**Section 592.115 Application Procedure**

a) *Any person desiring to receive grant funds must submit a grant application to the* Department. *Applications for grant funds shall be made on prescribed forms developed by the* Department. (Section 4(a) of the Illinois Grant Funds Recovery Act)

b) Applicants shall complete necessary financial need analysis forms used by the applicant's dental school. These forms shall be appended to the Department's grant application.

c) Completed applications shall be returned to the Department at the address indicated on the grant application form. All applications shall be submitted on the forms provided by the Department and *shall include, without being limited to, the following provisions:*

1) *The name and address of the applicant* (Section 4(a)(1) of the Illinois Grant Funds Recovery Act);

2) The Legislative House District, Legislative Senate District, and Congressional District (based on the applicant's legal residence in Illinois);

3) Social Security number of the applicant;

4) *A general description of the program, project, or use for which grant funding is requested* (Section 4(a)(2) of the Illinois Grant Funds Recovery Act);

5) *Such plans, equipment lists, and other documents as may be required to show the type, structure, and general character of the program, project, or use for which grant funding is requested* (Section 4(a)(3) of the Illinois Grant Funds Recovery Act);

6) *Cost estimates of developing, constructing, operating, or completing the program, project, or use for which grant funding is requested* (Section 4(a)(4) of the Illinois Grant Funds Recovery Act);

7) *A program of proposed expenditures for the grant funds* (Section 4(a)(5) of the Illinois Grant Funds Recovery Act);

8) Documentation from the dental school demonstrating the applicant's financial need;

9) Proof of citizenship, including a copy of the applicant's notarized birth certificate or a copy of the applicant's documents demonstrating that he or she is a naturalized citizen or documentation that the applicant is a lawful permanent resident;

10) Proof of enrollment in an Illinois dental school, including a copy of the applicant's admission acceptance letter.

(Source: Added at 38 Ill. Reg. 23080, effective November 21, 2014)