CERTIFICATION FORM

Recipient Name and Address: County of Kane on behalf Kane County State's Attorney's

Grant Title: Weed & Seed Grant Number: 2006-WS-QS-0212 Award Amount: $200,000

Contact Person Name and Title: Sandra Whidester Phone Number: (630) 232-3547

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete **Section A** below. Recipients that claim the limited exemption from the submission requirement, must complete **Section B** below. **A recipient should complete *either* Section A or Section B, not both**. If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

Section A- Declaration Claiming Complete Exemption from the EEOP Requirement. *Please check all the boxes that apply.*

- Q Recipient has less than 50 employees,
- Q Recipient is a non-profit organization,
- Q Recipient is a medical institution,
- Q Recipient is an Indian tribe,
- Q Recipient is an educational institution, or
- Q Recipient is receiving an award less than $25,000

I, _____ **[responsible official]**, certify that _____ **[recipient]** is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R §42.302. I further certify that _____ **[recipient]** will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Print or type Name and Title **Signature** **Date**

Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.

If a recipient agency has 50 or more employees and is receiving a single award or subaward for $25,000 or more, but less than $500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Sheila D. McCraven **[responsible official]**, certify that the County of Kane **[recipient]**, which has 50 or more employees and is receiving a single award or subaward for $25,000 or more, but less than $500,000, has formulated an EEOP in accordance with 28 CFR §42.301, *et seq.*, subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: Dept of Human Resource Management **[organization]**, at 719 S. Batavia Avenue, Geneva, IL 60134 **[address]**, for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

Sheila D. McCraven — Sheila D. McCraven — 11/20/06

Print or type Name and Title **Signature** **Date**

CERTIFICATION FORM

Recipient Name and Address: County of Kane on behalf of Kane County State's Attorney's Office, 37W777 State Route 38, Suite 300, St. Charles, Illinois 60175
Grant Title: Prosecutor-Based Victim Assistance Services Grant Number: 205035 Award Amount $160,760.00
Contact Person Name and Title: Sandra Chidester Phone Number: (630) 232-3547

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete **Section A** below. Recipients that claim the limited exemption from the submission requirement, must complete **Section B** below. **A recipient should complete *either* Section A or Section B, not both**. If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

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- Q Recipient is a medical institution,
- Q Recipient is an Indian tribe,
- Q Recipient is an educational institution, or
- Q Recipient is receiving an award less than $25,000

I, _____ **[responsible official]**, certify that _____ **[recipient]** is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R §42.302. I further certify that _____ **[recipient]** will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Print or type Name and Title **Signature** **Date**

Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.

If a recipient agency has 50 or more employees and is receiving a single award or subaward for $25,000 or more, but less than $500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, SHEILA D. McCRAVEN **[responsible official]**, certify that the COUNTY OF KANE **[recipient]**, which has 50 or more employees and is receiving a single award or subaward for $25,000 or more, but less than $500,000, has formulated an EEOP in accordance with 28 CFR §42.301, *et seq.*, subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: DEPT OF HUMAN RESOURCE MANAGEMENT **[organization]**, at 719 S. BATAVIA AVENUE, GENEVA, ILLINOIS **[address]**, for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

SHEILA D. McCRAVEN — Sheila D McCraven — 11/17/06
Print or type Name and Title **Signature** **Date**

CERTIFICATION FORM

Recipient Name and Address: County of Kane on behalf of Kane County State's Attorney's Office, 37W777 State Route 38, Suite 300, St. Charles, Illinois 60175

Grant Title: Multi-Jurisdictional Drug Prosecution Units Grant Number: _____ Award Amount: $143,967.00

Contact Person Name and Title: Sandra Chidester Phone Number: (630) 232-3547

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete **Section A** below. Recipients that claim the limited exemption from the submission requirement, must complete **Section B** below. **A recipient should complete *either* Section A or Section B, not both.** If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

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- Q Recipient is an educational institution, or
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Print or type Name and Title **Signature** **Date**

Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.

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SHEILA D. McCRAVEN — Sheila D McCraven — 11/17/06

Print or type Name and Title **Signature** **Date**

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2007 STATE'S ATTORNEY WORKFORCE

Job Category		TOTAL	MALE B	MALE W	MALE H	MALE A/PI	MALE AI/AN	FEMALE B	FEMALE W	FEMALE H	FEMALE A/PI	FEMALE AI/AN
Officials/Administrators		1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Professionals		59 100%	0 0%	22 37.288%	1 1.694%	0 0%	0 0%	0 0%	35 59.322%	1 1.694%	0 0%	0 0%
Technicians		The State's Attorney does not have any employees in this job category										
Protective Services	Sworn	4 100%	0 0%	4 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
	Non-Sworn	The State's Attorney does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		71 100%	0 0%	6 8.45%	0 0%	0 0%	0 0%	1 1.408%	55 77.464%	8 11.267%	1 1.408%	0 0%
Skilled Craft		The State's Attorney does not have any employees in this job category										
Service/Maintenance		The State's Attorney does not have any employees in this job category										

Revised 10/31/07

KEY

B - Black
W - White
H - Hispanic
A/PI - Asian or Pacific Islander
AI/AN - American Indian or Alaskan Native

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2007 STATE'S ATTORNEY UTILIZATION ANALYSIS

JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		MALE White	MALE Black	MALE Hispanic	MALE Asian	MALE American Indian	FEMALE White	FEMALE Black	FEMALE Hispanic	FEMALE Asian	FEMALE American Indian
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		100% 59.3% 40.7%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	0% 29.8% -29.8%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		37.288% 41.2% -3.912%	0% 1.4% -1.4%	1.694% 2.3% -.606%	0% 1.6% -1.6%	0% .1% -.1%	59.322% 47.1% 12.222%	0% 1.9% -1.9%	1.694% 2.4% -.706	0% 1.4% -1.4%	0% .1% -.1%
TECHNICIANS Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
PROTECTIVE SERVICES	SWORN Workforce #/% CLS #/% Utilization %	100% 64% 36%	0% 8.1% -8.1%	0% 6.8% -6.8%	0% .5% -.5%	0% 0% 0%	0% 16.2% -16.2%	0% 1.9% -1.9%	0% 1% -1%	0% .5% -.5%	0% 0% 0%
	NON-SWORN Workforce #/% CLS #/% Utilization %	NOT APPLICABLE									
PARA-PROFESSIONAL Workforce CLS #/% Utilization		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
OFFICE/CLERICAL Workforce CLS #/% Utilization		8.45% 25.9% -17.45%	0% 1.4% -1.4%	0% 5% -5%	0% .7% -.7%	0% .1% -.1%	77.464% 52.8% 24.664%	1.408% 3.5% -2.092%	11.267% 8.9% 2.367%	1.408% .7% .708%	0% .1% -.1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									

Revised 10/31/07