



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

November 6, 2017

Janna Philipp
Administrative Specialist
Lake County State's Attorney's Office
18 N. County Street
3rd Floor
Waukegan, IL 60085-4304

Re: Grant #TBD

Dear Mrs. Philipp:

I am writing to inform you that Lake County State's Attorney's Office is a finalist for the Victims of Crime Act (VOCA) Law Enforcement/Prosecution/County-CASA Victim Assistance grant award (Funding Opportunity #1474-361). I will be the assigned monitor for your program and will be working with you as your primary contact for the processing of all application and contract documentation.

This letter is not an offer or promise of grant funding. The awarding of funds for this program is contingent on approval of ICJIA's Budget Committee, your completion of all outstanding requirements listed below, and execution of the grant agreement.

At the December, 2017 (Date TBD), Budget Committee meeting, staff will submit a designation recommendation for your VOCA funded program. This designation will be made from the FFY '16 VOCA award of \$153,930 to the State of Illinois, and will not be official until approved by the Budget Committee. The grant agreement will not be executed without the satisfactory completion of all outstanding requirements listed below, including any budget or program revisions required for compliance with Federal and State law and ICJIA policy.

- Grantee Pre-qualification Process**
- Financial and Administrative Risk Assessment – Internal Control Questionnaire**
- Conflict of Interest and Mandatory Disclosures**
- Programmatic Risk Assessment (attached with email)**
- Budget Revision**
- Program Revision**
- Not Applicable**
- Other: Uniform Application**

As I review your submitted documentation I will be in contact to request any needed clarification or documentation. If you have any questions concerning this letter, please feel free to call me at 312-793-8910 or email me at Rise.Evans@Illinois.gov. I look forward to working with you on this program.

Sincerely,

Rise' Evans

Rise' Evans
Criminal Justice Specialist



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Federal and State Grants Unit