



Illinois Department of Transportation

Office of Highways Project Implementation / Bureau of Local Roads & Streets
2300 South Dirksen Parkway / Room 205 / Springfield, Illinois / 62764

March 1, 2024

CIRCULAR LETTER 2024-08

CATEGORY: POLICY AND PRACTICES NOTIFICATION

UPDATED JOINT FUNDING AGREEMENTS (BLR 05310 Suite of Agreements) DUE TO PUBLIC ACT 102-1092

COUNTY ENGINEERS / SUPERINTENDENTS OF HIGHWAYS MUNICIPAL ENGINEERS / PUBLIC WORKS DIRECTORS / MAYORS METROPOLITAN PLANNING ORGANIZATIONS / TOWNSHIP HIGHWAY COMMISSIONERS, CONSULTING ENGINEERS

INTRODUCTION & PURPOSE:

On June 10, 2022, Governor Pritzker signed HB4489 creating [Public Act 102-1092](#), which was effective immediately. This Public Act amended the Grant Accountability and Transparency Act (GATA); and provided the requirements established under the Act do not apply to awards made by the Department of Transportation to units of local government for the purposes of transportation projects utilizing State, federal funds, or both State and federal funds. In addition, the Act recognizes that federal and federal pass-through awards from the Department of Transportation to units of local government are governed by and must comply with Part 200 of the Uniform Administrative Requirements, Cost Accounting Principles, and Audit Requirements for Federal Awards (2 CFR 200).

As result of this legislative action, and to have full compliance with the applicable requirements of 2 CFR 200, the Department has revised the Bureau of Local Roads & Streets Joint Funding Agreements Series (BLR 5310 Suite).

REVISED AGREEMENT SUMMARY:

In undertaking the revisions to the BLR 05310 Suite of Agreements, the following summary points are provided:

- The new BLR 05310 Suite of Agreements are comprised of 3 agreement types, dependent on the Phase of the project or the funding source, and are comprised of the following:
 - **BLR 05310 PE** – Preliminary and Engineering work that employ federal funding in part or in whole,
 - **BLR 05310 C** – Construction and Construction Engineering that employ federal funding in part or in whole, and
 - **BLR 05310 S** – All phases when projects use State Funds in part or in whole, without any federal funding participation.
- For clarity, the new BLR 05310 Suite of Agreements replaces the existing Uniform Intergovernmental Grant Agreement (UIGA), unless funding sources which are not exempt from GATA requirements are employed. Please note, nearly all fund types and programs managed and executed through the Bureau of Local Roads are now exempt from the GATA requirements. Please ask your District or Central Office of Local Roads personnel if questions arise.

- When federal funds are employed, two important changes are included as follows, as required to fully comply with 2 CFR 200:
 - LRS Federal Funds Risk Assessment (Schedule 3) – This Schedule is a questionnaire that will determine the risk each project and Local Public Agency has based on the responses provided. This assessment will be evaluated by the Department to determine reporting or other criteria to provide the Local Public Agency the ability to comply, and we will provide direction on improvement options, if improvement could reduce requirements on your agency.
 - Attestation on Single Audit Compliance (Schedule 4) – A confirmation and authorized statement on the status and filing of the Single Audit requirements, when the 2 CFR 200 threshold for expenditures of federal funds is met or exceeded.
- Please note that the Risk Assessment and Attestation, which are now embedded in the Agreement, **must** be completed at the time a draft of the Joint Funding Agreement is submitted.

DocuSign AND ELECTRONIC SIGNATURE FEATURES:

The new 5310 Suite of Agreements has also adopted electronic signatures, via DocuSign as part of the improvements and goals of expediting and tracking of our agreements. During the test-pilot program (approximately 2-3 months), DocuSign will only be available internally to Department signees initially. Once fully implemented, the DocuSign process will be available and extended to the Local Public Agency (LPA) signees as well – which will be made as a separate communication. For clarity, the Risk Assessment, and the Attestation Statement both are fully available for electronic signature by the LPA via Adobe E-Sign immediately.

EXISTING AGREEMENTS & OVERALL GATA POLICY:

The Department is currently finalizing how existing agreements and GATA requirements that were in-place prior to the enactment of PA 102-1092 (June 10, 2022) will be addressed. Additional information and policy/procedures will be forthcoming very soon, under a separate and detailed communication by the Department.

LINKS FOR THE NEW BLR 05310 SUITE OF AGREEMENTS:

The new BLRS 5310 Agreements are now available on the Department website, and can be accessed and downloaded at the following locations:

- [BLR 05310 PE](#)
- [BLR 05310 C](#)
- [BLR 05310 S](#)

EFFECTIVE DATES:

The new agreements are effective immediately, and it is highly encouraged that if an agreement is not yet executed that the in-progress agreement be placed on the appropriate and applicable new BLRS 5310 Agreement form.

For clarity, fully executed agreements, irrespective of the date the Agreement was fully executed, should not be revised, resubmitted, or re-written at this time.

USE OF FORMS & ADDITIONAL QUESTIONS:

For additional questions on the use or location of these new BLR 5310 suite of Agreements, please contact Greg Lupton, Local Project Implementation Engineer at greg.lupton@illinois.gov, or 217-785-1670.

Sincerely,



George A. Tapas, P.E., S.E.
Engineer of Local Roads and Streets

cc: Chris Hall, Illinois Division Administrator (Acting), FHWA
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