



Illinois Department of Commerce & Economic Opportunity

JB Pritzker, Governor

Illinois Grocery Initiative Grocery Rescue Program NOFO: 3295-4335 Program Application

This Notice of Funding Opportunity also requires the submission of this Program Application. Applicants may also attached separate exhibits or documentation in response to these questions. Please cross reference any such documents as appropriate below.

Please Note- Requirement for Pharmacy Components: Submission of a project that involves the operation, funding, or provision of pharmacy services will also require the inclusion of the Supplemental Pharmacy Program Application. Failure to include this supplement will render the application incomplete.

1. Provide a brief summary of the project, including the name of the grocery store that previously operated at this location and the date it closed.

2. Please provide the project's address and census tract. Indicate whether the tract is currently classified as low access and whether its median family income is less than or equal to 110% of the statewide average. (Refer to the IGI map for access status and median family income information.) If map does not demonstrate consistency with these criteria, provide additional evidence showing that the tract may qualify.
3. Provide the total employment of the applicant's current business(es). ("N/A" if the applicant is a local unit of government) and identify the locations of any other grocery stores owned by the applicant.

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4. Provide the expected annual percentage of sales at the project location attributable to alcohol and tobacco.

5. Identify the nearest existing grocery store to the project location and estimate the driving distance between the two locations

6. Please provide a comprehensive overview of all key partners, including those inside and outside your organization, involved in this initiative. For each partner, detail specific roles & responsibilities and expected contributions. Provide the total employment and, if applicable, the total number of grocery stores operated in Illinois for each non-governmental participating entity.

7. Provide a financial plan for the grocery store location including, but not necessarily limited to, the following elements. Supporting documentation can be submitted separately.
 - Documentation of the amount and sources of outside investment for the applicant
 - Documentation of the applicant's long-term assets and debts
 - A detailed explanation of the ownership and operational structure, including the location of all primary owners.
 - A detailed financial plan that includes the following:
 - The Grocery Store's projected costs, revenues, and profits;
 - The amount and sources of other investments in the planned Grocery Store;
 - The long-term assets, including but not limited to real property and equipment, that the Grocery Store has already secured or still needs; and
 - The projected number of employees of the Grocery Store.

8. Provide a summary of the business plan supporting this project. Include an analysis of local needs, required investments, staffing needs, supply chain considerations, and any other factors that will affect the store's long term viability. Relevant planning documents may be uploaded separately. Be sure to explain why this store is expected to perform more successfully than its predecessor.
9. Describe the impact the project would have on enhancing access to a robust variety of fresh fruits, vegetables, and meats. This should include a discussion of the variety and quality of fresh foods to be made available.

10. Provide a detailed description of the scope of work and how it aligns with the budget provided in the budget template.

11. Provide evidence supporting reasonableness and accuracy of budget estimates. This can include vendor bids, analysis of similar projects, etc. (Exhibits can be uploaded separately as appropriate.)

12. Provide a weekly timeline for project implementation, including intermediate milestones as appropriate.

13. Describe the project team's experience successfully managing government grants of this nature.

14. Describe the project team's experience successfully launching and/or managing grocery stores.

15. Identify sources of matching funds and provide documentation that these funds will be available for the project.

16. Provide a list of the individuals providing letters of support (to be uploaded separately), noting their affiliations as appropriate