



Lake County Sheriff's Office STEP Grant FFY25

Prepared by Lake County
for Illinois Department of Transportation State and Community Highway Safety/National Priority Safety Program; 25-0343-
11 Sustained Traffic Enforcement Program (STEP)

Primary Contact: Ari Briskman

Opportunity Details

Opportunity Information

CSFA Number

494-10-0343

CSFA Popular Name

NHTSA Section 402, Section 405, and 1906 funds and State of Illinois funds

Title

State and Community Highway Safety/National Priority Safety Program; 25-0343-11 Sustained Traffic Enforcement Program (STEP)

Description

I. INTRODUCTION:

The Sustained Traffic Enforcement Program (STEP) focuses on High Visibility Enforcement (HVE) at specific times on specific dates throughout the year. The enforcement efforts are designed to reduce fatalities and serious injuries at some of the deadliest times of the year for vehicle travel. There are six required campaigns for this program. Applicants also have the opportunity to participate in optional campaigns and/or additional traffic safety enforcement.

II. PROJECT GOAL:

Increase high visibility enforcement of traffic safety laws in Illinois.

III. REMINDERS FOR THIS YEAR:

- Mandatory Campaign Funds become more flexible – funding for these campaigns will operate similarly to the additional enforcement. See mandatory campaigns section for elaboration.
- SPEED Optional Campaign – July 8- August 1, 2025
- Additional Traffic Safety Enforcement funds can be requested up to one hundred (100) percent of total mandatory and optional enforcement amount.
- The claim for reimbursement is due within 45 days after the end of the enforcement campaign or the end of month when Additional Enforcement is worked.
- Create meaningful public participation and engagement to ensure diverse views are heard and considered.
- It is recommended that grantee completes the budget calculation sheet first in order to calculate the total amount being requested.

IV. GRANT PROPOSAL GUIDANCE:

This section will cover the requirements of Mandatory, Optional campaigns, and Additional Enforcement.

Campaign Specifications:

A. Mandatory Enforcement Campaigns – these campaigns are a requirement of the grant and agencies must participate. The applicant agency can apply for funds to conduct Impaired Driving and/or Occupant Protection enforcement for each campaign.

In the application, the applicant will designate how much funding they need for each campaign, but this will only be used to justify their participation and overall dollar amount.

During the grant year, the agency will spend funds on the campaigns as needed. These funds will operate as a lump sum that can be used throughout the year. Agencies are not required to seek approval to move funds from one campaign to another.

AGENCIES ARE REQUIRED TO PARTICIPATE IN ALL 6 CAMPAIGNS AND MUST BUDGET ACCORDINGLY THROUGHOUT THE YEAR TO ENSURE COMPLIANCE WITH THIS REQUIREMENT.

Agencies must participate in the following campaigns with the predetermined message and enforcement emphasis:

- ☐ Thanksgiving (Shared Occupant Protection/Impaired Driving Message)
- ☐ Christmas/New Year's (Impaired Driving)
- ☐ St. Patrick's Day (Impaired Driving)
- ☐ Memorial Day (Occupant Protection)
- ☐ Independence Day (Impaired Driving)
- ☐ Labor Day (Impaired Driving)

Mandatory Enforcement Campaign Requirements:

The applicant can apply for funds to conduct Impaired Driving and/or Occupant Protection enforcement for each campaign but at least one must be conducted. There are separate requirements and desired outputs for each enforcement type. Each campaign will also have a primary message and enforcement emphasis (e.g. "Click It or Ticket" or "Drive Sober Or Get Pulled Over"). Agencies are encouraged to conduct enforcement campaigns for both Impaired Driving and Occupant Protection. Other traffic safety citations should be issued where appropriate, during mandatory campaigns. Examples of other citations for violations directly relating to contributory causes of crashes would be speeding, electronic device use, failure to yield, disobeying traffic control signal/device, etc., in addition to impaired driving arrests and occupant restraint (seat belt/child restraint) citations.

Explanation of Operation:

EXAMPLE - Your agency was awarded \$1,000 for each of the six campaigns below for a total of \$6,000 in mandatory campaigns. How you spend those funds is up to your agency. As seen below you asked for \$1,000 for each campaign but it was spent as it was needed and no approvals to move the funds is required.

- ☐ Thanksgiving Occupant Protection \$2,500
- ☐ Christmas/New Year's (Impaired Driving) \$500
- ☐ St. Patrick's Day (Impaired Driving) \$250
- ☐ Memorial Day (Occupant Protection) \$250
- ☐ Independence Day (Impaired Driving) \$1,500
- ☐ Labor Day Occupant Protection \$1,000

MUST STILL DEFINE THE ENFORCEMENT TYPE ON THE CITATION REPORTING FORM (BSPE 205 or equivalent).

Occupant Protection Enforcement:

- A minimum of thirty (30) percent of total mandatory campaign hours for the grant year shall be worked between the hours of 6:00 p.m. and 6:00 a.m.
- Nighttime hours can be scheduled when most appropriate by the grant agency. (Example; If an agency's total mandatory and optional campaign hours add up to 100 hours, a minimum of 30 hours must be worked between 6:00 p.m. and 6:00 a.m.). Thus, the agency has the flexibility to schedule nighttime hours when most appropriate during the grant year.
- Thirty (30) percent of all citations while working Occupant Protection enforcement should be for occupant restraint violations.
- See the Desired Outputs section for citation/traffic stop expectations.

Impaired Driving Enforcement:

- Patrol hours must occur between 6:00 p.m. and 6:00 a.m.

Impaired driving patrol hours may be extended outside of 6:00 p.m. and 6:00 a.m. with pre-approval from an IDOT Safety Grant Administrator (GA).

Daytime patrol hours can be conducted BY ARIDE/DRE-TRAINED OFFICERS ONLY between the hours of 6:00 a.m. and 6:00 p.m.

- All officers conducting grant-funded, alcohol-related enforcement must be trained in the Standardized Field Sobriety

Test (SFST). Approved training in this area consists of the 24-hour National Highway Traffic Safety Administration (NHTSA), DWI Detection and SFST Course or other NHTSA/IETSB-approved refresher course. To satisfy this requirement, officers must complete an IETSB-accredited academy, a 24-hour SFST course or an SFST refresher course every four (4) years from the date of their last completed certified training. These courses must be taught by certified SFST instructors. Note: A law enforcement agency may provide in-house training for its own officers conducted by officers from the same agency, provided the trainer is a certified IETSB SFST instructor. Officers may also attend training at an agency other than their own if the training is conducted by a certified SFST instructor. In these situations, a class roster showing all officers who completed the training must be sent to the IETSB. Upon request, law enforcement agencies must be able to produce verification of compliance with this requirement.

- See the Desired Outputs section for citation/traffic stop expectations.

B. Optional Enforcement Campaigns – An agency may participate in any number of optional campaigns but there is no requirement to do so.

Agencies may participate in the following campaigns with the predetermined message emphasis:

- ☐ Halloween (Impaired Driving)
- ☐ Super Bowl (Impaired Driving)
- ☐ Distracted Driving (Distracted Driving)
- ☐ Speed Awareness (Speeding)
- ☐ Child Passenger Safety (Occupant Protection)

Optional Enforcement Campaign Requirements:

Like the mandatory campaigns, the applicant agency can apply for funds to conduct Impaired Driving and/or Occupant Protection enforcement for the Halloween and Super Bowl campaigns. Distracted Driving, Speed and Child Passenger Safety only have one campaign focus, but all campaigns will have a primary message and enforcement emphasis (as seen above). Although the focus of the campaign may be occupant protection, impaired driving, child passenger safety, speed, or distracted driving, officers/deputies are encouraged to issue other citations for violations directly relating to contributory causes of crashes. For example, speeding, electronic device use, failure to yield, disobeying traffic control signal/device, etc., in addition to impaired driving arrests and occupant restraint (seat belt/child restraint) citations.

Occupant Protection Enforcement

- See Mandatory Occupant Protection Enforcement Requirements

Impaired Driving Enforcement:

- See Mandatory Impaired Driving Enforcement Requirements

Distracted Driving Enforcement:

- Only conducted in the month of April.
- No time of day or day of week requirements.
- See the Desired Outputs section for citation/traffic stop expectations.

Speed Enforcement:

- Only conducted during the specified dates of July 8 - August 1st.
- See the Desired Outputs section for citation/traffic stop expectations.

C. Additional Enforcement - Agencies can apply for funding to conduct additional enforcement along with the mandatory and optional campaigns. The focus, time, and date are completely up to the department based on their traffic enforcement needs but they cannot be used during the mandatory campaign dates. Agencies shall conduct enforcement focusing on contributory causes of crashes, i.e., speeding, impaired driving, electronic device use, failure to yield, disobeying traffic control signal/device, as well as occupant restraint violations.

Agencies can apply for funds as one lump sum under this section without defining a specific enforcement type. These additional enforcement funds will be used when the agency decides it is most necessary, as long as it is outside of the

mandatory campaign dates. Funds can be used as needed throughout the grant year.

Additional Enforcement Requirements:

- Additional Traffic Safety Enforcement efforts can be scheduled anytime, day or night outside the mandatory campaign dates.

Agencies shall conduct enforcement focusing on contributory causes of crashes, i.e., speeding, impaired driving, electronic device use, failure to yield, disobeying traffic control signal/device, as well as occupant restraint violations.

- Additional Traffic Safety Enforcement funds cannot exceed one hundred (100) percent of the requested mandatory and optional enforcement funds.
- Agencies shall submit only one citation/arrest data reporting form and one reimbursement claim for all additional enforcement for the entire month when that enforcement was worked. The BSPE citation reporting form shall be submitted within two weeks from the end of the month when work was completed. The reimbursement claim (BSPE 500) shall be submitted within 45 days from the end of the month when work was completed. This is in addition to the reporting forms for any optional campaign enforcement done in that time frame.
- See the Desired Outputs section for citation/traffic stop expectations.
- Note: Agencies are allowed to conduct additional enforcement within optional campaigns timeframes if the agency is not conducting enforcement during that optional campaign. The only exception is when the optional enforcement is scheduled for the entire month during the Distracted Driving and Speed campaigns.

Desired Outputs by Enforcement Campaign Type:

Mandatory and Optional Campaigns:

Occupant Protection (includes Child Passenger Safety):

1. Average a minimum of one (1) traffic enforcement contact for every 60 minutes of patrol.
2. Thirty (30) percent should be for occupant restraint violations.
 - a. Front and back seat, child or adult occupants.

Impaired Driving:

1. A minimum of one impaired driving arrest for every fifteen (15) hours of patrol.
2. Average a minimum of one (1) traffic enforcement contact for every sixty (60) minutes of patrol.

Distracted Driving (optional campaign only):

1. Average a minimum of one (1) traffic enforcement contact for every 60 minutes of patrol.
2. Fifty (50) percent should be for electronic device use violations.

Speed (optional campaign only):

1. Average a minimum of one (1) traffic enforcement contact for every 60 minutes of patrol.
2. Fifty (50) percent should be for speed violations.

Additional Enforcement:

1. Average a minimum of one (1) traffic enforcement contact for every 60 minutes of patrol.
2. Average a minimum of two (2) traffic stops per hour.

Campaign Requirements:

For each mandatory, optional, and additional campaign completed, the agency shall:

- Conduct pre- and post-enforcement activities. Examples: social media; news releases; TV interviews; media events; community education; and court (prosecutors and judges) personnel; etc.
- Patrols must be continual and spread out over the enforcement campaign period during times of high crash incidence.

- Obtain and collect data from campaign. Report this information on the BSPE 205 or equivalent form determined by the grantor.
- Officers are encouraged to issue multiple citations to drivers and/or passengers who have committed multiple violations.
- The applicant agency may be asked to participate in promotional events and regional meetings at the request of BSPE.
- Create meaningful public participation and engagement to ensure diverse views are heard and considered.

ALLOWABLE COSTS

Allowable Budget Line Requests

Personnel Salary and Wages.

Indirect Costs Calculated by applying the current negotiated indirect cost rate (ICR) percentage to the approved or projected base.

VI. POLICIES AND GUIDANCE FOR FFY 2025:

COMPENSATION TIME REIMBURSEMENT:

Officers may earn comp-time if the agency is compensated at the current agreed rate and it will be the same rate, no matter if it is pay or comp-time. Like any other grant reimbursement, the time worked must be billed within the grant period, at the rate established and at the time the officer worked the grant. If officer/deputy is receiving compensation time, please denote with (COMP) after their name. Your agency will still be billing our office for the hours worked and we will still be reimbursing them. The only change is that your department will give your officers comp time instead of pay.

Awarding Agency Name

Department Of Transportation

Agency Contact Name

Aaron Link

Agency Contact Phone

2177853084

Agency Contact Email

Aaron.Link@illinois.gov

Fund Activity Categories

Transportation

Category Explanation

A state may use these grant funds only for highway safety purposes. Encourage States to address national priorities for reducing highway deaths and injuries through occupant protection programs, state traffic safety information system improvements, impaired driving countermeasures, passage of effective laws to reduce distracted driving, implementation of motorcyclist safety programs, racial profiling data, and the implementation of graduated driving licensing laws.

Departments

Highway Safety Grants - Bureau of Safety Programs and Engineering -

Subjects

Federal Fiscal Year 2025

Opportunity Manager

Aaron Link

Opportunity Posted Date

1/1/2024

Announcement Type

Initial Announcement

Funding Opportunity Number

25-0343-11

Assistance Listings Number

20.600, 20.616, 20.611

Public Link

<https://il.amplifund.com/Public/Opportunities/Details/52467a59-8c3c-4e3f-9d91-a51c1f866518>

Is Published

Yes

Funding Information

Opportunity Funding

\$13,000,000.00

Funding Sources

Federal Or Federal Pass Through, State

Funding Source Description

State Funds and FAST Act/Infrastructure Investment and Jobs Act federal funding Sections 402 and all 405 sections depending on the specific grant objectives.

Bipartisan Infrastructure Law (BIL P.L. 177-58)

Allowable Budget Items: Personnel and Indirect Costs.

Funding Restrictions

See funding source description

Award Information

Award Period

10/01/2024 - 09/30/2025

Award Type

Competitive

Capital Grant

No

Expected Number of Awards

250.00

Indirect Costs Allowed

Yes

Indirect Cost Description

All applicants must provide documentation that there is an acceptable accounting system in place that is capable of identifying project related costs separate from general operating costs.

(2CFR Part 200, Appendix VII.D.b); (2 CFR 200.47)

Please see "question submission information" section for the IDOT University Indirect Cost Policy Memo as referenced in the "citation governing indirect cost restriction section".

Restrictions on Indirect Costs

Yes

Citation Governing Indirect Cost Restriction

Allowed. "The following State University F and A Rate and Base will apply to all State issued awards that contain either Federal pass-through funding or State funding: RATE: 20% Rate for awards or programs administered On-Campus* 10% Rate for awards or programs administered Off-Campus* BASE: Base approved in the State Universities' current Federally Negotiated Indirect Cost Rate Agreement (NICRA) *Criteria for utilization of the On/Off Campus rate is located within the general terms and conditions of Federal NICRA for each State University. If not clearly defined, State awarding agencies and officers will make final determination based upon the purposes of the grant scope." (See attached University Indirect Cost Rates Memorandum, January 2020). 2CFR 200

Submission Information

Submission Window

01/02/2024 12:00 AM - 02/16/2024 4:00 PM

Submission Timeline Type

One Time

Submission Timeline Additional Information

A Highway Safety Grant application is not considered complete until all required documents are received.

No submissions will be accepted after the deadline.

Allow Multiple Applications

Yes

Application Review Start Date / Pre-Qualification Deadline

3/1/2024

Question Submission Information

Question Submission Open Date

01/01/2024 12:00 AM

Question Submission Close Date

02/16/2024 4:00 PM

Question Submission Email Address

DOT.TSgrants@illinois.gov

Question Submission Additional Information

GATA Compliance:
Aaron Link
DOT.TSgrants@illinois.gov

Attachments

- IDOT University Indirect Cost Rate Policy Memo

Eligibility Information

Eligibility Type

Public

Eligible Applicants

- County Governments

- City or township governments
- Special District Governments
- Public and State controlled institutions of higher education
- Native American tribal governments (Federally recognized)
- Native American tribal organizations (not Federally recognized)
- Private institutions of higher education
- Others
- Government Organizations

Additional Eligibility Information

This grant program is only available to non-state agency law enforcement agencies.

Additional Information

Additional Information URL

<https://idot.illinois.gov/transportation-system/transportation-safety/safety-grants/apply.html>

Additional Information URL Description

Information posted in this Notice of Funding Opportunity is also posted on our website for ease of use.

Award Administration Information

State Award Notices

Awards will be issued prior to the grant start date.

Administrative and National Policy Requirements

This NOFO is restricted by policies set forth in the FAST Act (Infrastructure Investment and Jobs Act and 2 CFR 200.) and the Bipartisan Infrastructure Law (BIL P.L. 117-58)

Reporting

The Periodic Financial Report is required at a minimum of four (4) times per year but may be required more frequently. Each Grantee's final reporting frequency shall be in the grant agreement.

Citation reporting information is due within 15 days of the end of the enforcement campaign. At this time, it is unclear if this information will be submitted to the grantor VIA AmpliFund or the past practice VIA email. The grantor will make this determination at a later time.

In addition, the Grantee's assigned Safety Grant Administrator may have monitoring meetings throughout the grant year.

State Awarding Agency Contacts

Aaron Link
Illinois Department of Transportation
Bureau of Safety Programs and Engineering
2300 South Dirksen Parkway
Springfield, Illinois 62764
217-785-3084
Aaron.Link@Illinois.gov

Project Information

Application Information

Application Name

Lake County Sheriff's Office STEP Grant FFY25

Award Requested

\$299,342.40

Cash Match Requirement

\$0.00

Cash Match Contributions

\$0.00

In-Kind Match Requirement

\$0.00

In-Kind Match Contributions

\$0.00

Other Funding Requirement

\$0.00

Other Funding Contributions

\$0.00

Total Award Budget

\$299,342.40

Primary Contact Information

Name

Ari Briskman

Email Address

abriskman@lakecountyil.gov

Address

25 S. Martin Luther King Jr. Avenue
Waukegan, IL 60085

Phone Number

(224) 769-0241

Project Description

2025 BSPE Local Enforcement Agency Calculation Guidance

Read and follow these instructions

This form is used to provide information and guidance to help develop your proposal parts 2, 3, and 4 and the budget.

Failure to follow these instructions will negatively impact your application and potential award.

Applicants should submit budgets based upon the total estimated costs for the project including all funding sources. Pay attention to applicable program-specific instructions in the NOFO.

VERIFY CALCULATIONS

Within the proposal documents the applicant will need to input the amount of hours and calculate total dollar amounts in a variety of places. It is imperative that the amounts are checked and verified. If amounts are incorrect, the application will be sent back to correct and may impact the funding of the application.

If an effort to help with these calculations we have created an excel sheet that will do most of the calculations for the applicant and it can be used to verify the correct numbers were placed in the proposal and budget document within AmpliFund.

You must download the form and use it. It will be required to be uploaded in a later form.

Click on the green highlighted text below to download the file for use.

Excel Check Sheet

Enforcement Strategy Worksheet
[Enforcement Strategy Worksheet.xlsx](#)

Verify Calculations with Excel Check Sheet

Acknowledgement

☒ I have reviewed the information provided on this page

Next Steps

When you're finished answering the questions on this page, click [Mark as Complete](#). An application cannot be submitted until all pages are marked as complete. Not finished with this page yet? Click [Save](#) or [Save & Continue](#) to fill out the missing information at a later time.

2025 BSPE Local Enforcement Agency Budget Guidance

How to Complete the Actual Budget Form

Budget Form Guidance (Click on the plus sign to input personnel and indirect costs.)

The next document the applicant will be filling out is the Budget Form. This is the official budget form that will be included with the grant agreement if awarded.

Sustained Traffic Enforcement Program only allows for Personnel and Indirect Costs.

Below explains what information will be inputted into the budget form. We have explained each area and given example answers for all required areas.

Personnel

Name - Hireback Officers

Position - Hireback Officers

Salary Amount - Overtime rate of pay used in the excel spreadsheet

Basis - Hourly

% of time - 1 = 100%

Length of time - Number of total hours - see the excel spreadsheet

Narrative - Put in average hourly overtime rate and number of total hours.

Indirect Costs

Name - Hireback Officers

Base - Dollar amount of Hireback Officer costs - see excel sheet or what was put in personnel.

Rate* - Percent rate your agency is approved for - please note that it must be put in decimal format - 1 = 100%

Failure to follow these instructions will negatively impact your application and potential award.

VERIFY CALCULATIONS

Make sure all of the information from the proposal documents, the excel sheet, and the budget match.

It is imperative that the amounts are checked and verified. If amounts are incorrect, the application will be sent back to correct and may impact the funding of the application.

As an additional check the applicant will need to upload the completed excel sheet previously downloaded

and filled out. This will only be used to help the grantor verify calculations.

In the area below you will click on the gray box and upload your file.

Also note that the "Award Requested" amount on the Project Information Form must match the budget total. If they do not, you will not be able to submit. You can go back at any time and update the "Award Requested" amount.

Excel Check Sheet Upload

Upload your completed Excel Check Sheet.

Lake County.Enforcement Strategy Worksheet.FY25.xlsx

Understanding of Required Information

Acknowledgement

☒ I have reviewed the information provided on this page

Next Steps

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2025 Local Agency Uniform Grant Application

Fill in the following information and be sure to check with your finance office to ensure you are supplying the correct information.

Applicant Information

Legal Name (Name used for UEI registration and grantee pre-qualification)

County of Lake

Common Name (DBA)

Sheriff's Office

Employer/Taxpayer Identification Number (EIN, TIN)

36-6006600

SAM Cage Code

3MAP0

Unique Entity Identifier

074591652/W2VMR6ZKNT21

Payment Address

Does your agency have a different payment address than the principal office registered in the GATA portal?

☐ YES

☒ NO

Applicant's Organizational Unit

Department Name

Lake County Sheriff's Office

Division Name

Applicant's Name and Contact Information for Person to be Contacted for Program Matters involving this Application

First Name

Ari

Last Name

Briskman

Suffix

Title

Sergeant

Organizational Affiliation

Lake County Sheriff's Office

Telephone Number

2247690241

Email Address

ABriskman@lakecountyil.gov

Applicant's Authorizing Representative information - this person will be signing the grant agreement if awarded.

First Name

Lawrence

Last Name

Oliver

Title

Undersheriff

Telephone Number

2243742615

Email Address

LOliver@lakecountyil.gov

Areas Affected

Please list the areas affected by the Project (cities, counties, state-wide)

Lake County

Add Attachments (e.g., maps) (optional)

Legislative and Congressional Districts of Applicant

6th, 10th, and 14th

Legislative and Congressional Districts of Program/Project

6th, 10th, and 14th

Attach an additional list, if necessary

Applicant's Project

Description Title of Applicant's Project

Lake County Sheriff's Office STEP Grant FFY25

Proposed Project Term Start Date

10/1/2024

Proposed Project Term End Date

9/30/2025

Applicant Certification

By signing this application, I certify (1) to the statements contained in the list of certifications* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 18, Section 1001)

(*)The list of certification and assurances, or an internet site where you may obtain this list is contained in the

Notice of Funding Opportunity. If a NOFO was not required for the award, the state agency will specify required assurances and certifications as an addendum to the application.

Applicant Certification

☒ I agree

Next Steps

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Not finished with this page yet? Click [Save](#) or [Save & Continue](#) to fill out the missing information at a later time.

Affidavit of Disclosure of Conflicts of Interest

This Affidavit of Disclosure of Conflicts of Interest is to be completed by the highest-ranking position overseeing the grant. If more than one Affidavit of Disclosure of Conflicts of Interest needs to be submitted per Grantee requirements, email DOT.TSgrants@Illinois.gov for submission directions.

Name of Employee Completing the Affidavit of Disclosure of Conflicts of Interest

John Idleburg

Position of Employee Completing the Affidavit of Disclosure of Conflicts of Interest

Sheriff

Grantee's disclosure of the information contained in this Form is required by the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards published in Title 2, Part 200 of the Code of Federal Regulations, 2 CFR 200.112, and 44 Ill. Admin Code 7000.40(b)(3). As an Employee or Officer of Grantee, I will remain bias-free before, during and after the award process of the Grant Agreement. Pursuant to the above referenced Uniform Guidance and Administrative Rules, I have identified below any relationship I have, or have had, of a family, political, financial, or social nature with any of Grantor's employees related to this Grant Agreement, and wait for direction from the Grants Unit Manager and the Department's Ethics Officer before proceeding to participate with Grantor in the award process. After submittal of this Disclosure to the Department's Bureau of Business Services, the Bureau of Business Services will provide this form to the Ethics Officer if a conflict is noted.

I have, or have had, a relationship described above or other conflict of interest with the following employees of Grantor for this Grant Agreement.

- ☐ YES
☒ NO

Submittal Verification

☒ By checking this box and typing my name below, I verify this document has been reviewed and approved by the owner and myself.

Approver Name

John Idleburg

Date

2/16/2024

Next Steps

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2025 BSPE Local Agency Enforcement Proposal (Part 1)

Application Guidance

This form will be used for the Bureau of Safety Programs and Engineering to aid in the evaluation of this application. It will also be used to evaluate the progress of your grant, if you are selected. Please be aware you will be responsible for completing all objectives and program implementation activities. Be specific with data, locations, dates, and activities. SAVE YOUR PROGRESS REGULARLY TO ENSURE INFORMATION IS NOT LOST.

1) Problem Identification

a) Based on your agency's coverage area and crash data, what are your agency's highway safety issues and explain your need for hireback enforcement.

Lake County is one of the largest counties in the State. It is between Chicago and Milwaukee and there is heavy traffic throughout the county. We investigated 12 fatal crashes in 2020, 17 fatal crashes in 2021, 15 fatal crashes in 2022, and

17 fatal crashes in 2023. These crashes were in addition to those with serious, life-altering injuries.

In accordance with the Strategic Highway Safety Plan, we are taking active measures to reduce all crashes.

Increased visibility and enforcement on the roadways is the one of the best proven strategies for reducing crashes.

With the Sustained Traffic Enforcement Grant, we want to enable more of

our personnel to dedicate time to traffic enforcement to save lives and reduce injuries on our roadways.

2) Illinois Strategic Highway Safety Plan

Did your agency use the Strategic Highway Safety Plan to develop this application?

- ☒ YES
☐ NO

2022 Strategic Highway Safety Plan
Strategic Highway Safety Plan 2022.pdf

3) Enforcement Focus

What are the enforcement focuses of this grant application? (Check all that apply)

- ☒ Distracted Driving
☒ Impaired Driving
☒ Seat Belt Compliance
☒ Child Passenger Safety
☒ Speed
☒ Move Over Law
☐ Pedestrian
☐ Pedalcycle
☐ Other

Other

4) Illinois Traffic Stop Study

Does your agency comply with the Illinois Traffic Stop Study?

- ☒ YES
☐ NO

5) Location of Planned Enforcement

In what county is your agency located?

Lake

County Population Map

County Population Model.pdf

6) Population

What is the population of your agency's jurisdiction?

714000

7) Personnel

Estimated Number of Officers to participate in this enforcement program.

120

Estimated overtime rate of pay to participate in this enforcement program.

105.00

Does your agency have the necessary staff to conduct and support IDOT's enforcement campaigns?

☒ YES

☐ NO

8) Personnel Training

How many officers are ARIDE Trained?

18

How many officers are DRE Trained?

1

How many officers are Phlebotomy Trained?

0

How many officers are Breath Alcohol Technicians?

50

How many officers are Child Passenger Safety Technicians?

6

9) Additional Activities

What activities will your agency be conducting outside of enforcement to further highway safety? (examples: press releases, social media following, outreach events, etc.) If you have more than five, please list the most impactful.

	Description of Activity	Quantity of Activity	Quantity of People Reached
Activity 1	Press Releases	16	
Activity 2	Social Media Pages	16	80000
Activity 3			
Activity 4			
Activity 5			

10) Equitable enforcement practices

How does your agency provide outreach and engagement opportunities to the underserved and diverse populations in your community?

Annual training on Use of Force, Cultural Competence, Racial and Bias Based Policing, and Code of Ethics.

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2025 Local Agency Enforcement Programmatic Risk Assessment (PRA)

No Longer Required by Applicant

The content from the Programmatic Risk Assessment (PRA) has been added into the Internal Control Questionnaire (ICQ) that should have already been completed by your agency. Therefore, the previously completed PRA is no longer necessary. The ICQ and an Illinois Department of Transportation internal risk assessment will identify risk for your agency. If awarded and if risk is identified, it will be found in the specific conditions in the grant agreement.

Next Steps

When you're finished answering the questions on this page, click [Mark as Complete](#). An application cannot be submitted until all pages are marked as complete.

Not finished with this page yet? Click [Save](#) or [Save & Continue](#) to fill out the missing information at a later time.

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
1. Personnel (Salaries and Wages) (2 CFR 200.430)			
Deputy Sheriffs	\$253,680.00	\$0.00	\$253,680.00
Subtotal	\$253,680.00	\$0.00	\$253,680.00
Indirect Cost (2 CFR 200.414)			
Deputy Sheriffs' Indirect Cost Rate	\$45,662.40	\$0.00	\$45,662.40
Subtotal	\$45,662.40	\$0.00	\$45,662.40
Total Proposed Cost	\$299,342.40	\$0.00	\$299,342.40

Revenue Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
Grant Funding			
Award Requested	\$299,342.40		\$299,342.40
Subtotal	\$299,342.40		\$299,342.40
Non-Grant Funding			
Cash Match		\$0.00	\$0.00
In-Kind Match		\$0.00	\$0.00
Other Funding and Contributions		\$0.00	\$0.00
Subtotal		\$0.00	\$0.00
Total Proposed Revenue	\$299,342.40	\$0.00	\$299,342.40

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

1. Personnel (Salaries and Wages) (2 CFR 200.430)

List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Personnel cannot exceed 100% of their time on all active projects.

Deputy Sheriffs

Deputy hireback not to exceed \$253,680.00.

Indirect Cost (2 CFR 200.414)

The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s).

Deputy Sheriffs' Indirect Cost Rate

18.2% salary and wage excluding fringe indirect cost rate provisionally offered.