**Section 301.730 Application Procedures**

a) Applicants seeking Emergency Management Assistance (EMA) grant funds shall submit, within 30 days after notification from IEMA, a completed EMA application packet, in the format prescribed by IEMA, that includes the following:

1) Documentation of current IEMA accreditation to satisfy the eligibility requirement stated in Section 301.720;

2) A completed application form, as prescribed by IEMA, that includes the budget of the applicant's EMA eligible personnel and administrative expenses and an annual work plan; and

3) The requested grant amount.

b) IEMA shall notify applicants of their EMA grant program acceptance or rejection within 45 days after the application deadline. Accepted applicants are grantees.

c) Grantees for the EMA grant program shall enter into a Grant Agreement with IEMA setting forth the terms of the grant, including the grantee's agreement to satisfy all grant related assurances and certifications required by the State of Illinois and by the United States Government.

(Source: Amended at 42 Ill. Reg. 15933, effective July 31, 2018)