



Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Business Attraction Prime Sites Grants

Large-scale capital investment projects that commit significant job creation for Illinois residents as they relocate or expand operations within Illinois. Grants may include infrastructure and capital equipment purchases.

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Eligibility Program Requirements & Grant Awards

Business Attraction Prime Sites Grants

Eligibility & Requirements

Business Attraction Prime Sites Grant Eligibility & Program Requirements

Company

Assistance

[Business Attraction Prime Sites](#) assists companies with large-scale capital investment projects that commit to significant job creation for companies relocating or expanding operations within Illinois.

Industries

2024 Illinois Economic Plan

Eligible companies must operate in one of the following industries from the [2024 Illinois Economic Plan](#):

- Life Sciences
- Quantum Computing, AI, & Microelectronics
- Clean Energy Production & Manufacturing
- Advanced Manufacturing
- Next Generation Ag, Ag Tech, & Food Processing
- Transportation, Distribution, & Logistics

Grant Funds

Award Amounts

Grant awards for the capital investments are formula-based and tied to jobs created or retained. A 1:1 match is required, with companies providing documentation to verify matching funds.

Project

Eligibility

Eligible projects include constructing or renovating industrial and commercial facilities, infrastructure upgrades, and durable equipment installation. Prime Sites grants, funded by Rebuild Illinois capital, must comply with [Bondability Guidelines](#).



Prime Sites Grant Award Amounts

A company must have a pending or an approved application in one of the following programs:

EDGE Illinois Economic Development for a Growing Economy

HIB Illinois High Impact Business Program

REV Reimagining Energy and Vehicles Illinois Program

MICRO Manufacturing Illinois Chips for Real Opportunity



EDGE Tier 1 or HIB Grant

Amounts equal to \$5,000 per new job created and the company must commit to:

- 40 new jobs and \$40M investment; or,
- 100 new jobs and \$20M in investment.



EDGE Tier 2 Grant

Amounts equal to \$10,000 per new job created and \$5,000 per retained job and the company must commit to:

- 100 new jobs and \$50M in investment.



REV or MICRO Grant

- Tier 1: \$5,000 per new job
 - Tier 2: \$10,000 per new job & \$5,000 per retained job
- No minimum requirement for new or retained jobs, nor investment commitment for approved program participants.

Formulas set the awards to start at \$250,000, with caps of \$10M for Tier 1 (EDGE, HIB, MICRO, & REV) and \$25M for Tier 2 (EDGE, MICRO, & REV). See the Notice of Funding Opportunity ([NOFO](#)) for full details.

Grant Application Process & Resources

Business Attraction Prime Sites Grants

Application Links & GATA Portal

Access Prime Sites application forms and instructions via the links below.

- Full program details, including requirements and procedures, are available at the [Business Attraction Prime Sites NOFO](#) website.
- To apply for the Prime Sites program, submit a standard application via the [Smartsheet](#). There is a maximum upload of 10 documents; combining documents and naming them accordingly may be necessary.
- Include an IRS letter with your W-9. The entity name and FEIN must match across the W-9, IRS letter, [GATA Portal](#), [SAM.gov](#), and [Secretary of State](#) registration.

Entities must be registered in the [GATA](#) Grantee Portal **before submitting a Prime Sites application**. GATA Portal verifies:

- Valid FEIN and UEI numbers
- Active [SAM.gov](#) registration: Public status expedites reviews; Private status can cause delays
- Good Standing with the Illinois Secretary of State: Qualified status or next steps are emailed automatically
- Not appear on the Federal Excluded Parties List
- Not on the Illinois Stop Payment list: Checked upon GATA registration
- Not on the Department of Healthcare and Family Services Provider Sanctions list

***Entities listed on the Federal Excluded Parties or Illinois Stop Payment list are ineligible**

Project Narrative

To apply for a Prime Sites Grant, submit a [Project Narrative](#) detailing award execution.

The project narrative should include enough information for DCEO to understand the following:

- Verification or approval of EDGE, HIB, REV, or MICRO applications
- Detailed project scope, including project location, description of the work to be performed, and anticipated outcomes
- Description of the tasks to be completed and the project timeline
- Risks and mitigation strategies
- Key steps required to complete the project, including site acquisition, zoning, environmental review, construction, etc.
- Description of post-completion operations
- Total number of new jobs to be created and/or retained at the project location
- Evidence of capacity, quality, and need

***Include support documentation, such as design/engineering plans, project budget, bids, lease agreement, photos, etc.**

Project Financials & Budget Template

Include project financials in the Project Narrative; detail grant and match funds in the Budget Template

- Provide a detailed cost breakdown (same as the Uniform Budget Template)
- Include all necessary details for DCEO to monitor the project performance
- List all funding sources for the project
- Include a project timeline (Pre-Award costs are allowed from the prequalifying program's agreement date)
 - Identify subrecipients/subcontractors information - must be DCEO-approved and on file; applicant retains full responsibility

***Refer to the full [Project Narrative](#) for additional guidance.**

- Budget line-item totals must match the Grant and Match amounts in your application and Project Narrative
- Include only grant and match costs; exclude capital expenditures - discuss those in the Project Narrative
- Sections A (State funds), B (Match funds), and the Narrative Summary auto-populate from line-item entries
- Provide detailed expense info in the Narrative Summary tab
- Prime Sites grants are not eligible for ICI Indirect Cost Rate
- Certification page requires **two authorized signatures (e.g., CEO and CFO)**

Common Missteps

Following are a few common errors that occur in the application process.



Prequalifying Program Approval

Applicants must be confirmed or approved for a qualifying tax credit program before applying for the Prime Site grant.



GATA Registration

Applicants must register in the [GATA Portal](#) before submitting a Prime Sites application.



Regarded Entity

To receive Illinois grant funds, a grantee must be recognized as a regarded entity by the IRS for federal tax purposes.



Signed Application Forms

All forms must be signed by an Authorized Signatory; some may require multiple signatures.

Grant Requirements & Management

Business Attraction Prime Sites Grants

Grant Management: Agreements, Accounting, & Retention

DCEO assigns a grant manager to support you. Document all fund activity and retain records to verify proper use of grant and match funds. Reach out for help if needed.

Review the full grant agreement to ensure compliance and project success. All project staff should understand its terms.

The agreement includes:

- Part 1: Uniform for all State Agencies
- Part 2: DCEO-specific
- Part 3: Prime Sites program details

Illinois grants follow [2 CFR Part 200](#) and [44 IL Admin 7000](#)

Best Practices:

- Use reporting documents and a ledger from your grant manager
- Maintain written policies for tracking grant activity
- Keep grant funds in a separate bank account

***Use an interest-bearing account for cash advances**

Required records include: signed lien waivers/change orders, receipts, contracts, bank statements, and transfer documentation.

***Retain all documentation of grant deposits, expenditures, and purpose fulfillment as required by the agreement.**

Eligible and Ineligible Expenditures

Business Attraction Prime Sites Grant expenditures that are eligible and ineligible are as follows:

Eligible Prime Sites Expenses include:

- Planning and design
- Land and building acquisition
- Costs related to site selection, preparation, and improvement
- Utility work
- New construction of buildings and structures
- Renovations of existing buildings and structures; and
- Original furnishings and durable equipment.

***Pre-Award costs are allowed from the qualifying program's effective date.**

Ineligible Prime Sites Expenses include:

- Operational expenses
- Equipment and facility leases
- Costs of staff and materials outside of project construction
- Temporary facilities
- Vehicles
- Livestock and/or laboratory animals

Policy Requirements

Administrative and National Policy Requirements - GATA aligns Illinois grant rules with federal standards ([2 CFR 200](#)) to promote transparency, accountability, efficiency.

Business Attraction Prime Sites Grants must follow these administrative and national policies:

- Business Enterprise Program
 - Grants of \$250,000+ require compliance with BEP ([30 ILCS 575](#)), promoting contracts with certified minority, female, and disability-owned businesses. The Department supports grantees throughout the process.
- Environmental Review Requirement
 - Additional approvals may be needed based on project scope. A Grant Manager will guide you through the process.
- Illinois Works Jobs Program Act
 - Requires apprentices to complete 10% of labor hours per wage classification (actual or estimated, whichever is less). Grantees may request a waiver under [30 ILCS 559/20-20\(b\)](#) and must ensure and certify compliance throughout the project.
- Prevailing Wage Policy
 - Contractors must pay prevailing wages on all DCEO public works projects. Rates vary by county and change often - check the IDOL website regularly. Contractors must choose the correct wage classification and include prevailing wage terms in bids, contracts, orders, and bonds. Certified payrolls are due monthly via IDOL's portal with full project and payroll details. IDOL provides training and supports compliance. Contact 312-793-3600 or DOL.PWD@Illinois.gov
- Procurement Process Policy
 - Grantees must follow documented procurement procedures per [2 CFR 200.317-327](#) and maintain records through the retention period. DCEO may request policies and supporting documents during grant reviews.

Sexual Harassment Prevention Policy

All Grantees are required follow a written sexual harassment policy

The policy must include the following tenets:

- Illegality of sexual harassment;
- Definition of sexual harassment under State law;
- Description of sexual harassment, utilizing examples;
- Grantee's internal complaint process, including penalties;
- Legal recourse, investigative, and complaint process available through the Department of Human Rights and Human Rights Commission;
- Directions on how to contact the Department of Human Rights and the Human Rights Commission;
- Protection against retaliation as provided by Section 6-101 of the [Illinois Human Rights Act](#) (775 ILCS 5/2-105(A)(4)).

Grantee Reporting & Receiving Grant Funds

Business Attraction Prime Sites Grants

What to **Expect**

Our Business Development grant management team will guide you through the grant life cycle as a supportive partner with our primary objective to facilitate a positive and effective project outcome.



Assigned a Grant Manager

After submission, you'll work with your Grant Manager to finalize your budget, goals, and timeline.



Grant Agreement

Once finalized, your Grant Manager will prepare the Grant Agreement for approval and signature.



Reporting Requirements

Your Grant Manager will provide reporting forms and explain the required documentation to verify grant and match funds before payment.



GATA & Audit Requirements

Throughout the grant, you must comply with GATA and audit requirements.

Grant Agreement & Reporting

To receive funds, first sign your grant agreement. Then, submit financial and performance reports throughout the grant period

Upon receiving your grant agreement:

- Review the full agreement, including Exhibits outlining scope and deliverables.
- Understand the budget, which defines allowable expenses. Contact your Grant Manager for any changes.
- Submit required reports:
 - *Periodic Financial Report* - details grant-related expenditures
 - *Periodic Performance Report* - outlines program accomplishments
- Provide support documentation with reports and retain records per the Grant Agreement.
- Access report templates via the GATA Resource Library. Your Grant Manager will supply customized forms.

Your Grant Manager will provide customized reports and deadlines, with instructions included in each template. Reports must be signed by the authorized individual or designee listed in Exhibit D.

Refer to:

- Exhibit B for Deliverables
- Exhibit D for Performance Measures
- Exhibit E for Specific Conditions

Expenses must align with the approved Grant Budget. Reports are late if submitted more than 15 days past the due date. After 30 days without an approved explanation, the grantee will be placed on the Illinois Stop Payment list.

All entities receiving State or Federal funds are subject to audit - see Grantee Audit Requirements for details.

Grant Payment Stages

Once a finalized grant agreement has been executed, the funds will be paid to the grantee in stages.

Initial Funds

Up to 50% of the grant may be reimbursed for documented capital expenses within the approved scope and budget.

Grant Closeout

Grant close-out occurs once the project is placed in service, capital expenses are paid, and hiring goals met.



Balance of Funds

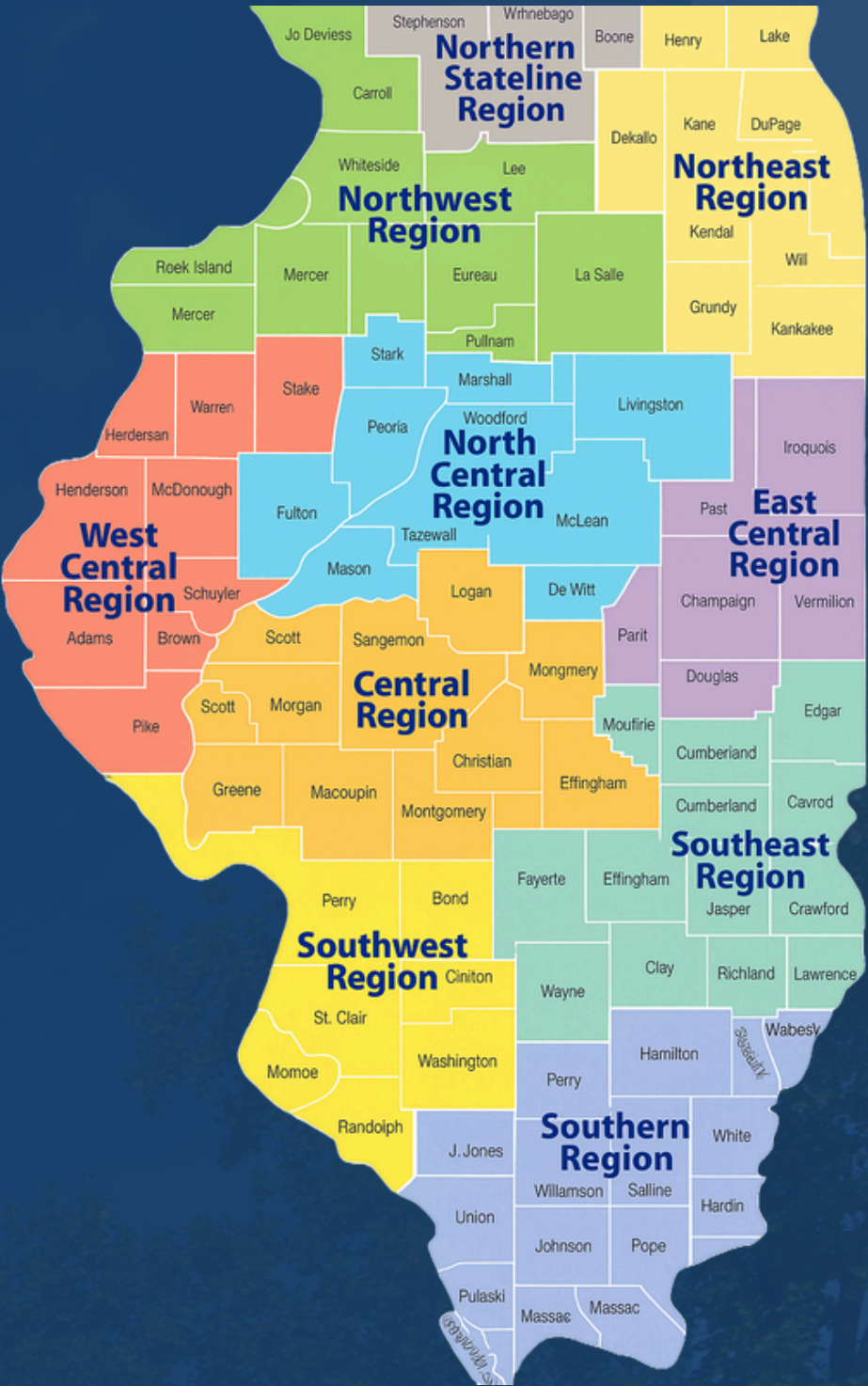
The remaining funds will be reimbursed for verified expenses and 1:1 match costs, as approved by the Department.

Claw Back Clause

If job or investment goals aren't met, DCEO may reclaim part of the disbursed grant funds.

Team RED

The DCEO team can assist you with the Prime Sites application process. To help ensure local coordination for your project, the State of Illinois is divided into 10 economic development regions. DCEO's Regional Economic Development (Team RED) has assigned representatives for each region, which provides free and confidential services to companies.

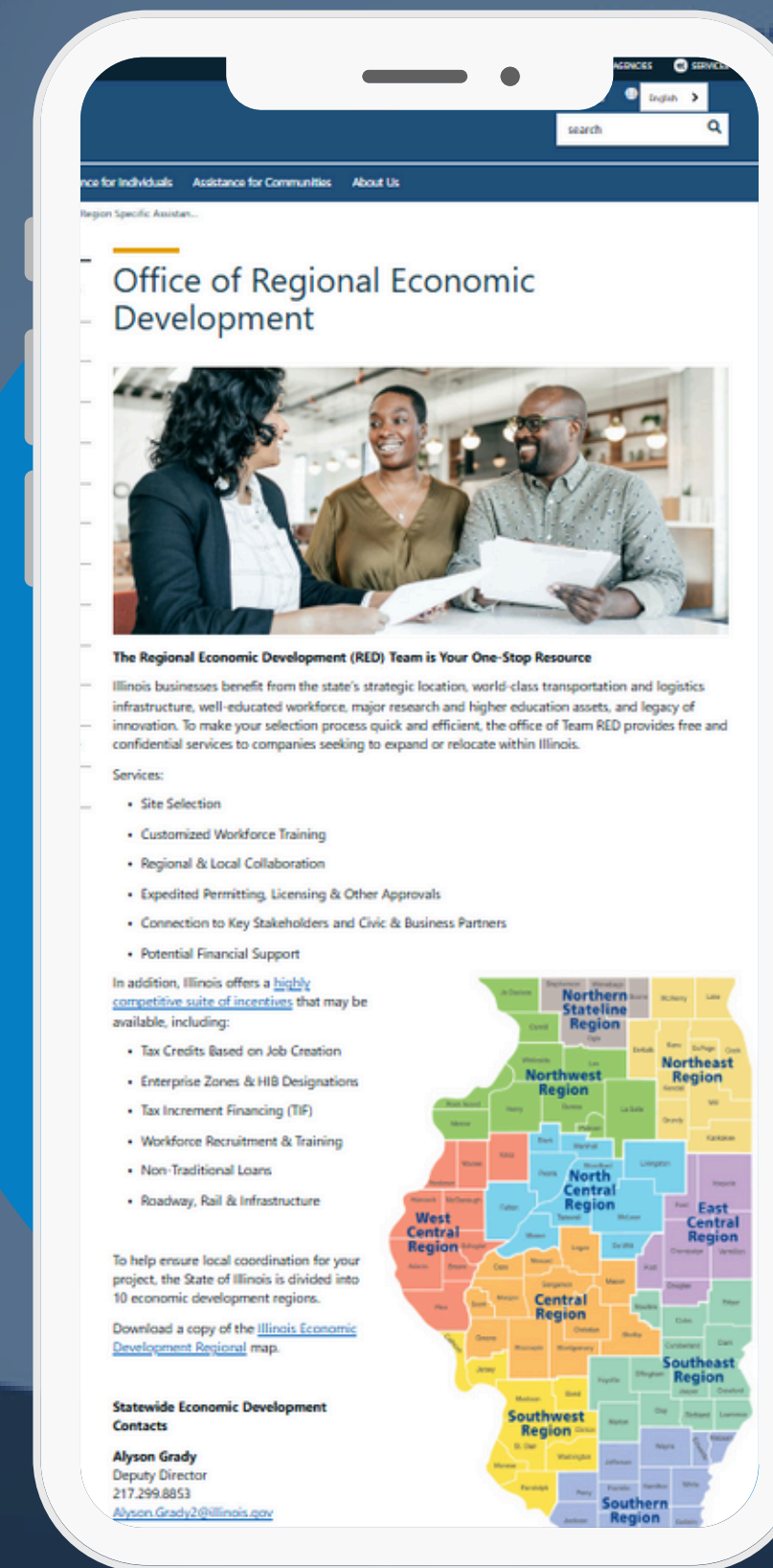


[Search for your Team RED representative here](#)

Thank You!

Thank you for your interest in the Business Attraction Prime Site grant program!

If you have any questions or need assistance with your Prime Site application, please use this link to find your **region's** DCEO Team RED contact.



In addition, DCEO has created training videos and resource documents [here](#).



You can also email: ceo.obd@illinois.gov



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