**Section 301.740 Allocation Determination**

a) The Director of IEMA shall annually determine the amount of funding available for the EMA grant program prior to the award of any grants, based on the level of funding provided by FEMA. Such amount shall be allocated annually to EMA grantees by IEMA up to 50 percent of the grantee's political subdivision's eligible EMA expenses, in accordance with the requirements of this Section.

b) To assist ESDAs in accomplishing the basic preparedness requirements of the Act (ESDA coordinators' organization, administration, training, and operation of the ESDA and ESDA development and exercise of the EOP, exclusive of contractor fees), the following EMA fund allocations shall be made:

1) Basic Amount. A basic amount of funding, as established annually by the Director of IEMA not to exceed 40 percent of the total annual amount available for the EMA grant program determined pursuant to subsection (a), shall annually be allocated equally among all EMA grantees. However, if a grantee's Basic Amount allocation exceeds the amount requested in the grantee's EMA application, the EMA application amount shall be used as the Basic Amount allocation for that grantee.

2) Population Share. 50 percent of the total EMA grant amount remaining, after the final allocations in subsection (b)(1) have been made, shall annually be allocated among all EMA grantees who have requested an eligible grant amount in excess of the Basic Amount allocation, on a per capita basis according to the most recent census data available through the Illinois Secretary of State's office or, if unavailable, through the U.S. Department of Commerce, Bureau of the Census. EMA grantees whose geographic borders encompass another EMA grantee's jurisdiction shall have their per capita figures reduced accordingly. If a grantee's Basic Amount allocation plus Population allocation exceeds the total amount requested in the grantee's EMA application, the EMA application amount shall be used as the final allocation for that grantee.

c) Additional Program Needs – The total EMA grant amount remaining, after the allocations in subsection (b) have been made, shall annually be allocated for ESDA Additional Program Needs. This amount shall be completely allocated among all EMA grantees who have requested an eligible grant amount in excess of the Base Amount plus Population allocation, on a per capita basis according to the most recent census data available through the Illinois Secretary of State's office or, if unavailable, through the U.S. Department of Commerce, Bureau of the Census. EMA grantees whose geographic borders encompass another EMA grantee's jurisdiction shall have their per capita figures reduced accordingly. However, for an Additional Program Needs allocation, the EMA grantee shall present documentation justifying the additional needs request for necessary and essential local emergency preparedness ESDA personnel and administrative purposes including, but not limited to:

1) Additional exercises beyond the biennial EOP exercise;

2) Personnel costs beyond those required for basic preparedness;

3) Mitigation planning and awareness; and

4) Emergency management public awareness efforts.

d) If the grantee's allocation amount calculated under this Section exceeds the amount requested in the EMA application, the EMA application amount shall be used as the final EMA grant amount.

e) IEMA shall monitor the expenditure of allocated EMA funds and may reallocate unobligated funds, among all EMA grantees who have requested an eligible grant amount in excess of the allocation determined in accordance with subsections (b) and (c) of this Section, on a per capita basis according to the most recent census data available through the Illinois Secretary of State's office or, if unavailable, through the U.S. Department of Commerce, Bureau of the Census. EMA grantees whose geographic borders encompass another EMA grantee's jurisdiction shall have their per capita figures reduced accordingly.

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