that:

i) The institution is an independent college as defined in Section 1031.20;

ii) There is no by-law, article of incorporation, policy or other barrier to receiving State funds;

iii) Grant funds will be used for capital projects as defined in Section 1031.20;

iv) Grantee will *comply with the business enterprise program practices for minority-owned businesses, women-owned businesses, and businesses owned by persons with disabilities of the Business Enterprise for Minorities, Women, and Persons with Disabilities Act* [30 ILCS 575] *and the equal employment practices of Section 2-105 of the Illinois Human Rights Act* [775 ILCS 5]. This requirement is in addition to the requirement that the grant agreement contain a provision that grantee will comply with the aforementioned statutes. (Section 45 of the State Finance Act [30 ILCS 105]); and

v) Grantee will comply with all requirements of the Illinois Works Apprenticeship Initiative, which is required *on all public works projects estimated to cost $500,000* subject to the exceptions in the Section 20-20 of the Illinois Works Jobs Program Act. (Section 20-20 of the Illinois Works Jobs Program Act [30 ILCS 559])

C) In or to be consistent with the requirement that institutions *offer facilities and services in a manner that supports and fulfills the mission of the Board of Higher Education* institutions must specify, as outlined in the grant application, how proposed projects further the Board's Strategic Plan established by Section 6 of the Board of Higher Education Act. (Section 25-7 of the Act) This includes but is not limited to explaining how the institution is developing *an equity plan and implementing practices that, at a minimum, close gaps in enrollment, retention, completion, and student loan repayment rates for underrepresented groups.* (Section 9.16 of the Board of Higher Education Act [110 ILCS 205])

2) Applications must be received by the announced deadline for the submission of applications, as published in the GATA portal and on the Board’s website.

3) Board staff shall review application documents of all independent colleges for compliance with the eligibility requirements in Section 1031.20. The Board may request additional documentation and/or a meeting between its staff and institutional representatives to resolve questions about application documents. If materials submitted by an applicant institution are incomplete or not of sufficient detail to provide an understanding of the proposed project, the Board may request additional information.