

COUNTY OF KANE

OFFICE OF COMMUNITY REINVESTMENT

Paul Kuehnert, Executive Director



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DOCUMENT VET SHEET for Karen McConnaughay Chairman, Kane County Board

Name of Document: Grant Close-Out Reports (3)

Submitted by: Scott Berger (208-5351)

Date Submitted: August 18, 2011

Examined by: KC Shapiro
(Print name)

[Signature]
(Signature)

8-18-2011
(Date)

Post on Web: Yes No Atty. Initials KCS

Comments: Enclosed for Chairman McConnaughay's review and signature, please find three grant close-out reports. The reports cover two grants provided to Kane County (on behalf of LWIA #5) under the Recovery Act (ARRA Adult & Dislocated Worker Grant and ARRA Youth Grant), as well as a 2008 Incentive Grant.

Thank you!

Chairman signed: Yes No _____
(Date)

Returned to: _____

08-761005



Department of Commerce and Economic Opportunity

Pat Quinn, Governor
Warren Ribley, Director

Department of Commerce and Economic Opportunity

**To print the entire package from this page:

1. Go to your browser's menu bar and click on FILE
2. In the drop down box click on PRINT
3. Optional - Change the number in the COPIES box to 2 -- one for DCEO and one for your files
4. Click on the OK button to print the close out package

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Illinois Department of Commerce and Economic Opportunity
Office of Accounting

Close-Out Instructions for Grantees

The Grantee is responsible for the orderly and timely close out and financial settlement of contractor claims. Contractors should be advised to prepare their claims or invoices and submit them directly to you.

The Grantee's Submittal of Close Out Documents (DCEO-C-O) lists all the forms that must be submitted for the grant close-out package. This form should be used as the cover sheet for the close-out package and the forms should be completed as listed. All forms must be submitted.

EXPENDITURE REPORTING

Expenditure reporting requirements are as follows:

An expenditure summary is produced and included in the close out that prints the budgets that were allotted to this grant and it prints those costs as recorded by you.

Authorized Signatures

An authorized signature is required for form DCEO-C-O.

NOTE: IF REFUND CHECK REQUIRED, THE CHECK MUST ACCOMPANY THE CLOSEOUT PACKAGE FOR PROCESSING.

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DCEO-C-0
 ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
 OFFICE OF ACCOUNTING

GRANTEES SUBMITTAL OF CLOSE-OUT DOCUMENTS

Grant No.: 08-761005 Grant Period: 02/17/2009 thru 06/30/2011

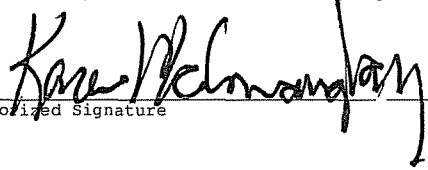
Name: KANE COUNTY

Form No.	Identification of Document	Document Enclosed
C-0-1	Reconciliation Statement	<input checked="" type="checkbox"/>
C-0-2	Final Expenditure Summary and/or Match Summary	<input checked="" type="checkbox"/>
C-0-3	Grantee's Release	<input checked="" type="checkbox"/>
C-0-4	Refund Check Breakout	<input checked="" type="checkbox"/>
C-0-5	Grantee's Assignment of Refunds, Rebates & Credits	<input checked="" type="checkbox"/>

Grant Close Out Certification Statement

To the best of my knowledge and belief, the Financial Statements contained in this close out package accurately represent the financial position of this grant. The Statements are presented in conformity with Generally Accepted Accounting Principles and there are no transactions that have not been properly recorded.

I certify that I have full signature authority to sign the attached close-out report on behalf of this agency.


 Authorized Signature _____ Date _____

 Title

(Directions at end of Package)

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DCEO-C-0-1

ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
OFFICE OF ACCOUNTINGRECONCILIATION STATEMENT

Grant No.: 08-761005 Grant Period: 02/17/2009 thru 06/30/2011

Name: KANE COUNTY

<u>CASH BALANCE</u>	
1. Beginning Cash on Hand	-0-
2. Total Vouchered Receipts from D. C. E. O.	3,657,489.00
3. Total Cash Available (line 1 + 2)	3,657,489.00
4. Less: Total Costs	3,657,489.00
5. Balance of Cash On Hand (line 3 - 4)	.00

<u>GRANT BALANCE</u>	
6. Total Grant Amount (Including all Modifications)	3,657,489.00
7. Total Vouchered Receipts from D. C. E. O.	3,657,489.00
8. Unexpended Grant Balance (line 6 - 7)	.00

<u>Report of Grant Principal</u>	
9. <u>Grant Principal</u>	
a. Total Amount of Grant (Including all Modifications)	a) 3,657,489.00
b. Total Prog. Inc. b) +	.00
c. Total Int. Earned c) +	.00
d. Total Receipts: (b + c) = (d)	.00
<u>Less: Costs Incurred under Grant</u>	
e. Total Grant Funds Expended	e) 3,657,489.00
f. Total Prog. Inc. Exp. f) +	.00
g. Total Int. Expended g) +	.00
h. Total Costs: (f + g) = (h)	.00
<u>Equals: Unexpended Grant Funds</u>	
i. Balance of Grant Funds	i) .00
j. Balance of Prog. Inc. j) +	.00
k. Bal. of Int. Earned k) +	.00
l. Total Unexpended Receipts: (j + k) = (l)	.00

(Directions at end of Package)

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DCEO-C-O-2

DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
WIA FORMULA ARRA PROGRAM
FINAL EXPENDITURE SUMMARY

GRANTEE NAME: KANE COUNTY

GRANT NO.: 08-761005 REPORT PERIOD: FROM 02/17/2009 THRU 06/30/2011

COST CATEGORIES	APPROVED BUDGET	YEAR-TO-DATE EXPENDITURES	UNEXPENDED BUDGET BALANCE
1008 SALARY AND FRINGE BENEFIT	2,825.00	2,825.19	.19-
1018 OTHER ADMIN	24,785.00	24,784.81	.19
10XX TOTAL ADMIN	27,610.00	27,610.00	.00
3008 ADULT - SALARY AND FRINGE	114,235.00	140,609.82	26,374.82-
3018 ADULT - OTHER PROGRAM COS	88,870.00	110,245.91	21,375.91-
3028 ADULT - DIRECT TRAINING C	747,234.00	699,483.27	47,750.73
30XX TOTAL ADULT	950,339.00	950,339.00	.00
4008 DISLOCATED WRK - SALARY/F	62,035.00	101,783.92	39,748.92-
4018 DISLOCATED WRK - OTHER PR	169,065.00	125,277.97	43,787.03
4028 DISLOCATED WRK - DIRECT T	1,971,840.00	2,426,111.06	454,271.06-
4038 DISLOCATED WRK - INCUMBEN	52,300.00	26,367.05	25,932.95
4048 DISLOCATED WRK - CLASS SI	424,300.00	.00	424,300.00
40XX TOTAL DISLOCATED WORKERS	2,679,540.00	2,679,540.00	.00
TOTAL	3,657,489.00	3,657,489.00	.00

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DCEO-C-O-3
ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
OFFICE OF ACCOUNTING

Grantee Release

Grant No.: 08-761005 Grant Period: 02/17/2009 thru 06/30/2011

Name: KANE COUNTY

Pursuant to the terms of Grant No. 08-761005 and in consideration of the sum of 3,657,489.00
(Final Expenditure Summary Total)
which has been or is to be paid under the grant to:

KANE COUNTY
STE A
1 Smoketree Business Park
North Aurora, IL 60542-8196

hereinafter called the Grantee or to it's assignees, if any, the Grantee, upon payment of the said sum the Department of Commerce and Economic Opportunity hereinafter called the Grantor, does remiss, release, and discharge to Grantor, its officers agents and employees of and from all liabilities, obligations, claims and demands whatsoever under or arising from the said grant, except:

1. Specified claims in stated amounts or in estimated amounts where the amounts are not susceptible of exact statement by the Grantee as follows: NONE **

2. Claims, together with allowable expenses not to exceed grant balance, based upon the liabilities of the Grantee to third parties arising out of the performance of the said grant, which are not known to the Grantee on the date of execution of this release and of which the Grantee gives notice in writing to the Grantor within the period immediately following acknowledgement of said expenses.

** It is the sole responsibility of the Grantee to timely notify the Department of Commerce and Economic Opportunity if it is aware of any claims fitting this description.

(DIRECTIONS AT END OF PACKAGE)

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DCEO-C-O-4
ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
OFFICE OF ACCOUNTING

REFUND CHECK BREAKOUT

Grant No.: 08-761005 Grant Period: 02/17/2009 thru 06/30/2011

Name: KANE COUNTY

DOLLAR AMOUNT

Balance of DCEO Cash Receipts (Must equal Line No. 5 DCEO-C-O-1)	\$ _____ .00
Unexpended Program income (Must equal Line No. 9.j. on DCEO-C-O-1)	\$ _____ .00
Unexpended Interest earned on funds received. (Must equal Line No. 9.k. on DCEO-C-O-1)	\$ _____ .00
Total Amount of Refund Check due DCEO	\$ _____ .00

(DIRECTIONS AT END OF PACKAGE)

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DCEO-C-O-5

ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
OFFICE OF ACCOUNTING

GRANTEE'S ASSIGNMENT OF REFUNDS AND CREDITS

Grant No.: 08-761005 Grant Period: 02/17/2009 thru 06/30/2011

Name: KANE COUNTY

Pursuant to the terms of Grant Agreement No. 08-761005
and in consideration of the reimbursement of costs and payment of fee,
as provided in the said Grant and any assignment thereunder

KANE COUNTY
STE A
1 Smoketree Business Park
North Aurora, IL 60542-8196

hereinafter called the Grantee does hereby:

1. Assign, transfer, set over and release to the Department of Commerce and Economic Opportunity all right, title and interest to all refunds and credits or other amounts (including any interest thereon) due or which may become due, and forward promptly to the Department of Commerce and Economic Opportunity checks (made payable to the Department of Commerce and Economic Opportunity) for any proceeds so collected. The reasonable costs of any such action to effect collection shall constitute allowable costs when approved by the Grantor as stated in the said grant and may be applied to reduce any amounts otherwise payable to the Department of Commerce and Economic Opportunity under the terms hereof.
2. Agree to cooperate fully with the Department of Commerce and Economic Opportunity as to any claims or suit in connection with such refunds and credits or other amounts due: to execute any protest, pleading, application, power of attorney or other papers in connection therewith; and to permit the Department of Commerce and Economic Opportunity to represent it in any hearing, trial or other proceeding arising out of such claim or suit.

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