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**CHAMPAIGN COUNTY BOARD OF HEALTH**

Brookens Administrative Center  
1776 E. Washington  
Urbana, IL 61802

Phone: (217) 384-3772  
Fax: (217) 384-3896

**Champaign County Board of Health**

**Tuesday, December 3, 2024  
5:00 PM**

Location: Champaign-Urbana Public Health District, 201 W. Kenyon, Champaign, IL  
Main Conference Room  
(Park & Enter on North Side of Facility—Middle Door)

**AGENDA**

<b><u>ITEM</u></b>	<b><u>PAGE NO.</u></b>
<b>A. Call to Order</b>	
<b>B. Roll Call</b>	
<b>C. Approval of Agenda/Addenda</b>	
<b>D. Approval of Minutes</b>	
1. August 20, 2024	1-3
<b>E. Public Participation on Agenda Items Only</b>	
<b>F. Correspondence and Communications</b>	
<b>G. SmileHealthy</b>	
1. Monthly Report – August 2024	4-5
2. Monthly Report – September 2024	6-7
3. Monthly Report – October 2024	8-9
4. Approval of Invoice # I00235 payable to Champaign County Administrative Services for the Child Dental Access Program – August 2024 in the amount of \$6,249.99	10
5. Approval of Invoice # I00254 payable to Champaign County Administrative Services for the Child Dental Access Program – September 2024 in the amount of \$6,249.99	11
6. Approval of Invoice # I00261 payable to Champaign County Administrative Services for the Child Dental Access Program – October 2024 in the amount of \$6,249.99	12
<b>H. CUPHD</b>	
1. Approval of CUPHD Invoice for July 2024 Services	13
2. Approval of CUPHD Invoice for August 2024 Services	14
3. Approval of CUPHD Invoice for September 2024 Services	15

4. Approval Champaign County Contract(s):
    - a. Between the Champaign County Public Health Department and IDPH for the Comprehensive Health Protection Grant – FY 2025 in the amount of \$185,200.50 for the time period of June 1, 2024 – June 30, 2025 16-69
  5. Approval of Updated Enforcement Policy 70-84
  6. Discussion of the Placard Ordinance and Requirement for the County 85-93
  7. CUPHD Reportable Diseases:  
[http://www.c-uphd.org/comm\\_dis/display-data.php](http://www.c-uphd.org/comm_dis/display-data.php)
  8. CUPHD Performance Management:  
<https://www.c-uphd.org/preformance-management-tracking/>
  9. Update on the County Sexual Health Education Program
- I. Old Business**
1. Update on Long-Term Care Beds in Champaign County
- J. Other Business**
1. Approval of 2025 County Board of Health Meeting Schedule 94
- K. Public Participation on Non-Agenda Items Only**
- L. Next Meeting**
1. March 18, 2025, at 5:00 PM
- M. Adjournment**

1 **CHAMPAIGN COUNTY BOARD OF HEALTH**

2

3

*Tuesday, August 20, 2024*

4

**Call to Order**

5

The Champaign County Board of Health held a meeting on Tuesday, August 20, 2024, at the  
6 Champaign-Urbana Public Health District at 201 W. Kenyon Road, Champaign, IL. Dr. Krista Jones,  
7 President, called the meeting to order at 5:03 PM.

8

**Roll Call**

9

Upon roll call, the following Board members were found to be present: Dr. Krista Jones,  
10 President, Mr. David Thies, Vice President, Dr. Brent Reifsteck, Dr. Lyndon Goodly, and Dr. John  
11 Peterson. Ms. Cathy Emanuel, Secretary/Treasurer, was in attendance via Zoom and abstained from  
12 voting.

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14

**Approval of Agenda/Addendum**

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16 Dr. Goodly made a motion to approve the meeting agenda. Mr. Thies seconded the motion.  
17 With all in favor, the motion carried.

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**Approval of Minutes**

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21 Mr. Thies made a motion to approve the June 25, 2024, meeting minutes. Dr. Goodly seconded  
22 the motion. With all in favor, the motion carried.

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**Public Participation on Agenda Items Only**

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26 None.

27

28

**Correspondence and Communications**

29

30 None.

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32

**Other Business**

33

34 The County Board of Health budget was presented for review and approval. The budget includes  
35 requests for: general support of SmileHealthy’s dental program for Champaign County in the amount of  
36 \$50,000, which is included in the budget; an additional \$25,000 for SmileHealthy’s dental practitioner  
37 recruiting focus; and \$30,000 for the pregnancy prevention program in the Champaign County schools.  
38 Ms. Knight, CUPHD Director of Finance, reported that the projected fund balance is \$498,757, which is  
39 38% with the presented budget, including all funding requests. It was requested that the County provide  
40 a document to the Board regarding the Carle and OSF expenditures. Ms. Henry noted that the funds for  
41 SmileHealthy support increases for the sign-on bonus, salary, Visa and travel expenses. Mr. Thies made a  
42 motion to approve the budget with all allocations. Dr. Peterson seconded the motion. With all in favor,  
43 the motion carried.

46  
47 **SmileHealthy**

48  
49 Mr. Thies made a motion to approve the SmileHealthy reports for June and July 2024.  
50 Dr. Reifsteck seconded the motion. With all in favor, the motion carried.

51  
52 Dr. Goodly made a motion to approve the following: invoice #I00208 payable to Champaign  
53 County Administrative Services for the Child Dental Access Program for June 2024 in the amount of  
54 \$6,249.99; and invoice #I00221 payable to Champaign County Administrative Services for the  
55 Child Dental Access Program for July 2024 in the amount of \$6,249.99. Mr. Thies seconded the motion.  
56 With all in favor, the motion carried.

57  
58 **CUPHD**

59  
60 Mr. Thies made a motion to approve payment of CUPHD invoices for May and June 2024  
61 services. Dr. Goodly seconded the motion. With all in favor, the motion carried.

62  
63 Dr. Peterson made a motion to approve the Champaign County contract between the  
64 Champaign County Public Health Department and IDPH for Public Health Emergency Preparedness: Build  
65 and Sustain Emergency Preparedness Capabilities in the amount of \$62,726.00 for the time period of  
66 July 1, 2024 - June 30, 2025. Mr. Thies seconded the motion. With all in favor, the motion carried.

67  
68 Dr. Goodly made a motion to place the CUPHD monthly reports of Reportable Diseases and  
69 Performance Management on file. Dr. Reifsteck seconded the motion. With all in favor, the motion  
70 carried. Mr. Davies will provide performance management reports to the Board.

71  
72 Ms. Greger gave an update on sex education and the pregnancy prevention program in the  
73 Champaign County schools. The new school year has started and CUPHD plans to partner with JW Eater  
74 Jr. High, Thomasboro, Ludlow, Gifford, Fisher Jr./Sr. High and Heritage High School.

75  
76 **Old Business**

77  
78 Dr. Peterson noted that he would like to have the board packets presented digitally at the board  
79 meetings.

80  
81 **Public Participation on Non-Agenda Items**

82  
83 None.

84  
85 **Next Meeting**

86  
87 The next meeting of the Champaign County Board of Health was originally scheduled for  
88 Tuesday, November 19, 2024, at 5:00 PM. This meeting will be rescheduled to December 3, 2024, at  
89 5:00 PM. An update regarding the senior needs assessment will be added to the next agenda.

91 *Champaign County Board of Health – August 20, 2024*

92 *Page 3*

93

94 **Adjournment**

95

96           With no further business, Mr. Thies made a motion to adjourn the meeting at 6:07 PM.

97 Dr. Goodly seconded the motion. With all in favor, the meeting was adjourned.

Champaign County Board of Health			
Monthly Report for		August 2024	
Total number of children seen from all programs this month: <b>423</b>		#Served Champaign/Urbana= <b>284</b> #Served Outside of Champaign/ Urbana= <b>139 or 33%</b>	
Total number of unique pediatric dental patients in BOH Fiscal Year:		<b>1939</b> #Served Champaign/Urbana= <b>1223</b> #Served Outside of Champaign / Urbana= <b>716 or 37%</b>	
Breakdown of current month of patients for all programs by town:			
Champaign:	<b>150</b>	• Savoy	<b>12</b>
• 61820	<b>61</b>	• St. Joseph	<b>1</b>
• 61821	<b>66</b>	• Thomasboro	<b>2</b>
• 61822	<b>21</b>	• Tolono	<b>1</b>
• 61824	<b>2</b>	• Urbana:	<b>134</b>
• 61826	<b>0</b>	• 61801	<b>57</b>
• Ludlow	<b>0</b>	• 61802	<b>77</b>
• Rantoul	<b>78</b>	Other/Unknown	<b>45</b>
Breakdown of services provided for current month:			
Nitrous Oxide	<b>3</b>	Sealant	<b>82</b>
Extraction	<b>33</b>	Fluoride	<b>222</b>
Pulpotomy	<b>0</b>	Prophylaxis	<b>250</b>
Stainless Steel Crown	<b>2</b>	X-rays	<b>389</b>
Fillings	<b>50</b>	Exams	<b>255</b>
Silver Diamine Fluoride	<b>3</b>		

#### Narrative

*PHC has made progress in selecting a dental supervisor but sadly she had to decline the offer as her family were transferring to another State due to her husbands job promotion. The process has taken longer than had hoped, but PHC continues to look for experienced dental leadership.*

*On a promising note – PHC has been successful at hiring a new Dental Hygienist, who will start the first part of September. We look forward to adding her on, sadly however, our seasoned DH has taken another job closer to home, resulting in adding one and losing another.*

*Recruiting key positions is crucial for sustaining and expanding our dental team and our program. We continued to actively post openings for dentists and dental hygienists across various platforms*

including Indeed, 3RNET, the National Association of Community Health Centers (NACHC) and<sup>5</sup> the Illinois Primary Health Care Association (IPHCA). We are an approved site for National Health Service Corp loan repayment and scholarship program. New dentists/dental hygienists could qualify for up to \$75,000 in loan repayment over two years and a new Spanish language oral proficiency award was added for up to \$5,000 that is awarded one time. These applications are reviewed and approved by Health Resources and Services Administration (HRSA) with applications awarded to the highest needs area first. HRSA assigns the scores. The score range is between 0-26, the lower the score the lower the need. Our organization has a score of 25 for dental – so applications from dentists wanting to work with us would have a very good chance of receiving the award. No other location in Illinois has a higher dental need score than PHC.

PHC is dedicated to enhancing our public health hygiene program. We are scheduling screenings, exams, cleanings, fluoride treatments, and dental sealants at schools within Champaign County but outside of Champaign/Urbana. To support this initiative, PHC has engaged with highly skilled dental consultants to help guide us in expanding this program. We are working to create an effective infrastructure to address students' oral health needs. Our staff and consultants are actively collaborating with Champaign County public schools, providing information about the program and working to establish future service dates.

PHC hosted a Back-To-School event at our Rantoul Clinic on August 9, 2024 where medical providers offered medical exams and our Public Health Dental Hygienist provided 26 back-to-school dental exams. We are also gearing up for another round of back-to-school dental exams on August 9<sup>th</sup> at our Rantoul Clinic. The time for this event is 8:30 AM to 3:30 PM. These events are staffed by one of our dedicated public health dental hygienists and a dental assistant.

PHC served these children in Rantoul School District in August:

In August 2024 activity around candidates included:

- One DH resigned. A new DH was recruited and started work first of August
- Dentist (2) Candidates Screened with applications and CV's received – neither candidate were fits
- Dentist Offers Made: N/A
- Dentists' on-site interviews health: N/A
- Dental Hygiene (2): Candidates Screened/applications received
- Dental Hygiene (2) : on-site interviews held
- DH Offers Made: (1) DH Offered and (1) Accepted

819 Bloomington Road • Champaign, IL 61820  
(217) 359-7404 Mobile/Head Start • (217) 403-5477 Dental Center  
[www.promisehealth.org](http://www.promisehealth.org)

<b>Champaign County Board of Health</b>			
<b>Monthly Report for</b>		September 2024	
Total number of children seen from all programs this month: <b>379</b>		#Served Champaign/Urbana= 261 or <b>69%</b> #Served Outside of Champaign/ Urbana= <b>118</b> or <b>31%</b>	
Total number of unique pediatric dental patients in BOH Fiscal Year:	<b>2146</b>	#Served Champaign/Urbana= <b>1364</b> or <b>64%</b> #Served Outside of Champaign / Urbana= <b>782</b> or <b>36%</b>	
Breakdown of current month of patients for all programs by town:			
Champaign:	<b>129</b>	Savoy	<b>11</b>
• 61820	<b>51</b>	St. Joseph	<b>5</b>
• 61821	<b>56</b>	Thomasboro	<b>0</b>
• 61822	<b>21</b>	Tolono	<b>2</b>
• 61824	<b>1</b>	Urbana:	<b>132</b>
• 61826	<b>0</b>	• 61801	<b>69</b>
Ludlow	<b>1</b>	• 61802	<b>63</b>
Rantoul	<b>53</b>	Other/Unknown	<b>46</b>
Breakdown of services provided for current month:			
Nitrous Oxide	<b>1</b>	Sealant	<b>55</b>
Extraction	<b>35</b>	Fluoride	<b>180</b>
Pulpotomy	<b>1</b>	Prophylaxis	<b>187</b>
Stainless Steel Crown	<b>3</b>	X-rays	<b>280</b>
Fillings	<b>34</b>	Exams	<b>181</b>
Silver Diamine Fluoride	<b>11</b>		

#### Narrative

*Promise Health Care (PHC) comprises an exceptional team of dentists and dedicated support staff committed to serving our communities' dental needs. Our experienced workforce is adept at caring for school-aged children, ensuring their comfort and providing education to promote good oral health. PHC has made progress in selecting a dental supervisor and eagerly anticipates making a final selection very soon.*

#### Recruiting:

*Recruiting key positions is crucial and continues to be challenging for sustaining and expanding our dental team and our program. We continue to post openings for dentists and dental hygienists across various platforms including Indeed, 3RNET, the National Association of Community Health*



*In Mid-September we hired an additional Dental Hygienist, sadly during the same month we lost a seasoned PHDH due to her long-distance commute into Champaign. We continue to recruit for an additional one or two - PHDH. Dentist recruitment efforts has not made any progress, but PHC continue to explore options of getting the positioned advertised.*

*Activities:*

*September 11<sup>th</sup> PHC – PHDH supported a Head Start Dental Screening event where 46 kids we screened and evaluated for caries risk. For each child where a risk was noted as being 2 or 3 (moderate to highest concerns), referrals were given to parents to be followed up with one of PHC dentist for treatment plan.*

*Program Structure:*

*PHC invited HFS (Health and Family Services) who oversee the All-Kids Dental program to come and provide training and education on how to set up an effective Dental School Outreach program. Much was learned – after the training, equipment was used to train staff, serviced and calibrated. In addition, suggestions to update and change many of our Procedures to align with program compliance. PHC is currently in Pause mode for OUTREACH events until the equipment is returned. Which is expected to be sometime in Mid-October, plans are being made to support 2 Outreach Dental events per month once PHC clarifies proper billing CPT codes - finance will ensure program is able to bill PPS, instead of FFS rates.*

*Summary:*

*PHC Dental continues to see high risk adults and children from a variety of surrounding communities. Despite internal Dentist recruitment challenges, PHC continues to recruit and exploring using a - placement agencies aka (Headhunters), to find interested and qualified Dentist applications, all the while – trying to exceed the needs of our community one patient at a time.*

<b>Champaign County Board of Health</b>			
<b>Monthly Report for</b>		October 2024	
Total number of children seen from all programs this month: <b>332</b>		#Served Champaign/Urbana= <b>227 or 68%</b>	
		#Served Outside of Champaign/ Urbana= <b>105 or 32%</b>	
Total number of unique pediatric dental patients in BOH Fiscal Year:	<b>2282</b>	#Served Champaign/Urbana= <b>1458 or 64%</b>	
#Served Outside of Champaign / Urbana= <b>824 or 36%</b>			
Breakdown of current month of patients for all programs by town:			
Champaign:	<b>136</b>	Savoy	<b>6</b>
• 61820	<b>70</b>	St. Joseph	<b>1</b>
• 61821	<b>51</b>	Thomasboro	<b>1</b>
• 61822	<b>15</b>	Tolono	<b>2</b>
• 61824	<b>0</b>	Urbana:	<b>91</b>
• 61826	<b>0</b>	• 61801	<b>32</b>
Ludlow	<b>2</b>	• 61802	<b>59</b>
Rantoul	<b>42</b>	Other/Unknown	<b>51</b>
Breakdown of services provided for current month:			
Nitrous Oxide	<b>4</b>	Sealant	<b>47</b>
Extraction	<b>50</b>	Fluoride	<b>124</b>
Pulpotomy	<b>4</b>	Prophylaxis	<b>142</b>
Stainless Steel Crown	<b>6</b>	X-rays	<b>274</b>
Fillings	<b>55</b>	Exams	<b>183</b>
Silver Diamine Fluoride	<b>15</b>		

**Narrative**

Promise Health Care (PHC) comprises an exceptional team of dentists and dedicated support staff committed to serving our communities’ dental needs. Our experienced workforce is adept at caring for school-aged children, ensuring their comfort and providing education to promote good oral health. PHC has made progress in selecting a dental supervisor and eagerly anticipates making a final selection very soon.

**Recruiting**

Dentist recruitment continues to be challenging; however, we have interviewed 3 dentist candidates this month and are optimistic we will recruit at least 1-2 candidates. PHC is also looking into hiring a recruitment firm experienced in working specifically with FQHC (federally qualified health centers).

In Mid-October we hired an additional Dental Hygienist. She is scheduled to take her Public Health certification exam in mid-November 2024 and look forward to her successfully passing. We continue to recruit for an additional one or two - PHDH.

PHC did promote one of our PHDH to the position of Dental Supervisor to help plan events, lead and train dental teams.

### **Activities**

During October- PHC was set up to participate in two events with Urbana Head Start but decided to “pause” outreach planning until we received in-service from HFS.

### **Program Structure**

As was reported last month - PHC invited HFS (Health and Family Services) who oversees- the All-Kids Dental program, to come and provide training and education on how to set up an effective Dental School Outreach program. Much was learned – after the training, equipment was sent out for service and calibration. A pedal is still back ordered. PHC is currently in Pause mode for OUTREACH events until the equipment is returned, we the holiday season is over.

In addition, PHC continues to update Dental EHR (electronic health record) and update our Procedures to align with program compliance.

### **Summary**

The PHC dental program will be lean this coming month of November, due to one dentist needing to be out for November. PHC will be working to review annual dental assistant’s competencies. The end of the year is looking promising as we have 3 dentists lined up for interviews.





**Invoice**

**Promise Health**  
819 Bloomington Rd.  
Champaign, IL 61820

Invoice no. : 100254  
Reference no. : September 2024  
CCBOH  
Date : 09/30/2024  
**Due date : 10/30/2024**

**Bill to:** Champaign County Board of Health  
Attn: Champaign County Board of Health  
201 W. Kenyon Road  
Champaign, IL 61820  
United States

Total amount : \$6,249.99  
**Total due: \$6,249.99**

Description or memo	Amount
Sept 2024 CCBOH	\$6,249.99
	<p style="text-align: right;"><b>Total amount:</b> <b>\$6,249.99</b></p>

**Promise Health**  
819 Bloomington Rd.  
Champaign, IL 61820  
United States

Total due: **\$6,249.99**

Customer ID: C00003  
Invoice no: I00254

Amount enclosed:

**Bill to:** Champaign County Board of Health  
Attn: Champaign County Board of Health  
201 W. Kenyon Road  
Champaign, IL 61820  
United States

**Remit to:** **Promise Health**  
United States



Invoice Number:	2407
Date of Invoice:	August 29, 2024
Billing Period:	July 2024

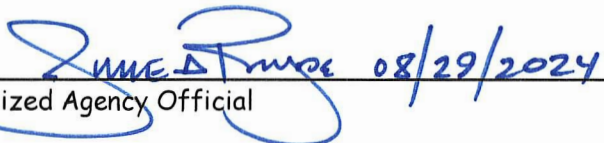
To:  
 Champaign County Public Health Department  
 1776 East Washington Street  
 Urbana, Illinois 61802

For the Following Expenses:

502001 - Professional Services - LHPG Communicable Disease	\$	6,153.60
502001 - Professional Services - LHPG Disease Intervention	\$	14,600.35
502001 - Professional Services - LHPG Tuberculosis	\$	3,104.62
502001 - Professional Services - LHPG Food	\$	25,203.90
502001 - Professional Services - LHPG Water	\$	4,375.86
502001 - Professional Services - LHPG Sewage	\$	7,671.87
502001 - Professional Services - Administration	\$	17,031.01
502025 - Contributions and Grants - PHEP Grant	\$	-
502025 - Contributions and Grants - TFC Grant	\$	-
502025 - Contributions and Grants - Body Art Grant	\$	-
502025 - Contributions and Grants - Perinatal Hep B Grant	\$	-
502025 - Contributions and Grants - Tanning Inspection Grant	\$	-
502025 - Contributions and Grants - Tick Surveillance Grant	\$	-
502025 - Contributions and Grants - Vector Surveillance & Control Grant	\$	-
502025 - Contributions and Grants - Strengthening IL Public Health Admin.	\$	-
502001 - Professional Services - Preventative Services	\$	277.37
502001 - Professional Services - County Well Water Testing	\$	64.81
<b>Total Amount Due to CUPHD per Contract</b>	<b>\$</b>	<b><u>78,483.39</u></b>

CERTIFICATION:

I hereby certify that the amounts billed above agree with the approved budget; that appropriate purchasing procedures have been followed, and that reimbursement has not previously been requested or received.

 08/29/2024  
 \_\_\_\_\_  
 Authorized Agency Official

Invoice Number:	2408
Date of Invoice:	September 17, 2024
Billing Period:	August 2024

To:


Champaign County Public Health Department  
1776 East Washington Street  
Urbana, Illinois 61802

For the Following Expenses:

502001 - Professional Services - LHPG Communicable Disease	\$	6,153.58
502001 - Professional Services - LHPG Disease Intervention	\$	14,600.33
502001 - Professional Services - LHPG Tuberculosis	\$	3,104.58
502001 - Professional Services - LHPG Food	\$	25,203.92
502001 - Professional Services - LHPG Water	\$	4,375.74
502001 - Professional Services - LHPG Sewage	\$	7,671.83
502001 - Professional Services - Administration	\$	17,031.09
502025 - Contributions and Grants - PHEP Grant	\$	-
502025 - Contributions and Grants - TFC Grant	\$	-
502025 - Contributions and Grants - Body Art Grant	\$	-
502025 - Contributions and Grants - Perinatal Hep B Grant	\$	-
502025 - Contributions and Grants - Tick Surveillance Grant	\$	-
502025 - Contributions and Grants - Vector Surveillance & Control Grant	\$	-
502025 - Contributions and Grants - Strengthening IL Public Health Admin.	\$	-
502001 - Professional Services - Preventative Services	\$	602.90
502001 - Professional Services - County Well Water Testing	\$	81.82
<b>Total Amount Due to CUPHD per Contract</b>	<b>\$</b>	<b>78,825.79</b>

## CERTIFICATION:

I hereby certify that the amounts billed above agree with the approved budget; that appropriate purchasing procedures have been followed, and that reimbursement has not previously been requested or received.

  
\_\_\_\_\_  
Authorized Agency Official



Invoice Number:	2409
Date of Invoice:	October 31, 2024
Billing Period:	September 2024

To:

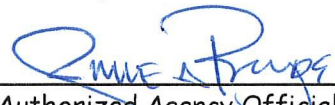
Champaign County Public Health Department  
 1776 East Washington Street  
 Urbana, Illinois 61802

For the Following Expenses:

502001 - Professional Services - LHPG Communicable Disease	\$	6,153.58
502001 - Professional Services - LHPG Disease Intervention	\$	14,600.33
502001 - Professional Services - LHPG Tuberculosis	\$	3,104.58
502001 - Professional Services - LHPG Food	\$	25,203.92
502001 - Professional Services - LHPG Water	\$	4,375.74
502001 - Professional Services - LHPG Sewage	\$	7,671.83
502001 - Professional Services - Administration	\$	17,031.09
502025 - Contributions and Grants - PHEP Grant	\$	11,357.39
502025 - Contributions and Grants - TFC Grant	\$	17,512.58
502025 - Contributions and Grants - Body Art Grant	\$	787.50
502025 - Contributions and Grants - Perinatal Hep B Grant	\$	329.45
502025 - Contributions and Grants - LHPG Opioid Overdose Prevention	\$	-
502025 - Contributions and Grants - Tick Surveillance Grant	\$	225.42
502025 - Contributions and Grants - Vector Surveillance & Control Grant	\$	7,280.93
502025 - Contributions and Grants - Strengthening IL Public Health Admin.	\$	-
502001 - Professional Services - Preventative Services	\$	1,446.36
502001 - Professional Services - County Well Water Testing	\$	56.65
<b>Total Amount Due to CUPHD per Contract</b>	<b>\$</b>	<b>117,137.35</b>

CERTIFICATION:

I hereby certify that the amounts billed above agree with the approved budget; that appropriate purchasing procedures have been followed, and that reimbursement has not previously been requested or received.

  
 \_\_\_\_\_  
 Authorized Agency Official



**GRANT AGREEMENT  
BETWEEN  
THE STATE OF ILLINOIS, Department of Public Health  
AND  
Champaign-Urbana Public Health District**

The parties to this Grant Agreement (Agreement) are the State of Illinois (State), acting through the undersigned agency (Grantor) and Champaign-Urbana Public Health District (Grantee) (collectively, the "Parties" and individually, a "Party"). The Agreement, consisting of the signature page, the parts listed below, and any additional exhibits or attachments referenced in this Agreement, constitute the entire agreement between the Parties. No promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, are binding upon either Grantee or Grantor.

**PART ONE – THE UNIFORM TERMS**

<b>Article I</b>	<b>Definitions</b>
<b>Article II</b>	<b>Award Information</b>
<b>Article III</b>	<b>Grantee Certifications and Representations</b>
<b>Article IV</b>	<b>Payment Requirements</b>
<b>Article V</b>	<b>Scope of Award Activities/Purpose of Award</b>
<b>Article VI</b>	<b>Budget</b>
<b>Article VII</b>	<b>Allowable Costs</b>
<b>Article VIII</b>	<b>Lobbying</b>
<b>Article IX</b>	<b>Maintenance and Accessibility of Records; Monitoring</b>
<b>Article X</b>	<b>Financial Reporting Requirements</b>
<b>Article XI</b>	<b>Performance Reporting Requirements</b>
<b>Article XII</b>	<b>Audit Requirements</b>
<b>Article XIII</b>	<b>Termination; Suspension; Non-compliance</b>
<b>Article XIV</b>	<b>Subcontracts/Subawards</b>
<b>Article XV</b>	<b>Notice of Change</b>
<b>Article XVI</b>	<b>Structural Reorganization and Reconstitution of Board Membership</b>
<b>Article XVII</b>	<b>Conflict of Interest</b>

<b>Article XVIII</b>	<b>Equipment or Property</b>
<b>Article XIX</b>	<b>Promotional Materials; Prior Notification</b>
<b>Article XX</b>	<b>Insurance</b>
<b>Article XXI</b>	<b>Lawsuits and Indemnification</b>
<b>Article XXII</b>	<b>Miscellaneous</b>
<b>Exhibit A</b>	<b>Project Description</b>
<b>Exhibit B</b>	<b>Deliverables or Milestones</b>
<b>Exhibit C</b>	<b>Contact Information</b>
<b>Exhibit D</b>	<b>Performance Measures and Standards</b>
<b>Exhibit E</b>	<b>Specific Conditions</b>

**PART TWO – Grantor-Specific Terms**

**PART THREE – Project-Specific Terms**

The Parties or their duly authorized representatives hereby execute this Agreement.

Illinois Department of Public Health

Champaign-Urbana Public Health District

By: Sameer Vohra  
Signature of Director: Sameer Vohra,  
MD, JD, MA

By: Julie A. Pryde  
Signature of Authorized Representative

By: TGAH  
Signature of Designee  
Date: 10/25/24  
Printed Name: Thomas Albers  
Printed Title: Executive Assistant  
Designee

Date: 10/15/2024  
Printed Name: JULIE A. PRYDE  
Printed Title: ADMINISTRATOR  
E-mail: JPRYDE@C-UPHD.ORG

By: \_\_\_\_\_  
Signature of Second Grantor Approver,  
if applicable

By: \_\_\_\_\_  
Signature of Second Grantee Approver,  
if applicable

Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Printed Title: \_\_\_\_\_  
Second Grantor Approver

Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Printed Title: \_\_\_\_\_  
Second Grantee Approver  
(optional at Grantee's discretion)

By: \_\_\_\_\_  
Signature of Third Grantor Approver,  
if applicable

Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Printed Title: \_\_\_\_\_  
Third Grantor Approver

## PART ONE – THE UNIFORM TERMS

### ARTICLE I DEFINITIONS

1.1. Definitions. Capitalized words and phrases used in this Agreement have the meanings stated in 2 CFR 200.1 unless otherwise stated below.

"Allowable Costs" has the same meaning as in 44 III. Admin. Code 7000.30.

"Award" has the same meaning as in 44 III. Admin. Code 7000.30.

"Budget" has the same meaning as in 44 III. Admin. Code 7000.30.

"Catalog of State Financial Assistance" or "CSFA" has the same meaning as in 44 III. Admin. Code 7000.30.

"Close-out Report" means a report from the Grantee allowing Grantor to determine whether all applicable administrative actions and required work have been completed, and therefore closeout actions can commence.

"Conflict of Interest" has the same meaning as in 44 III. Admin. Code 7000.30.

"Cooperative Research and Development Agreement" has the same meaning as in 15 USC 3710a.

"Direct Costs" has the same meaning as in 44 III. Admin. Code 7000.30.

"Financial Assistance" has the same meaning as in 44 III. Admin. Code 7000.30.

"GATU" has the same meaning as in 44 III. Admin. Code 7000.30.

"Grant Agreement" has the same meaning as in 44 III. Admin. Code 7000.30.

"Grant Funds" means the Financial Assistance made available to Grantee through this Agreement.

"Grantee Portal" has the same meaning as in 44 III. Admin. Code 7000.30.

"Indirect Costs" has the same meaning as in 44 III. Admin. Code 7000.30.

"Indirect Cost Rate" means a device for determining in a reasonable manner the proportion of Indirect Costs each Program should bear. It is a ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base. If reimbursement of Indirect Costs is allowable under an Award, Grantor will not reimburse those Indirect Costs unless Grantee has established an Indirect Cost Rate covering the applicable activities and period of time, unless Indirect Costs are reimbursed at a fixed rate.

"Indirect Cost Rate Proposal" has the same meaning as in 44 III. Admin. Code 7000.30.

"Obligations" has the same meaning as in 44 III. Admin. Code 7000.30.

"Period of Performance" has the same meaning as in 44 III. Admin. Code 7000.30.

"Prior Approval" has the same meaning as in 44 III. Admin. Code 7000.30.

"Profit" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Profit" is synonymous with the term "net revenue."

"Program" means the services to be provided pursuant to this Agreement

"Program" is used interchangeably with "Project."

"Program Costs" means all Allowable Costs incurred by Grantee and the value of the contributions made by third parties in accomplishing the objectives of the Award during the Term of this Agreement.

"Related Parties" has the meaning set forth in Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 850-10-20.

"SAM" means the federal System for Award Management (SAM), the federal repository into which an

entity must provide information required for the conduct of business as a recipient.

"State Grantee Compliance Enforcement System" means the statewide framework for State agencies to manage occurrences of non-compliance with Award requirements.

"State-issued Award" means the assistance that a grantee receives directly from a State agency. The funding source of the State-issued Award can be federal pass-through, State or a combination thereof. "State-issued Award" does not include the following:

- contracts issued pursuant to the Illinois Procurement Code that a State agency uses to buy goods or services from a contractor or a contract to operate State government-owned, contractor-operated facilities;
- agreements that meet the definition of "contract" under 2 CFR 200.1 and 2 CFR 200.331, which a State agency uses to procure goods or services but are exempt from the Illinois Procurement Code due to an exemption listed under 30 ILCS 500/1-10, or pursuant to a disaster proclamation, executive order, or any other exemption permitted by law;
- amounts received for services rendered to an individual;
- Cooperative Research and Development Agreements;
- an agreement that provides only direct cash assistance to an individual;
- a subsidy;
- a loan;
- a loan guarantee; or
- insurance.

"Illinois Stop Payment List" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unallowable Cost" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unique Entity Identifier" or "UEI" has the same meaning as in 44 Ill. Admin. Code 7000.30.

## ARTICLE II AWARD INFORMATION

2.1. Term. This Agreement is effective on July 1, 2024 and expires on June 30, 2025 (the Term), unless terminated pursuant to this Agreement.

2.2. Amount of Agreement. Grant Funds are estimated to be \$478,761.00, of which \$500.00 are federal funds. Grantee accepts Grantor's payment as specified in this ARTICLE.

2.3. Payment. Payment will be made as follows (see additional payment requirements in ARTICLE IV; additional payment provisions specific to this Award may be included in **PART TWO** or **PART THREE**):

Grantee shall submit payment requests (quarterly reimbursements) within thirty (30) calendar days following the end of the quarter. Payments for each SFY 2025 Comprehensive Health Protection Grant (CHPG-25) program will be quarterly reimbursements submitted through EGrAMS and are specified in **PART THREE**, Article 32.2.

2.4. Award Identification Numbers. If applicable, Safe Drinking Water - the Federal Award Identification Number (FAIN) is 98542814, the Federal awarding agency is United States Environmental Protection Agency (USEPA), and the Federal Award date is 10/01/2023 through 9/30/2025; the Assistance Listing Program Title is Performance Partnership Grants and Assistance Listing Number is 66.605. The Catalog of State Financial Assistance (CSFA) Number is Identification Numbers. The Catalog of State Financial Assistance (CSFA) Number is Body Art - 482-00-0903, LHPG Opioid Overdose Prevention - 482-00-0901, LHPG Tuberculosis Prevention - 482-00-0901, Local Health Protection

Grant - 482-00-0901, Pre-Exposure Prophylaxis - 482-00-2083, Safe Drinking Water - 482-00-1034, Tick Surveillance - 482-00-0904, Vector Surveillance and Control - 482-00-0904. The State Award Identification Number (SAIN) is 58080010M.

### ARTICLE III GRANTEE CERTIFICATIONS AND REPRESENTATIONS

- 3.1. Registration Certification. Grantee certifies that: (i) it is registered with SAM and ERXMB8A4ADD5 is Grantee's correct UEI; (ii) it is in good standing with the Illinois Secretary of State, if applicable; and (iii) Grantee has successfully completed the annual registration and prequalification through the Grantee Portal.

Grantee must remain current with these registrations and requirements. If Grantee's status with regard to any of these requirements changes, or the certifications made in and information provided in the uniform grant application changes, Grantee must notify Grantor in accordance with ARTICLE XV.

- 3.2. Tax Identification Certification. Grantee certifies that: 37-6005435 is Grantee's correct federal employer identification number (FEIN) or Social Security Number. Grantee further certifies, if applicable: (a) that Grantee is not subject to backup withholding because (i) Grantee is exempt from backup withholding, or (ii) Grantee has not been notified by the Internal Revenue Service (IRS) that Grantee is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Grantee that Grantee is no longer subject to backup withholding; and (b) Grantee is a U.S. citizen or other U.S. person. Grantee is doing business as a Government Entity.

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.

- 3.3. Compliance with Uniform Grant Rules. Grantee certifies that it must adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200) and are incorporated herein by reference. 44 Ill. Admin. Code 7000.40(c)(1)(A). The requirements of 2 CFR Part 200 apply to the Grant Funds awarded through this Agreement, regardless of whether the original source of the funds is State or federal, unless an exception is noted in federal or State statutes or regulations. 30 ILCS 708/5(b).

- 3.4. Representations and Use of Funds. Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement must be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions will be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

- 3.5. Specific Certifications. Grantee is responsible for compliance with the enumerated certifications in this Paragraph to the extent that the certifications apply to Grantee.

(a) **Bribery.** Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor made an admission of guilt of such conduct which is a matter of record.

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 2012 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to

the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt.

- (d) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or will participate in an international boycott in violation of the provision of the Anti-Boycott Act of 2018, Part II of the Export Control Reform Act of 2018 (50 USC 4841 through 4843), and the anti-boycott provisions set forth in Part 760 of the federal Export Administration Regulations (15 CFR Parts 730 through 774).
- (e) **Discriminatory Club Dues or Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents, or subsidizes or otherwise reimburses employees or agents for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/2).
- (f) **Pro-Children Act.** Grantee certifies that it is in compliance with the Pro-Children Act of 2001 in that it prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education or library services to children under the age of eighteen (18) (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).
- (g) **Drug-Free Workplace.** If Grantee is not an individual, Grantee certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than \$5,000, Grantee certifies it will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that if it is a recipient of federal pass-through funds, it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8103.
- (h) **Motor Voter Law.** Grantee certifies that it is in full compliance with the terms and provisions of the National Voter Registration Act of 1993 (52 USC 20501 et seq.).
- (i) **Clean Air Act and Clean Water Act.** Grantee certifies that it is in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 USC 7401 et seq.) and the Federal Water Pollution Control Act, as amended (33 USC 1251 et seq.).
- (j) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment or permanent inclusion on the Illinois Stop Payment List, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal department or agency (2 CFR 200.205(a)), or by the State (30 ILCS 708/25(6)(G)).
- (k) **Non-procurement Debarment and Suspension.** Grantee certifies that it is in compliance with Subpart C of 2 CFR Part 180 as supplemented by 2 CFR Part 376, Subpart C.
- (l) **Health Insurance Portability and Accountability Act.** Grantee certifies that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Public Law No. 104-191, 45 CFR Parts 160, 162 and 164, and the Social Security Act, 42 USC 1320d-2 through 1320d-7), in that it may not use or disclose protected health information other than as permitted or required by law and agrees to use appropriate safeguards to prevent use or disclosure of the protected health information. Grantee must maintain, for a minimum of six (6) years, all protected health information.
- (m) **Criminal Convictions.** Grantee certifies that:



- (i) Neither it nor a managerial agent of Grantee (for non-governmental grantees only, this includes any officer, director or partner of Grantee) has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction; and
- (ii) It must disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. Failure to disclose may result in remedial actions as stated in the Grant Accountability and Transparency Act. 30 ILCS 708/40. Additionally, if Grantee receives over \$10 million in total federal Financial Assistance, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix XII of 2 CFR Part 200, and 30 ILCS 708/40.
- (n) **Federal Funding Accountability and Transparency Act of 2006 (FFATA).** Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101 with respect to Federal Awards greater than or equal to \$30,000. A FFATA subaward report must be filed by the end of the month following the month in which the award was made.
- (o) **Illinois Works Review Panel.** For Awards made for public works projects, as defined in the Illinois Works Jobs Program Act, Grantee certifies that it and any contractor(s) or subcontractor(s) that performs work using funds from this Award, must, upon reasonable notice, appear before and respond to requests for information from the Illinois Works Review Panel. 30 ILCS 559/20-25(d).
- (p) **Anti-Discrimination.** Grantee certifies that its employees and subcontractors under subcontract made pursuant to this Agreement, must comply with all applicable provisions of State and federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to: Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), including, without limitation, 44 Ill. Admin. Code 750- Appendix A, which is incorporated herein; Public Works Employment Discrimination Act (775 ILCS 10/1 et seq.); Civil Rights Act of 1964 (as amended) (42 USC 2000a - 2000h-6); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Americans with Disabilities Act of 1990 (as amended) (42 USC 12101 et seq.); and the Age Discrimination Act of 1975 (42 USC 6101 et seq.).
- (q) **Internal Revenue Code and Illinois Income Tax Act.** Grantee certifies that it complies with all provisions of the federal Internal Revenue Code (26 USC 1), the Illinois Income Tax Act (35 ILCS 5), and all regulations and rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

#### ARTICLE IV PAYMENT REQUIREMENTS

- 4.1. Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. Grantor may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (ii) the Governor or Grantor reserves funds, or (iii) the Governor or Grantor determines that funds will not or may not be available for payment. Grantor must provide notice, in writing, to Grantee of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Paragraph will be effective upon the date

of the written notice unless otherwise indicated.

- 4.2. Pre-Award Costs. Pre-award costs are not permitted unless specifically authorized by Grantor in Exhibit A, **PART TWO** or **PART THREE** of this Agreement. If they are authorized, pre-award costs must be charged to the initial Budget Period of the Award, unless otherwise specified by Grantor. 2 CFR 200.458.
- 4.3. Return of Grant Funds. Grantee must liquidate all Obligations incurred under the Award within forty-five (45) days of the end of the Period of Performance, or in the case of capital improvement Awards, within forty-five (45) days of the end of the time period the Grant Funds are available for expenditure or obligation, unless Grantor permits a longer period in **PART TWO** OR **PART THREE**.
- 4.4. Cash Management Improvement Act of 1990. Unless notified otherwise in **PART TWO** or **PART THREE**, Grantee must manage federal funds received under this Agreement in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 et seq.) and any other applicable federal laws or regulations. 2 CFR 200.305; 44 Ill. Admin. Code 7000.120.
- 4.5. Payments to Third Parties. Grantor will have no liability to Grantee when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in good faith when it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.
- 4.6. Modifications to Estimated Amount. If the Agreement amount is established on an estimated basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes Grantee will not use the funds during the Term, (ii) Grantor believes Grantee has used Grant Funds in a manner that was not authorized by this Agreement, (iii) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (iv) the Governor or Grantor reserves funds, or (v) the Governor or Grantor determines that funds will or may not be available for payment. Grantee will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by Grantee under **Exhibit A** may be reduced accordingly. Grantor must pay Grantee for work satisfactorily performed prior to the date of the notice regarding adjustment. 2 CFR 200.308.
- 4.7. Interest.
- (a) All interest earned on Grant Funds held by a Grantee will be treated in accordance with 2 CFR 200.305(b)(9), unless otherwise provided in **PART TWO** or **PART THREE**. Grantee must remit annually any amount due in accordance with 2 CFR 200.305(b)(9) or to Grantor, as applicable.
- (b) Grant Funds must be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR 200.305(b)(8).
- 4.8. Timely Billing Required. Grantee must submit any payment request to Grantor within fifteen (15) days of the end of the quarter, unless another billing schedule is specified in **ARTICLE II, PART TWO**, or **PART THREE**. Failure to submit such payment request timely will render the amounts billed Unallowable Costs which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.
- 4.9. Certification. Pursuant to 2 CFR 200.415, each invoice and report submitted by Grantee (or subrecipient) must contain the following certification by an official authorized to legally bind Grantee (or subrecipient):

By signing this report [or payment request or both], I certify to the best of my knowledge and belief that the report [or payment request] is true, complete, and accurate; that the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the State or federal pass-through award; and that supporting documentation has been submitted as required by the grant agreement. I acknowledge that approval for any other expenditure described herein is considered conditional subject to further review and verification in accordance with the monitoring and records retention provisions of the grant agreement. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812; 30 ILCS 708/120).

**ARTICLE V**  
**SCOPE OF AWARD ACTIVITIES/PURPOSE OF AWARD**

- 5.1. Scope of Award Activities/Purpose of Award. Grantee must perform as described in this Agreement, including as described in **Exhibit A** (Project Description), **Exhibit B** (Deliverables or Milestones), and **Exhibit D** (Performance Measures and Standards), as applicable. Grantee must further comply with all terms and conditions set forth in the Notice of State Award (44 Ill. Admin. Code 7000.360) which is incorporated herein by reference. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in **PART TWO** (Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in **PART THREE** (Project-Specific Terms).
- 5.2. Scope Revisions. Grantee must obtain Prior Approval from Grantor whenever a scope revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b)(2). All requests for scope revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.
- 5.3. Specific Conditions. If applicable, specific conditions required after a risk assessment are included in **Exhibit E**. Grantee must adhere to the specific conditions listed therein. 44 Ill. Admin. Code 7000.340(e).

**ARTICLE VI**  
**BUDGET**

- 6.1. Budget. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein by reference.
- 6.2. Budget Revisions. Grantee must obtain Prior Approval, whether mandated or discretionary, from Grantor whenever a Budget revision, is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b). All requests for Budget revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval.
- 6.3. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached. 44 Ill. Admin. Code 7000.370(b)(7).

**ARTICLE VII**  
**ALLOWABLE COSTS**

- 7.1. Allowability of Costs; Cost Allocation Methods. The allowability of costs and cost allocation methods for work performed under this Agreement will be determined in accordance with 2 CFR Part 200 Subpart E and Appendices III, IV, V, and VII.
- 7.2. Indirect Cost Rate Submission.
- (a) All grantees, except for Local Education Agencies (as defined in 34 CFR 77.1), must make an Indirect Cost Rate election in the Grantee Portal, even grantees that do not charge or expect to charge Indirect Costs. 44 Ill. Admin. Code 7000.420(e).

- (i) Waived and de minimis Indirect Cost Rate elections will remain in effect until Grantee elects a different option.
- (b) Grantee must submit an Indirect Cost Rate Proposal in accordance with federal and State regulations, in a format prescribed by Grantor. For grantees who have never negotiated an Indirect Cost Rate before, the Indirect Cost Rate Proposal must be submitted for approval no later than three months after the effective date of the Award. For grantees who have previously negotiated an Indirect Cost Rate, the Indirect Cost Rate Proposal must be submitted for approval within 180 days of Grantee's fiscal year end, as dictated in the applicable appendices, such as:
- (i) Appendix VII to 2 CFR Part 200 governs Indirect Cost Rate Proposals for state and Local Governments and Indian Tribes,
  - (ii) Appendix III to 2 CFR Part 200 governs Indirect Cost Rate Proposals for public and private institutions of higher education,
  - (iii) Appendix IV to 2 CFR Part 200 governs Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, and
  - (iv) Appendix V to 2 CFR Part 200 governs state/Local Governmentwide Central Service Cost Allocation Plans.
- (c) A grantee who has a current, applicable rate negotiated by a cognizant federal agency must provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the federal government and a copy of all documentation regarding the allocation methodology for costs used to negotiate that rate, e.g., without limitation, the cost policy statement or disclosure narrative statement. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.
- (d) A grantee who does not have a current negotiated rate, may elect to charge a de minimis rate of 10% of Modified Total Direct Cost which may be used indefinitely. No documentation is required to justify the 10% de minimis Indirect Cost Rate. 2 CFR 200.414(f).
- 7.3 Transfer of Costs. Cost transfers between Grants, whether as a means to compensate for cost overruns or for other reasons, are unallowable. 2 CFR 200.451.
- 7.4. Commercial Organization Cost Principles. The federal cost principles and procedures for cost analysis and the determination, negotiation and allowance of costs that apply to commercial organizations are set forth in 48 CFR Part 31.
- 7.5. Financial Management Standards. The financial management systems of Grantee must meet the following standards:
- (a) **Accounting System.** Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state- and federally-funded Program. Accounting records must contain information pertaining to State and federal pass-through awards, authorizations, Obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. To comply with 2 CFR 200.305(b)(7)(i) and 30 ILCS 708/97, Grantee must use reasonable efforts to ensure

that funding streams are delineated within Grantee's accounting system. 2 CFR 200.302.

- (b) **Source Documentation.** Accounting records must be supported by such source documentation as canceled checks, bank statements, invoices, paid bills, donor letters, time and attendance records, activity reports, travel reports, contractual and consultant agreements, and subaward documentation. All supporting documentation must be clearly identified with the Award and general ledger accounts which are to be charged or credited.

(i)The documentation standards for salary charges to Grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the Grantee's organization.

(ii)If records do not meet the standards in 2 CFR 200.430, then Grantor may notify Grantee in **PART TWO, PART THREE** or **Exhibit E** of the requirement to submit personnel activity reports. 2 CFR 200.430(i)(8). Personnel activity reports must account on an after-the-fact basis for one hundred percent (100%) of the employee's actual time, separately indicating the time spent on the Award, other grants or projects, vacation or sick leave, and administrative time, if applicable. The reports must be signed by the employee, approved by the appropriate official, and coincide with a pay period. These time records must be used to record the distribution of salary costs to the appropriate accounts no less frequently than quarterly.

(iii)Formal agreements with independent contractors, such as consultants, must include a description of the services to be performed, the period of performance, the fee and method of payment, an itemization of travel and other costs which are chargeable to the agreement, and the signatures of both the contractor and an appropriate official of Grantee.

(iv)If third party in-kind (non-cash) contributions are used for Award purposes, the valuation of these contributions must be supported with adequate documentation.

- (c) **Internal Control.** Grantee must maintain effective control and accountability for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement. 2 CFR 200.303.
- (d) **Budget Control.** Grantee must maintain records of expenditures for each Award by the cost categories of the approved Budget (including Indirect Costs that are charged to the Award), and actual expenditures are to be compared with budgeted amounts at least quarterly.
- (e) **Cash Management.** Requests for advance payment must be limited to Grantee's immediate cash needs. Grantee must have written procedures to minimize the time elapsing between the receipt and the disbursement of Grant Funds to avoid having excess funds on hand. 2 CFR 200.305.

7.6. **Profits.** It is not permitted for any person or entity to earn a Profit from an Award. See, e.g., 2 CFR 200.400(g); see also 30 ILCS 708/60(a)(7).

7.7. **Management of Program Income.** Grantee is encouraged to earn income to defray Program Costs where appropriate, subject to 2 CFR 200.307.

**ARTICLE VIII  
LOBBYING**

- 8.1. Improper Influence. Grantee certifies that it will not use and has not used Grant Funds to influence or attempt to influence an officer or employee of any government agency or a member or employee of the State or federal legislature in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.
- 8.2. Federal Form LLL. If any federal funds, other than federally-appropriated funds, were paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Agreement, the undersigned must also complete and submit Federal Form LLL, Disclosure of Lobbying Activities Form, in accordance with its instructions.
- 8.3. Lobbying Costs. Grantee certifies that it is in compliance with the restrictions on lobbying set forth in 2 CFR 200.450. For any Indirect Costs associated with this Agreement, total lobbying costs must be separately identified in the Program Budget, and thereafter treated as other Unallowable Costs.
- 8.4. Procurement Lobbying. Grantee warrants and certifies that it and, to the best of its knowledge, its subrecipients have complied and will comply with Illinois Executive Order No. 1 (2007) (EO 1-2007). EO 1-2007 generally prohibits grantees and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments, if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.
- 8.5. Subawards. Grantee must include the language of this ARTICLE in the award documents for any subawards made pursuant to this Award at all tiers. All subrecipients are also subject to certification and disclosure. Pursuant to Appendix II(I) to 2 CFR Part 200, Grantee must forward all disclosures by contractors regarding this certification to Grantor
- 8.6. Certification. This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 USC 1352. Any person who fails to file the required certifications will be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

**ARTICLE IX  
MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING**

- 9.1. Records Retention. Grantee must maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.334, unless a different retention period is specified in 2 CFR 200.334, 44 Ill. Admin. Code 7000.430(a) and (b) or **PART TWO** or **PART THREE**. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.
- 9.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.337 and 44 Ill. Admin. Code

7000.430(f), must make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, Grantor's Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by federal statute. Grantee must cooperate fully in any such audit or inquiry.

- 9.3. Failure to Maintain Books and Records. Failure to maintain books, records and supporting documentation, as described in this ARTICLE, establishes a presumption in favor of the State for the recovery of any Grant Funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.
- 9.4. Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable state and federal requirements and to assure its performance expectations are being achieved. Grantor shall monitor the activities of Grantee to assure compliance with all requirements and performance expectations of the award. Grantee shall timely submit all financial and performance reports, and shall supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by program needs. See 2 CFR 200.329 and 200.332. Additional monitoring requirements may be in **PART TWO** or **PART THREE**.

## ARTICLE X FINANCIAL REPORTING REQUIREMENTS

- 10.1. Required Periodic Financial Reports. Grantee must submit financial reports as requested and in the format required by Grantor no later than the dues date(s) specified in **PART TWO** or **PART THREE**. Grantee must submit quarterly reports with Grantor describing the expenditure(s) of the funds related thereto, unless more frequent reporting is required by the Grantee due to the funding source or pursuant to specific award conditions. 2 CFR 200.208. Any report required by 30 ILCS 708/125 may be detailed in **PART TWO** or **PART THREE**.
- 10.2. Financial Close-out Report.
- (a) Grantee shall submit a Close-out Report no later than the due date specified in **PART TWO** or **PART THREE** following the end of the period of performance for this Agreement or Agreement termination. The format of this Close-out Report shall follow a format prescribed by Grantor. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).
  - (b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee will submit a new Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.345.
- 10.3. Effect of Failure to Comply. Failure to comply with reporting requirements shall result in the withholding of funds, the return of Improper Payments or Unallowable Costs, will be considered a material breach of this Agreement and may be the basis to recover Grant Funds. Grantee's failure to comply with this ARTICLE XIII, ARTICLE XIV, or ARTICLE XV shall be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding. Grantee should refer to the State of Illinois Grantee Compliance Enforcement System for policy and consequences for failure to comply. 44 Ill. Admin. Code 7000.80.



**ARTICLE XI**  
**PERFORMANCE REPORTING REQUIREMENTS**

- 11.1. Required Periodic Performance Reports. Grantee must submit performance reports as requested and in the format required by Grantor no later than the due date(s) specified in **PART TWO** or **PART THREE**. 44 Ill. Admin. Code 7000.410. Grantee must report to Grantor on the performance measures listed in **Exhibit D**, **PART TWO** or **PART THREE** at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in **PART TWO**, **PART THREE**, or **Exhibit E** pursuant to specific award conditions. For certain construction-related Awards, such reports may be exempted as identified in **PART TWO** or **PART THREE**. 2 CFR 200.329.
- 11.2. Performance Close-out Report. Grantee must submit a performance Close-out Report, in the format required by Grantor by the due date specified in **PART TWO** or **PART THREE**, which must be no later than 60 calendar days following the end of the Period of Performance or Agreement termination. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).
- 11.3. Content of Performance Reports. Pursuant to 2 CFR 200.329(b) and (c), all performance reports must relate the financial data and accomplishments to the performance goals and objectives of this Award and also include the following: a comparison of actual accomplishments to the objectives of the Award established for the period; where the accomplishments can be quantified, a computation of the cost and demonstration of cost effective practices (e.g., through unit cost data); performance trend data and analysis if required; and reasons why established goals were not met, if appropriate. Additional content and format guidelines for the performance reports will be determined by Grantor contingent on the Award's statutory, regulatory and administrative requirements, and are included in **PART TWO** or **PART THREE** of this Agreement.

**ARTICLE XII**  
**AUDIT REQUIREMENTS**

- 12.1. Audits. Grantee shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and Subpart F of 2 CFR Part 200, and the audit rules and policies set forth by the Governor's Office of Management and Budget. See 30 ILCS 708/65(c); 44 Ill. Admin. Code 7000.90.
- 12.2. Consolidated Year-End Financial Reports (CYEFR). All grantees are required to complete and submit a CYEFR through the Grantee Portal, except those exempted by federal or State statute or regulation, as set forth in **PART TWO** or **PART THREE**. The CYEFR is a required schedule in the Grantee's audit report if the Grantee is required to complete and submit an audit report as set forth herein.
- (a) Grantee's CYEFR must cover the same period as the audited financial statements, if required, and must be submitted in accordance with the audit schedule at 44 Ill. Admin. Code 7000.90. If Grantee is not required to complete audited financial statements, the CYEFR must cover Grantee's fiscal year and must be submitted within 6 months of the Grantee's fiscal year-end.
- (b) The CYEFR must include an in relation to opinion from the auditor of the financial statements included in the audit.
- (c) The CYEFR must follow a format prescribed by Grantor.
- 12.3 Entities That Are Not "For-Profit".
- (a) This Paragraph applies to Grantees that are not "for-profit" entities.

- (b) Single and Program-Specific Audits. If, during its fiscal year, Grantee expends \$750,000 or more in federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit report packet must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90(h)(1) and the current GATA audit manual and submitted to the Federal Audit Clearinghouse, as required by 2 CFR 200.512. The results of peer and external quality control reviews, management letters issued by the auditors and their respective corrective action plans if significant deficiencies or material weaknesses are identified, and the CYEFR(s) must be submitted to the Grantee Portal. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.
- (c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than \$750,000 in federal Awards, Grantee is subject to the following audit requirements:
- (i) If, during its fiscal year, Grantee expends \$500,000 or more in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS). Grantee may be subject to additional requirements in **PART TWO**, **PART THREE** or **Exhibit E** based on Grantee's risk profile.
- (ii) If, during its fiscal year, Grantee expends less than \$500,000 in State-issued Awards, but expends \$300,000 or more in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).
- (iii) If Grantee is a Local Education Agency (as defined in 34 CFR 77.1), Grantee must have a financial statement audit conducted in accordance with GAGAS, as required by 23 Ill. Admin. Code 100.110, regardless of the dollar amount of expenditures of State-issued Awards.
- (iv) If Grantee does not meet the requirements in subsections 12.3(b) and 12.3(c)(i-iii) but is required to have a financial statement audit conducted based on other regulatory requirements, Grantee must submit those audits for review.
- (v) Grantee must submit its financial statement audit report packet, as set forth in 44 Ill. Admin. Code 7000.90(h)(2) and the current GATA audit manual, to the Grantee Portal within the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) six (6) months after the end of Grantee's audit period.

#### 12.4. "For-Profit" Entities.

- (a) This Paragraph applies to Grantees that are "for-profit" entities.
- (b) Program-Specific Audit. If, during its fiscal year, Grantee expends \$750,000 or more in federal pass-through funds from State-issued Awards, Grantee must have a program-specific audit conducted in accordance with 2 CFR 200.507. The auditor must audit federal pass-through programs with federal pass-through Awards expended that, in the aggregate, cover at least 50 percent (0.50) of total federal pass-through Awards expended. The audit report packet must be completed as described in 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90 and the current GATA audit manual, and must be submitted to the Grantee Portal. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.
- (c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than \$750,000 in

Federal Awards and state Awards, singularly or in any combination, from all sources, Grantee must follow all of the audit requirements in Paragraphs 12.3(c)(i)-(v), above.

- (d) Publicly-Traded Entities. If Grantee is a publicly-traded company, Grantee is not subject to the single audit or program-specific audit requirements, but must submit its annual audit conducted in accordance with its regulatory requirements.
- 12.5. Performance of Audits. For those organizations required to submit an independent audit report, the audit must be conducted by the Illinois Auditor General (as required for certain governmental entities only), or a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois or in accordance with Section 5.2 of the Illinois Public Accounting Act (225 ILCS 450/5.2). For all audits required to be performed subject to GAGAS or Generally Accepted Auditing Standards, Grantee must request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter. Grantee must follow procedures prescribed by Grantor for the preparation and submission of audit reports and any related documents.
- 12.6. Delinquent Reports. When audit reports or financial statements required under this ARTICLE are prepared by the Illinois Auditor General, if they are not available by the above-specified due date, they must be provided to Grantor within thirty (30) days of becoming available. Grantee should refer to the State Grantee Compliance Enforcement System for the policy and consequences for late reporting. 44 Ill. Admin. Code 7000.80.

### ARTICLE XIII TERMINATION; SUSPENSION; NON-COMPLIANCE

- 13.1. Termination.
- (a) Either Party may terminate this Agreement, in whole or in part, upon thirty (30) calendar days' prior written notice to the other Party.
- (b) If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.340(a)(4).
- (c) This Agreement may be terminated, in whole or in part, by Grantor:
- (i) Pursuant to a funding failure under Paragraph 4.1;
- (ii) If Grantee fails to comply with the terms and conditions of this or any Award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any Award; or
- (iii) If the Award no longer effectuates the Program goals or agency priorities as set forth in **Exhibit A, PART TWO** or **PART THREE**.
- 13.2. Suspension. Grantor may suspend this Agreement, in whole or in part, pursuant to a funding failure under Paragraph 4.1 or if the Grantee fails to comply with terms and conditions of this or any Award. If suspension is due to Grantee's failure to comply, Grantor may withhold further payment and prohibit Grantee from incurring additional Obligations pending corrective action by Grantee or a decision to terminate this Agreement by Grantor. Grantor may allow necessary and proper costs that Grantee could not reasonably avoid during the period of suspension.
- 13.3. Non-compliance. If Grantee fails to comply with the U.S. Constitution, applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on

Grantee, as described in 2 CFR 200.208. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.339. The Parties must follow all Grantor policies and procedures regarding non-compliance, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 44 Ill. Admin. Code 7000.80 and 7000.260.

- 13.4. Objection. If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 2 CFR 200.342; 44 Ill. Admin. Code 7000.80 and 7000.260.
- 13.5. Effects of Suspension and Termination.
- (a) Grantor may credit Grantee for allowable expenditures incurred in the performance of authorized services under this Agreement prior to the effective date of a suspension or termination.
  - (b) Except as set forth in subparagraph (c), below, Grantee must not incur any costs or Obligations that require the use of Grant Funds after the effective date of a suspension or termination, and must cancel as many outstanding Obligations as possible.
  - (c) Costs to Grantee resulting from Obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless Grantor expressly authorizes them in the notice of suspension or termination or subsequently. However, Grantor may allow costs during a suspension or after termination if:
    - (i) The costs result from Obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated prematurely. 2 CFR 200.343.
- 13.6. Close-out of Terminated Agreements. If this Agreement is terminated, in whole or in part, the Parties shall comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.340(d).

#### **ARTICLE XIV SUBCONTRACTS/SUB-GRANTS**

- 14.1. Subcontracting/Subrecipients/Delegation. Grantee must not subcontract nor issue a subaward for any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The requirement for Prior Approval is satisfied if the subcontractor or subrecipient has been identified in the uniform grant application, such as, without limitation, a Project description, and Grantor has approved. Grantee must notify any potential subrecipient that the subrecipient must obtain and provide to the Grantee a Unique Entity Identifier prior to receiving a subaward. 2 CFR 25.300.
- 14.2. Application of Terms. If Grantee enters into a subaward agreement with a subrecipient, Grantee must notify the subrecipient of the applicable laws and regulations and terms and conditions of this Award by attaching this Agreement to the subaward agreement. The terms of this Agreement apply to all subawards authorized in accordance with Paragraph 14.1. 2 CFR 200.101(b)(2).
- 14.3. Liability as Guaranty. Grantee will be liable as guarantor for any Grant Funds it obligates to a subrecipient or subcontractor pursuant to this ARTICLE in the event Grantor determines the funds

were either misspent or are being improperly held and the subrecipient or subcontractor is insolvent or otherwise fails to return the funds. 2 CFR 200.345; 30 ILCS 705/6; 44 Ill. Admin. Code 7000.450(a).

## ARTICLE XV NOTICE OF CHANGE

- 15.1. Notice of Change. Grantee must notify Grantor if there is a change in Grantee's legal status, FEIN, UEI, SAM registration status, Related Parties, senior management (for non-governmental grantees only) or address. If the change is anticipated, Grantee must give thirty (30) days' prior written notice to Grantor. If the change is unanticipated, Grantee must give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).
- 15.2. Failure to Provide Notification. To the extent permitted by Illinois law (see Paragraph 21.2), Grantee must hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee's failure to notify Grantor as required by Paragraph 15.1.
- 15.3. Notice of Impact. Grantee must notify Grantor in writing of any event, including, by not limited to, becoming a party to litigation, an investigation, or transaction that may have a material impact on Grantee's ability to perform under this Agreement. Grantee must provide notice to Grantor as soon as possible, but no later than five (5) days after Grantee becomes aware that the event may have a material impact.
- 15.4. Effect of Failure to Provide Notice. Failure to provide the notice described in this ARTICLE is grounds for termination of this Agreement and any costs incurred after the date notice should have been given may be disallowed.

## ARTICLE XVI STRUCTURAL REORGANIZATION AND RECONSTITUTION OF BOARD MEMBERSHIP

- 16.1. Effect of Reorganization. This Agreement is made by and between Grantor and Grantee, as Grantee is currently organized and constituted. Grantor does not agree to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee must give Grantor prior notice of any such action or changes significantly affecting its overall structure or, for non-governmental grantees only, management makeup (for example, a merger or a corporate restructuring), and must provide all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. Grantor reserves the right to terminate the Agreement based on whether the newly organized entity is able to carry out the requirements of the Award. This ARTICLE does not require Grantee to report on minor changes in the makeup of its board membership or governance structure, as applicable. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE constitutes a material breach of this Agreement.

## ARTICLE XVII CONFLICT OF INTEREST

- 17.1. Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to Grantor. 2 CFR 200.113; 30 ILCS 708/35.
- 17.2. Prohibited Payments. Payments made by Grantor under this Agreement must not be used by Grantee to compensate, directly or indirectly, any person currently holding an elective office in this State

including, but not limited to, a seat in the General Assembly. In addition, where Grantee is not an instrumentality of the State of Illinois, as described in this Paragraph, Grantee must request permission from Grantor to compensate, directly or indirectly, any person employed by an office or agency of the State of Illinois. An instrumentality of the State of Illinois includes, without limitation, State departments, agencies, boards, and State universities. An instrumentality of the State of Illinois does not include, without limitation, units of Local Government and related entities.

- 17.3 Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 17.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption and that Grantor may grant an such exemption subject to additional terms and conditions as Grantor may require.

## ARTICLE XVIII EQUIPMENT OR PROPERTY

- 18.1. Purchase of Equipment. For any equipment purchased in whole or in part with Grant Funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439, the costs for such equipment will be disallowed. Grantor must notify Grantee in writing that the purchase of equipment is disallowed.
- 18.2. Prohibition against Disposition/Encumbrance. Any equipment, material, or real property that Grantee purchases or improves with Grant Funds must not be sold, transferred, encumbered (other than original financing) or otherwise disposed of during the Award Term without Prior Approval of Grantor unless a longer period is required in **PART TWO** or **PART THREE** and permitted by 2 CFR Part 200 Subpart D. Use or disposition of real property acquired or improved using Grant Funds must comply with the requirements of 2 CFR 200.311. Real property, equipment, and intangible property that are acquired or improved in whole or in part using Grant Funds are subject to the provisions of 2 CFR 200.316. Grantor may require the Grantee to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with this Award and that use and disposition conditions apply to the property.
- 18.3. Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property, the cost of which was supported by Grant Funds. Any waiver from such compliance must be granted by either the President’s Office of Management and Budget, the Governor’s Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.326 to establish procedures to use Grant Funds for the procurement of supplies and other expendable property, equipment, real property and other services.
- 18.4. Equipment Instructions. Grantee must obtain disposition instructions from Grantor when equipment, purchased in whole or in part with Grant Funds, is no longer needed for their original purpose. Notwithstanding anything to the contrary contained in this Agreement, Grantor may require transfer of any equipment to Grantor or a third party for any reason, including, without limitation, if Grantor terminates the Award or Grantee no longer conducts Award activities. Grantee must properly maintain, track, use, store and insure the equipment according to applicable best practices, manufacturer’s guidelines, federal and state laws or rules, and Grantor requirements stated herein.
- 18.5. Domestic Preferences for Procurements. In accordance with 2 CFR 200.322, as appropriate and to the extent consistent with law, Grantee must, to the greatest extent practicable under this Award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this Paragraph must be included in all subawards and in all contracts

and purchase orders for work or products under this Award.

**ARTICLE XIX  
PROMOTIONAL MATERIALS; PRIOR NOTIFICATION**

- 19.1. Promotional and Written Materials. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). In the event that Grant Funds are used in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, Grantee must obtain Prior Approval for the use of those funds (2 CFR 200.467) and must include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase "Funding provided in whole or in part by the [Grantor]." 2 CFR 200.467. Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.
- 19.2. Prior Notification/Release of Information. Grantee must notify Grantor ten (10) days prior to issuing public announcements or press releases concerning work performed pursuant to this Agreement, or funded in whole or in part by this Agreement, and must cooperate with Grantor in joint or coordinated releases of information.

**ARTICLE XX  
INSURANCE**

- 20.1. Maintenance of Insurance. Grantee must maintain in full force and effect during the Term of this Agreement casualty and bodily injury insurance, as well as insurance sufficient to cover the replacement cost of any and all real or personal property, or both, purchased or, otherwise acquired, or improved in whole or in part, with funds disbursed pursuant to this Agreement. 2 CFR 200.310. Additional insurance requirements may be detailed in PART TWO or PART THREE.
- 20.2. Claims. If a claim is submitted for real or personal property, or both, purchased in whole with funds from this Agreement and such claim results in the recovery of money, such money recovered must be surrendered to Grantor.

**ARTICLE XXI  
LAWSUITS AND INDEMNIFICATION**

- 21.1. Independent Contractor. Neither Grantee nor any employee or agent of Grantee acquires any employment rights with Grantor by virtue of this Agreement. Grantee must provide the agreed services and achieve the specified results free from the direction or control of Grantor as to the means and methods of performance. Grantee must provide its own equipment and supplies necessary to conduct its business; provided, however, that in the event, for its convenience or otherwise, Grantor makes any such equipment or supplies available to Grantee, Grantee's use of such equipment or supplies provided by Grantor pursuant to this Agreement is strictly limited to official Grantor or State of Illinois business and not for any other purpose, including any personal benefit or gain.
- 21.2. Indemnification and Liability.

(a)**Non-governmental entities.** This subparagraph applies only if Grantee is a non-governmental entity. Grantee must hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys' fees, arising from the intentional torts, negligence or breach of contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of

Grantor. Indemnification by Grantor is governed by the State Employee Indemnification Act (5 ILCS 350/01 et seq.) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

(b)**Governmental entities.** This subparagraph applies only if Grantee is a governmental unit as designated in Paragraph 3.2. Neither Party shall be liable for actions chargeable to the other Party under this Agreement including, but not limited to, the negligent acts and omissions of the other Party's agents, employees or subcontractors in the performance of their duties as described under this Agreement, unless such liability is imposed by law. This Agreement is not construed as seeking to enlarge or diminish any obligation or duty owed by one Party against the other or against a third party.

## ARTICLE XXII MISCELLANEOUS

- 22.1. Gift Ban. Grantee is prohibited from giving gifts to State employees pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/10-10) and Illinois Executive Order 15-09.
- 22.2. Assignment Prohibited. This Agreement must not be sold, assigned, or transferred in any manner by Grantee, to include an assignment of Grantee's rights to receive payment hereunder, and any actual or attempted sale, assignment, or transfer by Grantee without the Prior Approval of Grantor in writing renders this Agreement null, void and of no further effect.
- 22.3. Copies of Agreements upon Request. Grantee must, upon request by Grantor, provide Grantor with copies of contracts or other agreements to which Grantee is a party with any other State agency.
- 22.4. Amendments. This Agreement may be modified or amended at any time during its Term by mutual consent of the Parties, expressed in writing and signed by the Parties.
- 22.5. Severability. If any provision of this Agreement is declared invalid, its other provisions will remain in effect.
- 22.6. No Waiver. The failure of either Party to assert any right or remedy pursuant to this Agreement will not be construed as a waiver of either Party's right to assert such right or remedy at a later time or constitute a course of business upon which either Party may rely for the purpose of denial of such a right or remedy.
- 22.7. Applicable Law; Claims. This Agreement and all subsequent amendments thereto, if any, are governed and construed in accordance with the laws of the State of Illinois. Any claim against Grantor arising out of this Agreement must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1 et seq. Grantor does not waive sovereign immunity by entering into this Agreement.
- 22.8. Compliance with Law. This Agreement and Grantee's Obligations and services hereunder must be performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules, including but not limited to 44 Ill. Admin. Code Part 7000, laws and rules which govern disclosure of confidential records or other information obtained by Grantee concerning persons served under this Agreement, and any license requirements or professional certification provisions.



- 22.9. Compliance with Freedom of Information Act. Upon request, Grantee must make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the Freedom of Information Act. 5 ILCS 140/7(2).
- 22.10 Precedence.
- (a) Except as set forth in subparagraph (b), below, the following rules of precedence are controlling for this Agreement: In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement controls. In the event there is a conflict between **PART ONE** and **PART TWO** or **PART THREE** of this Agreement, **PART ONE** controls. In the event there is a conflict between **PART TWO** and **PART THREE** of this Agreement, **PART TWO** controls. In the event there is a conflict between this Agreement and relevant statute(s) or rule(s), the relevant statute(s) or rule(s) controls.
- (b) Notwithstanding the provisions in subparagraph (a), above, if a relevant federal or state statute(s) or rule(s) requires an exception to this Agreement's provisions, or an exception to a requirement in this Agreement is granted by GATU, such exceptions must be noted in **PART TWO** or **PART THREE**, and in such cases, those requirements control.
- 22.11 Illinois Grant Funds Recovery Act. In the event of a conflict between the Illinois Grant Funds Recovery Act and the Grant Accountability and Transparency Act, the provisions of the Grant Accountability and Transparency Act control. 30 ILCS 708/80.
- 22.12 Headings. Articles and other headings contained in this Agreement are for reference purposes only and are not intended to define or limit the scope, extent or intent of this Agreement or any provision hereof.
- 22.13 Counterparts. This Agreement may be executed in one or more counterparts, each of which are considered to be one and the same agreement, binding on all Parties hereto, notwithstanding that all Parties are not signatories to the same counterpart. Duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document are deemed original for all purposes.
- 22.14 Attorney Fees and Costs. Unless prohibited by law, if Grantor prevails in any proceeding to enforce the terms of this Agreement, including any administrative hearing pursuant to the Grant Funds Recovery Act or the Grant Accountability and Transparency Act, Grantor has the right to recover reasonable attorneys' fees, costs and expenses associated with such proceedings.
- 22.15 Continuing Responsibilities. The termination or expiration of this Agreement does not affect: (a) the right of Grantor to disallow costs and recover funds based on a later audit or other review; (b) the obligation of the Grantee to return any funds due as a result of later refunds, corrections or other transactions, including, without limitation, final Indirect Cost Rate adjustments and those funds obligated pursuant to ARTICLE XIV; (c) the CYEFR(s); (d) audit requirements established in 44 Ill. Admin. Code 7000.90 and ARTICLE XII ; (e) property management and disposition requirements established in 2 CFR 200.310 through 2 CFR 200.316 and ARTICLE XVIII; or (f) records related requirements pursuant to ARTICLE IX. 44 Ill. Admin. Code 7000.440.

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**EXHIBIT A**  
**PROJECT DESCRIPTION**

- A.1. The sole purpose of this grant is to fund the Grantee's performance of the services described herein during the term of this grant.
- A.2. Body Art Facilities Program funds certified local health departments to conduct inspections of body art establishments in Illinois by trained inspectors as required by the Tattoo and Body Piercing Establishment Registration Act (410 ILCS 54) and Body Art Code (77 Ill. Adm. Code 797) and as assigned by the Department to increase compliance in these locations and decrease injury, disease and prolonged health issues that may occur with users of these services. Income received from registration and permit fees is shared with certified local health departments that participate in the program.
- A.3. Ground Water Program : N/A
- A.4. Local Health Protection Grant (LHPG) Program funds support a statewide system of certified local health departments to assure the protection of the public through the provision of various health protection programs. The Illinois Department of Public Health (IDPH) administers the LHPG program, which provides funding to all certified local health departments in Illinois. Funding ensures that basic levels of protection for Illinois residents are maintained at the community level for infectious diseases, food protection, safety of the potable water supply, and private sewage disposal.
- a. Each certified local health department must implement the following health protection programs: a comprehensive program to control infectious diseases; a comprehensive food protection program; a program to assure provision of safe, potable supplies of water for drinking, culinary, and sanitary purposes, with the focus on non-community, semi-private, and private water supplies; and a program to prevent the transmission of disease organisms, environmental contamination, and nuisances resulting from improper handling, storage, transportation, and disposal of sewage from private sewage disposal systems.
- b. Each certified local health department must administer these health protection programs in accordance with the Local Health Protection Grant Code (77 Ill. Adm. Code 615).
- A.5. Lead Poisoning Prevention and Response : N/A
- A.6. Perinatal Hepatitis B Prevention through Case Management : N/A
- A.7. Pre-Exposure Prophylaxis (PrEP) funds pre-identified certified local health departments to assist PrEP site initiatives within their STI clinics by building on the infrastructure and capacity developed during the previous year's project in accordance with the Agreement and Section 615.300 of the Local Health Protection Grant Code (77 Ill. Adm. Code 615). Funds are used to screen clients for HIV risk, connect clients with prescribers (offsite and/or in-house), access PrEP4IL medication assistance program, and provide HIV Navigation Services and medication adherence support for clients taking PrEP, in order to increase the number of at-risk people accessing PrEP and decrease the number of new cases of HIV infection.
- A.8. Safe Drinking Water Program funds certified local health departments for oversight of non-community public water supplies acting as agents for the Department conducting the Potable Water Supply Program under the Local Health Protection Grant (77 Ill. Adm. Code 615.320). Assure non-community public water supplies are in compliance with USEPA Drinking Water Regulations and provide safe drinking water to the public. Ensure all non-community public water supplies in their jurisdiction originally surveyed are inspected and sampled at least every two years. A non-community public water supply provides water for human consumption at non-residential facilities through pipes or other constructed conveyances to at least 15 service connections or serves an average of at least 25 people for at least 60 days a year.
- A.9. Tanning : N/A

- A.10. Vector Surveillance and Prevention Program funds certified local health departments to conduct environmental surveillance, public information, human case investigation and prevention of mosquito-borne diseases such as West Nile viral encephalitis, Zika virus and other vector borne diseases. The Illinois Department of Public Health may issue grants for vector surveillance and prevention as described in the Vector Control Act (410 ILCS 95).
- A.11. Tick Surveillance Program funds certified local health departments to conduct active environmental tick surveillance in their jurisdiction, submit collected ticks for pathogen testing, and provide public awareness of tickborne disease. The Illinois Department of Public Health may issue grants for vector surveillance and prevention as described in the Vector Control Act (410 ILCS 95).
- A.12. Opioid Overdose Prevention funds certified local health departments to purchase and distribute naloxone medication which can block or reverse the effects of an overdose, purchase and distribute fentanyl and xylazine test strips, and provide overdose prevention training and naloxone administration, in accordance with the Agreement and Section 615.300 of the Local Health Protection Grant Code (77 Ill. Adm. Code 615).
- A.13. Tuberculosis (TB) Prevention funds eligible certified local health departments for Directly Observed Therapy (DOT) to support local tuberculosis control programs and efforts to treat individuals diagnosed with active TB disease, and to prevent and avoid TB transmission and infection in healthy people, in accordance with the Agreement and Section 615.300 of the Local Health Protection Grant Code (77 Ill. Adm. Code 615).

**EXHIBIT B**  
**DELIVERABLES OR MILESTONES**

The Grantee will provide the following services and agrees to act in compliance with all state and federal statutes and administrative rules applicable to the provision of services pursuant to this Agreement. The grant application submitted by Grantee related to this Agreement is hereby incorporated and made a part of this Agreement.

B.1. The Grantee shall:

B.1.1. The Grantee shall with respect to the Body Art Inspections Program X applicable \_\_\_ not applicable:

i. Act as the agent of the Department for the purpose of making inspections and investigations under the authority of the Tattoo and Body Piercing Establishment Registration Act (410 ILCS 54/1-90), and the Body Art Code (77 Ill. Adm. Code 797), hereinafter referred to as "the Act and the Code."

ii. Provide qualified personnel to perform inspections, investigation, surveillance, enforcement and administrative activities for the performance of this grant agreement. Personnel shall be IDPH trained and equipped to carry out this program.

iii. Notify the Department within thirty days of the date the Grantee becomes aware of any change of address, ownership, out-of-business, or other change of information originally submitted by a body art establishment on its application for a registration certificate or permit.

iv. Inspect in accordance with the Act and the Code all body art establishments as assigned by the Department. The Grantee shall use the most recent inspection report forms specified by the Department. All inspection remarks shall be written in accordance with the Department's specified format. The Grantee shall provide the body art establishments with a copy of the inspection report either at the time of inspection or by email soon after. With the Department's new technology, the grantee shall enter all inspection data into the Department's web-based system either by direct entry from a tablet while conducting the inspection, data entry after inspection completion or by providing the information in a format specified by the Department for data import.

v. Work with the Department to ensure that all body art establishments which are not in compliance with the requirements of the Act and the Code at the time of inspection (including body art establishments without a registration) are brought into compliance. The Grantee shall notify the owner of the body art establishment of violations of the Act and the Code and specify a uniform time for correction via the fully completed inspection report. At or within thirty days of the documented violation, the Grantee shall conduct a reinspection of the body art establishment to ensure that all violations have been corrected. The Grantee shall provide the body art establishment with a copy of the reinspection report at the time of reinspection, or by email soon after. The Grantee shall ensure the Department's central office has a copy of the reinspection report by entering the reinspection data into the Department's web-based system. The grantee shall enter all reinspection data either by direct entry from a tablet while conducting the reinspection, data entry after reinspection completion or providing the information in a format specified by the Department for data import. Such reinspection may be a joint inspection by both agencies at the option of the Department.

vi. Make available to the Department all necessary elements for enforcement which may include, but are not limited to, personnel to serve as witnesses.

vii. Investigate all complaints pertaining to a body art establishment within fourteen (14) days of receipt. All inspection remarks shall be written in accordance with the Department's specified format. The Grantee shall provide the body art establishments with a copy of the

inspection report either at the time of inspection or by email soon after. The Grantee shall ensure the Department's central office has a copy of the inspection by entering the inspection data into the Department's web-based system. The grantee shall enter all inspection data either by direct entry from a tablet while conducting the inspection, data entry after inspection completion or providing the information in a format specified by the Department for data import.

viii. Provide the Department's website [www.dph.illinois.gov](http://www.dph.illinois.gov) so as to offer and disseminate educational materials and information to body art establishments and the public in general.

ix. Inform the Department's central office of any individuals who have operated a body art establishment within its jurisdiction without a registration certificate, or without having made application for a registration certificate, in violation of the Act.

x. Cooperate with the Department to ensure that all body art establishments, which are not in compliance with the requirements of the Act and the Code at the time of inspection, are brought into compliance. The Department, by executing this Agreement grants the grantee the authority to refer cases of unregistered body art establishments directly to the State's Attorney in the grantee jurisdiction pursuant to Sections 50 and 85 of the Tattoo and Body Piercing Establishment Registration Act. When the local State's attorney chooses to pursue action against an unregistered business, it is likely they will ask for the following:

1. Description of the violation;
2. Date of the violation;
3. Citation of Act or Rule violated; and
4. List of witnesses to include name, address and phone number.
5. This information and any additional information requested by the local State's Attorney shall be provided by the Grantee.

xi. Identify a person employed by the Grantee to be the representative for the operational aspects of this grant agreement. The Grantee shall annually provide to the Department a list of all personnel who have been trained to conduct inspections and continue to perform such inspections as employees of the Grantee. The Grantee shall ensure that no employee conducts inspections until completion of the basic inspector training provided by the Department.

xii. Until such time that the Department's previously received paperwork has been uploaded into it, maintain records which include, applications to operate a body art establishment as provided by the owner or operator, inspection forms, complaint reports and investigational findings, correspondence, copies of registration certificates and permits issued by the Department, and enforcement records.

xiii. With written consent from the Department, may assume contractual responsibility for geographic areas outside of its jurisdiction if no local health department exists for the jurisdiction or if the local health department for the jurisdiction declines or fails to exercise a formal agreement with the Department within thirty (30) days of notification by the Department of an opportunity to execute such an agreement.

xiv. With written consent from the Department, may subcontract inspection responsibilities to full-time municipal or district health Departments within its geographic jurisdiction. The Grantee shall retain all responsibilities for a current inventory within its geographic jurisdiction; inspections and re-inspections; proper report preparation and distribution; complaint investigation; and enforcement activities; as otherwise described in this grant agreement. All employees of sub-contracted agencies shall be trained by the Department prior to assuming inspection responsibilities.

B.1.2 The Grantee shall with respect to the Groundwater Protection Permit Program \_\_\_ applicable

X not applicable.

B.1.3 The Grantee shall with respect to the Local Health Protection Grant Program (LHPG) X applicable \_\_\_ not applicable:

i.Ensure the provision of health protection programs including, but not limited to, infectious diseases, food protection, potable water supply, private sewage disposal, and common requirements, within the Grantee's jurisdiction, in accordance with the Local Health Protection Grant Code (77 Ill. Adm. Code 615).

ii.Conduct a comprehensive infectious diseases control program in accordance with 77 Ill. Adm. Code 615.300.

iii.Conduct a comprehensive food protection program in accordance with 77 Ill. Adm. Code 615.310.

iv.Conduct an effective potable water supply program in accordance with 77 Ill. Adm. Code 615.320.

v.Conduct an effective private sewage disposal program in accordance with 77 Ill. Adm. Code 615.330.

vi.Perform all activities for the common requirements in accordance with 77 Ill. Adm. Code 615.340.

vii.Report communicable disease cases to the Department using the Illinois Disease Surveillance System (IDSS) web-based system according to the time frames specified in the Control of Communicable Diseases Code (77 Ill. Adm. Code 690).

viii.Complete the IDPH Immunization Facilitated Discussion Survey (County Immunization Survey Data) by October 31, 2019

ix.Maintain and publish, on its public website, in the Comprehensive Emergency Management Program (CEMP), and in other appropriate locations, 24-hour emergency contact information that the Department, hospitals, or members of the general public can contact to promptly reach a staff person to report a suspected or actual public health incident or event, in accordance with 77 Ill. Adm. Code 615.340 (b). The Grantee shall ensure that its Administrator, its environmental health staff, and its communicable diseases staff maintain their current 24-hour contact information in CEMP and in the Department's State of Illinois Rapid Electronic Notification (SIREN) system.

x.Maintain a current, all hazard emergency response/disaster plan for its jurisdiction, in accordance with 77 Ill. Adm. Code 615.340 (c). "All hazard" includes, but is not limited to, natural, technological, and intentionally caused emergency events, including disease outbreaks, bioterrorism, floods, severe weather, environmental and food protection incidents, and others. The emergency response/disaster plan will provide a framework for response operations of the Grantee and will outline specific actions for local response and recovery activities.

B.1.4 The Grantee shall with respect to the Lead Poisoning and Prevention Response Program \_\_\_ applicable X not applicable.

B.1.5 The Grantee shall with respect to the Perinatal Hepatitis B Prevention Program \_\_\_ applicable X not applicable.

B.1.6 The Grantee shall with respect to the Pre-Exposure Prophylaxis Program (PrEP) X applicable \_\_\_ not applicable:

i.Perform Pre-Exposure Prophylaxis (PrEP) services as specified by the Grantee and approved by the Department in the Project Goals section of the Scope of Work and the

Objectives and Activities section of the Work Plan in the FY 20-21 Comprehensive Health Protection Grant Application which is hereby incorporated into this Agreement by reference.

ii. Use funds provided under the Agreement to screen clients for HIV risk, connect clients with prescribers (offsite and/or in-house), access PrEP4IL medication assistance program, and provide HIV Navigation Services and medication adherence support for clients taking PrEP, in order to increase the number of at-risk people accessing PrEP and decrease the number of new cases of HIV infection

- B.1.7 The Grantee shall with respect to the Safe Drinking Water  applicable  not applicable:
- i. Inspect and sample at least every two years all non-community public water supplies that have been originally surveyed. A copy of all completed inspection reports indicating results of samples collected at the time of inspection and results of all samples collected since the last inspection, along with Department data forms, shall be forwarded to the Department within 14 days after completion of an inspection. Documentation must be received with the last inspection date to be updated and included in the quarterly compensation report.
    1. Water Systems with last inspection dates greater than 2 years old will not be included in the quarterly compensation amount.
    - ii. Follow the program policies which are established by the Departments.
    - iii. Complete and submit to the Department the appropriate data forms in accordance with the program policies for each water system within its jurisdiction to be eligible for compensation.
    - iv. Conduct a source water assessment for each active non-community public water supply regulated by the local health department within its jurisdiction.
- B.1.8 The Grantee shall with respect to the Tanning Facilities Inspection Program  applicable  not applicable.
- B.1.9 The Grantee shall with respect to the Vector Surveillance and Control Program  applicable  not applicable:
- i. Purchase or provide written record of possessing mosquito larval control insecticides and application equipment or initiate contracts to conduct West Nile virus (WNV) larvicide application.
  - ii. Provide resources including, but not limited to larvicide, adulticide and educational materials, to local municipalities who are participating in a combined mosquito borne disease prevention effort.
  - iii. Collect and ship one to five dead birds to the designated laboratory for WNV testing. The testing period is May 1 to October 15 during the grant term.
  - iv. Submit a completed West Nile Virus Dead Bird Reporting and Laboratory Submission Form with the dead bird sent to the laboratory and to the IDPH Vector Surveillance and Control Program.
  - v. Work with local municipal governments to reduce the risk of WNV and other mosquito borne disease cases through the preventive larvicide treatment of catch basins (storm sewers), ditches, old tires and other natural water impoundments that are breeding sites for Culex and Aedes mosquito species.
  - vi. Investigate reports of mosquito production sites such as abandoned swimming pools and other artificial containers that may harbor Culex and Aedes mosquito vectors of WNV, Zika virus and other mosquito borne human diseases.
  - vii. Grantees who receive \$15,000.00 or more in Vector Surveillance and Control Grant funding shall conduct mosquito surveillance and collect mosquito samples for WNV testing. The testing period is May 1 to October 15 during the grant term.

viii. In preparation for the upcoming mosquito season, the Grantee shall conduct inspections of all mosquito trap locations by March 31.

ix. Work with local news media and social media platforms to inform the public about personal protection against mosquito bites, WNV, Zika virus, and other mosquito borne diseases.

x. Conduct public information activities, investigations of mosquito nuisance complaints and epidemiological investigations of human cases of West Nile virus, Zika virus and other mosquito borne diseases.

xi. Notify their jurisdiction when the first WNV positive case has occurred in their jurisdiction.

xii. Spend at least eighty percent (80%) of the grant funding to support or enhance a mosquito borne disease surveillance and control program and related activities.

xiii. Use no more than twenty percent (20%) of the grant funding to conduct surveillance and prevention of non-mosquito vectors of human disease such as ticks, rodents, nuisance birds and other vectors of human diseases. Surveillance and control of non-mosquito vectors of human diseases may include epidemiological investigations, public information work, trainings, and other appropriate disease-prevention activities.

xiv. Submit timely electronic submission of mosquito testing data as a required component of the Grantee's responsibilities under the grant agreement for agencies that do mosquito surveillance. The Grantee shall report all results of testing adult mosquitoes to detect the presence of mosquito borne diseases such as WNV and St. Louis encephalitis virus to the Department within five working days of mosquito collection. The data must be submitted through the Department's Web Portal application prior to issuing a press release. The Grantee shall report the first WNV positive mosquito pool to the IDPH Vector Surveillance and Control Program within one business day.

xv. Have all mosquito control insecticide applicator personnel licensed as required by the Illinois Department of Agriculture. All mosquito control insecticides must be registered with the United States Environmental Protection Agency (US EPA) and the Illinois Department of Agriculture. Personnel must follow all pesticide label directions and manufacturer's recommendations for use and application of insecticides as indicated on the pesticide label. The Grantee shall obtain a National Pollutant Discharge Elimination System (NPDES) permit from the Illinois Environmental Protection Agency, if needed.

B.1.10 The Grantee shall with respect to the Tick Surveillance Program X applicable \_\_\_ not applicable:

i. Purchase necessary personal protection supplies such as permethrin, white suits, boots, and EPA-registered insect repellent.

ii. Purchase necessary tick collection supplies such as a tick drag, dry ice, tweezers, and screw top tubes. 70-95% non-denatured ethanol shall be purchased and used for all tick collection activities.

iii. Conduct a minimum of six active tick surveillance events during the period of the grant period. Active tick surveillance should be conducted in both the Spring and Fall of the grant period. A minimum of 2 active tick surveillance events shall be in the Fall. An active tick surveillance event is defined as conducting tick dragging, flagging or carbon dioxide trapping. Ticks must be collected in screw top tubes containing 70-95% non-denatured ethanol.

iv. Obtain proper permissions to tick collection sites.

v. Submit all ticks collected through active tick surveillance to the IDPH Vector Surveillance and Control Program, or other designated entity by the Department, for pathogen testing within one week of collection. Ticks must be submitted in 70-95% non-denatured ethanol with appropriate collection location information included.



vi. Include a completed copy of the Tick Collection Submission Form for each active tick surveillance event submitted to the IDPH Vector Surveillance and Control Program. If no ticks are collected, the Tick Collection Submission Form shall be submitted to the IDPH Vector Surveillance and Control Program.

vii. Follow the Tick Collection and Pathogen Testing Surveillance Guidelines provided by the Department.

viii. Active tick surveillance shall only be conducted by Local Health Department employees or IDPH-approved contracted individuals.

ix. Provide a minimum of four educational awareness events on tick personal protection education and tickborne disease awareness. An educational event can include, but is not limited to, social media posts, local news media, and handouts provided at an event.

B.1.11 The Grantee shall with respect to the Opioid Overdose Prevention X applicable \_\_\_ not applicable:

i. Purchase and distribute naloxone medication (any formulation) to help combat the ongoing opioid crisis to block or reverse the effects of an opioid overdose.

ii. Purchase and distribute fentanyl and xylazine test strips.

iii. Track the number of distribution sites and individuals trained.

iv. Report the number of overdose reversals.

v. Complete required trainings on overdose prevention.

vi. Register as a Drug Overdose Prevention Program, submit an enrollment form to DHS SUPR, complete required trainings on the SUPR portal at [www.ilsavesod.org/](http://www.ilsavesod.org/).

vii. Submit monthly reports in the SUPR web portal at [www.ilsavesod.org/](http://www.ilsavesod.org/) on the number of naloxone distribution sites, number of individuals trained, and number of overdose reversals.

B.1.12 The Grantee shall with respect to the Tuberculosis (TB) Prevention X applicable \_\_\_ not applicable:

i. Ensure at least 80% of TB patients on DOT who have acid-fast bacillus (AFB) positive sputum smear results or with evidence of pulmonary cavities on chest x-ray to reduce risk of transmission of TB, reduce the risk of TB patients developing drug resistance and improve treatment outcomes.

ii. Ensure 100% of children with active TB disease who are under the age of 5 and 100% of patients diagnosed with MDR or XDR TB on DOT.

iii. Complete 75% of attempted DOT visits for TB patients with acid-fast bacillus (AFB) positive sputum smear results or pulmonary cavities.

iv. Track documentation of culture conversion from positive to negative for TB patients who are sputum culture positive.

v. Complete annually documentation of culture conversion from positive to negative in IDSS for 60% of sputum culture positive TB patients within 60 days of starting therapy.

vi. Report progress on timeliness and completeness of reporting.

vii. Report progress on evaluation of immigrants and refugees follow up evaluation for TB.

viii. Analyze data on documentation of culture conversion and implement strategies to reach goals set for this indicator.

ix. Conduct Cohort Reviews: Programs with less than 49 reported TB cases per year reported annually should conduct two cohort reviews during the reporting period; Programs with over 49 cases should conduct four cohort per reporting period.

x. Collaborate and serve as the point of contact for hospitals, private laboratories, and other reporting entities within jurisdiction.

xi. Provide a written summary quarterly of barriers and successes to placing TB patients with acid-fast bacillus (AFB) positive sputum smear results or pulmonary cavities on DOT; and provide written summary of barriers and successes to documenting culture conversion from positive to negative within 60 days of TB patients starting therapy.

xii. Complete evaluation on 56% of immigrants and refugees with known TB condition within 45 days of arrival.

xiii. Ensure annually 80% of TB patients with acid-fast bacillus (AFB) positive sputum smear results or pulmonary cavities on DOT for 90% of the doses of therapy.

B.2. In connection with the services described in Section B.1 above, the Department will:

B.2.1. Provide overall oversight for the Program.

B.2.2. Provide funding to Grantee in accordance with the policies described in Article IV of **PART ONE**.

B.2.3. Monitor the work of grantee organizations to ensure compliance with the terms of the Program and the activities to be performed as described in the grantee organization application and this Agreement.

B.2.4. Provide technical assistance and support in implementation of the grant.

B.2.5. Provide feedback on reports and work products submitted by Grantee.

B.2.6. B.2.6.1. Provide training to Grantee and access to Department's web-based system so they may fulfill their obligation to enter inspection information.

B.2.6.2. Issue registration certificates to body art establishments.

B.2.6.3. Provide Grantee with assistance, consultation and training, including links to applicable laws and rules, copies of policies, inspection forms, and other data forms, etc.

B.2.6.4. Provide Reimbursement Certification forms for required quarterly submissions by the Grantee through EGrAMS or by email when requested.

B.2.6.5. Process payments quarterly based upon the number of initial/change of ownership and annual/renewal inspections conducted during the previous quarter.

B.2.6.6. Provide guidance for referral of unregistered body art establishments to the local State's Attorney in the Grantee's jurisdiction.

B.2.6.7. Evaluate the Grantee program as it relates to the Act and the Code, including the conduct of spot checks of body art establishments operating in the geographic or contractual jurisdiction of the Grantee.

B.2.6.8. Designate the central office of the Division of Environmental Health, Food, Dairies and Devices Section, as the Department's primary representative for the operational aspects of this grant agreement.

B.2.7. For the Local Health Protection Grant (LHPG) the Department will additionally conduct a program review every three years in accordance with 77 Ill. Adm. Code 615.220 and the scheduled developed by the Office of Health Protection.

B.2.8. Lead Poisoning Prevention and Response : N/A

B.2.9. For the Safe Drinking Water Program the Department will additionally:

B.2.9.1 Perform an initial sanitary survey and evaluation of all non-community public water supplies which have not previously been surveyed. The Department shall identify any code violations and inform of such violations. The Department will also complete the inventory and other necessary data forms to begin regulation of the facility. If the Local Health Department desires, it may assume the responsibilities contained in this paragraph, with approval of the Department.

B.2.9.2 Inspect and sample non-community public water supplies, which serve swimming

pools, recreational areas, bathing beaches, youth camps, and migrant labor camps licensed by the Department, unless that water supply is to be inspected and sampled by another public health authority pursuant to a specific separate agreement. The Department shall also inspect and sample all non-transient, non-community public water supplies not regulated by the grantee.

B.2.9.3 Perform legal enforcement action. A joint inspection by personnel from both agencies may, at the option of the Department, be made prior to filing of a request for action by the State's Attorney or Attorney General. Prior to requesting a joint inspection for a legal enforcement action, the Local Health Department shall make reasonable effort to obtain voluntary correction of deficiencies and advise the owner of the possible consequences of the Department's legal enforcement action. The filing of a request for action by the State's Attorney will be the Department's responsibility.

B.2.9.4 Develop and maintain data processing systems to store data for all new water wells constructed, all samples analyzed, and all non-community public water supplies. The Department will provide any necessary reports to the Local Health Department upon request, when available.

B.2.9.5 Provide the Local Health Department necessary assistance, consultation, and training, including copies of all laws, rules, policies, informational brochures, data forms, etc.

B.2.9.6 Review the Local Health Department program at least once every (3) years, or as often as necessary, in order to assure substantial compliance with the Local Health Protection Grant Code [77 Ill. Adm. Code 615.220].

B.2.9.7 Compensate the Local Health Department annually for each active transient, non-community public water supply within its jurisdiction that has been surveyed and is on routine sampling. Payments pursuant to this paragraph shall be made in equal quarterly amounts with the first payment due only after the Local Health Department has performed this agreement for 3 complete months. The Compensation rates in this agreement may be renegotiated and increased in subsequent years, (dependent upon the total federal grant received by the Department for the Safe Drinking Water Program, the total number of active non-community public water supplies in the state, etc.) without amending and re-executing this agreement; however, no rate shall be reduced without amending this agreement.

B.2.10 Tanning : N/A

B.2.11 For the Vector Surveillance and Control Program the Department will additionally:

B.2.11.1 The Department shall make mosquito testing data collected within the Grantee's jurisdiction available to the Grantee.

B.2.11.2 Provide positive bird data to Grantee within one business day of receiving results from the designated laboratory.

B.2.11.3 Provide a weekly summary of West Nile virus activity throughout the Illinois.

**EXHIBIT C  
CONTACT INFORMATION**

**CONTACTS FOR NOTIFICATION AND GRANT ADMINISTRATION:**

Unless specified elsewhere, all notices required or desired to be sent by either Party must be sent to the persons listed below. Grantee must notify Grantor of any changes in its contact information listed below within five (5) business days from the effective date of the change, and Grantor must notify Grantee of any changes to its contact information as soon as practicable. The Party making a change must send any changes in writing to the contact for the other Party. No amendment to this Agreement is required if information in this Exhibit is changed.

**FOR OFFICIAL GRANT NOTIFICATIONS**

**GRANTOR CONTACT**

Name: Scott Henkel  
Title: Assistant to the Deputy Director  
Address: Office of Health Protection, 525-535 W. Jefferson, Springfield, IL 62761

**GRANTEE CONTACT**

Name: Julie Pryde  
Title: Administrator  
Address: 201 W. Kenyon Road, Champaign, IL 61820-7892

**GRANTEE PAYMENT ADDRESS**

(If different than the address above)

Address: 201 W. Kenyon Road, Champaign, IL 61820-7892

**FOR GRANT ADMINISTRATION**

**GRANTOR CONTACT**

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**GRANTEE CONTACT**

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**EXHIBIT D**  
**PERFORMANCE MEASURES AND STANDARDS**

- D.1. Grantee shall submit performance reports pursuant to Article XI of **PART ONE**.
- D.2. As set forth in **PART THREE**, performance reports shall be submitted quarterly. Performance reports shall include the following information:
- D.2.1. Pursuant to Section 11.3 of **PART ONE**:  
A comparison of actual accomplishments to the objectives of the award established for the period;
- D.2.1.1 Where the accomplishments can be quantified, a computation of the cost;
- D.2.1.2 Performance trend data and analysis is not required; and
- D.2.1.3 Reasons why any established goals were not met, and a narrative explanation of why the objectives were not achieved.
- D.2.2. Progress of the program and project as of the close of the period being reported on;
- D.2.3. Description of the use and expenditure of Grant Funds awarded under this Agreement;
- D.2.4. Any other information required by the Grant Instructions.
- D.2.5. Data shall be reported through EGrAMS unless additional reporting methods are included below.
- D.2.6. For the Body Art Inspections, the Grantee will submit Quarterly Activity Summary Report Forms and Quarterly Reimbursement Certifications Forms through EGrAMS.
- D.2.7. Ground Water Program : N/A
- D.2.8. For the Local Health Protection Grant (LHPG), program statistical information for the Food Protection Program, Potable Water Program, and Private Sewage Disposal Program shall be reported through the Illinois Department of Public Health Survey System, which is an online application on the Department's Web Portal.
- D.2.9. Lead Poisoning Prevention and Response : N/A
- D.2.10. Perinatal Hepatitis B Prevention through Case Management : N/A
- D.2.11. For Pre-Exposure Prophylaxis (PrEP), data shall be reported through MoveIT with the quarterly Client Enrollment PrEP Report and through EGrAMS with the quarterly PrEP Grantee Narrative Report.
- D.2.12. For the Safe Drinking Water Program, the Grantee will submit copies of all completed inspection reports for non-community public water supplies along with Department data forms. Reports shall be forwarded to the Department within 14 days after completion of an inspection.
- D.2.13. Tanning : N/A
- D.2.14. For the Vector Surveillance and Control Program, data shall be reported through Periodic Progress Reports submitted through EGrAMS and include the following:
1. Documentation of the number of training seminars attended or conducted and the content of the training seminar;
  2. Description of public information activities conducted both for the news media and general public;
  3. Documentation of dead birds collected and submitted to an approved laboratory to be analyzed for WNV;
  4. Number of mosquito pools analyzed for WNV;
  5. Number of catch basins (storm sewers), ditches, old tires, and other natural water impoundments treated for larval mosquitoes;

6. Number of adulticide applications conducted within the Grantee's jurisdiction;
  7. Number of investigations conducted for mosquito production sites, such as abandoned swimming pools and other artificial containers that harbor mosquito species;
  8. Documentation of any used tire clean-up efforts to remove mosquito breeding areas;
  9. Documentation of human West Nile virus case investigations, if applicable; and
  10. Documentation of non-mosquito vector control and surveillance activities.
- D.2.15 For the Tick Surveillance Program, data shall be reported through Periodic Progress Reports submitted through EGrAMS. Information shall include tick collection sites (including zip code), dates, and methods. A summary of tick-related media activity shall also be included.
- D.2.16 For Opioid Overdose Prevention, data shall be reported through the SUPR portal at [www.ilsavesod.org/](http://www.ilsavesod.org/).
1. Register as a Drug Overdose Prevention Program, submit enrollment form to DHS SUPR, complete required trainings at [www.ilsavesod.org/](http://www.ilsavesod.org/).
  2. Submit monthly reports on SUPR on the number of naloxone distribution sites, number of individuals trained, and number of overdose reversals.
- D.2.17 For Tuberculosis (TB) Prevention, data shall be reported through Periodic Progress Reports submitted through EGrAMS and IDSS system.
1. Submit quarterly Directly Observed Therapy (DOT1) progress reports through EGrAMS identifying total number of DOT visits attempted and the percent of DOT visits successfully completed, total number and percent of TB patients with acid-fast bacillus (AFB) positive sputum smear results or pulmonary cavities on DOT, total number of TB patients under the age of 5 years and patients diagnosed with MDR or XDR TB on DOT, the number and percent of sputum culture positive TB patients who document culture conversion in 60 days or less, greater than 60 days and no conversion documented for TB patients who started TB therapy the previous quarter, and barriers and successes to utilizing DOT for patient treatment and discuss strategies for improving rates of DOT in the next quarter..
  2. Submit surveillance and case management documentation to IDPH through IDSS system and the immunization program's case management form.
  3. Submit quarterly Cohort Review Summary forms identifying summarized and quantifiable data from all counted cases and associated contacts presented at each quarterly cohort review, and Cohort Review List of Counted Cases shall be used to list counted cases presented at each quarterly cohort review.
- D.3. Reporting Timelines.
- D.3.1. First Performance Report. Unless otherwise specified in PART THREE, Grantee's first performance report shall cover the first three months after the Award begins.
- D.3.2. Close-out Performance Reports. Grantee shall submit a final close-out performance report within sixty (60) calendar days following the end of the period of performance. If this Agreement is terminated early, regardless of the reason, Grantee shall submit a final close-out performance report within sixty (60) calendar days following the effective date of termination.
- D.3.3. Grantee shall submit payment requests (quarterly reimbursements) within thirty (30) calendar days following the end of the quarter and submitted through EGrAMS.
- D.3.4. For the Local Health Protection Grant (LHPG), Grantee shall submit an annual self-evaluation for the Food Protection Program through the IDPH Survey System within thirty (30) calendar days following the end of the period of performance, in accordance with 77 Ill. Adm. Code 615.310(b)(11)

- D.4. Failure to Report. Failure to submit required performance reports may cause a delay or suspension of funding.
- D.5. Grantee shall perform in accordance with the standards set forth herein, which are the minimum thresholds of acceptable performance. Failure to meet these thresholds may result in remedial action including, but not limited to, corrective action, imposition of specific condition, denial of reimbursement/payment, recovery of funds, and/or and suspension or termination of the Agreement.
- D.5.1. For the Body Art Inspections Program, per each quarter perform the following:
- a. Conduct assigned body art establishment inspections and the required follow up work.
  - b. Conduct inspections in the required time frame and submit inspections to IDPH within two weeks of completion.
  - c. Submit reimbursement certification forms at the end of each quarter listing all inspections conducted including the name, the ID #, and the date of the inspection.
  - d. Submit Quarterly Activity Summary Forms describing the totals of all activities conducted during the quarter.
- D.5.2. Ground Water Program : N/A
- D.5.3. For the Local Health Protection Grant (LGHP), all performance standards are contained in the Local Health Protection Grant Code (Code) (77 Ill. Adm. Code 615).
- a. Performance standards for the infectious diseases control program are contained in Section 300 of the Code (77 Ill. Adm. Code 615.300).
  - b. Performance standards for the food protection program are contained in Section 310 of the Code (77 Ill. Adm. Code 615.310).
  - c. Performance standards for the potable water supply program are contained in Section 320 of the Code (77 Ill. Adm. Code 615.320).
  - d. Performance standards for the private sewage disposal program are contained in Section 330 of the Code (77 Ill. Adm. Code 615.320).
  - e. Performance standards for the common requirements are contained in Section 340 of the Code (77 Ill. Adm. Code 615.340).
  - f. The criteria by which the Department will determine whether the Grantee is in substantial compliance with the performance standards are contained in Section 220 of the Code (77 Ill. Adm. Code 615.220).
- D.5.4. Lead Poisoning Prevention and Response : N/A
- D.5.5. Perinatal Hepatitis B Prevention through Case Management : N/A
- D.5.6. For Pre-Exposure Prophylaxis (PrEP), provide PrEP services at local health department STD clinics that include one or more of the following:
- a. Build on infrastructure and capacity developed during the previous year's demonstration project.
  - b. Screen clients for HIV risk, connect clients with offsite or in-house prescribers, access PrEP4IL medication assistance program, and provide HIV Navigation Services and medication adherence support for clients taking PrEP.
  - c. Increase the number of at-risk people accessing PrEP and reduce the number of new cases of HIV infection.
  - d. Increase the capacity of PrEP clinic staff providing services to at-risk clients and increase access to PrEP for people at risk of acquiring HIV.
- D.5.7. For the Safe Drinking Water Program, perform the following:
- a. The minimum standards for substantial compliance are the performance standards for the Potable Water Supply Program contained in Section 615.320 of the Local Health Protection

Grant Code [77 Ill. Adm. Code 615.320].

b. Perform routine inspections and compile and forward completed inspection forms and required data forms to the Department.

c. Follow all program policies established by the Department to ensure safe drinking water is always being provided to the public.

D.5.8. Tanning : N/A

D.5.9. For the Vector Surveillance and Control Program, perform the following:

a. The Grantee shall spend at least eighty percent (80%) of the grant funding to support or enhance a mosquito borne disease surveillance and control program and related activities:

i. Surveillance and Testing

1. Submit one dead bird to laboratory for WNV testing.

2. Submit 100% of completed West Nile Virus Dead Bird Reporting and Laboratory Submission Forms with dead bird laboratory submissions.

3. Submit 100% of completed West Nile Virus Dead Bird Reporting and Laboratory Submission Forms to the IDPH Vector Control Program.

4. Check 75% of mosquito trap locations by March 31.

5. Treat catch basins (storm sewers), ditches, old tires, and other natural water impoundments for larval mosquitoes in accordance with larvicide label application timelines.

6. Conduct investigations for 75% of reported mosquito production sites such as abandoned swimming pools and other artificial containers that harbor mosquito species.

7. Analyze mosquito pools weekly for WNV presence between May 1 to October 15.

D.5.10 For the Tick Surveillance and Program, perform the following:

a. Conduct six active tick surveillance events within the grant period.

b. Submit 100% of completed Tick Collection Submission Forms with collected ticks to the IDPH Vector Surveillance and Control Program.

c. Provide four educational awareness events on tick personal protection education and tickborne disease awareness.

D.5.11 For Opioid Overdose Prevention, perform the following:

a. Purchase and distribute naloxone medication (any formulation) to help combat the ongoing opioid crisis to block or reverse the effects of an opioid overdose.

b. Purchase and distribute fentanyl and xylazine test strips.

c. Track the number of distribution sites and individuals trained.

d. Report the number of overdose reversals.

e. Complete required trainings on overdose prevention.

f. Register as a Drug Overdose Prevention Program, submit an enrollment form to DHS SUPR, complete required trainings on SUPR portal at [www.ilsavesod.org/](http://www.ilsavesod.org/).

g. Submit monthly reports on SUPR portal at [www.ilsavesod.org/](http://www.ilsavesod.org/) on the number of naloxone distribution sites, number of individuals trained, and number of overdose reversals.

D.5.12 For Tuberculosis (TB) Prevention, perform the following:

a. Ensure eligible TB patients placed on DOT. Quarterly submit to the Program a summary of the total number and percent of TB patients with acid-fast bacillus (AFB) positive sputum smear results or pulmonary cavities on DOT who were counted by the Program in (IDSS) during the reporting period.

b. Ensure DOT visits successfully completed. Quarterly submit to the Program a summary of the total number of DOT visits attempted and the percent of DOT visits successfully completed in A1.



- c.Ensure children with active TB disease who are under the age of 5 and patients diagnosed with MDR or XDR TB placed on DOT. Quarterly submit to the Program a summary of the total number of TB patients under the age of 5 years and patients diagnosed with MDR or XDR TB on DOT who were counted by the Program in IDSS during the reporting period.
- d.Ensure TB patients with documented culture conversion from positive to negative in 60 day or less will be submitted. Quarterly provide the Program with the number and percent of sputum culture positive TB patients who document culture conversion in 60 days or less, greater than 60 days and no conversion documented for TB patients who started TB therapy the previous quarter.
- e.Report the barriers and successes the Grantee experienced while utilizing DOT for treatment of eligible TB patients. Quarterly, report in writing to the Program on barriers and successes to utilizing DOT for patient treatment and discuss strategies for improving rates of DOT in the next quarter.
- f.Ensure immigrants and refugees with known TB condition who complete evaluation in 45 days or less will be submitted. Quarterly, report on the number of immigrants and refugees who arrive to their jurisdiction and total number who completed evaluation within 45 days of arrival.
- g.Submit quarterly reimbursement certifications submitted and reviewed by the Program. Quarterly, submit (along with Quarterly Report Form for goals A1-A5) an itemized reimbursement certificate for allowable items provided and services conducted during the quarter.
- h.Conduct quarterly Cohort Review analysis of indicators, DOT status, results of the source case investigation, if the patient is a child, patient is cured (measurable result is completion of treatment, other outcomes); Contact investigation (Measurable results are # and % of contacts identified, tested, evaluated, having the disease, started, and completed treatment).

**EXHIBIT E**  
**SPECIFIC CONDITIONS**

Grantor may remove (or reduce) a Specific Condition included in this **Exhibit E** by providing written notice to the Grantee, in accordance with established procedures for removing a Specific Condition.

E.1. Pursuant to Section 5.3 of **PART ONE**, 2 CFR 200.205, and 2 CFR 200.207, specific conditions may be imposed upon Grantee based upon a risk assessment. Specific conditions may also be imposed as a result of a merit review or as required by the terms of the Award. Specific conditions are not imposed.

## PART TWO – THE GRANTOR-SPECIFIC TERMS

### PART TWO – Grantor-Specific Terms

<b>Article XXIII</b>	<b>Definitions</b>
<b>Article XXIV</b>	<b>Additional Certifications</b>
<b>Article XXV</b>	<b>Services</b>
<b>Article XXVI</b>	<b>Expenditure, Billing, and Management of Funds</b>
<b>Article XXVII</b>	<b>Grant Fund Control Requirements</b>
<b>Article XXVIII</b>	<b>Incorporated Attachments</b>
<b>Article XXIX</b>	<b>General Provisions</b>

In addition to the uniform requirements in PART ONE, Grantor has the following additional requirements for its Grantee: N/A

### ARTICLE XXIII DEFINITIONS

#### 23.1. Definitions

"Department". Illinois Department of Public Health.

"Equipment" Tangible, non-expendable, personal property.

"FSRA Report" Affidavit for reimbursement for grants executed 30-days after the grant start date.

"Grant Instructions" The instructions provided to Grantee set forth the Grantee's reporting requirements and all other requirements under this Agreement, and are hereby incorporated into this Agreement. Failure to comply with the requirements set forth in the Grant Instructions will be considered a material breach of the performance required by this Agreement and may result in termination of the Agreement.

"Grants Management System (GMS)" EGrAMS, Provide, or Amplifund software systems.

"Operational Utilities" Utilities required for basic operational functions, without which Grantee's ability to perform under the Agreement would be substantially hindered. Operational Utilities include electricity, gas, heat, air conditioning, water, cable, telephone, office supplies, internet, and other core day-to-day expenses necessary to maintain the office space in reasonable working condition, as determined by the Department Office overseeing the award. Rent is not considered an Operational Utility, and Grantee is required to disclose its landlord or lessor to the Department even if Grantee uses the rented space for more than performance of this Agreement.

"Order to Surrender" An order to surrender equipment and/or supplies purchased with Grant Funds for the purpose of carrying out the Award.

"Party" A signatory to this Agreement. A subcontractor or sub-grantee is not considered a Party

"Pre-Award Costs" Allowable costs incurred prior to the period of performance of a grant, before grant period begins.

"Subcontractor" A third party, not a party to this Agreement, who provides or tenders goods of any kind, or performs services of any kind, for the Grantee relating to the work or services performed under this Agreement.

"Subcontractor and Sub-grantee Authorization Form" The form a Grantee is required to submit when requesting the Department's written consent to utilize the services of a subcontractor (other than an Operational Utility) or sub-awardee.

"Sub-awardee" A third party, not a party to this Agreement, who performs services on behalf of the Grantee in furtherance of Grantee's performance of the services described herein during the period of performance of this agreement.

"Supplies" All tangible personal property other than Equipment.

"Term" Period of performance in 2.1, 4.6, 18.2, 20.1, and 22.4.

**ARTICLE XXIV  
ADDITIONAL CERTIFICATIONS**

- 24.1. The Grantee represents and warrants that it is authorized to undertake the obligations set forth in this Agreement, and that it has obtained or will obtain all permits, licenses, or other governmental approvals that may be necessary to perform the grant services.

**ARTICLE XXV  
SERVICES**

- 25.1. Subcontracts. The Grantee will not use the services of a subcontractor, excluding Operational Utilities, to fulfill any obligations under this Agreement unless a) approved pursuant to Section 14.1 of **PART ONE**; b) allowed pursuant to Section 25.1.1 of **PART TWO**, below; and c) the Grantee has submitted a Subcontractor and Sub-grantee Authorization Form as set forth in this section and received Prior Approval from the Grantor. The Grantor reserves the right to review all subcontracts at any time during the period of performance of the Agreement.
- 25.1.1 The Grantee may utilize subcontractors in the performance of this Agreement. If Grantee is allowed to utilize subcontractors, even if such subcontractors are identified in the grant application, budget, or any other grant documents, they will not be approved until such time as (i) the Grantee submits a Subcontractor and Sub-grantee Authorization Form and (ii) received Prior Approval from the Department.
- 25.2. Subgrants. The Grantee will not use the services of a sub-awardee to fulfill any obligations under this Agreement unless approved pursuant to Section 14.1 of PART ONE and until the Grantee has submitted a Subcontractor and Sub-grantee Authorization Form as set forth in this Section and received Prior Approval from the Grantor. In addition, all sub-awardees shall have an application, including a budget and project deliverables, on file with the Grantee and the Department prior to the issuance of any written consent. The Department reserves the right to review all subgrants at any time during the period of performance of the Agreement.
- 25.2.1 The Grantee shall assume responsibility for distribution of Grant Funds to any sub-awardees for the provision of services under this Agreement and in accordance with the (i) goals, objectives, and activities and (ii) budget on file with, and approved by, the Department.
- 25.2.2 If applicable, no later than 12/31/2024, Grantee shall execute subaward agreements for services. Signed copies of all sub-grant agreements shall be submitted to the Department in the corresponding required progress report. Each sub-grant agreement shall identify the sub-grantee and include a scope of services, budget period, detailed budget, and the sub-grantee's current mailing address. The Department will not pay any reimbursement to the Grantee related to sub-grantee activities until the Department has received a copy of the signed sub-grant agreement.
- 25.2.3 The Grantee shall assure that all services provided by sub-grantees under established sub-grant agreements are provided and documented in a timely manner and in accordance with Department policy. The Grantee shall promptly investigate any sub-awardee not performing in accordance with the subaward agreement. The Grantee is responsible for monitoring, investigating, and taking any needed action related to the sub-awardee to protect the integrity of the provision of services under this Agreement. Failure of the Grantee to do so may result in the rejection of claims for payment or in payments being reduced by the total amount of the value of the sub-awardee contract until any and all requirements of this Agreement are fulfilled.

- 25.2.4 Use of a subcontractor or sub-awardee without the Department's prior written approval may be considered a material breach of the performance required by this Agreement and may result in termination of the Agreement. The Subcontractor and Sub-grantee Authorization Form may be submitted at any time before or during the period of performance of the Agreement, and may be submitted as often as needed when new subcontractors and sub-awardees are identified.
- 25.2.5 Grantee must attach the IDPH Uniform Grant Agreement (UGA) to all Sub-awardee/Subgrantee Agreements.
- 25.2.6 The Grantee will not commingle funds between separate grants or subawards, even if the grants or subawards are related, or the same population is being served.

## ARTICLE XXVI

### EXPENDITURE, BILLING, AND MANAGEMENT OF FUNDS

- 26.1. The Grantee will expend Grant Funds awarded under this Agreement in accordance with the Budget approved and on file with the Department. Departmental approval of a budget including subcontractors or sub-awardees, even if the subcontractors or sub-awardees are identified by name, does not constitute Prior Approval for the use of subcontractor or sub-awardee services or the expenditure of reimbursable funds for such services. Grantee shall utilize a Subcontractor and Sub-awardee Authorization Form to obtain Prior Approval for expenditures relating to subcontractors or sub-awardees pursuant to Section 14.1 of **PART ONE**. Expenditures made to subcontractors and sub-awardees shall not be reimbursed if services are provided before the Department grants Prior Approval for the use of such subcontractors or sub-awardees.
- 26.2. Pursuant to Section 19.1 of **PART ONE** and 2 CFR 200.421(e), Grantee and any approved sub-awardees shall not expend any Grant Funds for promotional items or any other unallowable advertising and public relations costs as set forth in 2 CFR 200.421(e). Promotional items include but are not limited to: calendars, pens, buttons, pins, magnets, gift cards, posters, and stationery. If the Department has not granted prior written permission to expend Grant Funds for promotional items, expenditures for promotional items shall not be reimbursed.
- 26.3. Cash Management Improvement Act of 1990. Pursuant to Section 4.4 of **PART ONE**, federal funds received under this Agreement shall be managed in accordance with the Cash Management Improvement Act of 1990 (31 USC §6501 et seq.) and any other applicable federal laws or regulations.

## ARTICLE XXVII

### GRANT FUND CONTROL REQUIREMENTS

- 27.1. Discretionary Audit. The Department may, at any time, and at its sole discretion, require a financial audit, a grant-specific audit, or any other audit, Management Letter or SAS 114 letter to be delivered within thirty (30) days of the Grantee's receipt of such audit report, but in no event later than nine (9) months following the end of the period for which the audit was performed.
- 27.2. Reporting Requirements. In addition to any other documents specified in this Agreement, the Grantee must submit the following reports and information in accordance with the provisions hereof.
- 27.2.1 Expenditures and Project Activity Prior to Grant Execution. If a recipient or subrecipient incurs expenses related to the grant award prior to the execution of the Agreement but within the period of performance of the Agreement and the Agreement is executed more than thirty (30) days after the effective date of the Agreement, the recipient or subrecipient must submit to the Department a report that accounts for eligible grant expenditures and project activities,

in a format provided by the Department, within thirty (30) days of the execution of the Agreement. The report must account for eligible grant expenditures and project activities incurred from the effective date of the Agreement up to and including the date of the execution of the Agreement. Only those expenses that are reasonable, allowable, and in furtherance of the purpose of the grant award shall be reimbursed. If this report is required, the Department will not disburse any Grant Funds until the report is received and approved by the Department. 30 ILCS 708/125.

27.2.2 Additional Information: Upon request by the Department, the Grantee must, within the time directed by the Department, submit additional written reports regarding the project, including, but not limited to, materials sufficient to document information provided by the Grantee.

27.2.3 Consolidated Year-End Financial Reports. Consolidated Year-End Financial Reports must be filed pursuant to the requirements of Section 12.2 of **PART ONE**.

27.2.4 Required Periodic Performance Reports. Pursuant to the requirements of Article XI of **PART ONE** and Section D.2 of **EXHIBIT D**, Performance Reports shall be submitted quarterly. The first of such reports shall cover the first 3 months after the Award begins. Periodic Performance Reports shall be submitted no later than 30 calendar days following the period covered by the report. Failure to submit such required Performance Reports may cause a delay or suspension of funding. 30 ILCS 705/1 et seq.

### 27.3 Grant Instructions

Upon execution of this Agreement, the Grantee will receive Grant Instructions detailing reporting requirements and procedures relating to the Award. The Grant Instructions are hereby incorporated into this Agreement. Grantee is obligated to comply with the Grant Instructions and any revisions thereto in accordance with Articles X and XI of **PART ONE**. Failure to comply with the Grant Instructions, including any reporting requirements, may be considered a material breach of the performance required by this Agreement and may result in termination of the Agreement pursuant to Sections 10.3 of **PART ONE** and initiation of proceedings to recover all Grant Funds disbursed to the Grantee.

### 27.4. Due Diligence in Expenditure of Grant Funds

Grantee shall ensure that Grant Funds are expended in accordance with the following principles: (i) grant expenditures should be made in accordance with generally accepted sound business practices, arms-length bargaining, and applicable federal and state laws and regulations; (ii) grant expenditures should conform to the terms and conditions of this Agreement and be actual and necessary expenditures; (iii) grant expenditures should not exceed the amount that would be incurred by a prudent person under the circumstances prevailing at the time the decision is made to incur the costs; and (iv) grant accounting should be consistent with generally accepted accounting principles.

### 27.5. Conflict of Interest

An actual or potential Conflict of Interest between Grantee and sub-awardee(s) or subcontractor(s) existing prior to execution of this Agreement must be disclosed to the Department as part of the grant application. An actual or potential Conflict of Interest between Grantee and sub-awardee(s) or subcontractor(s) arising after execution of this Agreement must be disclosed to the Department within ten (10) days of discovery. Grantee must obtain express written permission to work with a sub-awardee or subcontractor with whom it has an actual or potential Conflict of Interest. Failure to obtain such express written permission may be considered a material breach of the Agreement and may result in termination of the Agreement and initiation of proceedings to recover all Grant Funds

disbursed to the Grantee.

## **ARTICLE XXVIII INCORPORATED ATTACHMENTS**

- 28.1. Grant Application. The Uniform Grant Application submitted by Grantee will be final and is incorporated herein. However, a revised Uniform Grant Application is incorporated if submitted to Grantor and thereafter approved.
- 28.2. Goals, Objectives, and Activities. The goals, objectives, and activities agreed to by Grantee as part of the Uniform Grant Application are final and are incorporated herein as requirements. However, revised goals, objectives, and activities are incorporated if submitted to Grantor and thereafter approved.
- 28.3. Additional Incorporated Attachments. The State's Notice of Award is incorporated herein by reference. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein as an attachment.

## **ARTICLE XXIX GENERAL PROVISIONS**

29.1 Audit/Retention of Subcontractor and Sub-grantee Records (30 ILCS 500/20-65)

If any of the services to be performed under this Agreement are subcontracted and/or if subawards are issued/awarded for the expenditure of Grant Funds provided under this Agreement, the Grantee shall include in all such subcontracts and subawards, a provision that the Department, the Attorney General, the Office of Inspector General, the Auditor General of the State of Illinois, or any of their duly authorized representatives, will have full access and the right to examine any and all of subcontractor's or sub-awardee's grant-related documents, equipment, papers, or records, whether in hard copy or electronic, which support Grantee's performance of services under this Agreement for a period of three (3) years following the Department's final approval of all required close-outs (financial and/or programmatic). Further, any such subcontractor or Sub-awardee shall be governed by the same requirements as those the Grantee is subject under this Agreement.

29.2 Time is of the Essence

Time is of the essence with respect to Grantee's performance of this Agreement. Grantee shall continue to perform its obligations while any dispute concerning the Agreement is being resolved unless otherwise directed by the State.

29.3 Force Majeure

Failure by either Party to perform its duties and obligations will be excused by unforeseeable circumstances beyond its reasonable control and not due to its negligence including acts of nature, acts of terrorism, riots, labor disputes, fire, flood, explosion, and governmental prohibition. The non-declaring Party may cancel the Agreement without penalty if performance does not resume within thirty (30) days of the declaration.

29.4 Confidential Information

In addition to the requirements of Section 22.8 of **PART ONE**, each Party, including its agents and sub-awardees, to this Agreement may have or gain access to confidential data or information owned or maintained by the other Party in the course of carrying out its responsibilities under this Agreement. Grantee shall presume all information received from the State or to which it gains access pursuant to this Agreement is confidential. Grantee information, unless clearly marked as confidential and exempt

from disclosure under the Illinois Freedom of Information Act, shall be considered public and subject to release. No confidential data collected, maintained, or used in the course of performance of the Agreement shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the period of performance of the Agreement or thereafter. The receiving Party must return any and all data collected, maintained, created or used in the course of the performance of the Agreement, in whatever form it is maintained, promptly at the end of the Agreement, or earlier at the request of the disclosing Party, or notify the disclosing Party in writing of its destruction. The foregoing obligations shall not apply to confidential data or information lawfully in the receiving Party's possession prior to its acquisition from the disclosing Party; received in good faith from a third-party not subject to any confidentiality obligation to the disclosing Party; which later becomes publicly known through no breach of confidentiality obligation by the receiving Party; or is independently developed by the receiving Party without the use or benefit of the disclosing Party's confidential information.

## 29.5 Use and Ownership

29.5.1 Intellectual Property Rights. All work performed or supplies created by Grantee under this Agreement, whether written documents or data, goods, or deliverables of any kind, shall be deemed work-for-hire under copyright law and all intellectual property and other laws, and the State of Illinois is granted sole and exclusive ownership to all such work, unless otherwise agreed in writing. Grantee hereby assigns to the State all rights, title, and interest in and to such work including any related intellectual property rights, and/or waives any and all claims that Grantee may have to such work including any so-called "moral rights" in connection with the work. Grantee acknowledges the State may use the work product for any purpose. Confidential data or information contained in such work shall be subject to confidentiality provisions of this Agreement.

29.5.2 Equipment and Supplies. Equipment and supplies authorized to be purchased with Grant Funds becomes the property of the Grantee so long as the equipment and supplies are not diverted from the purposes for which the Award was made. Pursuant to Article XVIII of **PART ONE**, if Grantee has not met the conditions of 2 CFR 200.439(a), or if Grantor determines that equipment and supplies purchased with Grant Funds are unrelated to performance of the Agreement, Grantee shall be required to transfer such equipment and title thereto to Grantor. Grantee will maintain an inventory or property control record for all equipment and supplies purchased with Grant Funds. During the period of performance of the agreement, the Grantee must: (i) use equipment and supplies acquired with Grant Funds only for the approved project purposes set forth in **EXHIBITS A AND B**; (ii) provide sufficient maintenance on the equipment and supplies to permit achievement of the approved project purposes; and (iii) maintain, at its own expense, insurance coverage on all equipment and supplies purchased with Grant Funds, for its full insurable value, against loss, damage and other risks ordinarily insured against by owners or users of similar equipment and supplies in similar businesses. The Grantee is prohibited from selling, transferring, encumbering (other than original financing) or otherwise disposing of said equipment or material during the period of performance without prior written approval of the Department. All Grantee actions involving equipment and supplies shall be in compliance with the applicable State and federal law.

29.5.3 Order to Surrender Equipment and/or Supplies.

29.5.3.1 The Department may issue to the Grantee an Order to Surrender any or all of the equipment and/or supplies in any of the following situations:



29.5.3.1.1 The equipment and/or supplies are no longer being used for the purpose for which the Award was made;

29.5.3.1.2 The Grantee ceases to exist;

29.5.3.1.3 The equipment and/or supplies are improperly maintained, used, tracked or stored;

29.5.3.1.4 Responsibility for carrying out the purpose of the Award has been transferred to another entity;

29.5.3.1.5 The Agreement has been suspended or terminated;

29.5.3.1.6 The Grantee has failed to comply with any provision of the Agreement; or

29.5.3.1.7 Any other reason determined by the Department.

29.5.3.2 In the event the Department issues an Order to Surrender, the Grantee

29.5.3.2.1 Within thirty (30) days of issuance of the Order to Surrender, or sooner if specified by the Order to Surrender, present to the Department or any other entity identified by the Department, all or any of the equipment and supplies purchased or financed with Grand Funds as specified by the Order to Surrender;

29.5.3.2.2 Within ninety (90) days of issuance of the Order to Surrender, or sooner if specified by the Order to Surrender, refund to the Department all or any part of the amount of the Grant Funds; and

29.5.3.2.3 Take any other action as specified in the Order to Surrender.

29.5.4 Authority to Inspect. The Department reserves the right to inspect any equipment or supplies (as well as the inventory or property control records described above) authorized to be purchased, acquired, or used by the Grantee under this Agreement for verification of its physical condition, usage, management, or intended disposal or liquidation at any time. Should the inspection be unsatisfactory to the Department or should the Grantee refuse Department's authority to conduct an inspection, the Department may take ownership and title in said equipment by issuing an Order to Surrender.

29.5.5 Survival. All obligations regarding use and ownership of any equipment or supplies purchased or financed under the Agreement shall survive the termination of this Agreement.

## 29.6 Solicitation and Employment

Grantee shall not employ any person employed by the State during the period of performance of this Agreement to perform any work under this Agreement. Grantee shall give notice immediately to the Department's Director if Grantee solicits or intends to solicit State employees to perform any work under this Agreement.

## 29.7 Background Check

Whenever the State deems it reasonably necessary for security reasons, the State may conduct, at its expense, criminal and driver history background checks of Grantee's, sub-awardee's and subcontractor's officers, employees or agents. Grantee, sub-awardee, or subcontractor shall immediately remove any such individual who, in the opinion of the State, does not pass the background checks from any work relating to the services performed under this Agreement.

## 29.8 Performance Record/Suspension

Upon request of the Department, Grantee shall meet to discuss performance or provide Agreement performance updates to help ensure proper performance of the Agreement. The Department may consider Grantee's performance and compliance with all applicable laws, under this or any other current grant agreement with the Department, in determining whether to continue the Agreement and assessing Grantee's eligibility to receive future grants. After due consideration of any non-

performance or non-compliance with the requirements outlined in the Grant Instructions, including failure to perform or comply under this Agreement or any other current grant agreement with the Department, the Department may, at its sole discretion, immediately suspend this Agreement or any other current grant agreement between Grantee and the Department. Suspension under this Section shall be effective upon Grantee's receipt of notice.

#### 29.9 Termination for Cause

The Department may terminate this Agreement, in whole or in part, if: (i) the Grantee commits any illegal act; (ii) the Grantee breaches any material term, condition, or provision of this Agreement or is in material violation of a provision of this Agreement; (iii) the Department determines that the Grantee lacks the financial resources to perform this Agreement; (iv) the Department determines that the actions or inactions of the Grantee, its agents, employees, subcontractors, or sub-awardees have caused, or reasonably could cause, jeopardy to health, safety, or property; (v) the Grantee has notified the Department that it is unable or unwilling to perform the Agreement; (vi) the Department has reasonable cause to believe that the Grantee cannot lawfully perform the Agreement; or (vii) the Grantee's performance under any other current grant agreement causes the Department to reasonably believe that the Grantee is unable to perform the Agreement.

Termination under this section, whether in whole or in part, shall be effective upon Grantee's receipt of notice. For termination due to any of the causes contained in this Section, the Department retains its rights to seek any available legal or equitable remedies and damages.

#### 29.10 Federal Whistleblower Protections

The federal whistleblower protections of 41 USC §4712 apply to all Grantee employees, contractors, and sub-awardees working in relation to this Agreement. Grantee certifies that in accordance with the Pilot Program for Enhancement of Contractor Employee Whistleblower Protections, Grantee will (i) inform its employees working on this award that they are subject to the whistleblower rights and remedies of the pilot program; (ii) inform its employees in writing of employee whistleblower protections under 41 USC §4712 in the predominant native language of the workforce; and (iii) include this certification and requirements in any agreement made with a contractor or sub-awardee.

#### 29.11 Renewal. This Agreement may be renewed for additional periods.

29.11.1. Only if permitted above in Part Two, Paragraph 29.11, this Agreement may be renewed for additional periods not to exceed 3 years including the initial period of performance when in the best interest of the State, by mutual consent of the Parties, expressed in writing and signed by the Parties. This Agreement may neither renew automatically nor renew solely at the Grantee's option. Any renewal of this Agreement is subject to the same terms and conditions as the original Agreement.

29.11.2. This Agreement is a Non-Competitive grant subject to the following applicable renewal requirements and limitations:

29.11.2.1. Competitive Grants. Competitive grants may be awarded to successful applicants for up to 3 years (one-year initial period of performance with the option to renew for up to 2 additional years) if:

29.11.2.1.1. The initial Notice of Funding Opportunity (NOFO) and the Catalog of State Financial Assistance (CSFA) set forth the possible renewal options and the annual grantee requirements to renew;

29.11.2.1.2. The grant program and Grantee meet the requirements set forth in 44 Ill. Admin. Code 7000.110(b); and

29.11.2.1.3. A separate budget is provided by Grantee for each year of the grant program.

29.11.2.2. Non-Competitive Grants. Non-competitive grants may be awarded for up to 3 years including the initial period of performance if a separate budget is provided by Grantee for each year of the grant program.

29.12 Records Retention. All documentation required to be maintained by Grantee pursuant to Article IX of **PART ONE** must be contemporaneously created. Grantee shall promptly provide additional supporting documentation upon Grantor's request. A lack of adequate contemporaneously created documentation is grounds for denial of payment or reimbursement, recovery of previously paid funds, imposition of corrective action for this Agreement, and/or imposition of specific conditions, including on any future grants awarded to Grantee by the Department, as appropriate.

### **PART THREE –PROJECT-SPECIFIC TERMS**

#### PART THREE – Project Specific Terms

Article XXX Authority

Article XXXI Exceptions or Deviations from GATA

Article XXXII Payments

In addition to the uniform requirements in **PART ONE** and the Grantor-Specific Terms in **PART TWO**, the Grantor has the following additional requirements for this Project: N/A

#### **ARTICLE XXX AUTHORITY**

- 30.1. The Department is authorized to make this grant pursuant to:
- Section 2310-15 of the Civil Administrative Code of Illinois (20 ILCS 2310/2310-15).
  - Body Art is authorized by the Tattoo and Body Piercing Establishment Registration Act (410 ILCS 54).
  - Local Health Protection Grant (LHPG) is authorized by 77 Ill. Adm. Code 615.
  - Pre-Exposure Prophylaxis (PrEP) is authorized by 77 Ill. Adm. Code 615.
  - Safe Drinking Water is authorized by the Groundwater Protection Act (415 ILCS 55/9); and the Drinking Water Systems Code.
  - Vector Surveillance are authorized by the Vector Control Law (410 ILCS 95).
  - Tick Surveillance are authorized by the Vector Control Law (410 ILCS 95).
  - Opioid Overdose Prevention is authorized by 77 Ill. Adm. Code 615 and P.A. 101-356 Overdose Prevention and Harm Reduction Act.
  - Tuberculosis (TB) Prevention is authorized by 77 Ill. Adm. Code 615.
- 30.2. The Department is making this grant pursuant to appropriation number(s) :
- 327-48250-1900-0000 for Body Art
  - 802-48250-4440-0000 for the Local Health Protection Grant (LHPG)
  - 001-48251-1900-0100 for Pre-exposure Prophylaxis (PrEP)
  - 063-48250-1900-0199 for Safe Drinking Water
  - 240-48250-1900-0000 for Vector Surveillance and Control
  - 240-48250-1900-0000 for Tick Surveillance
  - 001-48220-1900-0300 for Opioid Overdose Prevention
  - 733-48250-4900-0000 for Tuberculosis (TB) Prevention
- 30.3. The Department is making this grant pursuant to federal grant number(s) :
- 98542814 for Safe Drinking Water

#### **ARTICLE XXXI EXCEPTIONS OR DEVIATIONS FROM GATA**

- 31.1. Exceptions from any part of the requirements under the GATA Framework follow Title 44 Administrative Rules Section 7000.60
- 31.1.1 Notice of Funding Opportunity (NOFO) and Merit Based Review (except for CSFA, registration, application, budget, and audit).
  - 31.1.2 Exception from Indirect Costs for Local Health Protection Grant (LHPG).
  - 31.1.3 Exception from Grantee Compliance Enforcement provision 7000.80(i).

**ARTICLE XXXII**

**Payment**

32.1. Grant Funds are estimated to be \$478,761.00, of which \$500.00 are federal funds.

Grantee shall submit payment requests (quarterly reimbursements) within thirty (30) calendar days following the end of the quarter.

<b>Project Title</b>	<b>Grant Request</b>	<b>Match</b>	<b>Total Project Cost</b>
Body Art	10,800.00	0.00	10,800.00
LHPG Opioid Overdose Prevention	3,000.00	31.00	3,031.00
LHPG Tuberculosis Prevention	7,150.00	0.00	7,150.00
Local Health Protection Grant	220,000.00	0.00	220,000.00
Pre-Exposure Prophylaxis	201,037.00	0.00	201,037.00
Safe Drinking Water	500.00	0.00	500.00
Tick Surveillance	8,000.00	0.00	8,000.00
Vector Surveillance and Control	28,274.00	0.00	28,274.00
<b>Total</b>	<b>478,761.00</b>	<b>31.00</b>	<b>478,792.00</b>

32.2. Pursuant to Article IV of PART ONE, the Department will compensate the Grantee on the following basis:

**Body Art Program**

Reimbursements (Quarterly)

Reimbursement payments to the Grantee are subject to the Grantee's submission and certification of actual and necessary eligible costs in conformity with approved Budget and any documentation as required by the Department. Reimbursement payments shall be initiated upon the Department's approval of actual and necessary eligible costs and cash amount requested for reimbursement of those costs.

1.Reimbursed on a fixed rate basis at a rate of 75% of the application/renewal fee per initial/renewal body art establishment inspection. Application and renewal fees are \$500 dollars for the body art establishment and one work station. A \$50 fee is paid for each additional work station.

2.Reimbursed at the rate of 75% of all fines and penalties assessed, upheld and collected against body art establishments. This reimbursement payment is to be made provided the Grantee has inspected the establishment, issued a fully completed inspection report, re-inspected and provided appropriate documentation as necessary for enforcement activities conducted by the Department (this may include, but is not limited to the Grantee's provision of witnesses, photographs, notes and statements, etc.).

3.Grantee shall submit a Body Art Activity Summary Report Form and the Reimbursement Certification Form quarterly as outlined in Exhibit E.

**Groundwater Protection**

Ground Water Program : N/A

**Local Health Protection Grant (LHPG)**

Reimbursements (Quarterly)

Reimbursement payments to the Grantee are subject to the Grantee's submission and certification of actual and necessary eligible costs in conformity with approved Budget and

any documentation as required by the Department. Reimbursement payments shall be initiated upon the Department's approval of actual and necessary eligible costs and cash amount requested for reimbursement of those costs.

#### **Lead Poisoning and Prevention Response**

Lead Poisoning Prevention and Response : N/A

#### **Perinatal Hepatitis B Prevention**

Perinatal Hepatitis B Prevention through Case Management : N/A

#### **Pre-exposure Prophylaxis (PrEP)**

Reimbursements (Quarterly)

Reimbursement payments to the Grantee are subject to the Grantee's submission and certification of actual and necessary eligible costs in conformity with approved Budget and any documentation as required by the Department. Reimbursement payments shall be initiated upon the Department's approval of actual and necessary eligible costs and cash amount requested for reimbursement of those costs.

#### **Safe Drinking Water Program**

Reimbursements (Quarterly)

Reimbursement payments to the Grantee are subject to the Grantee's submission and certification of actual and necessary eligible costs in conformity with approved Budget and any documentation as required by the Department. Reimbursement payments shall be initiated upon the Department's approval of actual and necessary eligible costs and cash amount requested for reimbursement of those costs.

1.Reimbursed on a fixed rate basis of \$50.00 annually for each transient, non-community public water supplied inspected.

2.Reimbursed on a fixed rate basis of \$250.00 annually for each non-transient, non-community public water supply inspected, if the grantee conducts non-transient inspections within their jurisdiction.

3.Water Systems with last inspection dates greater than two years old will not be included in the quarterly reimbursement amount.

#### **Tanning Facilities Program**

Tanning : N/A

#### **Vector Surveillance and Control**

Reimbursements (Quarterly)

Reimbursement payments to the Grantee are subject to the Grantee's submission and certification of actual and necessary eligible costs in conformity with approved Budget and any documentation as required by the Department. Reimbursement payments shall be initiated upon the Department's approval of actual and necessary eligible costs and cash amount requested for reimbursement of those costs.

#### **Tick Surveillance**

Reimbursements (Quarterly)

Reimbursement payments to the Grantee are subject to the Grantee's submission and certification of actual and necessary eligible costs in conformity with approved Budget and any documentation as required by the Department. Reimbursement payments shall be initiated upon the Department's approval of actual and necessary eligible costs and cash amount requested for reimbursement of those costs.

**LHPG Opioid Overdose Prevention**

## Reimbursements (Quarterly)

Reimbursement payments to the Grantee are subject to the Grantee's submission and certification of actual and necessary eligible costs in conformity with approved Budget and any documentation as required by the Department. Reimbursement payments shall be initiated upon the Department's approval of actual and necessary eligible costs and cash amount requested for reimbursement of those costs.

**LHPG Tuberculosis Prevention**

## Reimbursements (Quarterly)

Reimbursement payments to the Grantee are subject to the Grantee's submission and certification of actual and necessary eligible costs in conformity with approved Budget and any documentation as required by the Department. Reimbursement payments shall be initiated upon the Department's approval of actual and necessary eligible costs and cash amount requested for reimbursement of those costs.



**Public Health**  
Prevent. Promote. Protect.

**Champaign County  
Public Health Department**

To: Champaign County Board of Health

From: Sarah Michaels, Director of Environmental Health *SM*

Subject: Approval for Adoption of New 2022 Food Code and Updated Retail Food Program Enforcement Policy

Date: November 1, 2024

In 2024, IDPH officially adopted the 2022 U.S. Food and Drug Administration (FDA) Food Code in conjunction with amendments to the Illinois Food Code (77 Ill. Adm. Code 750).

The updated FDA Food Code contains numerous changes for consistency, to correct errors, and to reflect changes due to updated science and public health guidelines.

Revisions to the Enforcement Ordinance were to incorporate the New Food Code and to streamline the enforcement procedures. No changes to the Enforcement Ordinance have been made since the initial adoption of the Food Code in 2018.

1. Definitions added.
2. 2022 Food Code now incorporates Special Processes. All references to Special Processes were removed from the Illinois Administrative Code 750.
3. We also updated Section 5 “Inadequate Food Safety Management System” to reference Priority and Priority Foundation Items instead of Core Risk Factors. (Example: Poster for Hand Washing is a Core Item Violation and previously count towards a failure under the Foodborne Illness Risk Factors)





The Food Code is a model for safeguarding public health and ensuring food is unadulterated and honestly presented when offered to the consumer. It represents FDA's best advice for a uniform system of provisions that address the safety and protection of food offered at retail and in food service.

This model is offered for adoption by local, state, and federal governmental jurisdictions for administration by the various departments, agencies, bureaus, divisions, and other units within each jurisdiction that have been delegated compliance responsibilities for food service, retail food stores, or food vending operations. Alternatives that offer an equivalent level of public health protection to ensure that food at retail and foodservice is safe are recognized in this model.

The 2022 Food Code (10th edition) reflects the agency's continued commitment to maintaining cooperative programs with state, local, tribal, and territorial governments.

The 2022 edition reflects the input of regulatory officials, industry, academia, and consumers that participated in the 2020 biennial meeting of the Conference for Food Protection (CFP) (held in 2021).

FDA encourages its state, local, tribal, and territorial partners to adopt the latest version of the FDA Food Code. The benefits associated with complete and widespread adoption of the 2022 Food Code as statutes, codes and ordinances include:

- Reduction of the risk of foodborne illnesses within food establishments, thus protecting consumers and industry from potentially devastating health consequences and financial losses.
- Uniform standards for retail food safety that reduce complexity and better ensure compliance.
- The elimination of redundant processes for establishing food safety criteria.
- The establishment of a more standardized approach to inspections and audits of food establishments.

**Resolution No. 2024-10-01**

**Champaign County Public Health Department Retail Food Program Enforcement Policy**

Whereas the Champaign County Board has adopted an Ordinance known as the Retail Food Ordinance, and

Whereas the Board of Health of the Champaign-Urbana Public Health District deems it desirable and necessary to provide a retail food safety program policy to promote fair and objective guidance for administrative enforcement and judicial procedures,

Now, therefore, be it resolved by the Board of Health of the Champaign County Public Health Department as follows:

**SECTION 1: GENERAL PROVISIONS**

**1-01: Short Title**

This Enforcement Policy shall be known as the “Retail Food Program Enforcement Policy.”

**1-1: Application**

This policy applies to all retail Food Establishments permitted by the Champaign County Public Health Department.

Words and phrases included in this policy are defined in Section II, in the Food Code (“Illinois Food Service Sanitation Code,” 77 Ill. Adm. Code 750), 2022 U.S. Food and Drug Administration (FDA) Food Code, and in the Health District’s Retail Food Program Ordinance (Retail Food Ordinance).

This policy is intended to provide a progressive enforcement process.

**1-2: Inspections**

Inspections determine the Food Establishment's compliance with the Food Code and Retail Food Ordinance. Inspections are generally unannounced to obtain a more accurate assessment of normal operating practices and conditions. Exceptions can be made for construction and opening inspections where an appointment is needed to ensure that all parties are available for discussion or where work is intermittent and access to a new establishment is limited; or during follow-up inspections which may require the presence of specific personnel or management from the establishment.

- Construction inspections are conducted during construction to ensure that the food establishment is built or remodeled in accordance with the approved plans and specifications. A construction inspection for a Change of Ownership is to verify that the new operation is in compliance with the Food Code and Retail Food Ordinance prior to issuing a new Permit to a new owner.

- Opening inspection is for final approval and for permit issuance.
- Routine inspections are conducted on a frequency based on risk classification Category. These compliance inspections are full reviews of the Food Establishment operations and facilities and their impact on food safety. They include assessment of food Employee and management health, practices, and knowledge of food safety; food flows, source, storage, thawing, preparation (including cooking temperatures and times) and post-preparation processes; equipment and Premises construction; cleaning and sanitizing processes; water sources; sewage disposal; and vermin control. A detailed report is prepared at the conclusion of each inspection and presented to the Person in Charge. Items found not to be in compliance are categorized as Priority Item, Priority Foundation Item, or Core Item violations. Items found to be repeated from the previous inspection are also noted and are known as Repeat Violations. The Food Code section in violation is included in the report citation section. The time period for the correction of violations shall be in accordance with Section 3: Timely Correction of Violations.
- Follow-up inspections at a Food Establishment, if needed, are conducted by the Health Authority to verify that Priority Item, Priority Foundation Item, or Core Item Violations have been satisfactorily corrected as determined by the Health Authority within Timely Correction days after the routine inspection that detected them. Follow-up inspections should be briefer than the routine inspection, since they concentrate on the previously cited, specified violations. Continued violations should be used to initiate further compliance and enforcement actions.
- Re-inspections are full review inspections conducted after a Permit was suspended. If satisfactory compliance is found and upon payment of any fees, the permit shall be reinstated.
- Special Process inspections are conducted to review procedures that require food safety controls to address increased potential health risks; often requiring specialized equipment, ingredients, or technology.
- Complaint inspections may be conducted as part of consumer complaints and generally are not full reviews but concentrate on the specific issue mentioned. Consumer complaints received about a Food Establishment shall be classified as an illness investigation or as a non-illness investigation.
  - Illness investigations are led by the Health District's Epidemiologist and/or Communicable Disease Investigator using the procedures and time schedules in the Illinois Department of Public Health's Illinois Reportable Disease guideline.
  - Non-illness investigations are led by the Health District's Environmental Health Division. A formal complaint is where a complainant supplies his/her name, address and contact information along with the complaint specifics. Formal complaints determined by the Health District as an Imminent Health Hazard are investigated as soon as possible and routinely less than 24 hours after receipt. Other formal complaints generally are investigated within ten (10) Health District

Business Days. An anonymous complaint may be investigated during the next routine inspection, if not sooner.

## **SECTION 2: DEFINITIONS**

In addition to the words and phrases referred to in 1-1, the following definitions shall apply in interpretation and enforcement:

**COMPLIANCE HEARING:** A legal proceeding to review compliance with conditions of an agreement and address outstanding discrepancies in order for the operation to determine health permit status.

**COMPLIANCE MEETING:** A structured meeting to discuss and address matters related to regulatory compliance and risk management between the departments' authorized personnel and designated persons in charge of a facility's operations.

**CORRECTIVE ACTION PLAN:** Identifies what a Food Establishment or permit holder will do to correct a remaining violation from an inspection, what will be done to prevent reoccurrence of the violation, and when the corrective action is to be completed.

**CORE ITEM VIOLATION:** Violations that are not designated as a Priority Item or a Priority Foundation Item. It includes those items usually related to general sanitation, operational controls, sanitation standard operating procedures, facilities or structures, equipment design, or general maintenance.

**FOOD CODE:** Violations of the U.S. Food and Drug Administration (FDA) Food Code.

**FOOD ESTABLISHMENT INSPECTION REPORT:** The form found in Appendix A of the Food Code used by the Health District in substantially the same format.

**FOOD SAFETY MANAGEMENT SYSTEM:** A system developed and implemented by Food Establishment Operators to ensure that food handling practices known to contribute to foodborne illness are under control. The system is comprised of knowledgeable food Employees, written operating procedures, and regular self-assessments to ensure that procedures are being followed.

**OFFICE CONFERENCE:** An informal, scheduled meeting between the Permit holder or designated representative, and the Health Authority at a location determined by the Health Authority.

**PART 750 VIOLATIONS:** Violations of Part 750 of the Illinois Food Code (Illinois Food Service Sanitation Code," 77 Ill. Adm. Code 750). These rules are specific to and are applicable in Illinois.

**REINSTATEMENT FEE:** A fee paid to restore a health permit to active status after the permit was suspended under provisions of the Retail Food Program Enforcement Policy.

**RISK CONTROL PLAN (RCP):** A written management plan developed by the Food Establishment operator with input from the Health Authority that describes a management system for controlling specific out-of-control foodborne illness risk factors.

### SECTION 3: TIMELY CORRECTION OF VIOLATIONS

#### 3-1: Imminent Health Hazard

A permit holder or a Person in Charge shall immediately cease and discontinue food operations if an Imminent Health Hazard exists during an inspection or during an emergency. An Imminent Health Hazard includes, but is not limited to:

- Fire
- Flood
- Extended interruption of electrical or water service
- Sewage backup
- Misuse of poisonous or toxic materials
- Onset of an apparent foodborne illness outbreak
- Gross unsanitary occurrence or condition or
- Other circumstances that may endanger public health

A permit holder or a Person in Charge shall immediately notify the Health Authority if there is an Imminent Health Hazard. In the Health Authority's judgment, it may modify a Permit to cease a portion of the food operations depending upon the location and type of Imminent Health Hazard or it may suspend a Permit to cease all food operations.

Food operations due to an Imminent Health Hazard may not resume until authorization has been granted by the Health Authority.

#### 3-2: Priority Item Violations

When a Priority Item Violation is observed during a routine inspection, the violation shall be documented on the FOOD ESTABLISHMENT INSPECTION REPORT. A compliance correction acceptable to the Health Authority shall be obtained. Acceptable compliance corrections include the following options:

- A. **Violation Corrected On-site (COS):** This occurs when immediate on-site corrective action is conducted by the Person in Charge and is verified and documented by the Health Authority during the inspection, with a brief explanation of the corrective action taken.
- B. **Violation Correction Form (VCF):** A VCF is issued only for a Priority Item Violation that cannot be corrected on-site and is not an Imminent Health Hazard. The VCF will be left with the Person in Charge with instructions to have the violation corrected properly and to return the VCF to the Health Authority within ten (10) business days.

The VCF must be adequately filled out, including documentation of the corrective action, such as a picture of the correction or any receipts that indicate that corrective action was taken.

After the VCF is received by the Health Authority, a Priority Item Violation may require a follow-up inspection within ten (10) additional business days.

- C. **Corrective Action Plan:** If a Priority Item Violation is not an Imminent Health Hazard and cannot be corrected on-site or does not qualify for a VCF, then the Health Authority may require a CORRECTIVE ACTION PLAN acceptable to the Health Authority.

If the Food Establishment's Person in Charge is unable or unwilling to take suitable compliance corrective action as listed above, then the Health Authority shall take enforcement actions starting with Permit suspension. The hearing process is described in Section 6.

### **3-3: Priority Foundation Item Violations**

When a Priority Foundation Item Violation is observed, the violation will be documented on the FOOD ESTABLISHMENT INSPECTION REPORT. An acceptable compliance correction must be obtained. Acceptable compliance corrections include the following options:

- A. Violation corrected on-site (COS): as stated in 3-2.
- B. Violation Correction Form (VCF): as stated in 3-2.
- C. Health Authority approval: as stated in 3-2 (C).

If the Person in Charge is unable or unwilling to take suitable compliance corrective action as listed above, then the Health Authority shall take enforcement actions starting with an informal office consultation

### **3-4: Core Item Violations**

When a CORE ITEM VIOLATION is observed, the violation will be documented on the FOOD ESTABLISHMENT INSPECTION REPORT. The permit holder shall correct the CORE ITEM VIOLATION by no later than the next routine inspection date. Reassessment will occur during the next routine inspection unless there is an alternative written compliance schedule.

If an alternative timeframe is requested by the permit holder or by the Health Authority, a written compliance schedule shall be submitted by the permit holder. The alternative time schedule shall be approved by the Health Authority. The compliance schedule shall contain the specific violation(s), the methods of correction(s), and the date(s) for correction. Verification of correction may be provided by documentation or by a follow-up inspection by the Health Authority.

### **3-5: Part 750 Violations**

When a PART 750 VIOLATION is observed, the violation will be documented on the FOOD ESTABLISHMENT INSPECTION REPORT. An acceptable compliance correction must be obtained. Acceptable compliance corrections are included in Appendix 750.

If the Person in Charge is unable or unwilling to take suitable compliance corrective action as listed above, then the Health Authority shall take enforcement actions starting with an informal office consultation.

### **3-6: Deviations from Special Process Plan Elements**

The timely correction of a Special Process plan element that is not in compliance with the approved plan is categorized as a Priority Foundation Item Violation.

If a Special Process plan element is found to deviate from the plan, the deviation will be documented on the inspection report. An acceptable compliance correction must be obtained. Depending upon the Hazard Analysis Critical Control Point plan, the acceptable corrective action and the time schedule for timely correction shall follow the procedures for correcting Priority Item or Priority Foundation Item Violations as listed in 3-2 and 3-3.

If the Food Establishment's Person in Charge is unable or unwilling to take suitable compliance corrective action as listed above, then the Health Authority shall take enforcement actions starting with an informal office consultation.

### **3-7: Complaints**

Consumer complaints are complaints made by members of the public. Corrective actions for consumer complaints that are Priority Item or Priority Foundation Item Violations are required to be satisfactorily corrected as in 3-2 or 3-3. Corrective actions for consumer complaints that are Core Item Violations are required to be satisfactorily corrected as in 3-4.

### **3-8: Failure to Return a Violation Correction Form**

When a VCF is left with the Person in Charge the instruction and goal is to have the violation properly corrected and adequately documented on the VCF, with the VCF returned to the Health Authority within ten (10) business days.

If the VCF is not returned or if the Health Authority determines that the violation was not properly corrected or that the correction was not adequately documented, then the Health Authority will follow-up to gain compliance within an additional ten (10) business days.

If still not returned, properly corrected, or adequately documented, then the Person in Charge, Food Establishment operator or owner shall attend an OFFICE CONSULTATION with the Health Authority. Failure to properly correct the violation with adequate documentation within the extended timeframe may result in further administrative actions including permit suspension or revocation.

## SECTION 4: TIMEFRAME FOR INSPECTIONS AND CORRECTIONS

### 4-1: Timeframe for Routine Inspections

Category I Food Establishments have routine inspections two to three (2-3) times per calendar year with approximately ninety (90) calendar days between routine inspections. Category II Food Establishments have at a minimum one (1) routine inspection per calendar year, while Category III Food Establishments have at a minimum one (1) routine inspection every two (2) calendar years.

### 4-2: Documentation of Repeat Violations

On-site corrections (COS) address a short-term correction and may not negate the need for implementation of long-term correction actions when the violation is not an isolated occurrence, i.e. a Repeat Violation.

When a violation is observed during an inspection and it is a Repeat Violation from the last routine inspection, it will be documented and tracked by using and including the notation of “R1” for being a Repeat Violation the first time, “R2” for being a Repeat Violation for the 2<sup>nd</sup> time, and so on.

### 4-3: Repeat Priority Item or Priority Foundation Item Violations

- A. **First-Time (R1) Repeat Violations:** When any Priority Item or Priority Foundation Item Violation is observed that is an R1 Repeat Violation, the violation shall be documented on the FOOD ESTABLISHMENT INSPECTION REPORT and subsequent enforcement action will focus on establishing long-term compliance and a behavior change by the Food Establishment.

In consultation with the Health Authority, the Food Establishment must conduct a process to find corrective actions designed to prevent the recurrence of the violation by addressing the root cause(s) of the R1 Repeat Violation. This process may require the Food Establishment to schedule a discussion between the Health Authority and the Food Establishment’s management (owner and/or operator), as well as the Person(s) in Charge, if needed, to complete the following requirements:

1. Determine the root cause(s) of the specific violation.
2. Identify and implement targeted preventative corrective actions or control measures.
3. Assess the effectiveness of these actions.
4. Redo the process if the corrective actions or control measures did not effectively eliminate the root cause(s) of the specific violation.

- B. **Second Time (R2) Repeat Violations:** When a Priority Item or Priority Foundation Item Violation is observed that is an R2 Repeat Violation, an OFFICE CONSULTATION will



be conducted by the Health Authority with the permit holder and Person(s) in Charge.

The purpose of the OFFICE CONSULTATION is to clarify expectations for food protection and sanitation, as well as the consequences of failure to correct any Repeat Violations and to maintain standards. This consultation also offers an opportunity for the permit holder to demonstrate corrective actions for addressing Repeat Violations. Pursuant to the OFFICE CONSULTATION, the Health Authority may require the permit holder to do any of the following:

1. Develop and submit a compliance plan, e.g. a written CORRECTIVE ACTION PLAN, with an agreement from the Health Authority.
2. Develop and implement a RISK CONTROL PLAN (RCP) with a follow-up inspection for correction verification.
3. Issue an order to change or cease menu items or recipe processes with repeated uncontrolled Priority Item or Priority Foundation Item Violations.

Examples of corrective actions include:

1. Changing equipment and layout, e.g., adding rapid cooling equipment or adding an additional hand sink.
2. Establishing written buyer specifications, e.g., purchasing from Approved alternative sources.
3. Developing and implementing recipe and/or process instructions, e.g. establishing demonstrated rapid cooling methods or including end temperatures for the cooking step.
4. Developing and implementing Standard Operating Procedures (SOPs) or requiring food temperature monitoring and recording.
5. Employee training or re-training on the procedures and/or manager training or re-training on taking, verifying, and recording corrective actions.

**C. Third Time (R3) Repeat Violations:** When a Priority Item or Priority Foundation Item Violation is observed that is an R3 Repeat Violation, an administrative enforcement action will be conducted. These actions may include:

1. Written notice of the Food Establishment's violations and subsequent failure to comply with the necessary corrective actions. The written notice will include a final compliance correction date and, if needed, a Compliance Meeting date.
2. Conducting a Compliance Hearing to determine if a Permit should be limited in menu with an order to cease preparation of a menu item; to cease a Food Preparation process; to cease using an equipment item; or to suspend Food Preparation in a particular department or area.
3. Conducting a Compliance Hearing to determine if a Permit should be suspended or revoked.

**D. Fourth Time (R4) Repeat Violations:** When a Priority Item or Priority Foundation Item Violation is observed that is an R4 Repeat Violation, the Health Authority will pursue

administrative and/or judicial remedies against the Food Establishment and/or permit holder. These remedies may include:

1. Suspension of the Food Establishment's Permit with or without civil fines.
2. Revocation of the Food Establishment's Permit with or without civil fines.
3. An administrative hearing concerning administrative remedies to achieve compliance.
4. Petition for a Temporary Restraining Order and other relief in a court of competent jurisdiction.
5. Petitions for temporary and/or permanent injunctive relief in a court of competent jurisdiction to achieve compliance with the provisions of this Policy and/or the Health District Ordinance.
6. Criminal proceeding as described below in Section 6-7.

#### **4-4: Repeat Core Item Violations**

When a repeat Core Item Violation is observed, the violation shall be documented on the FOOD ESTABLISHMENT INSPECTION REPORT and subsequent enforcement action will focus on establishing long-term compliance and a behavior change by the Food Establishment.

If the Health Authority determines that progression into one of these two conditions is:

a) Unlikely to occur and has not already occurred, the Core Item violation will be documented and tracked as a Repeat Violation, e.g. R4, R5, etc., and reevaluated as in 4-4 (B) during the next routine inspection. Eventually, corrective action(s) to remove the violation(s) shall be completed to the sole satisfaction of the Health Authority when:

1. The Food Establishment is inactive for more than thirty (30) calendar days and under the same ownership.
2. There is a permit holder change of ownership.
3. The Food Establishment's internal premises are remodeled.

b) Likely to occur or has already occurred, the violation(s) shall be corrected according to a compliance correction action schedule submitted by the permit holder and approved by the Health Authority. If the permit holder does not correct repeat Core Item Violations in the manner of, and by a date and time agreed to in the approved CORRECTIVE ACTION PLAN, the Health Authority will proceed with administrative enforcement actions and/or judicial remedies as described above in 4-3(C) and 4-3 (D).

#### **4-5: Repeat Part 750 Violations**

Repeat Violations of PART 750 VIOLATIONS shall follow the same procedures as in this Section depending upon the designation of a 750 violation as a Priority Item, Priority Foundation Item, or Core Item Violation as designated in appendix 750.

## **SECTION 5: INADEQUATE FOOD SAFETY MANAGEMENT SYSTEM**

In addition to Section 3 and Section 4, when the total number of Priority and Priority Foundation violations documented on a FOOD ESTABLISHMENT INSPECTION REPORT during a routine inspection equals ten (10) or more, it is considered substandard compliance and is indicative that the facility has an inadequate FOOD SAFETY MANAGEMENT SYSTEM, resulting in a failed health inspection.

The FOOD SAFETY MANAGEMENT SYSTEM needs improvement to protect the public from foodborne illness and shall require compliance corrections acceptable to the Health Authority. The Health Authority shall review and approve any correction documentation. Follow-up inspection(s) shall be conducted to assess the effectiveness of the FOOD SAFETY MANAGEMENT SYSTEM. Acceptable effectiveness is demonstrated by having no violations in these categories.

## **SECTION 6: PENALTIES FOR NON-COMPLIANCE**

### **6-1: Permit Suspension**

- A. **Notice of Suspension:** Whenever a permit holder or Operator has failed to comply with any notice issued under the provisions of the Enforcement Policy, the Health Authority may serve the permit holder or Operator with a notice stating that their Permit is suspended, and Operations are to cease immediately or as ordered by the Health Authority.

The summary suspension notice shall state the following:

1. That the Permit is immediately suspended and that all food Operations shall immediately cease.
2. The nature of the violation supporting summary suspension, with reference to the specific Enforcement Policy or Ordinance provisions that are in violation.
3. A reasonable time in which corrective action must be taken by the permit holder or Operator.
4. Contact information for the Health Authority to whom a written request for re-inspection may be made and who may certify that reasons for the suspension are eliminated.
5. That the permit holder may request an appeal hearing by submitting a timely request as in 6-4.

- B. **Imminent Health Hazard:** In the event that a violation constitutes an Imminent Health Hazard, the aforesaid notice may also require the immediate suspension of the entire Operation of the Food Establishment or portions thereof. Any Person to whom such notice is issued shall comply immediately therewith. The permit holder shall obtain Approval from the Health Authority prior to resuming Operations. Approval may be granted by written, electronic, or telephone notification.

- C. **Repeat Suspensions:** Two (2) suspensions during a period of twelve (12) consecutive months shall constitute grounds for permanent revocation of a Permit.
- D. **Cause:** A Permit may be suspended for cause pending its revocation or a hearing relative thereto.

#### **6-2: Reinstatement of Suspended Permits**

Any Person whose Permit has been suspended may, at any time, submit a written application for re-inspection in accordance with the procedure in 6-1 (A).

#### **6-3: Permit Revocation**

For Repeat Violations of any provisions of the Enforcement Policy or for interference with the Health Authority in the performance of its duties, the Health Authority may hold a hearing to permanently revoke a Permit. The permit holder shall be given notice of the revocation and of the opportunity to request a hearing before the Health Authority. Prior to such action, the Health Authority shall notify the permit holder that the Permit is subject to revocation, and the Permit shall be permanently revoked at the end of ten (10) business days following service of such notice, unless the permit holder files a request for a hearing with the Health Authority within that period.

Upon revocation the Person and other related Persons or organizations may be approved for a new annual health permit after the facility submits required documentation and complies with all requirements under the plan review process.

#### **6-4: Appealing Decisions by the Health Authority**

- A. **Appeals:** A permit holder or Operator whose Permit has been suspended or revoked may make a written request to the Health Authority for a hearing to contest the conditions of the suspension or revocation. In such cases where a Permit has been suspended, a permit holder may additionally or alternatively make a written request to the Health Authority for re-inspection.

Any Food Establishment for which the Permit has been suspended or revoked shall remain closed during those periods when an appeal and/or a hearing is being sought or under consideration.

The permit holder may appeal the final decision of the Health Authority to the Health District or its successor.

- B. **Timeliness:** The Health Authority shall afford a hearing within thirty (30) calendar days but no earlier than seven (7) calendar days after the service of a hearing notice to consider administrative remedies for matters as determined necessary by the Health Authority.

### **6-5: Hearings**

All hearings shall be conducted by the Health Authority at a time and place to be designated by the same.

All hearings shall be conducted to provide the parties with written notice of the hearings, adequate time to prepare, the right to present evidence in support of their position, the right to cross-examine, and the right to legal counsel at their expense. Either party may record the hearing. Written notice of the hearing to a party may be waived by that party.

An Administrative Hearing will be conducted by the Public Health Administrator of the Health District, or his/her designee, and any Health District staff that may be necessary. All hearings shall be conducted in an informal manner, with consideration to all parties. The formal rules of evidence shall not apply; however, the hearing body may exclude irrelevant or immaterial evidence. The hearing body may ask questions of any witness to clarify a point or to assist the body in reaching a decision.

Based upon the hearing, the Health Authority shall make a finding and sustain, modify, or rescind any official notice or order considered in the hearing. This hearing may result in the closure of the Food Establishment and may be used to establish legal action(s) against the Food Establishment.

A written report of the hearing decision shall be furnished to the permit holder by the Health Authority within forty-eight (48) hours.

### **6-6: Service of Notices**

Notices provided for under this Policy shall be deemed to have been properly served when a physical or electronic copy thereof has been delivered to the permit holder; if a corporation, to any officer thereof; or to the Person in Charge. The Health District shall maintain a physical or electronic copy of such notices.

### **6-7: Penalties Other Than Suspension and Revocation of Licenses**

Any Person that violates any provisions of this Policy shall be guilty of a class B misdemeanor, and upon conviction thereof, shall be punished by a term of imprisonment for not more than six (6) months, by a fine not to exceed five hundred dollars (\$500.00), or by both such term and fine. Each day upon which a violation occurs shall constitute a separate violation.

In addition to suspension, revocation, criminal conviction, or other remedy, the Health Department may seek an injunction against any permit holder or Person violating this Policy, as provided in the Illinois Food Handling Regulation Enforcement Act (410 ILCS 625/1 et seq.).

**SECTION 7: AUTHORITY**

This Enforcement Policy shall be published in pamphlet form not later than December 20, 2024.

This Enforcement Policy shall be in full force and effective on January 1, 2025. At that time, all enforcement policies and provisions in conflict with this Enforcement Policy are repealed.

Should any section, paragraph, sentence, clause or phrase of this Enforcement Policy be declared unconstitutional or invalid for any reason, the remainder of this Enforcement Policy will not be affected. Those sections will remain valid.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by the Board of Health of the Champaign County Health Department.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

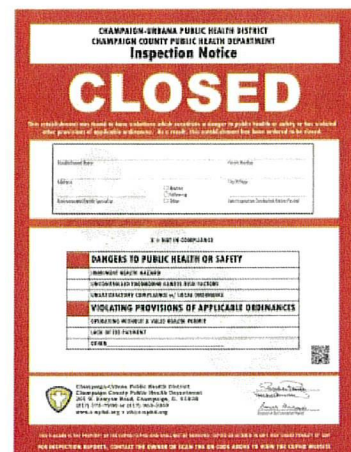
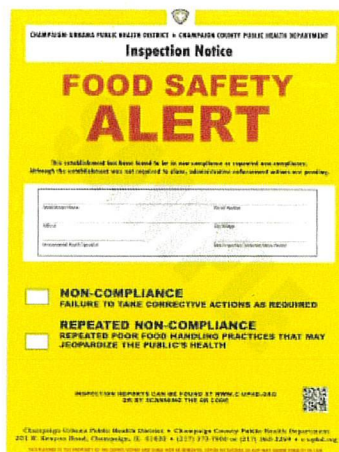
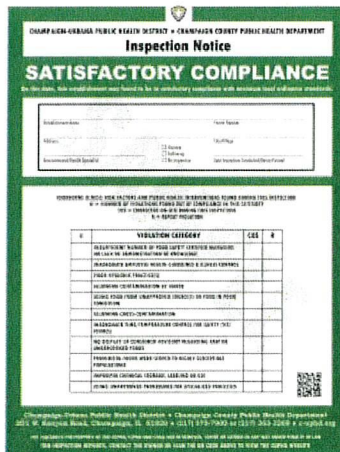


# Food Inspection Notice Placards

## WHAT, WHERE, WHY

Every Champaign-Urbana food establishment is required, by ordinance, to display recent food inspection results by posting a color-coded Inspection Notice placard near the food establishment entrance or other approved location. Placards can be seen at restaurants, grocery stores, food trucks, concession stands, day care kitchens, hospital kitchens, school cafeterias, correctional facilities, food pantries, nursing home kitchens, etc.

The posting of Inspection Notice placards is being used to help promote consumer awareness and education, and to encourage food establishment operators to use proper food safety practices.



## Green Placard

### Satisfactory Compliance

A green placard means the food establishment was found to be in satisfactory compliance with the ordinance and applicable rules and regulations.

## Yellow Placard

### Food Safety Alert

A yellow placard means less than satisfactory compliance. An opportunity is given to improve compliance (time for owner/manager to make corrective actions), with a follow-up inspection required to verify improvement to a satisfactory level.

## Red Placard

### Closed

A red placard means the establishment is out of compliance with the ordinance and applicable rules and regulations to the extent that it poses an immediate threat to public health or a failure to act resulting in health permit suspension (e.g., did not pay health permit fee).

**Inspection Notice placards shall be posted in a location which is clearly visible to the public and to patrons or potential patrons, easily readable and available prior to ordering or selecting food.**

## Examples of proper posting:

Whenever possible, restaurants and other food establishments may post their placard on the outside door or window within five feet of the main entrance, facing outward, right-side up, and about at a height of 60 inches above the finished floor or ground.





**CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT ♦ CHAMPAIGN COUNTY PUBLIC HEALTH DEPARTMENT**

# Inspection Notice

# SATISFACTORY COMPLIANCE

On this date, this establishment was found to be in satisfactory compliance with minimum local ordinance standards.

Establishment Name	Permit Number
Address	City/Village
Environmental Health Specialist	Date Inspection Conducted/Notice Posted

Routine  
 Follow-up  
 Re-inspection

**FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS FOUND DURING THIS INSPECTION**

**# = NUMBER OF VIOLATIONS FOUND OUT OF COMPLIANCE IN THIS CATEGORY**

**COS = CORRECTED ON-SITE DURING THIS INSPECTION**

**R = REPEAT VIOLATION**

#	VIOLATION CATEGORY	COS	R
	INSUFFICIENT NUMBER OF FOOD SAFETY CERTIFIED MANAGERS OR LACK OF DEMONSTRATION OF KNOWLEDGE		
	INADEQUATE EMPLOYEE HEALTH GUIDELINES & ILLNESS CONTROL		
	POOR HYGIENIC PRACTICE(S)		
	ALLOWING CONTAMINATION BY HANDS		
	USING FOOD FROM UNAPPROVED SOURCE(S) OR FOOD IN POOR CONDITION		
	ALLOWING CROSS-CONTAMINATION		
	INADEQUATE TIME/TEMPERATURE CONTROL FOR SAFETY (TCS) FOOD(S)		
	NO DISPLAY OF CONSUMER ADVISORY REGARDING RAW OR UNDERCOOKED FOODS		
	PROHIBITED FOODS WERE SERVED TO HIGHLY SUSCEPTIBLE POPULATIONS		
	IMPROPER CHEMICAL STORAGE, LABELING OR USE		
	USING UNAPPROVED PROCEDURES FOR SPECIALIZED PROCESSES		



**Champaign-Urbana Public Health District ♦ Champaign County Public Health Department  
201 W. Kenyon Road, Champaign, IL 61820 ♦ (217) 373-7900 or (217) 363-3269 ♦ c-uphd.org**

**THIS PLACARD IS THE PROPERTY OF THE CUPHD/CCPHD AND SHALL NOT BE REMOVED, COPIED OR ALTERED IN ANY WAY UNDER PENALTY OF LAW  
FOR INSPECTION REPORTS, CONTACT THE OWNER OR SCAN THE QR CODE ABOVE TO VIEW THE CUPHD WEBSITE**



**CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT ♦ CHAMPAIGN COUNTY PUBLIC HEALTH DEPARTMENT**

# Inspection Notice

# FOOD SAFETY ALERT

**This establishment has been found to be in non-compliance or repeated non-compliance. Although the establishment was not required to close, administrative enforcement actions are pending.**

Establishment Name	Permit Number
Address	City/Village
Environmental Health Specialist	Date Inspection Conducted/Notice Posted

## **NON-COMPLIANCE**

**FAILURE TO TAKE CORRECTIVE ACTIONS AS REQUIRED**

## **REPEATED NON-COMPLIANCE**

**REPEATED POOR FOOD HANDLING PRACTICES THAT MAY JEOPARDIZE THE PUBLIC'S HEALTH**

**INSPECTION REPORTS CAN BE FOUND AT [WWW.C-UPHD.ORG](http://WWW.C-UPHD.ORG)  
OR BY SCANNING THE QR CODE**



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**CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT  
CHAMPAIGN COUNTY PUBLIC HEALTH DEPARTMENT  
Inspection Notice**

# CLOSED

**This establishment was found to have violations which constitute a danger to public health or safety or has violated other provisions of applicable ordinances. As a result, this establishment has been ordered to be closed.**

Establishment Name	Permit Number
Address	City/Village
Environmental Health Specialist	Date Inspection Conducted/Notice Posted

Routine  
 Follow-up  
 Other

**X = NOT IN COMPLIANCE**

	<b>DANGERS TO PUBLIC HEALTH OR SAFETY</b>
	IMMINENT HEALTH HAZARD
	UNCONTROLLED FOODBORNE ILLNESS RISK FACTORS
	UNSATISFACTORY COMPLIANCE w/ LOCAL ORDINANCE
	<b>VIOLATING PROVISIONS OF APPLICABLE ORDINANCES</b>
	OPERATING WITHOUT A VALID HEALTH PERMIT
	LACK OF FEE PAYMENT
	OTHER _____



**Champaign-Urbana Public Health District  
Champaign County Public Health Department  
201 W. Kenyon Road, Champaign, IL 61820  
(217) 373-7900 or (217) 363-3269  
www.c-uphd.org ♦ eh@c-uphd.org**

Public Health Administrator  
 Sarah Michaels  
 Director of Environmental Health

# Champaign-Urbana Public Health District



## Ordinance Establishing Inspection Notice Placards for the Retail Food Program

**Ordinance No. 2018-11-03**

Public Health

Prevent. Promote. Protect.

Champaign-Urbana Public Health District  
Environmental Health Division  
201 W. Kenyon Road  
Champaign, IL 61820  
(217) 373-7900  
[www.c-uphd.org](http://www.c-uphd.org)

**Ordinance No. 2018-11-03**

**An Ordinance Establishing Inspection Notice Placards for the Retail Food Program**

Be it ordained by the Board of Health of the Champaign-Urbana Public Health District as follows:

- A. This Ordinance shall be known as the “Inspection Notice Placard Ordinance.”
- B. After inspection of a Food Establishment, if no Inspection Notice placard is in effect or if the Inspection Notice placard is being changed, the Health Authority shall issue an Inspection Notice placard to the owner or operator pursuant to the provisions of this Ordinance.
- C. The Inspection Notice placard shall be placed and maintained in such location at the Food Establishment as provided by this Ordinance.
- D. The Inspection Notice placard is the property of the Champaign-Urbana Public Health District.
- E. It is a violation of this Ordinance for the owner or operator of the Food Establishment to remove the Inspection Notice placard or to cause or allow it to be removed from the location designated by the Health Authority. Every such day on which the placard is not in the designated location shall constitute a separate violation.
- F. The Inspection Notice placard shall be as follows:
  - (1) Green indicates “SATISFACTORY COMPLIANCE” as determined by the Health Authority. The Food Establishment is in satisfactory compliance with this Ordinance and with all applicable rules and regulations.
  - (2) Yellow indicates “FOOD SAFETY ALERT” as determined by the Health Authority. The Food Establishment is in non-compliance with administrative enforcement actions pending.
  - (3) Red indicates “CLOSED” as determined by the Health Authority. The Food Establishment is out of compliance with this Ordinance or the applicable rules or regulations to the extent that it poses an immediate threat to the public health and closure is ordered by the Health Authority.
  - (4) The content of the Inspection Notice placard shall be as determined by the Public Health Administrator.
- G. An Inspection Notice placard may be removed and replaced by a different placard only by the Health Authority upon any routine inspection or upon any inspection made for any purpose.

H. If an Inspection Notice placard is damaged or removed, a replacement placard will be provided by the Health Authority upon request. If the placard is damaged or removed without the fault of the operator or owner or employees, the replacement will be without a fee. Otherwise, there will be a fee as set forth in the fee schedule.

I. The Inspection Notice placard shall be placed in a location as follows:

- (1) The Inspection Notice placard shall be placed in a location which is clearly visible to the public and to patrons or potential patrons of the Food Establishment and to any interested person and from which it is easily readable.
- (2) The exact placement of the Inspection Notice placard shall be as determined by the Health Authority giving due regard to the nature of the facility.
- (3) Guidelines for the placement of Inspection Notice placards are available from the Champaign-Urbana Public Health District.

J. It shall be a violation of this Ordinance if the Inspection Notice placard or the clear view of it is altered or obstructed in any way.

K. In addition to any other penalties provided by law, violation of this Ordinance will result in suspension of the Permit and the posting of the Inspection Notice placard stating that the Food Establishment is closed, which placard shall remain posted until the violations are corrected. In the sole discretion of the Health Authority, the Health Authority may waive the suspension for any particular occasion upon such terms as the Health Authority deems appropriate. Any such waiver of suspension shall not create any right to a waiver for any other occasion. Enforcement of the suspension of the Permit shall be by any means provided by law including judicial proceedings for temporary restraining order, preliminary injunction and injunction.

L. A Permit and the Inspection Notice placard may not be transferred from one person or entity to another, from one Food Establishment to another, from one type of operation to another, or from one location to another.

M. This Ordinance shall be published in pamphlet form not later than December 3, 2018.

N. This Ordinance shall be in full force and effective on and after January 1, 2019. At that time, all ordinances and parts of ordinances in conflict with this Ordinance are repealed. Should any section, paragraph, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid for any reason, the remainder of this Ordinance will not be affected.

Approved and adopted this 15 day of November, 2018, by the Board of Health of the Champaign-Urbana Public Health District.

C. Pius Weibel  
C. Pius Weibel  
Chair

11-15-18  
Date

Board Members

C. Pius Weibel

Yes  No

Danielle Chynoweth

Yes  No

Andrew Quarnstrom

*Absent*

Yes No



**Public Health**  
Prevent. Promote. Protect.

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**Champaign-Urbana Public Health District**

**Champaign County Public Health Department Board of Health  
201 W. Kenyon Road  
Champaign, IL 61820**

**2025 MEETING SCHEDULE**

**Monthly Meetings**

March 18, 2025

June 17, 2025

August 19, 2025

November 18, 2025

All Monthly Meetings to be held at 5:00 PM in the large conference room unless notified.