**Section 400.70 Awards, Grant Agreements, Conditions and Disbursement of Grant Funds**

a) When a grant has been awarded, the grantee and the Council shall execute an agreement. The agreement shall be executed between the grantee and the Council's Director, or the Director's designee, on behalf of the Council.

b) Disbursement of grant funds. Notwithstanding selection for a grant award pursuant to this Part, disbursement of grant funds is contingent upon the submission of a fully executed grant agreement.

c) The grant agreement will be drafted by the Council and shall contain appropriate substantive provisions, including, but not limited to, the following:

1) A recitation of legal authority pursuant to which the agreement is made;

2) An identification of the project scope and schedule, including a specified time period for the grantee's performance and the work or services to be performed or conducted by the grantee;

3) An identification of the grant amount;

4) A promise by the grantee not to assign or transfer any of the rights, duties or obligations of the grantee without the prior written consent of the Council;

5) A promise by the grantee not to amend the agreement without the written consent of the Council; and

6) A covenant that the grantee shall expend the grant amount and any accrued interest only for the purposes of the project as stated in the agreement and approved by the Council.

d) A grantee may not start a project until the grant agreement has been fully executed by the grantee and the Council's Director or the Director's designee. No funds will be approved for payment for costs incurred before the full execution of the grant agreement. The fully executed grant agreement will be filed by the Council with the Office of the Illinois Comptroller within 30 days after the last signature.

e) Grantees shall comply with any conditions and requirements specified in the Act, this Part, the Council's award letter and the grant agreement.

f) Grantees shall submit regular fiscal and programmatic reports that document the grantee's performance under the grant agreement. The Council will provide grantees with guidelines and forms regarding the preparation of fiscal and programmatic reports for all awards.

g) Grantees shall make available to Council staff or their authorized agents all financial records and other reporting documentation relating to the grant award.