



ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY

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Via Email

Memorandum

To: Lake County on behalf of the Lake County State's Attorney's Office

From: Cydney Wessel, ARPA/VP Program Administrator

Date: May 10, 2024

Re: ARPA Line-item Designation Increase Notice

This memo serves as notification that the FY23 ARPA designation has been increased. The original designation set aside ICJIA's standard 10% administrative fee for executing, monitoring, closeout and reporting on the funds, in addition to ensuring programmatic activities are in line with the funding award. That 10% is now being granted back to agencies so the original designation will increase by that 10% set aside.

- **Original Designation Amount: {\$450,000}**
- **10% set aside: {\$50,000}**
- **Total Designation Amount: {\$500,000}**

Please **respond within 5 business days** after the receipt of this memo to express your intent to move forward with acceptance of these funds. We will be hosting technical assistance webinars about how to update your materials for this amendment, and we will also be hosting office hours. We will email you with information about these activities in the near future. It is strongly recommended that you attend the webinar.

Two important points of clarification.

- **One-time Funds:** The original/now total designation was and continues to be a **one-time funding opportunity** and is not renewable annually like other streams of funding. It is anticipated that any **unused funds** from year to year will be **reappropriated for FY25 & FY26; however, ICJIA has no control over those decisions.**
- **Scope of Programming: Violence Prevention/Intervention:** The additional funds continue to support communities where an increase in violence or increased difficulty in accessing or providing services to respond to or mitigate the effects of violence, is a result of the pandemic they may use funds to address that harm. This programming may include:
 - Youth/Emerging Adult Development
 - Re-entry Support
 - Behavioral Health services, or

- Violence Intervention such as, Street Intervention, Case Management, and Victim Services.

1. **Project Period:** the project period for this amendment will be from the original start date of the grant through **June 30th, 2025, or until funds are exhausted.**
2. **Next Steps and Due Dates:** To start the amendment process, please determine if the additional funding will support current programming based on the original grant or if new programming will be proposed.

Please submit the following documentation to your grant specialist. If you would like copies of this content emailed to you, please reach out to your grant specialist.

Document	Submission Required	Format needed for submission
Updated Program Narrative	If changing current program scope	Microsoft Word
Updated Deliverables/Milestones	Yes, must include steps required to implement additional funding.	Microsoft Word
Updated ICJIA Uniform Budget	Yes, must include additional funds, on the most current approved budget, in red font. Can also involve budget revision if necessary. Make certain the budget now totals the Total Designation amount.	Microsoft Excel