

# Uniform Templates and Frameworks for Grant Administration in Illinois

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# Introduction

- Highlight federally required grant business practices and Illinois' decision to centralize common functions
- Illinois benefits from centralized frameworks and uniform templates
  - Grantees are only required to perform functions once
  - All state grantmaking agencies benefit from organized information sharing
- Highlight centralized frameworks
- Highlight uniform templates
- Emphasize the flexibility allowed within the uniform templates and frameworks

# Many Grant Functions are Federally Mandated

- Public notice of financial assistance programs - CSFA (2 CFR 200.202, 211)
- Entity background checks utilizing SAM.gov accounts (2 CFR 200, Appendix 1 D.3.)
- Public notices for competitive grant funding opportunities - NOFO (2 CFR 200.203, Appendix I)
- Merit-based review process for competitive grant applications (2 CFR 200.204)
- Fiscal and administrative and programmatic risk assessments (2 CFR 200.205)
- Specific conditions based on risk assessment (2 CFR 200.207)
- Notice of grant terms and conditions prior to award – NOSA (2 CFR 200.210)
- Indirect cost rate elections and negotiations (2 CFR 200, Appendix III - VII)
- Audit report reviews (2 CFR 200, Subpart F)
- Periodic financial and performance reporting (2 CFR 200.301, 328, Subpart D)
- Requirements for pass-through entities (subrecipients) (2 CFR 200.331)
- Debarred and suspended parameters (2 CFR 180, 2 CFR 200.338)

# Centralized Frameworks – Annually, Once and Done

- Registration and automated pre-qualification
  - Self-directed on-line help
- Financial and administrative risk assessment (ICQ)
  - Automated questionnaire to assess an entity's risk profile
- Indirect cost rate negotiation
  - Subject to funding restrictions or limitations, the same election or rate is used for all grants from state agencies
- Audit report review
  - Consolidated Year-end Financial Reporting
  - Centralized acceptance of audit report review corrective action
  - Centralized committee to address root cause(s) of material findings

# Centralized Frameworks with Uniform Templates

- Automated Notice of Funding Opportunity (NOFO)
  - All competitive funding opportunities are announced through the CSFA
  - Template formatted to communicate all required information
    - Includes pre-populated data from the CSFA
  - Template includes a link to the awarding agency's grant application
- Automated Notice of State Award (NOSA)
  - Template is pre-populated from the CSFA and the ICQ risk assessment
  - When the award is executed, the state agency marks the NOSA accordingly to automatically add the award to the CSFA

# Centralized Framework to Promote Grantee Compliance

- Grantee Compliance Enforcement System – Illinois Stop Payment List
  - Designed after the federal Do Not Pay system and 2 CFR 200.338
  - Establishes a statewide policy and protocol to manage instances of non-compliance with grant requirements
    - Flags late reporting, outstanding audit reports, incomplete corrective action resolution, unresponsive grant funds recovery
    - Alerts state grant making agencies of entities on Stop Pay Status
  - Requires specific state agency / grantee communication and due-process to resolve instances of non-compliance
  - Provides a pathway to resolve non-compliance and promptly remove Stop Pay Status

# Uniform Templates Provide Statewide Consistency

- Developed based on federal models, the following templates allow for flexibility to support program-specific requirements:
  - Notice of Funding Opportunity (NOFO) – Supplemental section is awarding agency and program specific
  - Grant application transmittal is auto populated from the CSFA
  - Uniform budget template utilizes standard grant line items; lines can be added or greyed out as needed
  - Uniform grant agreement including 3 parts:
    - Part 1 – Standard boilerplate for all grant agreements in the State of Illinois
    - Part 2 – Standard state agency boilerplate for all grants awarded by the agency
    - Part 3 – Grant-specific language dictated by the funder or program parameters

# Uniform Grant Reporting with Flexibility

- Templates for periodic grant reporting, including grant closeout
  - Financial reporting based on line items within the uniform budget (PFR)
  - Performance reporting based on performance measures and performance standards of the grant agreement (PPR)
  - Reporting frequency specified in the grant agreement
- Annual consolidated year-end financial reporting (CYEFR) with
  - Requires “in relation to opinion” to audited financial statements
  - State agency reconciliations

# Uniform De-centralized Frameworks Provide Statewide Consistency

- Merit-based review policy establishes a standard protocol for state agency review of competitive grant applications
  - Confidentiality Agreement and Conflict of Interest Disclosure
- Programmatic risk assessment
  - Template includes standard questions to assess general program execution
  - Awarding agency targets the questions to the program being funded
- Parameters promote transparency regarding real or potential conflict of interest and financial disclosure in grant management

# Uniform Frameworks and Templates Allow Flexibility

- Program level funder requirements and applicable governance / statutes must be accommodated
- GATA frameworks and templates are designed to allow flexibility
- State agencies utilize the GATA Exception / Exemption process for uniform frameworks and templates
  - Exceptions / exemptions must be based on statutory authority
  - Exceptions / exemptions are at the program level
  - All grantees under a program must follow the same requirements

# GATA Frameworks and Templates Promote Compliance

- Illinois established centralized grant functions, uniform frameworks and standard templates to support compliant grant management
- Grantees meet centralized requirements annually
- All state agencies utilize data sharing through GATA systems
- State agencies and grantees must comply with grant requirements
- There's a learning curve to implement GATA frameworks and templates
- Efficiencies are significant, but grant compliance is most important

# Illinois is Doing Something Right

- Federal Office of Management and Budget recognizes Illinois as a promising practice in eliminating redundancy in statewide grant management
- National Council of Nonprofits promote GATA and the joint efforts of grantees and state agency volunteers as a national model
- Illinois benefits from centralized frameworks and uniform templates

# Centralized Grant Functions Increase Efficiency

<b>Accomplishment</b>	<b>Cumulative Cost Avoidance / Cost Savings</b>	<b>Projected FY19 Cost Avoidance / Cost Savings</b>
Centralized Audit Report Review	-0-	43,475,000
Onsite Fiscal and Administrative Monitoring	-0-	9,500,000
Centralized indirect cost rate negotiations	40,400,000	35,350,000
Centralized framework for fiscal and administrative risk assessments	9,540,000	8,560,000
Centralized grantee pre-qualification	8,885,000	4,400,000
Automated Notice of State Award	3,000,000	3,000,000
Market value of grant management training	2,470,000	2,050,000
Automated Notice of Funding Opportunity	215,000	215,000
Controls against fraud, waste, abuse and mismanagement	283,000,000	TBD
<b>Total savings / cost avoidance</b>	<b>\$347,510,000</b>	<b>\$106,550,000</b>

# Questions

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