



ILLINOIS  
CLIMATE  
BANK

# How to Apply – IFA Small Utility Clean Energy Planning Grants

Issued January 30, 2026

## Grantee Pre-Requisites:

- Organization must be registered in the GATA Grantee Portal.
- User must create a public.external.illinois.gov account.
- The public.external.illinois.gov account must be linked to the correct Organization in the GATA Grantee Portal.
- AmpliFund User access is managed in the GATA Grantee Portal.
  - Grantee must be granted access to AmpliFund and the Applicant Portal.
- Review the GATA website for more information: <https://gata.illinois.gov>.
  - GATA Grantee Portal: <https://grants.illinois.gov/portal/>.
  - GATA Grantee Portal FAQs: <https://gata.illinois.gov/grantee/grantee-portal-faq.html>.
  - AmpliFund Support Article: <https://il-amplifund.zendesk.com/hc/enus/articles/27588129343507-How-to-Add-New-Users-as-a-Grantee-and-SingleSign-On-SSO-Process>.
- Contact OMB.GATA@illinois.gov with questions about the GATA Grantee Portal

# GATA Grantee Pre-Requisites

- Access the CSFA and a list of current funding opportunities here:  
<https://gata.illinois.gov/grants/csfa.html>
- Search “Small Utility” in the active programs box
- Select the program, scroll to the bottom of the page, and click on the NOFO
- Alternatively, “browse a list of current funding opportunities” and scroll down to “Illinois Climate Pollution Reduction Grants: Small Utility Clean Energy Planning Grant Program” at the bottom of the page.

**CSFA Home**

**Illinois Catalog of State Financial Assistance**

The Catalog of State Financial Assistance (CSFA) is a single, authoritative, statewide, comprehensive source document of State financial assistance program information.

**Disclaimer:** CSFA data is based on State Agency entries. Contact information for the assigned state agency representative is provided at the program level and at the state agency level.

**Active Programs and Awards**

[Click here to browse a list of agencies that have active grant programs](#)

[Click here to browse a list of active grant programs](#)

[Click here to browse a list of current funding opportunities](#)

Search active programs :

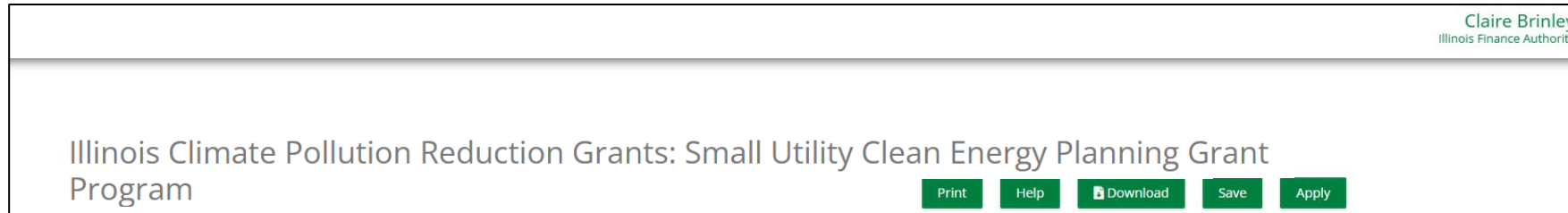
Search registered grantees :

To subscribe to a weekly mailing list of new opportunities, send a blank email message to: [subscribe-omb-gata-grants@lists.illinois.gov](mailto:subscribe-omb-gata-grants@lists.illinois.gov)

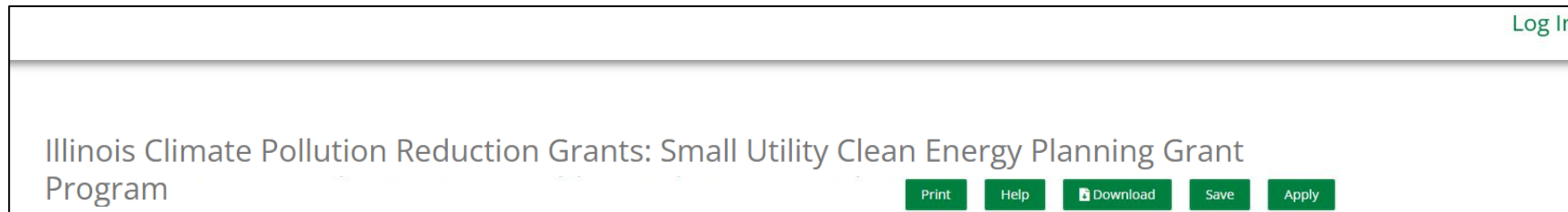
- Continue to the NOFO in AmpliFund.

# Applicant Portal – Log In

- Make sure you log in using your public.external.illinois.gov account.
- If you can see your name on the top right of the screen, you are logged in.



- If not, click log in on the top right of the screen.



- Select the Public option and enter your credentials.



# Navigation – Opportunity Details

- After accessing the public link via the CSFA or manually adding the URL, you will land on the Opportunity Details page in the Applicant Portal.
- Review the Details.
- If needed, click on the Download tab to download the application packet.

## Illinois Climate Pollution Reduction Grants: Small Utility Clean Energy Planning Grant Program - Third Round

Opportunity Details

Project Information

Application Forms

Budget\*

Submit

Opportunity Details ✓

Print

Help

Download

Save & Continue

Opportunity Information

CSFA Number

560-03-3643

CSFA Popular Name

Small Utility Clean Energy Planning Grants

Title

Illinois Climate Pollution Reduction Grants: Small Utility Clean Energy Planning Grant Program - Third Round

Description

In July 2024, Illinois was announced as one of the recipients of an award under the Climate Pollution Reduction Grant program, created by the Inflation Reduction Act. The U.S. Environmental Protection Agency (US EPA) awarded \$430,251,378 to the State of Illinois to implement a variety of programs over the five-year grant period (2024-2029). The Small Utility Clean Energy Planning grants are one of these programs.

Awarding Agency Name

Finance Authority

Agency Contact Name

Claire Brinley

Agency Contact Phone

312-651-1319

Agency Contact Email

climatebank@il-fa.com

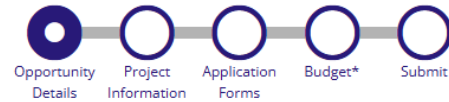
Fund Activity Categories

Energy, Environment, Regional Development

# Navigation – Apply

- When ready, click on Apply.
- Land on the Project Information page.

## Illinois Climate Pollution Reduction Grants: Small Utility Clean Energy Planning Grant Program - Third Round



### Opportunity Details ✓

[Print](#)[Help](#)[Download](#)[Save & Continue](#)

#### Opportunity Information

CSFA Number 560-03-3643

CSFA Popular Name Small Utility Clean Energy Planning Grants

Title Illinois Climate Pollution Reduction Grants: Small Utility Clean Energy Planning Grant Program

Description In July 2024, Illinois was announced as one of the recipients of an award under the Climate Pollution Reduction Grants Program. The U.S. Environmental Protection Agency (US EPA) awarded \$430,251,378 to the State of Illinois. Utility Clean Energy Planning grants are one of these programs.

Awarding Agency Name Finance Authority

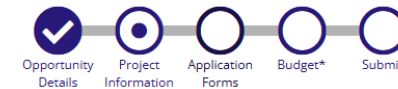
Agency Contact Name Claire Brinley

Agency Contact Phone 312-651-1319

Agency Contact Email climatebank@il-fa.com

Fund Activity Categories Energy, Environment, Regional Development

## Illinois Climate Pollution Reduction Grants: Small Utility Clean Energy Planning Grant Program - Third Round



### Project Information

[Help](#)[Download](#)[Save](#)[Save & Continue](#)

#### Application Information

Application Name \*

Pre-Qualification Status Not Qualified

How much are you requesting from the funder?

Award Requested \*

# Navigation Continued

- All navigation sections on the top of the screen must be complete before submitting your application (hit “Mark as Complete” in addition to “Save and Continue” if you’re finished with a section).
- Each circle should be green with a white checkmark, like the Opportunity Details section below. You can still reopen sections after marking them as complete, if desired.
- Navigate to different sections of the application by clicking on the desired navigation section.

Illinois Climate Pollution Reduction Grants: Small Utility Clean Energy Planning Grant Program - Third Round



Opportunity Details   Project Information   Application Forms   Budget\*   Submit

Project Information

Help   Download   Save   Save & Continue

# Considerations

- Anything marked with an (\*) is required.
- All pages must be marked as complete and saved before submitting the application.
- Reminder: there is no cost match requirement for this grant. Leave Cash Match, In-Kind Match, and Other Funding Contributions blank.

## Project Information

Application Information

Application Name \*

Pre-Qualification Status

Qualified

How much are you requesting from the funder?

Award Requested \*

\$0.00

Total Award Budget

\$0.00

Phone Number

Save

✓ Mark as Complete

Save & Continue



# Suggested Order of Operations

Find below a suggested order of operations when completing this application in AmpliFund:

- Project Information.
- Application Forms.
- Budget.
- Submit.

# Application Forms – Review NOFO

- Land on the Application Form grid.
- Review the ability to download and print.
- Click on the Review NOFO Application Form and complete all required fields.
- Click Mark as Complete and Save and Continue.

## Forms

Name	Status
Review NOFO	New
Uniform Grant Application - Applicant Completed Section	New
Applicant Information and Qualifications (Attachment A)	New
Task Timeline and Deliverables (Attachment B)	New

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1

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25

Save & Continue

### Review NOFO

1 of 4

Download

Save

Save & Continue

**NOFO Information**  
The Notice of Funding Opportunity includes important information about the purpose of the Small Utility Clean Energy Planning grants and how applications will be scored. Please review the full NOFO before applying, which can also be found on the Opportunity Details page.

**Resources**  
Download NOFO here (also available on Opportunity Details page)  
[IFA\\_CPRG\\_CLEAN POWER PLANNING\\_NOFO\\_FINAL\\_4.30.25.pdf](#)  
How to Apply Document  
[Stretch Code Grants How to Apply.pdf](#)

**Applicant Certification**  
I certify that I have reviewed the full Notice of Funding Opportunity before applying. \*  
☐ Yes

Save

✓ Mark as Complete

Save & Continue

# Application Forms – Uniform Grant Application

- Read the instructions carefully.
- Complete all required fields.
- Click Mark as Complete and Save and Continue.

Uniform Grant Application - Applicant Completed Section

2 of 4

Download

Save

Save & Continue

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Applicant Information

Legal Name (Name used for UEI registration and grantee pre-qualification) \*

Common Name (DBA) \*

Employer/Taxpayer Identification Number (EIN,TIN) \*

Organizational UEI Number \*

GATA ID (assigned through the grantee portal) \*

SAM Cage Code

# Application Forms – Attachment A

- Read the instructions carefully. Refer to NOFO for additional information.
- Download Attachment A.
- Upload Attachment A as a Microsoft Word document or readable PDF.
- Click Mark as Complete and Save and Continue.

Applicant Information and Qualifications (Attachment A)

3 of 4

Download

Save

Save & Continue

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Instructions

**Applicant Information (Attachment A, Table 1)**

Applicants must complete Attachment A, Table 1: Applicant Information and Authority, which is intended to establish the applicant's eligibility, qualifications, role in power planning and procurement, and authority to implement the proposed activities under this Subprogram.

**CEJA Alignment, Planning Context, and Proposed Activities (Attachment A, Table 2)**

Applicants must complete Attachment A, Table 2: CEJA Alignment, Planning Context, and Proposed Activities, which serves as the primary narrative component of the application. Table 2 is designed to provide IFA/ICB with a clear and consistent understanding of the applicant's commitment to aligning power planning and procurement decisions with the Climate and Equitable Jobs Act (CEJA), including the State's goal of achieving 100 percent carbon-free power by 2045 and CO<sub>2</sub>e and copollutant emissions limitations as set forth in 415 ILCS 5/9.15, as well as the applicant's existing planning context, authority to act, and proposed activities under each Subaward Objective.

In Table 2, applicants must describe their CEJA commitment, relevant planning and procurement authority, and any existing power supply contracts or obligations that affect the proposed activities. Responses should focus on the portion of the load, resources, or planning horizon addressed through this application and demonstrate that the applicant has authority to undertake the proposed work.

Applicants must also describe the activities proposed under each of the three Subaward Objectives, or, where applicable, explain how existing planning efforts satisfy a particular objective. Applicants must clearly reference the eligible activities identified in NOFO Section A that correspond to the proposed scope of work. Applicants are not required to propose activities under every eligible activity category; however, the proposed scope of work, taken as a whole, must address all three Subaward Objectives. Responses in Table 2 should be concise and focused on how proposed or completed activities advance CEJA-aligned planning, procurement readiness, and GHG emissions reduction and reporting outcomes.

Applicant Information and Qualifications Spreadsheet  
[IFA\\_CPRG\\_SMALL UTILITY CLEAN ENERGY PLANNING\\_ATTACHMENT A\\_FINAL.docx](#)


Upload Applicant Information and Qualifications Here \*

Choose File

# Application Forms – Attachment B

- Read the instructions carefully.
- Download Attachment B.
- Upload Attachment B as an Excel spreadsheet or a readable PDF.
- Click Mark as Complete and Save and Continue.

## Task Timeline and Deliverables (Attachment B)

 Download

Save

Save & Continue

4 of 4

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Instructions

### Milestones and Deliverables (Attachment B)

Applicants must complete Attachment B, which is intended to translate the activities described in Attachment A into a clear implementation plan. Attachment B must demonstrate how the proposed scope of work will be carried out over the grant period and how progress toward the Subaward Objectives will be achieved and documented. Applicants must identify the key tasks, interim milestones, and final deliverables associated with the proposed activities and must indicate how those milestones and deliverables align with the eligible activities identified in NOFO Section A.

Milestones and deliverables must align directly with the activities described in Attachment A and must collectively demonstrate progress toward achieving all three Subaward Objectives. Deliverables should be sufficient to demonstrate completion of proposed planning, procurement readiness, capacity-building, or emissions-tracking activities and to support GHG emissions reporting requirements under the CPRG program. Applicants are not required to propose milestones for every eligible activity; however, Attachment B must clearly show how the proposed activities will be implemented and how completion will be verified by IFA/ICB.

Timeline and Deliverables Spreadsheet  
[NOFO-IFA-CPRG-Small Utility Clean Energy Planning-Attachment B\\_ROUND 3\\_2026.xlsx](#)

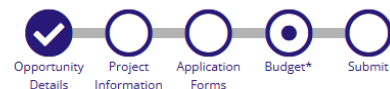
Upload Timeline and Deliverables Here \*

Choose File

# Budget Template

- Land on the Budget navigation item.
- Read instructions carefully.
- Uncheck the “Non-Grant Funded” box. There is no match requirement for this grant.
- The total budget must match the amount requested on the “Project Information” page.

## Illinois Climate Pollution Reduction Grants: Small Utility Clean Energy Planning Grant Program - Third Round



### Budget

[Help](#)[Download](#)[Save & Continue](#)

### Instructions

This form is used to apply to individual State of Illinois discretionary grant programs. Applicants should submit budgets based upon the total estimated costs for the project including all funding sources. Pay attention to applicable program-specific instructions, if attached. The applicant organization should refer to 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" cited within these instructions.

**You must consult with your Business Office prior to submitting this form for any award restrictions, limitations or requirements when filling out the narrative and Uniform Budget Template.**

Although the degree of specificity of any budget will vary depending on the nature of the project and State of Illinois agency requirements, a complete, well-thought-out budget serves to reinforce your credibility and increase the likelihood of your proposal being funded. A well-prepared budget should be reasonable and demonstrate that the funds being asked for will be used wisely. The budget should be as concrete and specific as possible in its estimates. Make every effort to be realistic, to estimate costs accurately. Your budget should justify all expenses and be consistent with the program narrative.

You can add budget line items directly below.

### Options

☒ Line Items ☐ Non-Grant Funded

### Proposed Budget

#### Expense Budget

Category	Grant Funded	Total Budgeted
+ 1. Personnel (Salaries and Wages) (2 CFR 200.430)	\$0.00	\$0.00
+ 2. Fringe Benefits (2 CFR 200.431)	\$0.00	\$0.00
+ 5. Supplies (2 CFR 200.94)	\$0.00	\$0.00
+ 6. Contractual Services & Subawards (2 CFR 200.318 & 200.92)	\$0.00	\$0.00
+ 7. Consultant Services and Expenses (2 CFR 200.459)	\$0.00	\$0.00
+ 12. Training and Education (2 CFR 200.472)	\$0.00	\$0.00
+ 14. Other or Miscellaneous Costs	\$0.00	\$0.00
+ Indirect Cost (2 CFR 200.414)	\$0.00	\$0.00
<b>Total Expense Budget Cost</b>	<b>\$0.00</b>	<b>\$0.00</b>

#### Revenue Budget

##### Grant Funding

Award Requested	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>

##### Non-Grant Funding

Cash Match		\$0.00
In-Kind Match		\$0.00
Other Funding		\$0.00
<b>Subtotal</b>		<b>\$0.00</b>

**Total Revenue Budget Cost** **\$0.00**

**Total Overall Budget Cost** **\$0.00**

# Budget Template - Continued

- Click the “+” button next to a category to add a line item for that category. You can add multiple line items for each category.
- Fill out the required fields for each line item.
- Your budget needs to add up to the number you select on the “Project Information” tab. If it does not, you will get an error when you try to submit.

**Options**  
☒ Line Items ☐ Non-Grant Funded

**Proposed Budget**

**Expense Budget**

Category	Grant Funded	Total Budgeted
+ 1. Personnel (Salaries and Wages) (2 CFR 200.430)	\$0.00	\$0.00
+ 2. Fringe Benefits (2 CFR 200.431)	\$0.00	\$0.00
+ 5. Supplies (2 CFR 200.94)	\$0.00	\$0.00
+ 6. Contractual Services & Subawards (2 CFR 200.318 & 200.92)	\$0.00	\$0.00
+ 7. Consultant Services and Expenses (2 CFR 200.459)	\$0.00	\$0.00
+ 12. Training and Education (2 CFR 200.472)	\$0.00	\$0.00
+ 14. Other or Miscellaneous Costs	\$0.00	\$0.00
+ Indirect Cost (2 CFR 200.414)	\$0.00	\$0.00
<b>Total Expense Budget Cost</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Revenue Budget**

**Grant Funding**

Award Requested	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Non-Grant Funding**

Cash Match		\$0.00
In-Kind Match		\$0.00
Other Funding		\$0.00
<b>Subtotal</b>		<b>\$0.00</b>

**Total Revenue Budget Cost** **\$0.00**

**Total Overall Budget Cost** **\$0.00**

**New Line Item**

**Budget Item Information**

Category

5. Supplies (2 CFR 200.94)

List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Item Type

Direct Cost Calculation

Calculation Type

Quantity x Rate

Name \*

Cost Rate \*

\$0.00

Quantity \*

0

Direct Cost

\$0.00

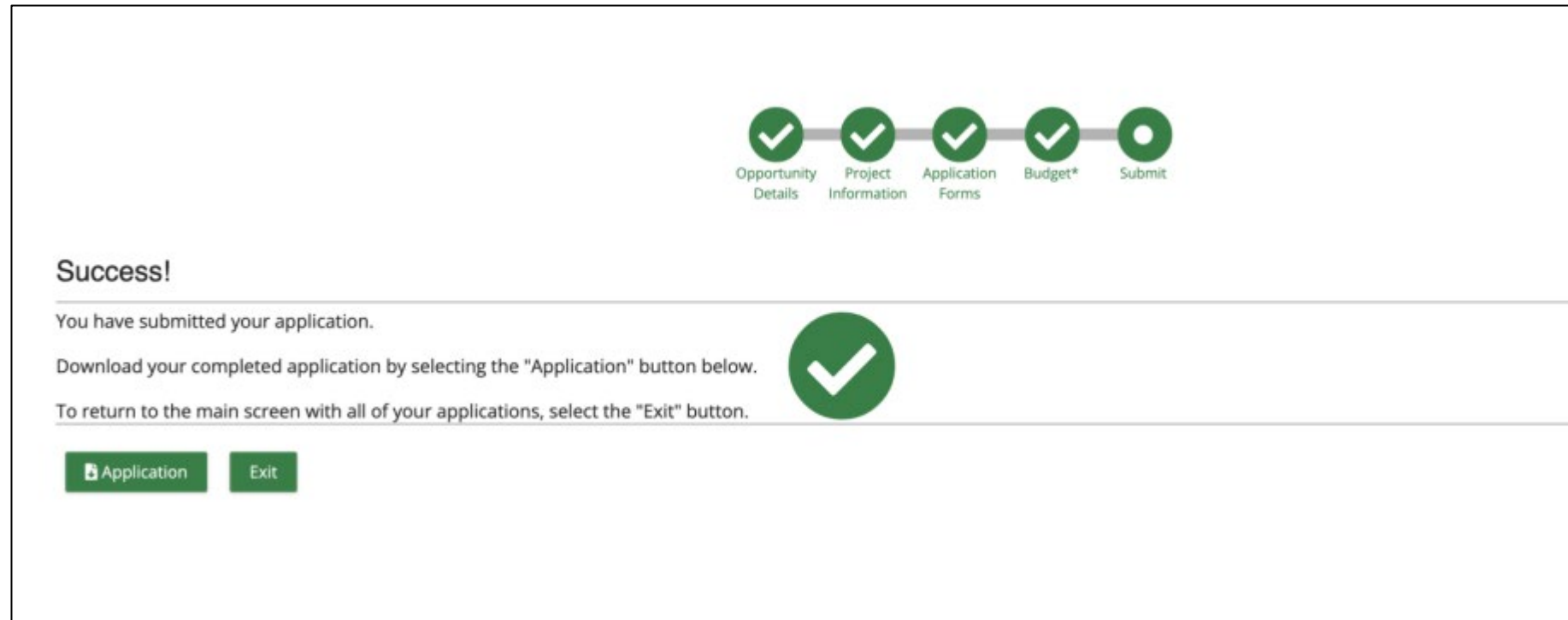
Total Budgeted

\$0.00

Narrative \*

# Submission – Ready to Submit

- If the Application is complete, all navigation elements will be green with a checkmark.
- Click on the Submit button to submit the Application.
- AmpliFund will display a success message.
- Click the Application tab on the bottom left to download your Application if needed.

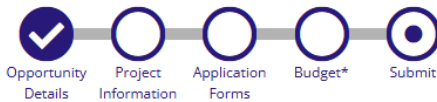




# Submission – Not Ready to Submit

- AmpliFund will display a validation error on the Submission page if there are any incomplete items or items not marked as complete.
- If so, navigate to the appropriate section by clicking the tab across the top of the screen.
- Complete the required information and Mark as Complete.
- Navigate back to the Submit tab across the top of the screen and click Submit.

Illinois Climate Pollution Reduction Grants: Small Utility Clean Energy Planning Grant Program  
- Third Round



You are about to submit your application, , to **Illinois Finance Authority**.

Take the time to review your application by using the timeline above. You can select any section and jump to that page.

When the application is fully complete, please select the "Submit" button. This will submit your final application to the funder.

The Project Information has not been marked "Complete."

You have forms containing required fields which have not been completed.

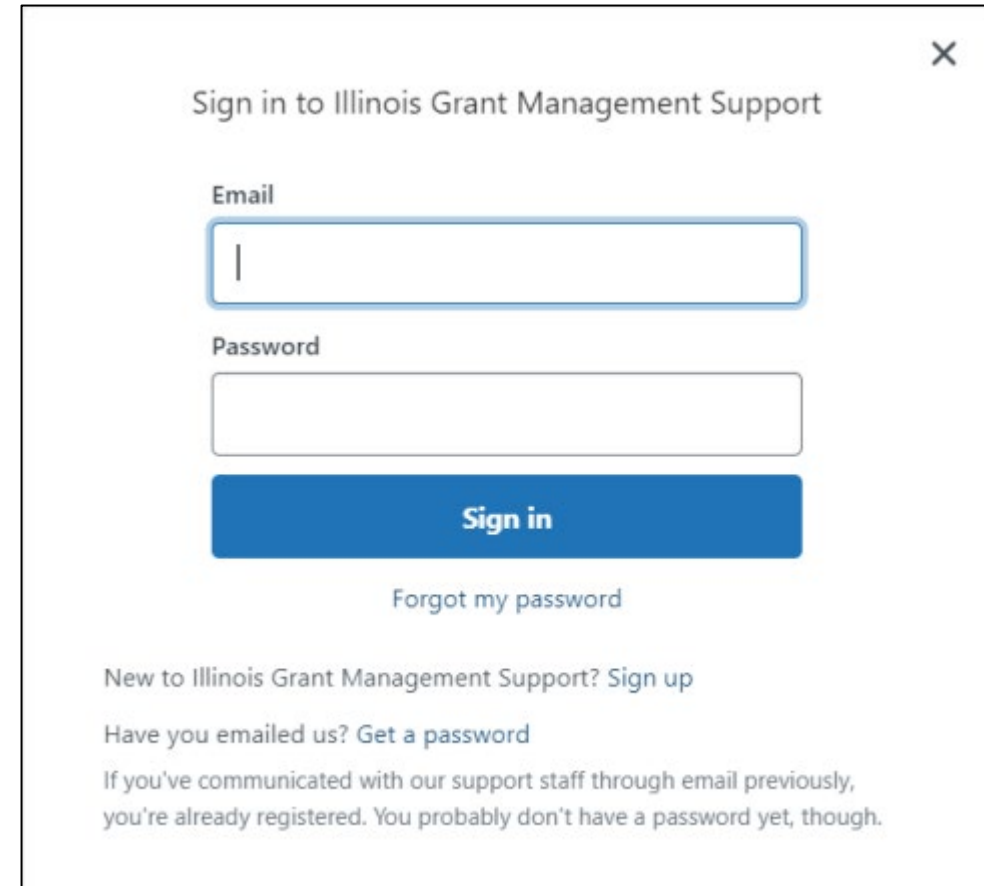
You have forms that have not been completed.

[Review](#) [Submit](#)

# Customer Support – Create Support Account

If you're having issues with submitting, you can reach out to AmpliFund customer support by creating an account following the steps below:

1. Go to <https://il-amplifund.zendesk.com>
2. Click the Sign up link
3. Enter your full name
4. Enter your email address
5. Complete the “I’m not a robot” check
6. Click the Sign up button
7. An email from support@zendesk.com will be sent to you via email
8. Click the link to set your password



Sign in to Illinois Grant Management Support

Email

Password

**Sign in**

[Forgot my password](#)

New to Illinois Grant Management Support? [Sign up](#)

Have you emailed us? [Get a password](#)

If you've communicated with our support staff through email previously, you're already registered. You probably don't have a password yet, though.

# AmpliFund Illinois Support Portal

## Submit a support ticket:

[support@il-amplifund.zendesk.com](mailto:support@il-amplifund.zendesk.com)

## Visit the support portal:

<https://il-amplifund.zendesk.com>

## Supported Browsers:

- Google Chrome (current supported releases)
- Mozilla Firefox (current supported releases)
- Microsoft Edge (current supported releases)
- Apple Safari 10+

