



## Grant Proposal Notification

GPN Number: 002-24  
(Completed by Finance Department)

Date of Notification: 12/28/2023  
(MM/DD/YYYY)

Parent Committee Agenda Date: 01/09/2024  
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 01/12/2024  
(MM/DD/YYYY)

Name of Grant: ILLINOIS COURT TECHNOLOGY MODERNIZATION PROGRAM

Name of Grantor: Administrative Office of the Illinois Courts

Originating Entity: State of Illinois - Judicial Branch  
(Name the entity from which the funding originates, if Grantor is a pass-thru entity)

County Department: Eighteenth Judicial Circuit Court

Department Contact: Suzanne Armstrong, Trial Court Administrator x8888  
(Name, Title, and Extension)

Parent Committee: Judicial and Public Safety

Grant Amount Requested: \$ 400,000.00

Type of Grant: Reimbursement  
(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: NA



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

The AOIC on behalf of the Illinois Supreme Court, has initiated a technology modernization program to provide funding for the update of courtroom equipment to improve communication and the official court record. The Chief Judge requests funding to upgrade technology in the three traffic courtrooms to meet the same standards as all the other courtrooms in the 18th Judicial Circuit. We also request an upgrade to the Jury Commission software which was implemented fifteen years ago and is reaching its end of life. This would allow for improved programming to meet operational needs. Finally, digital cameras are needed to replace obsolete analog cameras in the courtrooms to allow for improved integration with the digital record.

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

This grant would provide improved Customer Service through the implementation of modern technology within the courthouse. It would advance the quality of court records, improve jury selection and management, and improve set up for full hybrid proceedings in traffic court.

3. What is the period covered by the grant?

01/02/2024 to: 06/30/2024  
(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. \_\_\_\_\_ and \_\_\_\_\_  
(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) No

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 \_\_\_\_\_ Percentage covered by grant \_\_\_\_\_

6.1.2. Total fringe benefits \_\_\_\_\_ 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): \_\_\_\_\_

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) \_\_\_\_\_

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) No

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)? \$400,000.00