



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

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

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November 24, 2020

Jim Hawkins  
Deputy County Administrator  
Lake County  
18 North County Street  
Waukegan, Illinois 60085-4304

Dear Mr. Hawkins:

I am writing to inform you of action concerning funding of the Victims of Crime Act (VOCA) Law Enforcement/Prosecution Victim Assistance program. At their December 10, 2020 meeting, staff will recommend to the Illinois Criminal Justice Information Authority Budget Committee that the County of Lake receive \$179,258 from Victims of Crime Act FFY'18 federal funds to implement this program. This designation requires a local matching contribution of \$44,815. The grant number will be 219444.

The State of Illinois has recently adopted rules regarding selection and monitoring of grant recipients under the Grant Accountability and Transparency Act (GATA). The processes and required documents starred (\*) below reflect these new GATA requirements. The following information is being provided to assist you in completing the items required to enter into a new interagency agreement, which is required before funds will be made available.

1. \* GATA Processes – All grantee must be register, be pre-qualified and complete an Internal Control Questionnaire (also called a Fiscal and Administrative Risk Assessment). The link to begin this process can be found at: <https://www.illinois.gov/sites/GATA/Grantee/Pages/default.aspx>. This process must be completed no more than ten (10) calendar days from the date you receive this letter.
2. ICJIA documents to be submitted to ICJIA (no more than thirty (30) days from receiving this letter):
  - a. Fiscal Information Sheet
  - b. Audit Information Sheet (Both Word and PDF signed)
  - c. \* Programmatic Risk Assessment (Both Excel and PDF signed)
  - d. Equal Employment Opportunity (EEO) Certification
  - e. Civil Right Certification Form (same form as EEO)

f. Lobbying Debarment Certification Form

If you have any questions concerning this designation, please feel free to email me at [Haley.Aubrey@illinois.gov](mailto:Haley.Aubrey@illinois.gov). I look forward to working with you on this program.

Sincerely,

Haley Aubrey  
Criminal Justice Specialist Trainee  
Federal and State Grants Unit

Agreement #219444