

## Notice for Funding Opportunity (NOFO)

### JAG Comprehensive Law Enforcement Response to Violent Crime Category 1: Violent Crime Prosecution Program

**NOFO # 2094-2864**

Task	Date
NOFO Posted	September 6, 2024
Technical Assistance Recording Posted	3:00 p.m. CDT, September 9, 2024
NOFO question submission deadline	September 27, 2024
<b>Applications due</b>	<b>5:00 p.m. CDT, October 7, 2024</b>
Budget Committee review/approval of recommended designations	December 19, 2024
Performance Period	January 1, 2025, to September 30, 2025

## CHECKLIST

Prior to applying:

- Obtain a Unique Entity ID #,
- [Register with the System for Award Management \(SAM\)](#),
- [Apply for, update or verify the Employer Identification Number \(EIN\)](#)
- [Complete registration in the Grantee GATA Portal](#)
- [Identify primary contact and obtain Single Sign-On for application submission in AmpliFund](#)
- Maintain in “Good” standing with all GATA pre-qualification requirements

AmpliFund Download/Upload Checklist:

- [Performance Plan – NOFO#2094-2864 Prosecution – Goals, Objectives, and Performance Metrics](#)

## Notice for Funding Opportunity (NOFO)

### JAG Comprehensive Law Enforcement Response to Violent Crime Category 1: Violent Crime Prosecution Programs

**NOFO # 2094-2864**

	Data Field	
1.	Awarding Agency Name:	Illinois Criminal Justice Information Authority (ICJIA)
2.	Agency Contact:	Luisa Salazar Illinois Criminal Justice Information Authority 60 E Van Buren Street, Suite 650 Chicago, IL 60605 CJA.JAGVRNOFO@Illinois.gov 312-814-0707
3.	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	Grant
5.	Funding Opportunity Number:	2094-2864
6.	Funding Opportunity Title:	Comprehensive Law Enforcement Response to Violent Crime, Category 1: Violent Crime Prosecution Programs
7.	CSFA Number:	546-00-2094
8.	CSFA Popular Name:	Edward Byrne Justice Assistance Grant
9.	Assistance Listing Number(s):	16.738
10.	Anticipated Number of Awards:	Unknown
11.	Estimated Total Program Funding:	<ul style="list-style-type: none"><li>• \$1,050,000 for 1<sup>st</sup> grant period lasting nine months prorated from a twelve-month period totaling \$1,400,000</li><li>• Up to \$400,000 for one-time equipment and non-consumables supplies only in the first grant.</li></ul>
12.	Award Range	<ul style="list-style-type: none"><li>• Category 1: \$75,000 to \$500,000 based on population</li><li>• One-time equipment and non-consumable supplies funding for Category 1: \$0 to \$12,000</li></ul>
13.	Source of Funding:	<input checked="" type="checkbox"/> Federal or Federal pass-through <input type="checkbox"/> State
14.	Match Requirement:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
15.	Indirect Costs Allowed Restrictions on Indirect Costs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

16.	Posted Date:	September 6, 2024
17.	Application Range:	October 7, 2024, 5:00 p.m. CDT
18.	Technical Assistance Session:	<p>Session Offered: <input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No  Session Mandatory: <input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p> <p>It is recommended that applicants view the recorded technical assistance, which will be available beginning on September 9, 2024, at 3:00 p.m. CDT.  <u>The Technical Assistance Session can be found here.</u></p>
19.	AmpliFund Application Submission Link:	<a href="#">JAG Comprehensive Law Enforcement Response to Violent Crime - Prosecution</a>

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## **Notice of Funding Opportunity**

### **Comprehensive Law Enforcement Response to Violent Crime**

#### **A. Program Description**

The Comprehensive Law Enforcement Response to Violent Crime Program offers grants to Illinois municipalities, counties, and state agencies to provide violent crime reduction services and strategies in the communities they serve. The goal of this program is to increase public safety and reduce the large social and economic cost of violent crime through specialized law enforcement and prosecution.

This violent crime reduction program has two NOFOs, one for each of the funding categories. This NOFO covers information on Category 1, the Violent Crime Prosecution Program.

Category 1 funding will be awarded to specialized Violent Crime Prosecution Programs. The Office of the State's Attorney's Appellate Prosecutor and county state's attorney's offices are eligible for funding in this category.

Category 1 applicants may request additional funding in their proposal for a one-time equipment and non-consumable supplies only available for the first grant under this NOFO.

Please see the Program Requirements section of this NOFO for more detail.

A maximum of \$2.4M is available for programing in two categories under the Comprehensive Law Enforcement Response to Violent Crime Program. Category 1 has a maximum of \$1.05M of the total \$2.4M. The first grant will have a period of performance of nine months. The \$2.4M is a prorated amount of a total of \$3.2M in available funding for subsequent grants with a period of performance of twelve months.

Agencies may apply under both funding categories. A separate application must be submitted under the NOFO [#2094-2891](#) for Category 2, Multijurisdictional Violent Crime Enforcement Program.

#### ***Background***

The Illinois Criminal Justice Information Authority administers the federal Edward Byrne Memorial Justice Assistance Grant (JAG) Program in Illinois. The JAG program provides states and units of local government with critical funding to support programs in a range of areas, including law enforcement; prosecution and courts; prevention and education; corrections and community corrections; drug treatment and enforcement; crime victim and witness assistance; and planning, evaluation, and technology improvement. State administering agencies are required to submit a five-year strategic plan to guide the implementation of fair, just, evidence-based, and effective policies and practices.

The U.S. Bureau of Justice Assistance (BJA) strongly encourages each state to engage a comprehensive group of criminal justice system stakeholders for input in the strategic planning

process. Stakeholders may include local governments and representatives of an array of criminal justice system sectors, including judges, prosecutors, law enforcement personnel, and corrections personnel as well as providers of indigent defense services, victim services, juvenile justice delinquency prevention programs, community corrections, and reentry services. Illinois Criminal Justice Information Authority (ICJIA) is charged with administering JAG funding in Illinois. ICJIA's Research and Analysis Unit led the strategic planning process to guide JAG programming from 2024 to 2029.

During the JAG planning process, stakeholders emphasized that efforts to prevent firearm violence are necessary to tackle illegal firearm possession reduce overall violence and address the needs of violent crime victims and witnesses. They prioritized violent crime reduction.

Community violence negatively affects millions each year. Aside from physical injuries, community violence is connected to depression, post-traumatic stress disorder, and anxiety for individuals who experience it. Violence can cause an increased risk of chronic diseases for community members. Also, because it slows community progress, it can limit business growth and prosperity. Further, violence can hamper community participation and excludes members from healthy spaces, such as their neighborhood parks and other recreational areas.<sup>1</sup>

In Illinois, data indicates firearm-related homicides have increased in recent years.<sup>2</sup> Interpersonal gun violence continues to be a significant issue in both Illinois and the United States. Research also shows gun violence is usually concentrated among groups of serious offenders, and conflicts between street gangs have long been found to fuel serious street violence in major cities. A study of more than 20 cities found that while gangs and other criminally active groups, on average, represented less than 1% of a city's population, they were connected to more than half of a city's shootings and homicides.<sup>3</sup> Chicago also has experienced this pattern of concentration; 70% of all fatal and nonfatal gunshot injuries occurred in identifiable networks composed of individuals arrested in previous years. These individuals constituted less than 6% of the Chicago population.<sup>4</sup>

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<sup>1</sup> Centers for Disease Control and Prevention (n.d.-b). *Community violence prevention*.  
<https://www.cdc.gov/violenceprevention/communityviolence/index.html>

<sup>2</sup> Northwestern University. (n.d.). *Illinois violent death reporting system*.  
<https://sites.northwestern.edu/ivdrs/>

<sup>3</sup> Lurie, S. (2019). *There's no such thing as a dangerous neighborhood*. CityLab.  
<https://www.citylab.com/perspective/2019/02/broken-windows-theory-policing-urbanviolence-crime-data/583030/>

<sup>4</sup> Papachristos, A. V., Wildeman, C., & Roberto, E. (2015). Tragic, but not random: The social contagion of nonfatal gunshot injuries. *Social Science & Medicine*, 125, 139–50.  
<https://doi.org/10.1016/j.socscimed.2014.01.056>

Many jurisdictions, in particular rural jurisdictions, in Illinois lack the resources to investigate and prosecute violent crime and its contributing factors, such as illegal drug production and trafficking, human trafficking, and firearm trafficking, across jurisdictional boundaries. Multijurisdictional enforcement groups pool resources to investigate these crimes and can also be structured to provide treatment options.

## **1. Program Requirements**

### **Category 1: Violent Crime Prosecution Program**

Violent crime prosecution programs were designed to address the complexities of prosecuting serious violent offenses and gun related crimes. Research examining specialized prosecution units have shown they reduce the likelihood of case rejection.<sup>5</sup> The Innovative Prosecution Solutions Initiative's [Prosecutors' Guide for Reducing Violence and Building Safer Communities](#) identifies criminal justice partner collaboration and community engagement, among other things, as critical elements in addressing violent crime. Applicants are encouraged to review the guide when creating their violence reduction strategies for this solicitation.

#### ***Eligibility***

Applicants must meet the eligibility requirements as detailed in Section C Eligibility of this NOFO.

#### ***Geographic Distribution***

At least one project will be funded in each of five regions across Illinois. Additional designations will be based on ranked application scores irrespective of state region.

Multijurisdictional applications will be assigned to geographic regions where program activity is anticipated to be greatest. For instance, if an applicant proposes to serve three counties, two of which are in geographic region 1, while the bulk of the proposed activity will take place in geographic region 2, the application will be assigned to region 2. (*Please refer to Attachment 1 – Illinois Regions*)

### **Additional Funding for One-Time Equipment and Non-consumable Supplies for Category 1**

To facilitate new program implementation, program funds will support one-time equipment and non-consumable supply costs. Equipment funds requested must be in accordance with the [JAG Prohibited and Controlled Expenses](#). Prohibited expenditures will not be approved under any circumstances, pursuant to the Executive Order 13688 on Federal Support for Local Law Enforcement Equipment Acquisition. Equipment funds requested must be only for personnel

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<sup>5</sup> Pyrooz, David & Wolfe, Scott & Spohn, Cassia. (2011). Gang-Related Homicide Charging Decisions: The Implementation of a Specialized Prosecution Unit in Los Angeles. Criminal Justice Policy Review. 22. 3-26. 10.1177/0887403410361626.

listed on the grant and must be directly related to the program. A non-consumable supply is an item that does not need to be replaced periodically or within the 36 months of the NOFO period. One-time equipment and non-consumable supplies requests will not be honored in any subsequent grant years.

## 2. Performance Measures

The goal of this solicitation is to increase public safety and reduce the large social and economic cost of violent crime through specialized law enforcement and prosecution.

Funded programs will be required to report performance measures through the BJA portal at <https://bjapmt.ojp.gov> and to submit quarterly data reports to ICJIA that will minimally include the following information:

### Category 1: Violent Crime Prosecution Programs

<b>Goal:</b> Increase public safety and reduce the large social and economic cost of violent crime through specialized prosecution.	
Process Objectives	Performance Measures
Hire specialized violent crime prosecutors by the first month of the program.	<ul style="list-style-type: none"> <li>Month specialized prosecutor is hired.</li> </ul>
Staff will attend X specialized trainings to further educate prosecution unit staff with up-to-date laws and procedures.	<ul style="list-style-type: none"> <li>Number of training sessions/seminars attended.</li> <li>Number of prosecutors attending.</li> </ul>
Hold X trainings each quarter with law enforcement to advise on updates laws, procedures, and case development.	<ul style="list-style-type: none"> <li>Number of training sessions held with law enforcement each quarter.</li> <li>Number of law enforcement officers attending training.</li> </ul>
Hold X meetings with law enforcement to collaborate on building cases for prosecution.	<ul style="list-style-type: none"> <li>Number of meetings held with law enforcement.</li> </ul>
To expand on current traditional/governmental partnerships to X and identify X opportunities to create X non-traditional/non-governmental partnerships to develop violent and firearm crime reduction strategies.	<ul style="list-style-type: none"> <li>Number of new and ongoing traditional/governmental partnerships.</li> <li>Number of new and ongoing non-traditional/non-governmental partnerships.</li> <li>Number of opportunities provided to participate in the development of violent crime reduction strategies.</li> <li>Type of opportunities provided.</li> </ul>
Promote community participation and maintain community support by including one or more BJA Community Engagement <a href="#">critical elements</a> .	<ul style="list-style-type: none"> <li>Type of community engagement implemented.</li> <li>Number of outreach opportunities provided this quarter.</li> </ul>
Maintain regular contact with victims and survivor families regarding violent crime cases to explain the status of ongoing efforts. Provide an update for each open court case X per X.	<ul style="list-style-type: none"> <li>Number of open court cases</li> <li>Number of times an update was provided each period.</li> </ul>
Make X referrals to victim services.	

	<ul style="list-style-type: none"> <li>• Number of referrals to victim services.</li> </ul>
Provide prosecutorial support to X investigations that target or lead to violent offense charges.	<ul style="list-style-type: none"> <li>• Number of investigations that target or lead to violent offense charges for which prosecutorial support is provided.</li> <li>• Number of these investigations made by a multijurisdictional law enforcement partner.</li> </ul>
Outcome Objectives	Performance Measures
File charges for prosecution in X cases, or X%, of violent crime cases referred for prosecution to the grant-funded prosecution program.	<ul style="list-style-type: none"> <li>• Number of cases referred for prosecution by violent crime type and offense class.</li> <li>• Number of these cases investigated by a multijurisdictional law enforcement partner.</li> <li>• Number of violent crime cases for which charges are filed and accepted for prosecution by type and offense class.</li> <li>• Number of Nolle Prosed cases</li> </ul>
Obtain a X% conviction rate for violent offense cases that were accepted for prosecution by the grant funded unit.	<ul style="list-style-type: none"> <li>• Number of cases prosecuted by Violent Crime Prosecution Unit.</li> <li>• Number of cases in which a conviction was obtained.</li> <li>• Number of offenders prosecuted for a violent crime by type of crime and offense class.</li> <li>• Number of offenders convicted of a violent crime by type of crime and offense class.</li> </ul>

### 3. Priorities

The following JAG Goals/Priorities will be addressed by this funding opportunity:

#### *Prosecution*

*Goal:* To support all public prosecutors, including appellate prosecutors, by providing the resources and training necessary to assist them in protecting public safety by holding offenders accountable while ensuring the constitutional rights of the accused and enforcing crime victims' constitutional and statutory rights.

#### *Law Enforcement*

*Goal:* To support law enforcement by providing them with the resources necessary to protect and serve the community through the development and implementation of data driven, promising, or research-informed policing strategies that protect public safety and reduce crime, particularly violent crime.

## B. Funding Information

A total of \$2.4M in federal funding is available through two solicitations, one NOFO for each category. \$2.4M will support nine months of programming. A total of \$3.2M in federal funding will be available to support twelve months of programming for subsequent grants, contingent on grantee performance and fund availability. Funding earmarks for each category are detailed below, but ICJIA reserves the right to award grants to applicants with the highest scores irrespective of category earmarks.

### 1. Award period

Grant awards resulting from this opportunity will have a target performance period of January 1, 2025, to September 30, 2025. Additional funding to support the program for up to 27 months may be awarded after the initial funding period, contingent upon satisfactory performance and availability of funds. The total period of funding for this NOFO will not exceed 36 months.

For the first grant for nine months starting January 1, 2025 to September 30, 2025:

<b>Program Category</b>	<b>Available funds</b>
Category 1: Violent Crime Prosecution Programs	\$1,050,000
Category 2: Multijurisdictional Violent Crime Enforcement Programs	\$1,350,000
<b>Totals:</b>	<b>\$2,400,000</b>

For subsequent twelve-month grants, based on satisfactory performance and availability of funding:

<b>Program Category</b>	<b>Available funds</b>
Category 1: Violent Crime Prosecution Programs	\$1,400,000
Category 2: Multijurisdictional Violent Crime Enforcement Programs	\$1,800,000
<b>Totals:</b>	<b>\$3,200,000</b>

### *Funding Ranges by Category*

ICJIA established minimum and maximum funding limits for each category based on population. Points will be deducted for applications requesting amounts outside of these funding limits.

### Category 1 Violent Crime Prosecution Program

<b>Funding Tiers based on population size</b>	<b>Tier One</b>	<b>Tier Two</b>	<b>Tier Three</b>
<b>Population Size</b>	1-499,999	500,000- 1,499,999	1,500,000 +
<b>Available Funding Range</b>	\$75,000 to \$150,000	\$75,000 to \$ 200,000	\$75,000 to \$500,000

### Category 2 Multijurisdictional Violent Crime Enforcement Program

<b>Funding Tiers based on population size</b>	<b>Tier One</b>	<b>Tier Two</b>
<b>Population Size</b>	0-499,999	500,000 +
<b>Available Funding Range</b>	\$50,000 - \$150,000	\$75,000 - \$ 200,000

### **Additional Funding for One-Time Equipment and Non-consumable Supplies for Category 1 and 2**

<b>Equipment and Non-consumable Supplies</b>	<b>Available to Category 1 and 2</b>
<b>Available Funding Range</b>	<b>\$0 to \$12,000</b>

## **C. Eligibility Information**

Applicants must be pre-qualified to do business with the State of Illinois. All organizations must be registered through the [Illinois Grant Accountability and Transparency Act \(GATA\) Grantee Portal](#) and in Good Standing for all pre-qualification requirements. During the open application period, a pre-qualification verification is performed in the GATA Implementation Website, this includes checking SAM.gov registration, Illinois Secretary of State standing, and status on Illinois Stop Payment List. The GATA Portal will indicate a “Good Standing” status or state the issue and steps on how to achieve “Good Standing”.

Applicants are also required to submit and obtain approval of a financial and administrative risk assessment utilizing an Internal Controls Questionnaire (ICQ) for SFY25 before execution of the grant agreement. Delay in obtaining ICQ approval will result in a delay in grant execution.

### ***Program Specific Eligibility Requirements***

This solicitation is open to Illinois municipalities, counties, and state agencies. Private and non-profit entities are not eligible to apply.

### ***Category 1 Violent Crime Prosecution Program***

To be eligible for funding, applicants must be the Office of the State’s Attorney’s Appellate Prosecutor or county state’s attorney’s offices.

During the grant agreement negotiations, awarded applicants will be required to provide a memorandum of understanding demonstrating collaborative involvement with a multijurisdictional violent crime enforcement program toward meeting this program’s goals and objectives.

### ***1. Match Requirement***

Fund matching and cost-sharing are not required.

## **2. Indirect Cost Rate**

In order to charge indirect costs to a grant, the applicant organization must either have an annually negotiated indirect cost rate agreement (NICRA) or elect to use the standard *de minimis* rate. The *de minimis* rate will increase to 15% effective October 1, 2024. Applicants who elect to use the *de minimis* rate may apply the 15% rate. There are three types of allowable indirect cost rates:

- a) Federally Negotiated Rate. Organizations that receive direct federal funding, may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. Illinois will accept the federally negotiated rate.
- b) State Negotiated Rate. The organization may negotiate an indirect cost rate with the State of Illinois if they do not have a Federally Negotiated Rate. If an organization has not previously established an indirect cost rate, an indirect cost rate proposal must be submitted through the State of Illinois centralized indirect cost rate system in the GATA Grantee Portal. If an organization previously established an indirect cost rate, the organization must annually submit a new indirect cost proposal through the GATA Grantee Portal system within the earlier of six (6) months after the close of the grantee's fiscal year; and three (3) months of the notice of award.
- c) De Minimis Rate. An organization that has never negotiated an indirect cost rate with the Federal Government or the State of Illinois is eligible to elect a *de minimis* rate of 15% of modified total direct cost (MTDC). Once established, the *de minimis* Rate may be used indefinitely. The State of Illinois must verify the calculation of the MTDC annually in order to accept the *de minimis* rate.

Grant fund recipients are required to complete the indirect cost rate proposal process every fiscal year. If you plan to include indirect costs in your budget, please select your indirect cost rate through the GATA Grantee portal prior to submitting your grant documents to ICJIA.

Grantees have discretion and can elect to waive payment for indirect costs. Grantees that elect to waive payments for indirect costs cannot be reimbursed for indirect costs. The organization must record an election to "Waive Indirect Costs" into the GATA Grantee Portal. Indirect Cost election must be completed annually, for every entity's fiscal year. More information regarding the indirect cost election process can be found [here](#).

## **D. Application and Submission Information**

### **1. Accessing Application Package**

Paper copies of the application materials may be requested from Luisa Salazar by calling 312-814-0707; writing Luisa Salazar at 60 E Van Buren, Suite 650, Chicago, Illinois 60605; via Telephone Device for the Deaf (TDD) (312)793-4170 or by email at

CJA.JAGVRNOFO@illinois.gov. Application materials, however, must be submitted via the [AmpliFund](#) grant management system.

## ***2. Content and Form of Application Submission***

Completed applications must be submitted in AmpliFund. The following must be uploaded to AmpliFund to complete the application.

- [Performance Plan – NOFO#2094-2864 Prosecution – Goals, Objectives, and Performance Metrics](#)

## ***3. Unique Entity Identification Number (UEI) and System for Award Management (SAM)***

Applicants are required to:<sup>6</sup>

- a) Be registered in SAM before submitting its application. To establish a SAM registration, go to <http://www.SAM.gov/SAM>.
- b) Provide a valid Unique Entity Identification Number. Unique Entity Identifier (UEI) is now the primary means of identifying entities registered for federal awards government-wide in the [System for Award Management \(SAM\)](#).

If your entity is already registered in SAM, it has been assigned a UEI. Instructions regarding the migration from DUNS to UEI have been posted in the [SAM website](#).

- c) Continue to maintain an active SAM registration with current information while it has an active award or application under consideration. ICJIA may not make a federal pass-through or state award to an applicant until the applicant has complied with all applicable SAM requirements. If an applicant has not fully complied with the requirements by the time ICJIA is ready to make an award, ICJIA may determine that the applicant is not qualified to receive an award and may use that determination as a basis for making a state award to another applicant.

## ***4. Submission Dates, Times, and Method***

Completed application materials must be received by and in possession of the AmpliFund grant management system by 5:00 p.m. CDT, October 7, 2024, to be considered for funding. Applications must be submitted via [AmpliFund](#). Upon receipt, an automated confirmation will be emailed. Proposals will not be accepted by email, mail, fax, or in person. AmpliFund will not permit late submissions. Agencies are encouraged to submit their applications 24-72 hours in advance of the deadline to avoid unforeseen technical difficulties. Technical difficulties with the grant management system should be reported immediately to ICJIA at [CJA.JAGVRNOFO@illinois.gov](mailto:CJA.JAGVRNOFO@illinois.gov).

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<sup>6</sup> Exempt from these requirements are individuals or agencies under 2 CFR § 25.110(b) or (c) and those with an exception approved by the federal or state awarding agency under 2 CFR § 25.110(d).

## 5. Application Questions

Questions may be submitted via email at [CJA.JAGVRNOFO@illinois.gov](mailto:CJA.JAGVRNOFO@illinois.gov). The deadline for submitted questions is 5:00 p.m. CDT on September 27, 2024. All substantive questions and responses will be posted on the [ICJIA website](#) and on the [AmpliFund](#) grants management system.

## 6. Funding Restrictions

- a) Federal Financial Guide. Applicants must follow the current edition of the Department of Justice Grants Financial Guide which details allowable and unallowable costs is available [here](#). Costs may be determined to be unallowable even if not expressly prohibited in the Federal Financial Guide.
- b) Prohibited Uses. The following is a non-exhaustive list of services, activities, goods, and other costs that cannot be supported through this NOFO:
  - Land acquisition
  - New construction
  - A renovation, lease, or any other proposed use of a building or facility that will either result in a change in its basic prior use or significantly change its size
  - Minor renovation or remodeling of a property either listed or eligible for listing on the National Register of Historic Places or located within a 100-year flood plain
  - Implementation of a new program involving the use of chemicals
  - Capital expenditures
  - Fundraising activities
  - Lobbying
  - All food and beverage costs
  - JAG Prohibited and Controlled Expenses. The JAG Prohibited and Controlled Expenditures chart lists expenditures that are strictly prohibited. These expenditures may not be approved under any circumstances, pursuant to the Executive Order 13688 on Federal Support for Local Law Enforcement Equipment Acquisition. [View PDF](#)
- c) Allowable expenses. All expenses must reasonable, necessary, and allocable to the program. The following is a non-exhaustive list of services, activities, goods, and other costs that can be supported through this NOFO:
- d) Pre-Award Costs. **No costs incurred before the start date of the grant agreement may be charged to awards resulting from this funding opportunity.**
- e) Program Income. Program Income is defined as gross income earned by the grantee that is directly generated by a supported activity or earned as a result of the Federal award during the period of performance.

ICJIA requires implementing agencies to account for program income. Program income can be reported on a cash or accrued income basis. The federal percentage of the program income must be accounted for minimally in the same ratio of federal funding in the program.

If a program is supported with 75% federal funds and 25% non-federal funds, then 75% of program income must be accounted for and reported by the implementing agency as program income. For example, if program income earned by the grant is \$100,000, then 75% or \$75,000 must be accounted for and reported.

f) Pre-approvals. Prior approvals may affect project timelines. Submission of materials for ICJIA approval should be incorporated into the application Implementation Schedules. ICJIA may require prior approval of the following:

- Out-of-state travel
- Certain Requests for Proposals, procurements, and sub-contracts
- Conference, meeting, and training costs

g) State Travel Guidelines. travel costs charged to ICJIA must conform to State Travel Guidelines, found here: <https://cms.illinois.gov/employees/travel.html> which are based on the General Service Administration (GSA) guidelines found here: <https://www.gsa.gov/travel/plan-book/per-diem-rates>. Applicant agencies with lower cost travel guidelines than the State of Illinois must use those lower rates.

h) Executive Compensation. All personnel costs are subject to ICJIA's Executive Compensation policy, found [here](#).

i) Supplanting. Awarded funds must be used to supplement existing funds for grant activities and must not replace funds that have been appropriated for the same purpose. Supplanting shall be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the applicant or grantee will be required to supply documentation demonstrating that the reduction in non-ICJIA funds occurred for reasons other than the receipt or expected receipt of ICJIA funds.

j) Proposed Subawards and Subcontracts. Applicants may propose to enter subawards or subcontracts under this award, each of which involve different rules and applicant responsibilities. A subaward carries out a portion of the grant agreement while a contract is often for obtaining goods and services for the grantee's own use. (44 Ill. Admin Code 7000.240). If a third party will provide some of the essential services or develop or modify a product that the applicant has committed to provide or produce, ICJIA may consider the agreement with the third party a subaward for purposes of grant administration.

Applicants must classify each expense in the contractual budget as a subaward or subcontract. The substance of the agreement, not the title or structure of the agreement, will determine whether it is a subaward of a subcontract. Applicants are

advised to use the “Checklist for Contractor/Subrecipient Determinations” available at the GATA Resource Library for guidance, found [here](#).

Applicants are required to justify their use of subawards and explain their capacity to serve as “pass-through” entities in the program narrative. Applicants will monitor subaward compliance with grant terms, applicable federal and state law including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Award, 2 C.F.R. Part 200, GATA, and ICJIA policies. Proposed subawards must be identified, if possible, and their roles described in both the program and budget narratives.

For procurement contracts, applicants are encouraged to promote free and open competition in awarding contracts. All subcontracts must comply with federal and state requirements.

- k) Subject to ICJIA Rules. Even where not mentioned above, all grantees are subject to ICJIA’s rules and policies, which can be found [here](#).

### ***7. Requirement Prior to Submitting the Application***

1. All Applicants must register their organization at the Illinois Grant Accountability and Transparency Act (GATA) Grantee Portal: <https://grants.illinois.gov/portal/> .
2. To submit an application, approved individuals for an organization must be a registered via the GATA Grantee GATA Portal and identified as an AmpliFund user.
3. Applicant Technical Assistance Recording. Applicants are advised to view the following technical assistance recordings prior to application submission.
4. Additional resources are:
  - [Register in the GATA Grantee Portal](#)
  - [Creating a GATA Grantee User Account](#)
  - [Register in AmpliFund](#)
  - [Complete the application in AmpliFund](#)
  - [Getting to know GATA and the GATA Grantee Portal](#)
  - Learn about the: Online Self-paced Grant Course: [YOUR RECIPE FOR GRANT SUCCESS](#)

## **E. Application Review Information**

Application materials must address all components of this NOFO and demonstrate both a need for the program and an ability to successfully implement the program. Reviewers will score applications based on completeness, clear and detailed responses to program narrative questions, and inclusion of all mandatory program elements as well as past performance history and/or financial standing with ICJIA. The applicant must demonstrate that costs are reasonable, necessary, and allowable.

The total number of points available 100. Minimum score needed to qualify is 50.

Scoring Criteria	Points per section	Possible Points
<b>Program Narrative for Category 1: Prosecution</b>		
<b>Program Summary:</b>		
➤ Provides a clear, concise summary of the proposed program design stating the problems or needs to be addressed, and states outcomes to be gained.	5	
<b>Subtotal possible points:</b>		<b>5</b>
<b>Problem Statement:</b>		
➤ Provides clear description of the problem to help clarify the extent of the problem including needs of the community.	10	
<b>Subtotal possible points:</b>		<b>10</b>
<b>Problem Statement – Description of Service Area:</b>		
• Lists the geographic area to be served.	2	
• Provides the population and the urban/suburban/rural characteristics of the area to be served as well as any other descriptive information the applicant views as relevant to the statement of problem.	2	
<b>Subtotal possible points:</b>		<b>4</b>
<b>Problem Statement – Current Status and Data:</b>		
➤ Provides a complete data table that demonstrates need for the program.	3	
➤ Describes what the data indicates such as a need for a violence reduction project, growth in a particular area, or change in the situation over time.	3	
➤ Discusses other local data or nuances that further demonstrate the scope of the violence problem and justify the need for programming.	3	
<b>Subtotal possible points:</b>		<b>9</b>
<b>Program Design:</b>		
➤ Provides detailed explanation of program design and incorporates some of the BJA violent crime reduction critical elements.	7	
➤ Provides detailed explanation of training and collaboration with Category 1 or Category 2 programs to enhance their violent crime reduction strategy.	7	
➤ Provided detailed explanation on incorporating	7	

non-traditional/non-governmental partner and community engagement.		
➤ Provides detailed explanation on addressing needs for victims and their families.	7	
<b>Subtotal possible points:</b>		<b>28</b>
<b>Project Implementation:</b>		
➤ Provides a completed Implementation Schedule that sets reasonable steps for project development and operation, and clearly describes responsible parties.	5	
<b>Subtotal possible points:</b>		<b>5</b>
<b>Goals, Objectives, and Performance Indicators:</b>		
➤ Sets reasonable benchmarks for the performance of both process and outcome objectives.	8	
<b>Subtotal possible points:</b>		<b>8</b>
<b>Project Management:</b>		
• Describes how project success will be measured and evaluated. Provides detail on how and when data will be collected and utilized.	5	
• Describes plan for coordination and supervision of the project activities.	5	
• Describes the program will ensure a positive impact on the community while executing their strategy. Describes they will overcome obstacles in launching and implementing the program.	5	
<b>Subtotal possible points:</b>		<b>15</b>
<b>Budget and Budget Narrative for Category 1: Prosecution</b>		
➤ The applicant's proposed budget is reasonable, necessary, and allocated in a cost-effective manner.	4	
➤ The applicant's proposed budget is directly related to the purpose of the program.	4	
➤ All budgeted line items are consistent with expenses in the program narrative.	4	
➤ Narrative is included for each line item, clearly detailing how the applicant arrived at and calculated the budgeted amounts.	4	
<b>Subtotal possible points:</b>		<b>16</b>
<b>Final Total Possible Points:</b>		<b>100</b>

## 1. Review and Selection Process

Proposals that pass the merit review process will be awarded based on the following scoring criteria:

Sequence of scoring criteria used	Scoring Criteria
1	Highest-scoring application for each region
2	Second highest-scoring application for each region
3	Applications with next highest scores regardless of region
4	Available funding
5	Highest score: Program Design
6	Highest score: Statement of the Problem
7	Highest score: Project Management
8	Highest score: Goals, Objectives, and Performance Indicators

All applications are screened for completeness including GATA pre-qualification and ICQ submission for the current state fiscal year. Applications that are not complete will not be reviewed and will be denied. Selection of proposals that pass the screening process will receive an automated AmpliFund notification stating that the application has been accepted and designated for scoring and review. Proposals will be reviewed by a panel of ICJIA staff and stakeholders. The proposals with the highest scores in each region will be selected. Based on available funding, the proposal(s) with the next highest scores may be selected. After Budget Committee approval, selected applicants will receive a separate automated AmpliFund notification announcing the award of the grant.

ICJIA may invite applicants to answer clarifying questions and modify budgets that include unallowable or unreasonable costs. NOFO application budgets will be reviewed for allowability, completeness, and cost-effectiveness. ICJIA will perform an in-depth budget review of all grants awarded and may require budget modifications that do not materially change the nature of the program.

Successful applicants whose applications contained unallowable or unreasonable costs may have their awards reduced by the total amount of those costs. Upon applicant acceptance of the grant award, ICJIA will publish the announcement on the GATA portal. Review team recommendations will be forwarded to the Budget Committee for approval. Applicants will be notified of the Budget Committee's decision.

## ***2. Appeal Process***

Unsuccessful applicants may request a formal appeal of the evaluation process. Evaluation scores and funding determinations may not be contested and will not be considered by ICJIA's Appeals Review Officer. The appeal must be submitted within 14 calendar days after receipt of a Funding Opportunity Declination Letter from ICJIA. The appeal must include, at a minimum, the following:

- Statement indicating a request for a formal appeal
- A statement identifying the part(s) of the evaluation process being appealed.

The appeal will be sent to:

Appeals Review Officer  
Illinois Criminal Justice Information Authority  
[CJA.ARO@Illinois.gov](mailto:CJA.ARO@Illinois.gov)

Once an appeal is received, ICJIA will acknowledge receipt of an appeal. ICJIA will respond to the appeal, in writing, within 60 days or explain why more time is required. ICJIA will resolve the appeal by a written determination, which will include:

- Review of the appeal.
- Appeal determination.
- Rationale for the determination.
- Standard description of the appeal review process and criteria.

### ***3. Debriefing Process***

Unsuccessful applicants may request a debriefing for feedback to improve future applications. Debriefings include written advice on the strengths and weaknesses of applications using the evaluation and review criteria.

Requests for debriefings must be made via email and submitted within seven calendar days after receipt of notice. Debriefing requests will not be granted if there is an active appeal, administrative action, or court proceeding. The written debriefing requests shall include:

- The name and address of the requesting party.
- Identification of grant program.
- Reasons for the debrief request.

Please send requests to:

Luisa Salazar  
Illinois Criminal Justice Information Authority  
[CJA.JAGVRNOFO@Illinois.gov](mailto:CJA.JAGVRNOFO@Illinois.gov)

## **F. Award Administration Information**

### ***1. State Award Notices***

The ICJIA Budget Committee is scheduled to review and approve designations on December 19, 2024.

ICJIA will transmit a Notice of State Award (NOSA) and the grant agreement to successful applicants after the Budget Committee reviews and approves designations. The NOSA will detail specific conditions resulting from pre-award risk assessments that will be included in the grant

agreement. The NOSA will be provided and must be accepted through the Grantee Portal unless another distribution is established. The NOSA is not an authorization to begin performance or incur costs.

The following documents must be submitted prior to the execution of an agreement:

- Civil Rights Compliance Questionnaire
- Equal Employment Opportunity and Civil Rights Certification
- Lobbying and Debarment certification
- Fiscal Information Sheet
- JAG Trust Fund Certification

## ***2. Administrative and National Policy Requirements***

In addition to implementing the funded project consistent with the approved project proposal and budget, agencies selected for funding must comply with applicable grant terms and conditions and other legal requirements, including the 34 U.S.C. §§ 10151 – 10158, GATA, and the U.S. Department of Justice Grants Financial Guide.

Additional programmatic and administrative special conditions may be required.

## ***3. Reporting***

Recipients must submit periodic financial reports, periodic performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the 2 CFR Part 200 Uniform Requirements. Future awards and fund drawdowns may be withheld if reports are delinquent.

## **G. State Awarding Agency Contact(s)**

For questions and technical assistance regarding application submission, contact:

Luisa Salazar  
Illinois Criminal Justice Information Authority  
CJA.JAGVRNOFO@Illinois.gov

## **H. Other Information**

The Illinois Criminal Justice Information Authority (ICJIA) is a state agency dedicated to improving the administration of criminal justice. ICJIA brings together key leaders from the justice system and the public to identify critical issues facing the criminal justice system in Illinois, and to propose and evaluate policies, programs, and legislation that address those issues. The statutory responsibilities of ICJIA fit into four areas: grants administration; research and analysis; policy and planning; and information systems and technology.

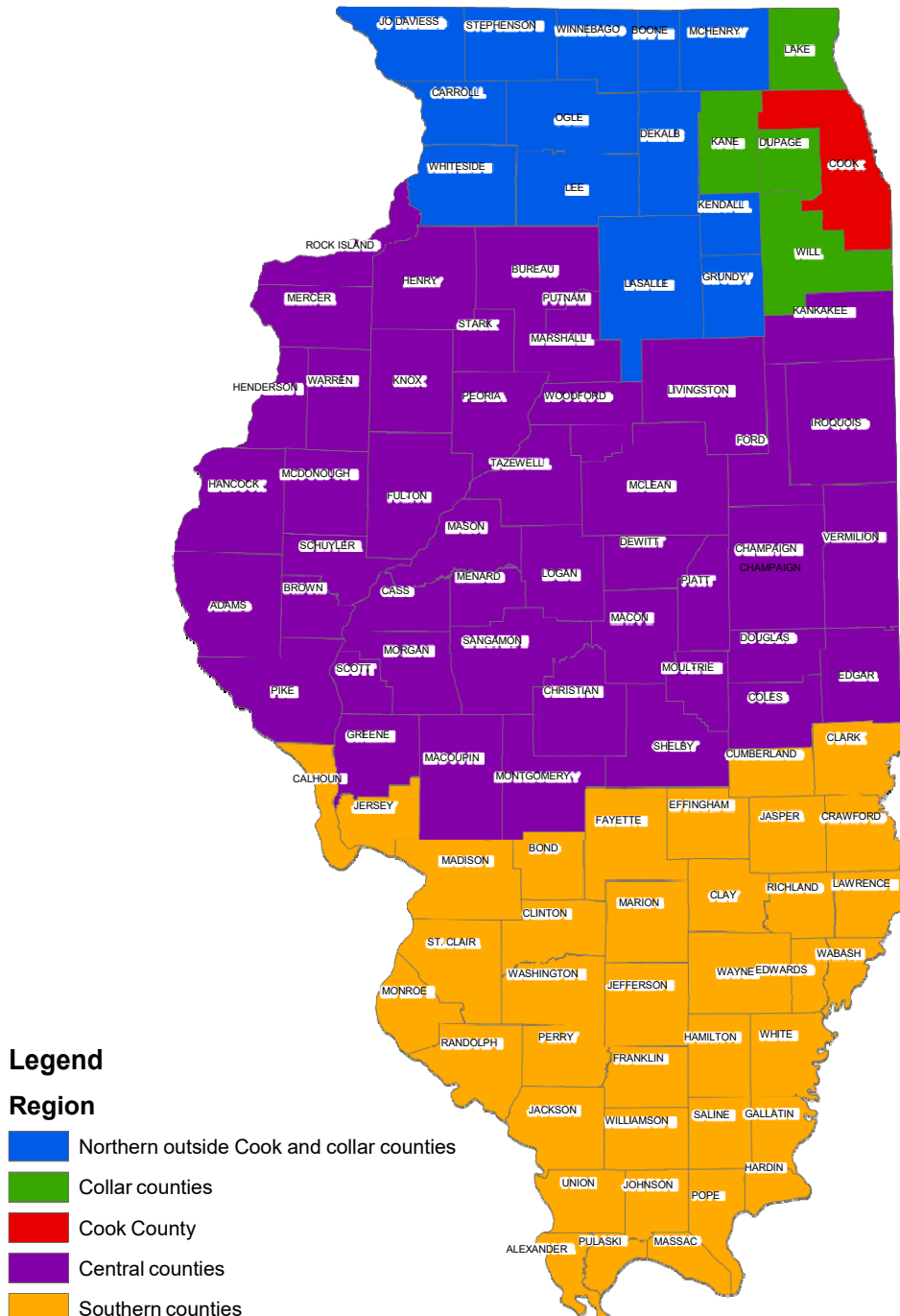
Section 7 of the Illinois Criminal Justice Information Act grants ICJIA authority “to apply for, receive, establish priorities for, allocate, disburse, and spend grants of funds that are made

available by and received on or after January 1, 1983 from private sources or from the United States pursuant to the federal Crime Control Act of 1973, as amended, and similar federal legislation, and to enter into agreements with the United States government to further the purposes of this Act, or as may be required as a condition of obtaining federal funds” and “to receive, expend, and account for such funds of the State of Illinois as may be made available to further the purposes of this Act.” (20 ILCS 3930/7(k), (l))

Neither the State of Illinois nor ICJIA are obligated to make any award as a result of this announcement. The ICJIA Executive Director or designee has sole authority to bind ICJIA to the expenditure of funds through the execution of grant agreements.

This application is subject to the Illinois Freedom of Information Act (FOIA). Any information that the applicant believes should be exempt under FOIA should clearly highlight the information that is exempt, and the basis of the exemption.

## ILLINOIS REGIONS



### Legend

#### Region

- Northern outside Cook and collar counties
- Collar counties
- Cook County
- Central counties
- Southern counties

**Regions represent the divisions of the U.S. District Courts of Illinois. Cook and Collar county regions are subsets of the Northern U.S. Courts of Illinois.**

**Regional Classifications of Counties**

<u>Northern outside Cook and collar counties</u>	<b>Central counties</b>		<b>Southern counties</b>
<u>Boone</u>	<u>Adams</u>	<u>Schuyler</u>	<u>Alexander</u>
<u>Carroll</u>	<u>Brown</u>	<u>Scott</u>	<u>Bond</u>
<u>DeKalb</u>	<u>Bureau</u>	<u>Shelby</u>	<u>Calhoun</u>
<u>Grundy</u>	<u>Cass</u>	<u>Stark</u>	<u>Clark</u>
<u>Jo Daviess</u>	<u>Champaign</u>	<u>Tazewell</u>	<u>Clay</u>
<u>Kendall</u>	<u>Christian</u>	<u>Vermilion</u>	<u>Clinton</u>
<u>LaSalle</u>	<u>Coles</u>	<u>Warren</u>	<u>Crawford</u>
<u>Lee</u>	<u>DeWitt</u>	<u>Woodford</u>	<u>Cumberland</u>
<u>Ogle</u>	<u>Douglas</u>		<u>Edwards</u>
<u>Stephenson</u>	<u>Edgar</u>		<u>Effingham</u>
<u>Whiteside</u>	<u>Ford</u>		<u>Fayette</u>
<u>Winnebago</u>	<u>Fulton</u>		<u>Franklin</u>
<u>McHenry</u>	<u>Greene</u>		<u>Gallatin</u>
	<u>Hancock</u>		<u>Hamilton</u>
	<u>Henderson</u>		<u>Hardin</u>
<b>Cook County</b>	<u>Henry</u>		<u>Jackson</u>
	<u>Iroquois</u>		<u>Jasper</u>
<b>Collar counties</b>	<u>Kankakee</u>		<u>Jefferson</u>
<u>DuPage</u>	<u>Knox</u>		<u>Jersey</u>
<u>Kane</u>	<u>Livingston</u>		<u>Johnson</u>
<u>Lake</u>	<u>Logan</u>		<u>Lawrence</u>
<u>Will</u>	<u>McDonough</u>		<u>Madison</u>
	<u>McLean</u>		<u>Marion</u>
	<u>Macon</u>		<u>Massac</u>
	<u>Macoupin</u>		<u>Monroe</u>
	<u>Marshall</u>		<u>Perry</u>
	<u>Mason</u>		<u>Pope</u>
	<u>Menard</u>		<u>Pulaski</u>
	<u>Mercer</u>		<u>Randolph</u>
	<u>Montgomery</u>		<u>Richland</u>
	<u>Morgan</u>		<u>St. Clair</u>
	<u>Moultrie</u>		<u>Saline</u>
	<u>Peoria</u>		<u>Union</u>
	<u>Piatt</u>		<u>Wabash</u>
	<u>Pike</u>		<u>Washington</u>
	<u>Putnam</u>		<u>Wayne</u>
	<u>Rock Island</u>		<u>White</u>
	<u>Sangamon</u>		<u>Williamson</u>