



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

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

**ADDENDUM TO REQUEST FOR PROPOSAL**

**REQUEST FOR PROPOSAL: Partnerships and Strategies to Reduce Violent Crime**

**ADDENDUM NUMBER: 1**

**DATE: May 10, 2016**

To All Potential Bidders: The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Documents remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Applicants shall take this Addendum into consideration when preparing and submitting a proposal.

Item I Section D: Available Funds

Add the following language after the sentence ending in, “and continued funding appropriation.”

**MATCHING FUNDS:** Federal funds from the Byrne/JAG Program may be used to pay up to 75 percent of the program costs described in Exhibit B. Applicants must provide non-federal funding for at least 25 percent of the program costs described in Exhibit B. This means that for every \$3 in JAG funds awarded, \$1 in match is required See the award fund calculator below for guidance:

<b>A</b>	<b>B</b>	<b>A+B=C</b>	<b>Confirms match value</b>
A= Grant amount requested	Divide grant amount requested by 3	C = the requested grant award plus the required match	Divide C by 4 to confirm match amount
\$200,000	\$66,667	\$266,667	\$66,667
\$175,000	\$58,333	\$233,333	\$58,333
\$150,000	\$50,000	\$200,000	\$50,000
\$125,000	\$41,667	\$166,667	\$41,667
\$100,000	\$33,333	\$133,333	\$33,333
\$75,000	\$25,000	\$100,000	\$25,000
\$50,000	\$16,667	\$66,667	\$16,667

Please note that the Authority follows the federal guidelines for matching funds which requires that matching funds not be used to supplant existing funds.

WAIVER: Applicants can request a match waiver based on financial hardship. If you would like to request a match waiver, you should submit a letter, on your agency's letterhead with your application. Your letter requesting a match waiver should include the following minimum requirements.

- A brief description of your agency and your proposed JAG funded project
- A thorough explanation of why the full/partial match amount is a financial hardship for your agency
- Indicate how much match you are able to provide, if any, and what amount you are requesting to be waived
- Any other important information you want to add

SUPPLANTING: Supplanting means to deliberately reduce or reallocate state or local funds because of the existence of federal funds. Therefore, applicants must maintain a level of non-federal financial support (such as state or local support) for criminal justice system or crime victim assistance activities, exclusive of any federal funds, that is equal to, or greater than, the non-federal level existing prior to receiving federal funds. An example of supplanting would be: State funds are appropriated for a particular criminal justice purpose and federal funds are awarded for that same criminal justice purpose; the applicant replaces its appropriated state funds with federal funds, thereby reducing the total amount available for that criminal justice purpose.

#### Supplanting Guidelines.

(1) Guidelines for New Programs. Applicants must adhere to the following guidelines when implementing new programs:

- Federal Funds. For **all federal grant programs**:
  - Federal grant funds must not be used to pay existing employees' salaries, and, if used for personnel, must be used to pay for salaries of **new hires**, with the following exceptions:
    - (1) Federal grant funds may be used to pay salaries of existing employees who are now performing in a grant program position, if their previous non-grant position is "**back-filled**" through the hire of a new employee.
    - (2) Federal grant funds may be used to pay salaries of existing employees if their work on the program is in addition to their existing, established work schedule (**overtime**).
- In addition, federal funds must not be used to pay existing contractual obligations (i.e., existing leases), but must be used to pay **additional costs** incurred because of the grant program. For example, federal funds may be used for rental costs only when the grantee has to acquire additional rental

space for grant funded personnel, and the grantee does not own or have a financial interest in the rental space.

- Cash Match. For programs that require **cash match**:
  - Cash matching funds used for personnel must be used to pay for salaries of **new hires**, with the following exceptions:
    - (1) Cash matching funds may be used to pay salaries of existing employees who are now performing in a grant program position, if their previous non-grant position is “**back-filled**” through the hire of a new employee.
    - (2) Cash matching funds may be used to pay salaries of existing employees if their work on the program is in addition to their existing, established work schedule (**overtime**).
  - In addition, cash matching funds may only be used to pay for **additional costs** incurred because of the grant program. For example, cash matching funds may be used to pay for additional utilities costs incurred because of the grant program.

Delete the sentence that begins with: Supplanting: Awarded funds must be used to...” because greater detail is provided above.

Item I Section F: Application Deadline

Change deadline to June 8, 2016 by 12 p.m.

Item I Section I: Questions

Change deadline to May 31, 2016 by 5 p.m.

Item I Section K: Notification of Award

Change timeframe so that applicants recommended for funding will be notified via letter within 60 days of application receipt.

Item V: Review Criteria and Procedures

Adds the following after the sentence ending in, “...implement the proposal.”: The Authority intends to fund the most competitive applicants.