



Grant Proposal Notification

GPN Number: 013-25
(Completed by Finance Department)

Date of Notification: 04/14/2025
(MM/DD/YYYY)

Parent Committee Agenda Date: 05/06/2025
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 04/11/2025
(MM/DD/YYYY)

Name of Grant: Paul Coverdell Forensic Science/NFSIA FFY 24

Name of Grantor: Illinois Criminal Justice Information Authority (ICJIA)

Originating Entity: DOG/OJP/BJA
(Name the entity from which the funding originates, if Grantor is a pass-thru entity)

County Department: Sheriff's Office, Crime Lab

Department Contact: Claire Dragovich, Laboratory Director x2101
(Name, Title, and Extension)

Parent Committee: JPS

Grant Amount Requested: \$ 171,088.00

Type of Grant: Continuation
(Competitive, Continuation, Formula, Project, Direct Payment, Other – Please Specify)

Is this a new non-recurring Grant: ☐ Yes ☒ No

Source of Grant: ☐ Federal ☒ State ☐ Private ☐ Corporate

If Federal, provide CFDA: _____ If State, provide CSFA: 546-00-1742



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1. Justify the department's need for this grant.

The purpose of this grant is to improve the quality and timeliness of forensic science provided by a crime lab. Additionally for this solicitation it also requires at least 62% must be spent specifically on opioid-related activities. The laboratory receives funding through Sheriff's Office crime lab general funds and crime lab fees (only assessed for convictions in drug cases). The grant provides funding for continuing accreditation, proficiency tests, replacement and update of obsolete equipment and continuing education. Specifically opioid-related the plan includes funding for a replacement drug standard cabinet and a mass spectrometer with an atmospheric pressure solids analysis probe system (ASAP-MS), supplies, proficiency tests and training.

2. Based on the County's Strategic Plan, which strategic imperative(s) correlate with funding opportunity. Provide a brief explanation.

This funding opportunity correlates with the County's plan for 'community well-being' and 'safe community'. (https://www.dupagecounty.gov/government/county_board/strategic_plan/)

The laboratory provides accredited forensic services to any law enforcement agency working within DuPage County. The laboratory is responsive to our customer needs by expediting analysis in cases involving suspected overdose, violent crime by unknown subject, threat to life by unknown subject and pending court date.

3. What is the period covered by the grant?

_____ to: _____
(MM/DD/YYYY) (MM/DD/YYYY)

3.1. If period is unknown, estimate the year the project or project phase will begin and anticipated duration:

3.1.1. 07/25 and 1 year
(MM/YY) (Duration)

4. Will the County provide "seed" or startup funding to initiate grant project? (Yes or No)

No

4.1. If yes, please identify the Company-Accounting Unit used for the funding

5. If grant is awarded, how is funding received? (select one):

5.1. Prior to expenditure of costs (lump-sum reimbursement upfront) ☐

5.2. After expenditure of costs (reimbursement-based) ☒



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6. Does the grant allow for Personnel Costs? (Yes or No) Yes

6.1. If yes, what are the total projected salary and fringe benefit costs of personnel charging time to the grant for the entire term of the grant? Compute County-provided benefits at 40%.

6.1.1. Total salary \$0.00 Percentage covered by grant

6.1.2. Total fringe benefits \$0.00 Percentage covered by grant

6.1.3. Are any of the County-provided fringe benefits disallowed? (Yes or No):

6.1.3.1. If yes, which ones are disallowed?

6.1.3.2. If the grant does not cover 100% of the personnel costs, from what Company-Accounting Unit will the deficit be paid?

6.2. Will receipt of this grant require the hiring of additional staff? (Yes or No): No

6.2.1. If yes, how many new positions will be created?

6.2.1.1. Full-time Part-time Temporary

6.2.1.2. Will the headcount of the new position(s) be placed in the grant accounting unit?
(Yes or No)

6.2.1.2.1. If no, in what Company-Accounting Unit will the headcount(s) be placed?



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6.3. Does the grant award require the positions to be retained beyond the grant term? (Yes or No) No

6.3.1. If yes, please answer the following:

6.3.1.1. How many years beyond the grant term? _____

6.3.1.2. What Company-Accounting Unit(s) will be used? _____

6.3.1.3. Total annual salary _____

6.3.1.4. Total annual fringe benefits _____

7. Does the grant allow for direct administrative costs? (Yes or No) Yes

7.1. If yes, please answer the following:

7.1.1. Total estimated direct administrative costs for project _____

7.1.2. Percentage of direct administrative costs covered by grant _____

7.1.3. What percentage of the grant total is the portion covered by the grant _____

8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost? 100%

9. Are matching funds required? (Yes or No): No

9.1. If yes, please answer the following:

9.1.1. What percentage of match funding is required by granting entity? _____

9.1.2. What is the dollar amount of the County's match? _____



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9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? _____

10. What amount of funding is already allocated for the project? \$0.00

10.1. If allocated, in what Company-Accounting Unit are the funds located? _____

10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No): No

11. What is the total project cost (Grant Award + Match + Other Allocated Funding)? \$171,088.00