**Section 409.80 Provisions Pertaining to Program Permits**

a) A program permit shall not be issued until:

1) The application for a program license has been completed and signed by the applicant and submitted to the Department;

2) Written clearances issued by State or local authorities concerning compliance with the fire, health, sanitation and safety requirements as specified in State rules and municipal codes are received. State rules include, when applicable, Fire Prevention and Safety (41 Ill. Adm. Code 100); Storage, Transportation, Sale and Use of Petroleum and Other Regulated Substances (41 Ill. Adm. Code 180); Storage, Transportation, Sale and Use of Liquefied Petroleum Gas (41 Ill. Adm. Code 200); Boiler and Pressure Vessel Safety Rules and Regulations (41 Ill. Adm. Code 120); Food Service Sanitation Code (77 Ill. Adm. Code 750); Private Sewage Disposal Code (77 Ill. Adm. Code 905); Control of Communicable Diseases Code (77 Ill. Adm. Code 690); Illinois Plumbing Code (77 Ill. Adm. Code 890); and Structural Pest Control Code (77 Ill. Adm. Code 830). If well water is used, a copy of the inspection report and certification of compliance with local or State health department regulations, Illinois Water Well Construction Code (77 Ill. Adm. Code 920) and Illinois Water Well Pump Installation Code (77 Ill. Adm. Code 925), must be on file;

3) A person in charge of the daily operation (administrator or homeless youth supervisor) of the transitional living facility has been selected who has passed the background check requirements of 89 Ill. Adm. Code 385 (Background Checks) and is prepared to begin work at the facility;

4) Furnishings, equipment and space sufficient for the number of youth to be sheltered or housed have been acquired;

5) Sufficient staff for the number of youth to be sheltered or housed has been selected and are prepared to begin work at the facility;

6) Background checks required by Section 409.180 have been completed;

7) A plan for the provision of food, clothing, educational and religious opportunities and health care for youth has been developed;

8) The program has established procedures and forms to maintain required records including records on the youth served;

9) A written plan on how the requirements for licensure will be met within the program permit period has been developed;

10) A projected annual budget for the YTHP, approved by the governing body or the policy-making body, has been developed;

11) An on-site visit to the facility by the licensing representative where the YTHP will operate has been completed; and

12) The program has presented proof of liability insurance.

b) A program permit shall not be issued retroactively.

c) This program permit shall not be transferred or transmitted to another legal entity.

d) The program permit shall not be valid for a name or an address different from the name and address shown on the issued program permit.

e) The program permit shall not be renewable.

f) The program permit shall be displayed on the premises at all times in plain sight.

g) A program license shall be issued any time within the six-month period covered by the program permit provided the facility achieves and maintains compliance with the Department's licensing standards.

h) There will be no fee or charge for issuing the program permit.