



DATE APPLICATION RECEIVED

DATE APPLICATION APPROVED

5240 South Sixth Street Road · Springfield, IL 62703 · 800-727-6207 · fax 217-529-8482

# ILLINOIS PERC GRANT APPLICATION

REVISED 09/22/11

This Illinois PERC Grant Application for project funding ("Application") is made and entered into by and between the Illinois Propane Education and Research Council ("IPERC") and \_\_\_\_\_, ("Applicant"). Subject to the terms and conditions of this Application and upon execution of a signed Agreement For Project Funding ("Agreement") between IPERC and Applicant: (i) IPERC agrees to provide a grant in the amount specified in the Agreement to Applicant; and (ii) Applicant hereby agrees to use the grant funds provided under the Agreement for the purposes and according to the terms set forth in this Application and the Agreement.

1. Name of Applicant: <input style="width: 95%;" type="text"/>	
2. Title of Project: <input style="width: 95%;" type="text"/>	
3. Short Summary of Project: <div style="border: 1px solid black; height: 100px; width: 95%; margin-top: 5px;"></div>	
4. Type of Organization (i.e. corporation, partnership, estate, trust, government, individual, other): <input style="width: 95%;" type="text"/>	
5. Funding Sought from IPERC: \$ <input style="width: 40%;" type="text"/>	6. Total Estimated Cost of Project: \$ <input style="width: 40%;" type="text"/>
7. Project Category: <input type="checkbox"/> Consumer Awareness <input type="checkbox"/> Employee Safety and Training <input type="checkbox"/> Research/Product Development	
8. Will Project benefit both members and non-members of the "state entity" making this application? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	

## APPLICANT INFORMATION

1. Name of Contact: <input style="width: 95%;" type="text"/>		2. Title: <input style="width: 95%;" type="text"/>	
3. Mailing Address: <input style="width: 95%;" type="text"/>			
4. Street Address: <input style="width: 95%;" type="text"/>			
5. City: <input style="width: 40%;" type="text"/>	6. State: <input style="width: 40%;" type="text"/>	7. Zip: <input style="width: 40%;" type="text"/>	8. Street Zip: <input style="width: 40%;" type="text"/>
9. Phone Number: <input style="width: 95%;" type="text"/>		10. Fax Number: <input style="width: 95%;" type="text"/>	
11. Contacts Email: <input style="width: 95%;" type="text"/>		12. Company Website: <input style="width: 95%;" type="text"/>	

13. Identify the names and titles of the Applicant's Principal Officers, Directors and/or Owners:	
14. If the Applicant is a subsidiary, identify the Parent. If not a subsidiary, enter "N/A":	
15. Federal Employer Identification #	16. Has Applicant been determined "exempt from taxation" under section 501(c) of the Internal Revenue Code? If yes, <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A please attach copy of IRS Determination Letter.
17. If the Applicant has not yet been determined to be "exempt from taxation" under section 501(c) of the Internal Revenue Code, has the Applicant made application for such status? <input type="checkbox"/> YES <input type="checkbox"/> NO	

**DETAILED PROJECT INFORMATION**

*Before a grant application may be scheduled for consideration it must be complete. To be complete, each funding application must contain the following attachments:*

- ATTACHMENT ONE: Statement of the Project that includes:
  - Background information about the Project
  - Intent of the Project
  - Direct benefit of the project on the Illinois Propane Industry and/or Illinois Agriculture
  - Propane industry advancements to be attempted or achieved
  - Documentation of evidence demonstrating a need for the Project
  - Description of prior projects upon which the Project is based or which had the similar goals and objectives
  - Identification of essential personnel expected to participate in the Project and status of such personnel (personnel qualifications and/or resume may be requested)
  - Location where Project is to be performed
  
- ATTACHMENT TWO: Timeline for the Project that includes:
  - Commencement date
  - Completion date
  - Key project stages and activities (with corresponding dates)
  - Final Report due date (due not more than 60 days from completion date.)
  
- ATTACHMENT THREE: Budget and Statement of Cost that includes:
  - Direct Costs, salaries, overhead, printing costs, production costs, subcontractor costs, equipment and material costs, fees and other expenses (provide spreadsheet, if possible)
  - Amount contributed to total cost by Applicant
  - Statement of other funding sources, expected amount of funding from each, status of each application for funds, and any conditions placed upon the use of funds
  - Requested pay out schedule from IPERC to Applicant
  
- ATTACHMENT FOUR: Cost-Benefit Analysis that includes:
  - An examination of the value of all favorable benefits to safety, consumer awareness and / or propane consumption relative to the amount of funding being requested

**INCOMPLETE APPLICATIONS**

An Application will be considered incomplete and returned to the Applicant if it is illegible to reviewers, if it fails to follow instruction included in this Application, or if the material presented in this Application is insufficient to permit an adequate review.

**APPLICATION REVIEW AND SUBMISSION**

All Project applicaitons received by IPERC are discussed and reviewed by a Member Grants Panel ("Panel"), consisting of current sitting members of IPERC. Applications are reviewed by the Panel for topic category, inclusion of proper information and conformity to IPERC goals and objectives. Interviews, if necessary, will be conducted before a formal recommendation is presented to all members of IPERC. Additional interview may be requested by the full membership of IPERC before a decision is made. Applicants will be notified of IPERC's decision on the Application in a timely manner.

Applications can be obtained and completed at any time during the year. Completed applications must be submitted to the Member Grants Panel 30 days in advance of the IPERC quarterly meeting, for the application to be presented to the full membership of IPERC.

**CONFIDENTIALITY OF APPLICATION INFORMATION**

IPERC's intent is to use data included in grant applications for evaluation purposes only. The use and disclosure of such data may be restricted, provided that the applicant marks the cover sheet of the application and each page containing restricted data with the term "Confidential Proprietary Information."

**VERIFICATION**

I verify that I am authorized to make this application, and that the statements made herein, including all attachments and exhibits, are true and correct to the best of my knowledge.

\_\_\_\_\_

Date of Signing

\_\_\_\_\_

Signature of Contact Individual

\_\_\_\_\_

Print Name of Contact Individual