**Section 515.3000 EMS Assistance Fund Administration**

a) *All licensing, testing and certification fees authorized by* the *Act, excluding ambulance licensure fees, within* the EMS Assistance Fund *shall be used by the Department for administration, oversight, and enforcement of activities authorized under* the Act. (Section 3.220(b-5) of the Act)

b) *All other moneys within the* EMS Assistance Fund *shall be distributed by the Department to the EMS Regions for disbursement in accordance with protocols established in the EMS Region Plans, for the purposes of organization, development and improvement of Emergency Medical Services Systems, including but not limited to training of personnel and acquisition, modification and maintenance of necessary supplies, equipment and vehicles.* (Section 3.220(c) of the Act)

c) Award of Funds

1) Any Illinois licensed and based EMS provider agency that provides EMS service within the State of Illinois may apply for funds through the Regional EMS Advisory Committee.

A) Application shall be made using a process prescribed and provided by the Department.

B) Applicants shall provide evidence of financial planning, to include but not be limited to: equipment replacement plans, budgeting plans, and fundraising plans.

C) Applicants shall submit a copy of their current provider license.

D) To be eligible for any grant, the EMS provider agency shall be in compliance with pre-hospital reporting requirements (see Section 515.350).

2) Programs, services and equipment funded by the EMS Assistance Fund shall comply with the Act, this Part and the EMS Regional Plan in which the applicant participates.

3) The award of funds shall be based upon demonstrated need and one or more of the following:

A) Establishment of a new EMS agency, program or service where needed to improve emergency medical services available in an area;

B) Expansion or improvement of an existing EMS agency, program or service;

C) Replacement of equipment that is unserviceable or procurement of new equipment; and

D) Establishment, expansion or improvement of EMS education and training programs including the adult and pediatric population.

4) All purchases and education shall occur during the fiscal year in which the grant is awarded.

5) The grant cycle runs from July 1 through June 30 of each year.

6) Grant recipients shall complete and return documentation as prescribed by the Department (e.g., grant application, Reimbursement Certification Form or Internal Revenue Service W-9 Form).

7) Grantees receiving grant funds are required to permit the Department, the Auditor General, and the Attorney General to inspect and audit any books, records or papers related to the program, project, equipment or use for which the EMS Assistance Grant funds were provided.

8) All funds remaining at the end of the period of time in which grant funds are available for expenditure (June 30 of the fiscal year in which the grant was awarded) shall be returned to the State within 45 days.

9) All grants shall be subject to all requirements and limitations imposed by Illinois law, including, without limitation, the Illinois Grant Funds Recovery Act.

d) Emergency Grant Awards

1) The Regional EMS Advisory Committee may recommend that the Department issue emergency grant awards. Emergency grant awards shall not exceed 10 percent of the total funds available in a year.

2) Applications shall be made in accordance with subsections (c)(1) and (2).

3) The award of funds shall be based on the demonstrated needs arising from a natural or man-made disaster.

e) Amount of Grant Award

1) The amount of the grant award shall be based on the amount requested by the applicant, the recommendation of the Regional EMS Advisory Committee, the Department's review of the application, and the amount available in the Fund for distribution. The amount awarded shall not exceed the amount requested by the applicant.

2) The applicant shall provide adequate information to substantiate the requested amount or any hardship claim.

f) Modification of a Grant Agreement

1) Any change in the use of grant funds from that specified in the approved grant agreement will be permitted only by written modification of the grant agreement. The grantee may request modification of the grant agreement by submitting in writing to the Department the reasons and circumstances necessitating the request.

2) The grant award shall be suspended and all disbursements of funds held in situations including, but not limited to:

A) Failure to comply with the Act and this Part;

B) Failure to follow the EMS Region Plan in which the grantee participates; and

C) Violation of the terms of the grant agreement.

(Source: Amended at 42 Ill. Reg. 17632, effective September 20, 2018)