

From: [Petrilli, Mark](#)
Subject: 2011 Illinois SBDC Center Agreements
Date: Tuesday, October 26, 2010 10:51:20 AM
Importance: High

M E M O R A N D U M

To: All Illinois SBDCs and Illinois SBDC ITCs
From: Mark Petrilli, State Director
Re: 2011 Illinois SBDC Center Agreements
Date: October 26, 2010

As discussed at last week's Center meeting in Springfield, this note is to provide information which outlines our funding intentions for Calendar Year 2011. Many of you felt this information would be helpful for the leadership and fiscal staff at your host institution. As you know, these past few funding cycles have been a challenge for those centers funded with State General Revenue funding. Most centers which were State-funded have not received any payment for their costs since February. It has been a struggle for them to keep operating while Federally funded centers have enjoyed payment within a week to 10 days. It is our intention to create a funding scenario which will provide payment to all centers in a more timely manner. In CY2011, no SBDCs will be funded entirely from federal funds. Likewise, no SBDCs will be funded entirely from State funds in CY2011, unless your host institution chooses to receive 100% State funds. If so, please let us know as soon as possible.

Beginning January 1, 2011, your host institution will receive two (2) Illinois Small Business Development Center (SBDC) agreements which cover the period January 1 through December 31, 2011. If you also operate an Illinois SBDC International Trade Center (ITC), funding for ITC operations will be included in your SBDC grant. These concurrent agreements will come from two funding sources: One agreement will be from State funding and the other will be from Federal funding. Each agreement will represent approximately 50% of your annual funding amount (as determined by the results of the RFP in May 2010) and will require 75% cash match. It will be imperative that costs for each agreement be reported in the Grantee Reporting System (GRS) on a monthly basis. Together, you and staff at your host institution will determine how to draw funds from these 2 agreements which will best meet your needs.

For example, you could put together an annual budget for the grant, split it evenly between the two (2) grants and report costs for both grants in GRS each month. This will mean you will receive some federal funds and some state funds for that month's expenses. Or, you could alternate between the grants in reporting monthly costs in GRS. Another example is that you could put all personnel and fringes budget items in the federal agreement and support budget items in the state agreement.

Please start working with your host institution's staff to develop two budgets representing 50% of your annual funding amount. If you're unsure of that amount, your Network Coordinators can

provide it. Please plan to submit the budgets to your Network Coordinator no later than December 15 so that we can begin processing your agreements as soon as possible. If we can help in discussions with your host institution's staff, please also contact your Network Coordinator.

Thank you for your patience and work as we move everyone to a calendar year funding cycle and work to make reimbursements to your center occur on a more timely basis.

Mark A. Petrilli, State Director

Illinois Small Business Development Center (SBDC)

DCEO Office of Entrepreneurship, Innovation and Technology

500 East Monroe Street - Springfield, IL 62701

Mark.Petrilli@illinois.gov - 217-524-5700 - www.ilsbdc.biz

"Providing Guidance for Business Growth"



Accredited Member of the ASBDC
ASBDC Association of
Small Business
Development Centers.
Representing America's SBDC Network
