

RESOLUTION NO. 7778-R9

A RESOLUTION APPROVING CONTINUED PARTICIPATION  
IN PROJECT METCAD AND ANY SUCH APPROPRIATE  
INTERGOVERNMENTAL AGREEMENT IN CONNECTION THEREWITH

WHEREAS, the City Council, by Resolution No. 7677-R49, which was passed on February 7, 1977, and approved on February 14, 1977, authorized and directed the Metropolitan Computer Aided Dispatch (METCAD) Technical Advisory Committee to proceed with its study of the feasibility of a single, consolidated or collected Police Dispatch Center to serve the Police Departments of the City of Urbana, the City of Champaign, and the University of Illinois at Urbana-Champaign, Illinois, (Phase I of Grant Number 1824, a copy of which is attached hereto and made a part hereof); and,

WHEREAS, the City Council, by the same above resolution, also established a Citizens Advisory Committee to the METCAD Technical Advisory Committee to make findings and recommendations to the respective governing bodies of said Cities and University; and,

WHEREAS, the City Council of the City of Champaign - the City of Champaign being the primary Applicant for Grant Number 1854 defining project METCAD - has heretofore, by Council Bill No. 77-78, authorized and directed its City Manager to execute An Agreement Concerning Operation METCAD by and between the City of Champaign, the City of Urbana, and the University of Illinois at Urbana-Champaign, as required by the Illinois Law Enforcement Commission; and,

WHEREAS, the Citizens Advisory Committee to the METCAD Technical Advisory Committee has, on July 18, 1977, recommended approval of project METCAD to the respective governing bodies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

1. That authority for the City of Urbana to participate in the application to the Illinois Law Enforcement Commission for project METCAD (Metropolitan Computer Aided Dispatch), as now set forth for Phase II (Phase I thereof having heretofore been previously approved and implemented), a copy of which said application for Phase II is attached hereto and made a part hereof, be and the same is hereby granted and approved.

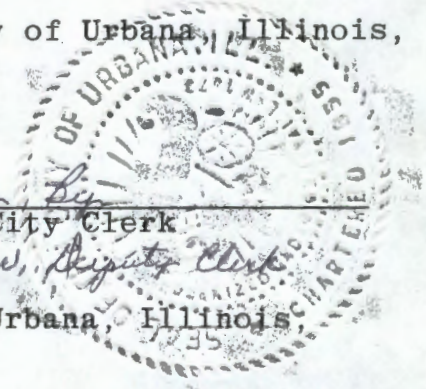
11/18-21  
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2. That any such "Agreement Concerning Operation METCAD (Metropolitan Computer Aided Dispatch) By and Between the City of Champaign, the City of Urbana, and the University of Illinois, for Phases I and II of said project METCAD, a copy of which said Agreement is attached hereto and made a part hereof, be and the same is hereby approved.

3. That the Mayor of the City of Urbana be and ~~the~~ is hereby authorized and directed to execute any such Agreement for and on behalf of the City of Urbana.

PASSED by the City Council of the City of Urbana, Illinois, this 15th day of August, 1977.

Duane Eckerty, City Clerk  
Duane Eckerty, City Clerk  
Beverly Umbarger, Deputy Clerk  
Beverly Umbarger, Deputy Clerk



APPROVED by the Mayor of the City of Urbana, Illinois, this 18th day of August, 1977.

Jeffrey T. Markland, Mayor  
Jeffrey T. Markland, Mayor

7778-R9

THIS IS THE ATTACHMENT WHICH IS REFERRED TO RESOLUTION NO.  
#7778-R9 AND IS INCORPORATED THEREIN BY REFERENCE.

\_\_\_\_\_  
Beverly Umbarger  
Acting City Clerk

Date: \_\_\_\_\_

AN AGREEMENT CONCERNING OPERATION METCAD (METROPOLITAN COMPUTER AIDED DISPATCH) BY AND BETWEEN THE CITY OF CHAMPAIGN, THE CITY OF URBANA, AND THE UNIVERSITY OF ILLINOIS

WHEREAS, It is in the best interests of the City of Champaign, the City of Urbana, and The Board of Trustees of the University of Illinois to provide a common police computer aided dispatch system with a central computer and dispersed dispatching centers related to police services in the Champaign-Urbana-University community; and

WHEREAS, it may be in the best interests of the City of Champaign, the City of Urbana, and The Board of Trustees of the University of Illinois to consolidate police and other emergency service dispatch systems in a central facility; and

WHEREAS, it may be in the best interests of the City of Champaign, the City of Urbana, and The Board of Trustees of the University of Illinois to implement a 911 emergency call number and undertake further systems studies related to police and other emergency services in the Champaign-Urbana-University community; and

WHEREAS, Section 10 of Article VII of the 1970 Illinois Constitution provides authority for intergovernmental cooperation.

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the City of Champaign, the City of Urbana, and The Board of Trustees of the University of Illinois at Urbana-Champaign agree as follows:

1. Definitions.

- (a) "METCAD" or "Grant number 1854" means a project of the Illinois Law Enforcement Commission as defined in Illinois Law Enforcement Commission grant number 1854, awarded August 7, 1975, an application of the City of Champaign.
- (b) "Grant participants" means the City of Champaign, the City of Urbana, and The Board of Trustees of the University of Illinois, Urbana-Champaign Campus.
- (c) "Departments" means the police departments of the City of Champaign, the City of Urbana, and The Board of Trustees of the University of Illinois, Urbana-Champaign Campus.
- (d) "Interagency Law Enforcement Operations Board" or "Operations Board" means the body charged with the responsibility of controlling operation METCAD, which body consists of the Chief of Police of each of the City of Urbana, the City of Champaign, and the University of Illinois at Urbana-Champaign.
- (e) "Interagency Administrative Committee" or "Committee" means the body established to develop cooperative approaches at the administrative level to problems and concerns common to the City of Urbana, the City of Champaign and the University of Illinois at Urbana-Champaign. Such body consists of the Mayor and Administrative Officer of the City of Urbana, the

Mayor and City Manager of the City of Champaign, and the Vice Chancellor for Administrative Affairs and the Director of Security of the University of Illinois at Urbana-Champaign.

2. Institution and Implementation.

The grant participants shall institute and implement project METCAD pursuant to Illinois Law Enforcement Commission grant number 1854, a copy of which is attached hereto and hereby incorporated by reference; the grant participants and the departments shall cooperate with each other in any reasonable manner to institute and implement said project METCAD, as permitted by law.

3. Interagency Law Enforcement Operations Board.

The Interagency Law Enforcement Operations Board shall provide direction and advice concerning the institution and implementation of project METCAD subject to policy guidelines approved by the Interagency Administrative Committee.

- (a) The Chief of Police of the City of Champaign, being the representative of the "Applicant" (City of Champaign), shall chair the Operations Board and shall function as Applicant's "Project Director."

4. Operational Director.

The Operational Director for project METCAD shall be that person employed from project METCAD funds by Applicant upon direction from the Operations Board and with the concurrence of the Committee and shall be charged with the responsibility of directing the day-to-day operations of project METCAD in accordance with directions and advice from the Operations Board.

5. Applicant Responsibilities.

The City of Champaign, being the Applicant for grant number 1854, defining project METCAD, shall provide the necessary governmental services, including such services as employment of necessary personnel, for the institution and implementation of project METCAD and shall provide financial reports as requested by the other participants.

6. Finances.

- (a) The grant participants shall, upon request of the City of Champaign as Applicant under grant number 1854, make such money payments and provide such in-kind services, equipment and facilities as are required pursuant to project METCAD, grant number 1854.
- (b) No expenditure shall be made under project METCAD without approval of the Operational Director and the Project Director.

7. Amendment.

This Agreement shall be considered amended as necessary to institute and implement project METCAD, grant number 1854, as it may be amended or changed by the Illinois Law Enforcement

Commission, except that additional or increased cash or money contributions or allocations of the grant participants shall not be effective until approved by the grant participants.

8. All commitments by The Board of Trustees of the University of Illinois, a public corporation, herein are subject to constitutional and statutory limitations and restrictions binding upon it and to the availability of funds which may be lawfully applied thereto.

9. Effective Date.

- (a) This Agreement shall become effective when signed by a duly designated official of each of the grant participants and by attaching hereto the ordinance, resolution, or other document authorizing said official to sign this Agreement.
- (b) This Agreement shall be effective from the effective date of the grant and shall remain in effect so long as the Illinois Law Enforcement Commission continues to fund project METCAD unless terminated by any of the parties hereto at the end of a specific Illinois Law Enforcement Commission grant award period for project METCAD, notice of such termination to be given in writing to the other parties sixty (60) days in advance of such termination.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals to this Agreement this \_\_\_\_ day of \_\_\_\_\_, A. D. 1977.

APPROVED:

THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS

\_\_\_\_\_  
For Chancellor

By \_\_\_\_\_  
Comptroller

\_\_\_\_\_  
Business Office

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Campus Legal Counsel

CITY OF CHAMPAIGN

\_\_\_\_\_  
City Manager

CITY OF URBANA

\_\_\_\_\_  
Mayor

10-71	APPLICANT PROJECT TITLE 12-71	
1	Metropolitan Computer Aided Dispatch (METCAD)	
2	APPLICANT AGENCY 12-45 City of Champaign Police Department	DIVISION 46-79
3	APPLICANT ADDRESS (street) 12-45 102 N. Neil	CITY 46-60 Champaign
		COUNTY 61-75 Champaign
		ZIP CODE 76-80 61820
4	CONTACT PERSON 12-45 Chief William Dye	AREA 46-48 217
		PHONE 49-55 352-4247
		EXT 56-59
5	line 1 12-71 PROJECT DESCRIPTION — NATURE, PURPOSE AND BENEFICIARIES (use 6 lines if needed) The Police Departments of Champaign, Urbana and the University of Illinois	
6	line 2 12-71 seek funds for a three year program as follows:	
7	line 3 12-71 1st year: Computer Aided Dispatch	
8	line 4 12-71 2nd year: Consolidation of Dispatch	
9	line 5 12-71 3rd year: 911 Call number and further studies.	
10	line 6 12-71	
11	PROJECT LOCATION CITY 12-45 Champaign	PROJECT LOCATION COUNTY 46-79 Champaign
12	FEDERAL FUNDS GRANT 12-19 \$207,044	MATCHING FUNDS STATE 28-35 \$11,503
	OTHER 20-27	LOCAL 36-43 \$11,503
		OTHER FUNDS 44-51
		TOTAL FUNDS 52-60 \$230,050
13	TYPE OF OTHER FEDERAL FUNDS 12-45	TYPE OF OTHER NON-FEDERAL FUNDS 46-79
14	FEDERAL PROGRAM TITLE 12-71 Omnibus Crime Control and Safe Streets Act of 1973	
15	FEDERAL AGENCY NAME 12-45 U.S. Department of Justice	FEDERAL SUB-AGENCY 46-79 Law Enforcement Assistance Administration
16	FEDERAL CATALOG NUMBER 12-31 16.502	ACTION DATE 32-37 MO. DAY YR. 02 23 75
		STARTING DATE 38-43 MO. DAY YR. 09 01 75
		ENDING DATE 44-49 MO. DAY YR. 08 31 76
17	TYPE OF APPLICANT: (check the single most applicable box)	
	STATE 12 <input type="checkbox"/>	INTER-STATE 13 <input type="checkbox"/>
	COUNTY 14 <input type="checkbox"/>	CITY 15 <input checked="" type="checkbox"/>
	SCHOOL DISTRICT 16 <input type="checkbox"/>	SPECIAL UNIT 17 <input type="checkbox"/>
	COMMUNITY ACTION 18 <input type="checkbox"/>	SPONSORED ORGANIZATION 19 <input type="checkbox"/>
	OTHER 20 <input type="checkbox"/>	
	TYPE OF ACTION: (check as many boxes as apply to this action)	
	NEW GRANT 21 <input checked="" type="checkbox"/>	CONTINUATION GRANT 22 <input type="checkbox"/>
	SUPPLEMENT GRANT 23 <input type="checkbox"/>	LOAN 24 <input type="checkbox"/>
	INCREASE DURATION 25 <input type="checkbox"/>	DECREASE DURATION 26 <input type="checkbox"/>
	CANCEL-LATION 27 <input type="checkbox"/>	INCREASE DOLLARS 28 <input type="checkbox"/>
	DECREASE DOLLARS 29 <input type="checkbox"/>	
	IS STATE PLAN REQUIRED? YES 30 <input checked="" type="checkbox"/> NO 31 <input type="checkbox"/>	IS PROJECT UNDER A95 JURISDICTION? YES 32 <input checked="" type="checkbox"/> NO 33 <input type="checkbox"/>
	ENVIRONMENTAL IMPACT YES 34 <input type="checkbox"/> NO 35 <input checked="" type="checkbox"/>	FORM 240 APPROVAL YES 36 <input type="checkbox"/> NO 37 <input checked="" type="checkbox"/>

GRANT APPLICATION

PAGE 1

Instructions: Follow instructions in Part 1 in completing this application and forward to the Criminal Justice Planning Region serving your area.

(FOR ILEEC USE ONLY)

NEW  RESUBMITTED

RENEWAL  Supplement To Grant Number \_\_\_\_\_

TYPE OF GRANT

ACTION  PLANNING

A. Project Title

Metropolitan Computer Aided Dispatch (METCAD)

B. Date Prepared

May 23, 1975

C. Expected Duration of Project

12 MONTHS

D. Starting Date (Est.)

September 1, 1975

E. Total Cost

\$230,050

F. Subject Area of Project

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Upgrading Law Enforcement Personnel    | <input type="checkbox"/> Organized Crime                   |
| <input type="checkbox"/> Prevention of Crime & Public Education            | <input type="checkbox"/> Riots & Civil Disorders           |
| <input type="checkbox"/> Prevention & Control of Juvenile Delinquency      | <input type="checkbox"/> Community Relations               |
| <input checked="" type="checkbox"/> Detection & Apprehension of Criminals  | <input checked="" type="checkbox"/> Research & Development |
| <input type="checkbox"/> Corrections, Rehabilitation, Probation and Parole | <input type="checkbox"/> Comprehensive Planning            |
| <input checked="" type="checkbox"/> Training                               | <input type="checkbox"/> Other Specify _____               |

G. Name of Applicant

Gene Miller

H. Name of Project Director

To be Named

Title

Champaign City Manager

Title

Address

102 N. Neil  
Champaign, IL 61820

Address

I. Name of Co-Applicant (if any)

To be determined

Telephone Number

Title

J. Financial Officer (Name)

Ray Johnston

Address

Title

Finance Director and City Clerk

Address

102 N. Neil  
Champaign, IL 61820



GRANT APPLICATION

REVISED PAGE 1A METROPOLITAN COMPUTER AIDED DISPATCH (METCAD) SYSTEM #1854

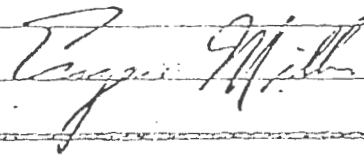
K. Conditions:

It is understood and agreed by the undersigned that any grant received as a result of this application is subject to the following conditions:

1. Funds granted as a result of this application are to be expended only for the purposes and activities covered by the approved plan and budget and the approved project will be carried out in accordance with the Guidelines for Fiscal Control-Action and Planning Grants with such specific additional conditions as may be established at any time for this project.
2. The grant may be revoked in whole or in part by the Illinois Law Enforcement Commission (ILEC) at its discretion and at any time provided that a revocation shall not include any amount obligated previous to the effective date of the revocation if such obligations were made solely for the project as approved.
3. All reports about the project shall acknowledge the source of the funds granted as a result of this application.
4. Reports will be made as required.
5. Necessary records and accounts including financial and property controls will be maintained and made available to ILEC for audit purposes.
6. Assurance of Compliance with Title VI of the Civil Rights Act of 1964 applies to this application and is attached.

L. Signatures (in ink)

- (1) Project Director (Same as "H", Page 1) \_\_\_\_\_  
 (2) Authorized Official (Agent for "G", Page 1) \_\_\_\_\_



Date 5-28-75  
 Date

M. Program Area:

This grant request falls within Program Area Number 10b of the 1975 Comprehensive Criminal Justice Plan for Illinois (year)

N. Budget Summary

Budget Category	Federal Share	State Exp-In	Grantee Share		Total Cost
			"Cash"	In-Kind	
(1) PERSONNEL	-0-	-0-	-0-	-0-	-0-
(2) EQUIPMENT	120,248	11,501	11,501	-0-	143,250
(3) CONSULTANTS	62,000	-0-	-0-	-0-	62,000
(4) OTHER CONTRACTUAL	17,600	-0-	-0-	-0-	17,600
(5) TRAVEL	-0-	-0-	-0-	-0-	-0-
(6) COMMODITIES	-0-	-0-	-0-	-0-	-0-
(7) CONSTRUCTION AND REMODELING	-0-	-0-	-0-	-0-	-0-
(8) INDIRECT COSTS	-0-	-0-	-0-	-0-	-0-
(9) OTHER COSTS	7,163	-0-	-0-	-0-	7,163
TOTAL	207,011	11,501	11,501	-0-	230,013
% OF TOTAL	90%	5%	5%		100.00%
% OF FEDERAL SHARE	100.0%				N/A

## GRANT APPLICATION

PAGE 2

Directions: Complete (refer to Grant Application Guidelines) and forward to Illinois Law Enforcement Commission, 120 South Riverside Plaza, Chicago, Illinois 60606.

## A. Project Title

Metropolitan Computer Aided Dispatch (METCAD)

(Two hundred (200) words or less. Omit confidential data)

## PROJECT SUMMARY

This application is for the first year implementation of a projected three-year program to be participated in by the Champaign, Urbana and University of Illinois at Champaign-Urbana Police Departments. The three-year program would be implemented as follows:

1st year: Implementation of Computer Aided Dispatch with a central computer and dispersed dispatching centers.

2nd year: Consolidation of the dispatch systems in a central facility.

3rd year: Implementation of a 911 emergency police call number and further relevant studies will be undertaken.

The benefits of METCAD implementation are seen as fivefold:

- 1) Provide management information data.
- 2) Increase safety of officers in field.
- 3) Improved information retrieval from outside systems.
- 4) Improved information retrieval internally.
- 5) More efficient use of manpower.

The second year of implementation would result in further cost-effectiveness and increased professionalization both in regard to the dispatchers and policemen.

The third year implementation would result in greater access of police services to the public.

The overall result of this program should be a model of an advanced and technologically updated police dispatch system.

REVISED #1854

Metropolitan Computer Aided Dispatch (METCAD)

Personnel Services							
	SUB-TOTAL						
	Social Security Fringe Benefits						
	TOTALS						
2. Equipment	Quantity	Description					
	1	Central Processing Unit	6,499		11,501		18,000
	1	Nine track magnetic tape & controller		11,000			11,000
	7	Keyboards (250 ea.)	1,249	501			1,750
	7	Printers (5,000 ea.)	35,000				35,000
	1	Paper tape punch&reader	7,000				7,000
	7	Dispatch terminals (includes CRT, 4,100 ea.)	28,700				28,700
	4	Disc packs (500 ea)	2,000				2,000
	2	Disc Drives (12,500 ea)	25,000				25,000
	TOTALS		CONTINUED ON NEXT PAGE				
3. Consultant	Description						
	Specialist for formal and on-the-job training (100/day, 4 weeks)		2,000				2,000
	Fulltime computer specialist for one year		20,000				20,000
	Spec's to develop custom software		40,000				40,000
TOTALS		62,000				62,000	
4. Other Contractual	Description						
	Maintenance (One year)		17,600				17,600
		17,600				17,600	

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Personnel services						
	SUB-TOTAL					
	Social Security Fringe Benefits					
	TOTALS					
Equipment	Quantity	Description				
	1	Controller (Disc Pack)	6,000			6,000
	1	Spare parts package	1,000			1,000
	6	Modems (\$1,300 each)	7,800			7,800
TOTALS			120,248	11,501	11,501	143,250
Consultant	Description					
	TOTALS					
Other contractual	Description					
	TOTALS					

vel (Project sonnel Only)					
	TOTALS				
mmodities	List Separately				
	TOTALS				
nstruction and odeling					
	TOTALS				
direct sts					
	TOTALS				
her Costs	Installation cost	7,163			7,163

GRANT APPLICATION

PAGE 4A

REVISED

BUDGET NARRATIVE

METROPOLITAN COMPUTER AIDED DISPATCH

#1854

Provide a budget narrative which details by budget category the federal, state and local (in-kind and cash) shares. The source of the grantee cash contribution should be identified, i.e. funds appropriated by a local unit of government or donation from a private source. The narrative should relate budgeted items to project activities, and should provide justification and explanation for the budgeted items including the criteria and data used to arrive at the estimates for each budget category. Be specific and detailed; avoid the designation, miscellaneous.

EQUIPMENT

Central Processing Unit - This piece of equipment is the heart of the system. It should have a 32K memory which means it has 32,000 memory units. These units will contain the formats and programs needed for the system to function and have immediate memory recall of the formats. It is especially necessary to have this many units because demands will be made on the system by three different departments. The CPU will also have an automatic restart in case of power shortage or other breakdown, and a real-time clock.

Nine-Track Magnetic Tape and Controller - Nine-track magnetic tapes are an excellent method of keeping information in long-term storage. It also allows for easy physical transfer of information from one location to another. This could be very useful in that it would allow other available computers to calculate the uniform crime reports, management data, and other reports. A nine-track tape system has been chosen because it is by far the most common in use and should thus enable us to work with other computer systems. This recording tape will store information in a sequential form based upon time. The controller for the tape is an intermediate device between the computer and the tape system. It will take orders from the computer to search out information on the tapes while the main computer can remain involved in carrying out other functions. The controller also allows for expansion of the system since it can pull information from many other sources and work with up to seven other computers.

Keyboards - These devices enable operators to enter information and make queries for information from the system. Certain keys will also be programmed into specific formats so that when a switch is depressed an emergency or other format will be automatically engaged. The keyboards will be located as follows:

1st year

2nd year

- (3) Champaign P.D.
- (2) Urbana P.D.
- (2) University of Ill. P.D.

- (4) Consolidated Dispatch Center
- (1) Champaign P.D.
- (1) Urbana P.D.
- (1) University of Illinois P.D.

Printers - These will allow for hard copy printouts of daily police logs, criminal information or any other information requests. It is suggested that each department use one printer for local information such as officer logs and activities, and that the other

Printer be used for foreign information such as LEADS and ALEC information. Also, if either printer becomes overloaded, it would be a simple matter to run the overload on to the other printer. There will also be an extra printer in case of a breakdown of this device at any one of the departments. During the first year, each department will have two printers, and during the second year, each department will have one printer with three printers located at the consolidated dispatch center, with one printer kept for replacement purposes.

Paper Tape Punch and Reader - This is the device which will be used for punching programs onto paper tapes and entering those taped programs into the computer.

Dispatch Terminals (Includes CRT's) - This cost includes the purchase of the CRT's but not the keyboards which are listed separately. They will be distributed among the departments in the same manner as the keyboards. The display terminals are used to visually display information through an electronic medium, and examples of two such display formats in relation to a CAD system are shown in Diagram 4. Various formats for displaying information will be available to the operator depending upon the type of information which is being entered or which is being sought.

Disc Packs - It will be on disc packs that most information will be stored and made available for short term and very quick retrieval. Unlike magnetic tapes on which information must be sought out in a sequential manner, on disc packs information can be located and retrieved almost instantly. Four disc packs should allow for the storage of from three to six months worth of information. When they start becoming full, the disc packs will be purged as the information will also be stored permanently on magnetic tapes.

Disc Drives - Two of these devices are needed because of the predicted amount of use which will be made of the disc packs.

Controller - The unit allows for the ongoing operation of the computer while information is being retrieved from the disc packs. It is also a transport mechanism for information between the computer and the disc packs.

Spare Parts Package - The contents of this package are based upon industry standards given the breakdown rate calculated from the predicted amount of usage and types of components being utilized. It will allow for the immediate replacement of a part should a breakdown occur, rather than keeping the system inoperative while the spare part is ordered and shipped from another location.

Modems - Modems are the devices which translate information from phone lines to computer equipment. They operate in pairs and six pairs will be required. Three pairs will be needed at both the Urbana Police Department and the University of Illinois Police Department. Two pairs will be needed at each location to operate the Cathode Ray Tubes and Keyboards. One pair will be needed at each location for the printer. No modems will be needed at the Champaign Police Department because the computer will be located there.

### CONSULTANTS

Specialists for formal and on-the-job training - This cost will pay for one specialized individual to come into the departments and train the dispatching personnel on the use of the CAD. It pays him at the rate of \$100 per working day for four weeks of training.

Full time computer specialist for one year - This is an estimated cost for paying a computer specialist to live with the system for one year to ensure that it becomes and remains fully operational. He will also be able to give expert advice concerning custom programs, formats, systems designs and other areas.

Specialist to develop custom software - Custom software refers to specialized programs which will be fed into the CAD system. This will enable the operators, police management and computer personnel to ask very specific types of questions concerning crime in this area. It is very time-consuming to develop these programs and the cost of just one program may run into thousands of dollars. It is, however, important to develop programs which are individualized to this area of operation and which may in some cases expand upon the present level of development in program design.

### OTHER COSTS

Installation Cost - This is the cost for transporting, reconstructing and checking the computer aided dispatch system to see if it is properly functioning. The actual cost would be calculated from industry-wide scales and be dependant upon the type of system purchased, the distance of travel to bring the system to its permanent location and other factors. The cost in the application has been calculated at 5% of the total expense of the equipment category.



STATE/FEDERAL SHARE	5	6	7	8	9	10	11	12	1	2	3	DEC.	TOTAL
	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.		
Personnel													
Equipment												123,947	123,947
Consultants	8,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	1,666	1,666	1,666	1,666	62,000
Other Contractural	17,600												17,600
Travel													
Commodities													
Construction Evaluation													
Other Costs												15,000	15,000
Indirect Costs													
Total	26,267	6,667	6,667	6,667	6,667	6,667	6,667	6,667	1,666	1,666	125,613	16,666	218,547

Budget Category	Month of Grant												TOTAL
	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	
Personnel													
Equipment												11,503	11,503
Consultants													
Other Contractural													
Travel													
Commodities													
Construction Evaluation													
Other Costs													
Indirect Costs													
Total												11,503	11,503

11/1/80  
 8  
 8

Month of Grant

Project Objective	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.
Hire Consultant	█											
Write RFP and distribute		█										
Receive Proposals and make choice			█									
Purchase Equipment				█								
Install and operate CAD					█							
Train personnel					█							
Develop custom software					█							
Evaluate project to date					█							

Illinois Law Enforcement Commission

(For ILEC Use Only)  
Control Number

GRANT APPLICATION

PAGE 5

BIOGRAPHICAL SKETCHES

(to be completed for all supervisory staff)

A. Project Title Metropolitan Computer Aided Dispatch (METCAD)

Name

To be named

Position

PROJECT DIRECTOR

Education and/or experience relevant to this Project

This individual should be proficient in his knowledge of computer technology and computer systems. He should have a Master's Degree in a relevant field or a B.A. with appropriate experience. He should also have some background in law enforcement and how computer systems are utilized in the criminal justice system.

Name

Position

Education and/or experience relevant to this Project

GRANT APPLICATION

PAGE 6

Project Title Metropolitan Computer Aided Dispatch (METCAD)

PROJECT NARRATIVE

Demographical Characteristics

The populations of the area encompassed by the police departments of Champaign, Urbana, and the University of Illinois at Champaign-Urbana are growing at a very fast pace. The population totals for Champaign and Urbana and the number of students attending the University of Illinois are listed as follows

Populations: Champaign-Urbana Area

	<u>1950</u>	<u>1960</u>	<u>1970</u>
Champaign	39,563	50,107	59,147
Urbana	22,834	27,294	33,739
University of Ill.	17,162	20,219	32,296

This represents a total population growth of approximately 20% every decade. Unfortunately the rate of increase of crime is even surpassing this tremendous growth rate. The number of index crimes and their rate of increase for the entire area of Champaign County reported during the last six year is listed below.

Champaign County

	<u>1969</u>	<u>1970</u>	<u>1971</u>	<u>1972</u>	<u>1973</u>	<u>1974</u>
Total Crime Index						
Actual number	2,814	3,498	3,851	6,532	7,253	7,841
		+24%	+10%	+70%	+11%	+8%
Rate per 100,000	1,867.0	2,142.8	2,358.5	4,067.2	4,383.9	4,739.3
		+15%	+10%	+72%	+7%	+8%

These are figures as taken from the Uniform Crime Reports and from the statistics of the Department of Law Enforcement. This represents an increase for reported crimes over the last six years of approximately 175%. It is very likely that such a large increase represents more than just improved reporting; in addition, it probably reflects a very large increase in the actual rate and number of crimes which are occurring. As a result, over the past years the police departments in the Champaign-Urbana area have been constantly adding manpower. The present levels of manpower in the departments are listed as follows:

Number of Full-time Sworn Officers

Champaign Police Department	89
Urbana Police Department	44
University of Illinois Police Department	61

However, as of this year the departments can no longer afford to add manpower because they, like other municipal areas, are presently suffering from a money crunch due to inflation. Unfortunately, all signs indicate that this worsening inflation is also causing the crime rate to continue to soar.

The solution to this problem might be found through improving on the allocation of resources. Instead of utilizing funds by constantly adding to the number of officers, it might be more cost-effective and better improve law enforcement by utilizing funds in the purchase of technologically sophisticated equipment. This equipment could enable the officers to efficiently, quickly, and effectively perform their tasks; and thereby increase the prevention, apprehension and detection of criminals at a rate that would surpass that achieved by simply adding more officers.

That is the logic of the program herein proposed.

Overview of the Program

This application is for the first year of a projected three-year program designed by the police department of Champaign, Urbana, and the University of Illinois at Champaign-Urbana. The program is represented in the following outline:

- 1st year: Implementation of a Metropolitan Computer Aided Dispatch System.
- 2nd year: Consolidation of the dispatch systems in a central facility.
- 3rd year: Implementation of a 911 call number and further relevant studies will be undertaken.

Each year of the program would be based on the successful completion of the project proposed for the previous year. Thus, the program should be seen as cumulative in its effects and not as the mechanical combination of three separate project areas. The first year of the program is designed to bring about the cost-effective sharing of central computer equipment and to gather the data to work towards the second year. Assuming the successful advancement to the second year phase, there would be an increased cost-effectiveness because the actual function of dispatching the manpower for three departments will be combined in a central facility. Assuming the successful completion of the second year, during the third year some of the benefits which could be derived from having both a computer aided and consolidated system will be achieved by the implementation of a 911 call number and through the implementation of studies to propose further additions and progressive changes to the system. During each year of the program, consideration will be given to studying the success of the program to date, the feasibility of implementing the next step of the program and the methodology to be employed prior to and during the next year of implementation. We request that ILEC set aside an appropriate sum of dollars with which we could implement the second and third phases should the departments decide to go ahead.

### First Year Computer Aided Dispatch

Given the present level of advanced technology which is available in the area of police communications, it is highly unusual that so little use is being made of it in the activity of police dispatching. This can especially be seen as true when the benefits of computer technology are examined as they relate to the process of information retrieval and the effective allocation and use of police manpower. The Metropolitan Computer Aided Dispatch (METCAD) system which is proposed for Champaign, Urbana and the University of Illinois would be seen as the application of modern technology to the police function with many unforeseeable positive benefits. And it should not be seen as just a stopgap measure which will enable these departments to maintain their present level of service during times of increasing demands on police services due to rising crime rates.

The five main reasons for the implementation of the METCAD system for these departments are listed as follows:

- 1) Provide management information data.
- 2) Increase safety of officer in field.
- 3) Improve information retrieval from outside systems.
- 4) Improve information retrieval internally.
- 5) More efficient use of manpower.

Each of these goals will not be dealt with individually to demonstrate that there is a very high degree of probability that each of them can be met based on facts which are known about the CAD system and how this system will interface with the various aspects of progressive law enforcement in the area.

#### 1) Provide management information data:

There are two overall issues which come under this goal. One issue is that there will be improved data processing with the implementation of METCAD. This is because when a call is received and the information is keyed into the computer through the CRT, it will also be recorded on a disc pack for immediate or short-term retrieval and onto magnetic tape for long-term storage and use. This represents a very efficient and reliable form of records storage and retrieval, but it also, most importantly, makes the information immediately available to other computer systems in a readily digestible form. Of course, this would not be of significance if there were no resources available to make use of this computerized information so that it could be organized, analyzed and specific feedback could be obtained on how to implement improved police procedures, policies and organization. There is no purpose, after all, in implementing an advanced computer process for information storage if there is not a resource available capable of using that information toward implementing a desired goal.

The other issue concerning management information data is that advanced computer resources are available in the Champaign-Urbana area interested in working with computerized data with the end in mind of improving police performance. Thus, the information feedback loop is closed, meaning that instead of the information simply being stored by the department, it is also used to improve the department's operations, as demonstrated in Diagram Number 1. So, the information which is stored on magnetic tapes will be processed to bring about improvements in:

- a) Realignment of beat maps
- b) Possible reallocation of manpower by time parameters
- c) Possible reallocation of manpower by location
- d) Identification of problem areas by types of crimes being committed
- e) Many other appropriate areas of analysis

The primary resource in the area which is interested in analyzing computerized police information is the Department of Psychology at the University of Illinois, Urbana. To date, students have been coding by hand and on a daily basis all of the relevant offense information gathered by the police departments of Champaign and the University of Illinois. This costly, time-consuming, and not very reliable process of codifying information for computers by hand would no longer be necessary as the information would now be automatically codified when entered into the METCAD system. Also, with the implementation of METCAD, the Urbana Police Department would become a functioning member of the project. Research printouts have already been made available to both the Champaign Police Department and the University of Illinois Police. At present, a mapping program for use with crime statistics is under development with a pilot printout available in June, 1975. Any newly designed system for law enforcement mapping designed as a result of this program will, of course, be made available to other interested departments. Also, the Illinois Department of Law Enforcement Data Processing Section has agreed to make available its library of computer programs so that when a large amount of information has been gathered through METCAD, the programs will be available to analyze those tapes.

It is readily apparent that METCAD system will easily fit in with other progressive programs of law enforcement which are presently being implemented such as the Champaign Urban High Crime Project and the work being done in the Department of Psychology at the University of Illinois.

## 2) Increase Safety of officers in field:

The METCAD system would constantly keep track of officers on the street and should any of them fail to check in at a sufficient periodic interval, the dispatcher would automatically be informed so an appropriate follow-up could be made. With time limits set on certain activities, the dispatcher would be warned, for example, when an officer was overdue on a traffic stop. This can be especially important when an officer has arrived at a scene and may have encountered a difficulty which would prevent him from checking in with the dispatcher. In such a case, it is unreliable to depend on a dispatcher or complaint operator to keep track of the time element involved as they may be very busy dealing with a backlog of calls or some other problems. This "watchdog timer" feature would greatly enhance the safety of the police officer.

Also, at present, officers in the field often work without the availability of adequate information-gathering systems. As a result, the officer may be reluctant to check on the legal status of all auto licenses, drivers licenses and other information because of the time lags which might be involved. However, with the proposed METCAD interfaces, all types of information would be automatically checked with the appropriate data bank as soon as it was entered in the computer through the CRT. There would be no need for the dispatch operator to go from one location to another to check the LEADS or other terminals. By running a spot check on license plates, drivers licenses and other types of information, an officer would be much more likely to know when he has encountered a dangerous situation, and since he would be forewarned, he would be prepared to appropriately deal with the situation.

As a result of METCAD, it would be considerably easier to implement the inquiry for information and the turn-around time would be faster since the inquiry would be automatically made by the dispatcher while he was entering the details of the occurrence on CRT. Information inquiries would therefore become a matter of habit rather than being just applied in exceptional circumstances. It is estimated that a LEADS and ALEC check, which would presently take ten to fifteen minutes to complete, would, with the assistance of METCAD, be automatically implemented in twenty to thirty seconds from the time the information was received at the dispatch center.

3) Improved information retrieval from outside systems:

Not only will the retrieval time for information be greatly reduced as outlined above, but the number of outside sources which will be utilized will make each search very thorough. The proposed information system is outline in Diagram Number 2. Immediately upon receipt of information from an officer or other source, the information would be keyed into the CRT and the computer would scan all appropriate banks of informaion. They are listed as follows:

- a) CLEDC - This is a proposed Consolidated Law Enforcement Data Center which would keep an active record of all local wants, warrants, warnings, and other important data. This system would automatically be a recipient of all relevant information keyed into the CRT. It would also be capable of producing uniform crime reports and could, over a period of time be programmed to assist in the distribution of manpower to meet specific crime needs, analyze specific accident problems and aid in planning selective enforcement efforts.
- b) Psychology Department, University of Illinois - At present, research and analysis are being carried out through the computers at this department in conjunction with the police departments at the University of Illinois and Champaign, as explained earlier in this application. With the implementing of METCAD, the ability of the department to continue this work would be improved. Information which is crime specific and involves such data as convicts' or arrestees' names and addresses could easily be filtered out before tapes were given to outside resources such as this department. With the implementation of the CLEDC, the police departments would no longer have to depend on this outside resource to carry out research and analysis. In fact, in cooperation with the Psychology Department, new programs and potentials in analysis could be developed and tested. The Psychology Department unlike previously mentioned systems, is not a source of specific information, but represents a source of analysis and professional advice.

The Department of Law Enforcement, Data Processing Division in Springfield would be connected with METCAD through a direct line and would provide immediate access into the following systems.

- c) LEADS - Law Enforcement Agency Data System provides on-line collection and retrieval of data regarding stolen vehicles, wanted and missing persons, stolen and lost license plates, stolen and recovered guns, stolen articles, and stolen securities. It provides this information both on a national and statewide basis because it has on-line capacity with both the National Crime Information Center (NCIC) in Washington



and the Secretary of State (SOS) in Springfield, Illinois.

- d) FOID - The Firearm Owners Identification system maintains records of service inquiries on all registered firearm owners in the State of Illinois.
- e) Computerized Criminal History - This system provides on-line entry of data and retrieval of data on all criminal histories entered by by authorized agencies in Illinois.
- f) ALECS - Automated Law Enforcement Communication System provides on-line exchange of information regarding vehicle registration and operator's licenses among eight states around Illinois. Point to point messages to these states can also be transmitted through this system.

Therefore, after the implementation of METCAD, information will be almost instantly available to officers on the street from statewide, multi-state and nationwide information systems. It would also be much easier at that time to implement the local, regionally-based Consolidated Law Enforcement Data System which would establish a computerized criminal information system within the Champaign-Urbana area.

It should be emphasized that during this first year, appropriate information will be collected with the purpose in mind of consolidating the dispatch system during the second year. It would be important that criminal information be gathered and studied especially in regard to areas of borderline jurisdictions so that a rational and logically designed consolidated beat map could be constructed for the second year. This single beat map would encompass the three jurisdictions. During the first year, the degree of the crime problem relative between the three jurisdictions should also be observed. All other information which would be relevant to command level decision making concerning the consolidation effort should also be studied so that a correct methodology for combining the dispatch centers could be established.

#### 4) Improved information retrieval internally:

With the implementaion of METCAD, it would no longer be necessary to use old-fashioned card slots of light boards in order for the dispatcher to keep track of vehicle status. With the METCAD system, as soon as the complaint operator was notified of an incident, the occurance would be keyed in on the CRT and the status of all units in the area would immediately be displayed on the screen. Also, the information from that call would be stored by the computer and automatically printed on the CRT screen in the proper location depending upon its priority status. It would therefore be properly displayed in comparison to the priority of any other backlog calls stored in the system. The number and priority of all backlog requests for service and the number and beats of all available units would be displayed in such a way that the dispatcher could readily make the correct decision as to which car should be sent to which call.

Also, data could be displayed concerning the number and types of calls which each officer has answered during the shift. If one officer has been overloaded while other officers have not had any calls, that information would be readily available to the dispatch operator who might notify the shift commander or take other appropriate and predetermined action. It would be further desirable that certain information from the personnel files of each department be stored in the METCAD system so that if there was a dire need for manpower it would be easy for the dispatcher to notify the appropriate authorities and contact certain off-duty officers once authorization to do so was received.

Basically, METCAD enables each complaint or dispatch operator to have as much information available as is feasibly possible so that the most correct decision can be made in receiving a call and dispatching a unit as quickly as possible.

5) More efficient use of manpower:

When the METCAD system has been implemented, it means that job upgrading and additional professionalism have been brought to the task of police dispatching. No longer will the operators have to spend a large portion of their time carrying out repetitive and boring tasks. When a call is keyed into METCAD, it is automatically marked with the time it was received and as much as five percent of the complaint operator's time may be saved through the automation of this operation alone. Furthermore, when the information concerning a recent occurrence is requested, it will not be necessary for the dispatcher to look through a pile of paperwork since the information can be retrieved from the computer in one fast and easy procedure. The problem of legibility involved in the longhand method of information retention will also be resolved along with the cumbersome hand-to-hand or time-consuming voice technique methods of transferring information from complaint operator to the dispatcher. The general problems of too much paperwork and the duplication of work efforts will be resolved. As a result of METCAD, the job of dispatching will no longer be a task which can be assigned to officers who are temporarily disabled or to civilians who are in the lowest pay scales and can't find jobs elsewhere. The jobs of complaint operator and dispatcher will be seen as specialized and skilled professions. This is a status which is worthy of that vital job function, upon which both the public and the police are so dependent.

Furthermore, the job of the police officer will be upgraded by the METCAD system. The police have at times been regarded as "clerks with the power to arrest," and this would no longer be so true. At the end of each shift the computer will print out each officer's daily log, saving him up to one-half hour each day. Instead of this time being set aside for paperwork, the officer will have more time to maintain active duty on the streets. The public will be better protected and the departments will benefit from a substantive increase in manhours on the street without an increase in personnel. But perhaps it is most important that the police officer will have a better image of his job since he will no longer have to spend as much time as he presently does filling out reports.

First Year Preparation for Second Year Consolidation

The proposed administrative structure for the first year of the program is shown in Diagram 3, Part I. The components of the structure which are not self-explanatory are explained as follows:

Executive Committee -

This body will be composed of the Chief or other command level authority from each department, and the city manager, mayor, or other appropriate authority from each participating jurisdiction, and the project director who is non-voting, and a representative from the regional planning office, who is non-voting.

Operations Board -

This body will be composed of Captains, Lieutenants, Sargeants, or other

appropriate operational representatives from each department, and the project director.

#### Officer Involvement Section -

This body will function under the direction of the Operations Board to familiarize officers with the changes taking place in the dispatch area by appropriate forms of bulletins, training sessions, discussions and demonstrations at the dispatch centers.

#### Project Director and METCAD -

The project director will have direct control over the computer and other hardware, while during the first year, the departments will primarily retain autonomy over their own dispatch sections. This will require a considerable degree of cooperation and demand a willingness on the participants to work out problems and difficulties for the ultimate success of the system. The project director will work in an advisory and an auxiliary capacity with all components of the administrative structure.

It should be pointed out that none of the departments will lose autonomous control over their own dispatch sections during the first year of operation. However, it will be the duty of the Executive Committee and Operations Board to advise each department (which is also represented in those bodies) on proper methods of 1) Implementing computer aided dispatch, 2) recommended changes in certain forms and other matters so there will be a common grid and complaint format in anticipation of consolidating the dispatch functions, and, 3) worthwhile methods and content for implementation of training through the Officers Involvement Section.

The structure is (for the first year) designed so that all relevant parties will be familiar with the METCAD system and have input into the effort at consolidation. Thus, in the Executive Committee there will not only be the command level authorities but also a member of each political jurisdiction involved. It should further be noted that there will be training and demonstrations with the new system to familiarize the line officers with the system's capabilities. It is felt that if a maximum amount of knowledge is disseminated concerning the system and once a positive effort is made to integrate people at all departmental levels with the operations, then a great amount of support will be found for the first year of operation and minimum difficulty will be encountered in the consolidation effort.

During the first year of operation, there will be two questions of direct concern to the Executive Board for the second year: 1) Choosing a site for the consolidated dispatch center, and 2) Finding a qualified individual to act as independent director of dispatch. It is very important that an adequate amount of time be given to dealing with these questions as the immediate success of the program could hinge on these key issues. It will be the task of the Executive Committee to make these choices since the six voting members of that body will be the ultimate policy and administrative decision-making board of the program.

One question which the Operations Board will be largely concerned with will be the establishment of uniform forms for certain appropriate police functions so that when the consolidation is implemented, there will be uniformity of relevant forms and other information-gathering techniques. There will also be other questions and problems regarding uniformity of operations which this body will have to deal with during the first year to make transition to the consolidated system as simple as possible.

Second Year - Consolidated Dispatch

As was so well pointed out in the area-wide communications study, known as the Jacobs Report, the most cost-effective and quickest method of police dispatching for these jurisdictions is a consolidated dispatch system. The applicants to this grant agree with that approach. It is also felt that maximum support can be gained for the effort and the greatest likelihood for success can be achieved by instituting the consolidation effort during the second year of the program. Rather than being a strictly top-down command level decision, if the effort is made during the second year, all relevant individuals can be informed and involved during the first year in anticipation of implementing the second phase of the program. This will be one of the tasks to be performed during both the first and second year of the program by the Officer Involvement Section.

Most importantly there will be adequate time for the Executive Committee to find a location for the consolidated center and to advertise for and screen qualified applicants for the position of director of dispatch. It is felt that it would be unwise to choose a candidate who is presently a member of one of the jurisdictions involved in this grant for his objectivity in discretionary decision-making might be questioned especially by any line officers who are against the consolidation of dispatch. This is not the expression of an undue amount of concern, but rather it represents the great concern by the applicants that the consolidation be made with the least amount of friction, as a result of anticipating and dealing with problems before they arise.

As demonstrated in Diagram 3, Part II, there will be certain changes in the administrative structure during the second year of the program. The advisory capacity of the Operations Board will be replaced by the direct control over the dispatch function which will be maintained by the Director of Dispatch, who will also be named project director. The Operations and Advisory Board will instead work directly with the Director of Dispatch to resolve operational problems while those problems are still in the embryonic stage rather than waiting till the difficulties become major concerns requiring resolution through the policy or administrative decision-making apparatus. As can also be seen in the diagram, there will be additional training and demonstrations of the capacities of the system for line officers to familiarize themselves with the consolidated dispatch. As a result of these efforts to involve everyone, the line officers especially should feel that they are a part of the new system and not that the consolidated system has been forced upon them by the command level.

Approximate costs for the second year implementation will be as follows:

5 Position Console @ \$34,000 for each position	\$170,000
Closed Circuit R.V. for security at centralized dispatch center	2,000
Cost for built-up floor for cable passage and minor remodeling	15,000
Crystals so cars can share common frequencies	4,000
Salary for Director of Dispatch	20,000
	<u>\$211,000</u>

It should be stressed that these are approximate figures arrived at through preliminary investigations and cost estimates.

The advantages of a consolidated dispatch system are many. It will enable the departments to have improved dispatching with the employment of fewer dispatchers than are presently being utilized. The extra individuals can be used to carry out other clerical functions in the departments. Also, it is important to stress the need for occasional inter-jurisdictional backups by police units especially in emergency situations, and this type of dispatch can best be carried out through a consolidated system.

### Third Year - 911 Call Number and Further Studies

A computer aided and consolidated dispatch system is an excellent setup for the establishment of a 911 call number. All of the departments involved support this concept as enabling the public to have faster and easier access to police emergency services. However, there is little known at this time about what problems might be involved in establishing this service or the amount of costs which might be incurred. During the first and second years of the program, there would be extensive investigations carried out through the Executive Committee to study the feasibility of this section of the program. Problems which would have to be dealt with would be issues such as 1) What types of equipment would be necessary? 2) Whether that equipment would be bought or leased? 3) What type of advertising campaign could adequately inform the public of the new number? and 4) To what degree would fire and other emergency services be integrated into the program? But based upon reasonable cost estimates and the reasonably successful completion of the first two years of the program, this is clearly the direction which the departments desire to work toward in bringing better police service to the public.

Also, it would be desirable to carry out further communications studies during the third year to evaluate the success of the program to that date. It could be determined what other changes or additions could be made in this area to yield a more efficient and responsive dispatch system.

After the completion of this three year program, the capabilities for carrying out the most advanced research and analysis on department-wide and multi-jurisdictional activities would be very great because of the wealth of computerized information which would be available through a consolidated computer aided dispatch system. The safety of both civilians and officers would further be greatly increased. Surely this system has the potential for being one of the most advanced dispatch systems in the country and it would represent a model upon which other departments could base their own communication system implementations.

Diagram 1

Feedback Model of Information Input, Analysis  
and Decision-Making as Assisted by Computer-Aided Dispatch

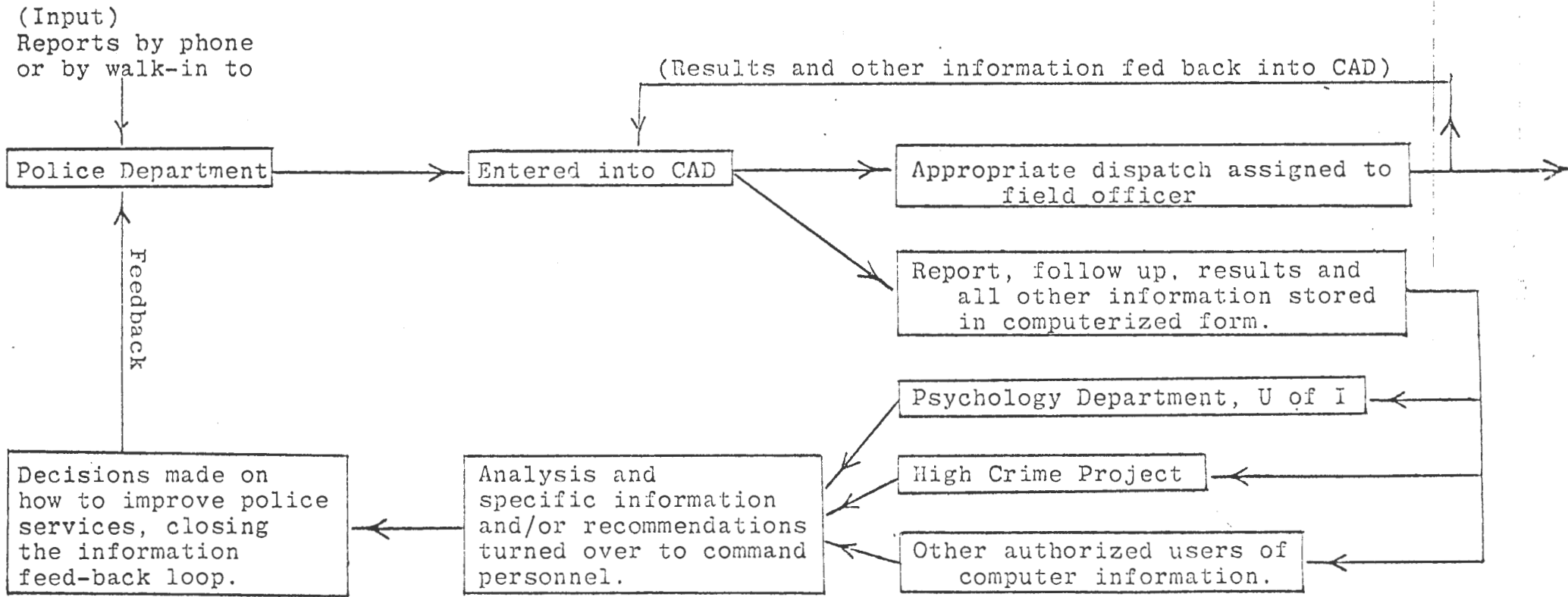


Diagram 2

Proposed Information System Linkup Through  
Metropolitan Computer Aided Dispatch

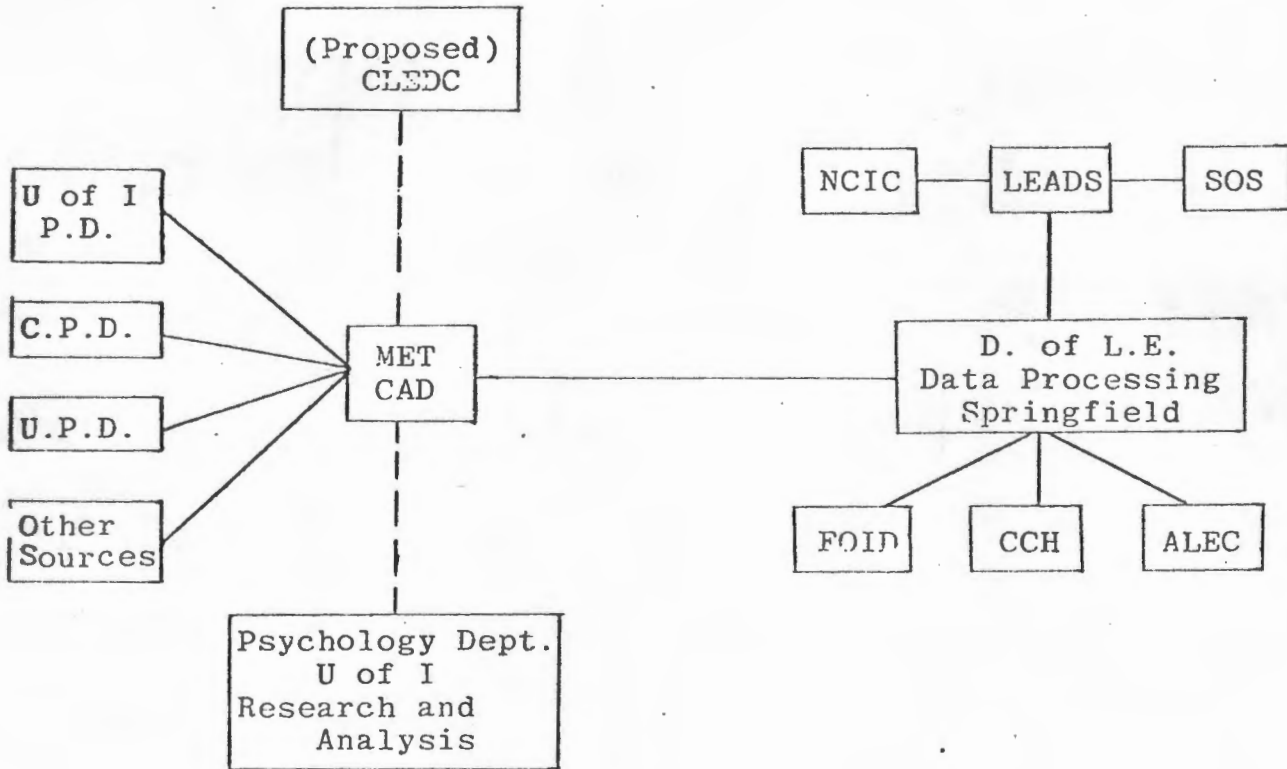
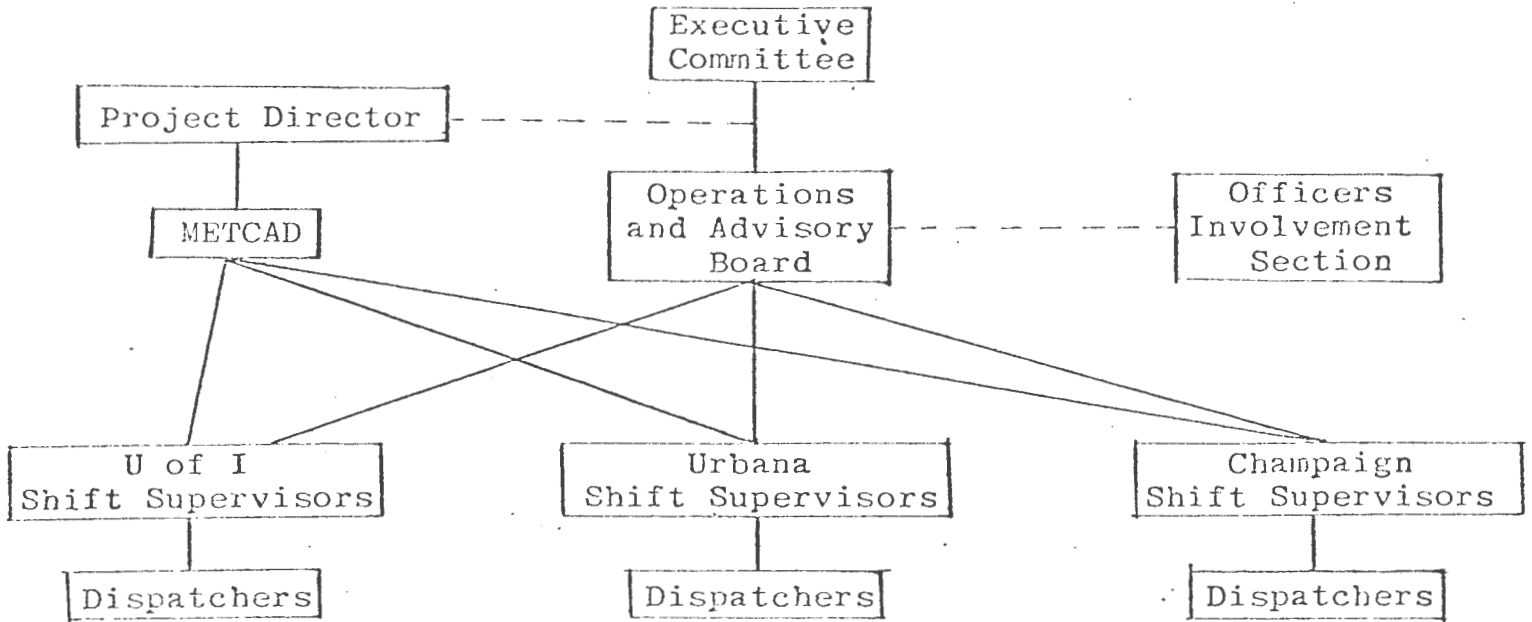


Diagram 3

Proposed Administrative Structures

First Year



Second Year

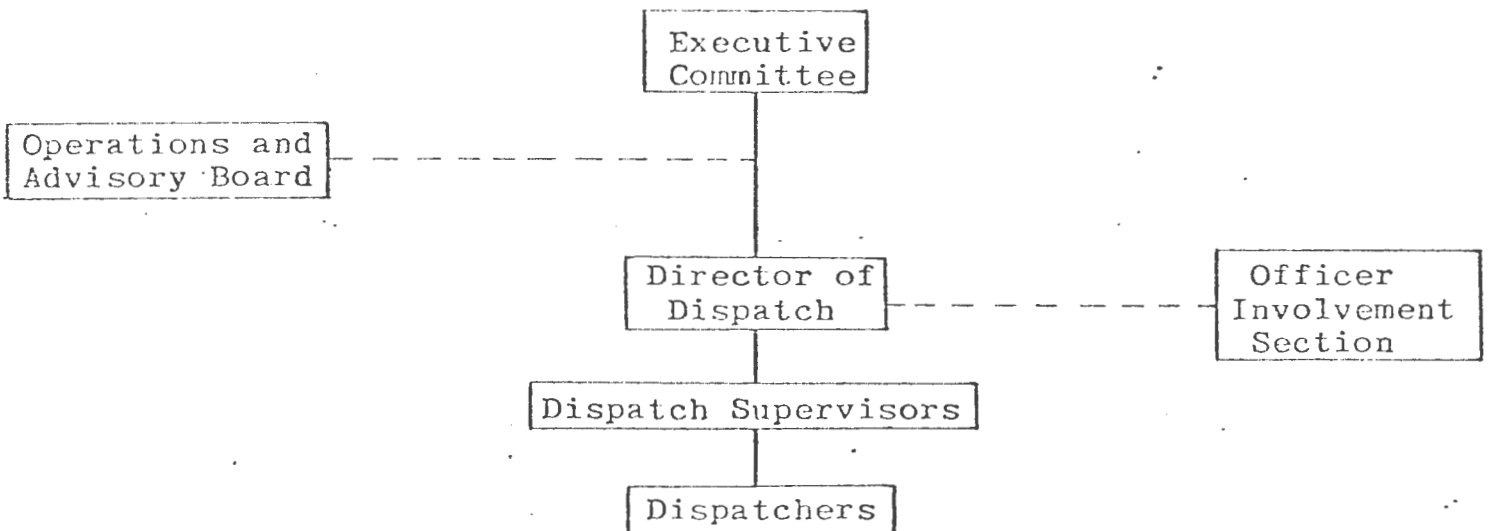




Diagram 4

Examples of Display Screen Formats Used For  
Computer-Aided Dispatch

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FAILURE TO PAY          2803 01 5 JAN 1975 0000 0000
CHICAGO-HARLEM         00K PARK 0 01 00 00 0000
LT KIRKPATRICK         0000 0000 0000 0000
534 N KENDALWORTH      00K PARK 0 01 TELEPHONE: 382-5111
KIRKPATRICK           0000 0000 0000 0000
RECEIVED BY 48 0000 0000 0000
NOTES: 1 PERSON 73 COPY WITH A WHITE CAPP TOP NO REAR PLATE HFO A PLATE ON FRONT
      2ND TRADING FAN IN THE MIDDLE AND ANOTHER MAN ON THE PASSENGER SIDE
      ALL YOUNG PEOPLE IN THE CAR WILL SIGN COMPLAINTS
MORE
UNIT: 508 DATE: 28 DISPOSE: US490 YEAR: STATE:
0000 11-24 20:35  MICHIGAN ARREST 28 2  KATH AND RUSSELL
0000 11-23 21:01  RICHMOND 30/3 38 0
0000 11-23 20:57  61-07  WISEMFIELD 0230 3-0  534 N KENDALWORTH
0000 11-23 19:39  LT KIRKPATRICK  ALL
0000 11-24 20:43  KIRKPATRICK 1 040 RD HARLEM
0000 11-23 21:03  COTLIDGALBY 0230 2 28 28
0000 11-28 20:59  HERRINGFIELD 28 LIFE AND GEN LIC
0000 11-23 21:02  HULL 1/4 LIFE AND HARLEM
53 GARD 87 0000 0000

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Dispatch Tickets

Criminal Justice System Inquiries

Unit Status

Message Area

```

1008
3:00 AM 10-25 01:25:00
10-25-3 10-25-3 01:25:00
ALL TENSORS DIST 3
FOR TRUCK WITHOUT OWNERS CONSENT RD 72 MUST 20 ALL 74 5282
MAN 5'9 130 LBS 16 YRS COLLOR LENGTH HAIR
WEARING RED FRONT SHIRT BLUE JEANS BLUE SHO LARDER SHU HAS NO DL
ANY FURTHER INFO CONTACT 287 2131
FO DES PLACES IL
REDS IF
DATE: 505 DATE: 24 DISPOSITION:
00 10-21 4-07 19:40 58 100000 4 N 002 09
00 10-24 6-19 18:50 50 100000 103 N 1000
00 10-23 4-32 20:30 52 100000 100000 N 1000 SEE
00 10-21 5-02 20:36 57 100000 57 0000
00 10-22 5-03 20:36 76 100000 76 0000
00 10-23 4-32 20:41 53 100000 100000
53 GARD 87 0000 0000

```

Criminal Justice System Responses

Unit Status Update

Ticket Status

Message Area

## ILLINOIS LAW ENFORCEMENT COMMISSION

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, U.S. DEPARTMENT OF JUSTICE REGULATIONS, TITLE 28, CODE OF FEDERAL REGULATIONS, PART 42, SUBPART C, 42.101-112; SUBPART D, 42.201-206; SUBPART E, 42.301-305; ILLINOIS LAW ENFORCEMENT COMMISSION EQUAL EMPLOYMENT OPPORTUNITY GUIDELINES THE ILLINOIS FAIR EMPLOYMENT PRACTICES ACT AS AMENDED, AND ALL RULES, REGULATIONS, AND GUIDELINES, AS AMENDED, OF THE ILLINOIS FAIR EMPLOYMENT PRACTICES COMMISSION

City of Champaign Police Department (hereafter called the "Applicant")  
(Name of Applicant)

HEREBY ASSURES that it is in compliance with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and that it shall continue to comply with Title VI of said Act and all requirements imposed by or pursuant to the Regulations of the Illinois Law Enforcement Commission issued pursuant to that title, to the end that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance from the Illinois Law Enforcement Commission; and HEREBY GIVES ASSURANCE THAT it will take any measures necessary to effectuate this agreement.

THE APPLICANT FURTHER ASSURES that it is in compliance with; and that it shall continue to comply with the Department of Justice Regulations on Equal Employment Opportunity in federally assisted programs (Title 28 CFR Part 42, Subpart C, Subpart D, and Subpart E) ILEC Equal Employment Opportunity Guidelines, Illinois Fair Employment Practices Act, as amended, and all Rules, Regulations and Guidelines of the Illinois Fair Employment Practices Commission, to the end that there shall be no discrimination on the grounds of race, color, creed, sex, or national origin, in the employment practices of law enforcement agencies and other agencies or offices of states or units of general local government administering, conducting or participating in any program or activity receiving Federal financial assistance extended by the Law Enforcement Assistance Administration of the U. S. Department of Justice.

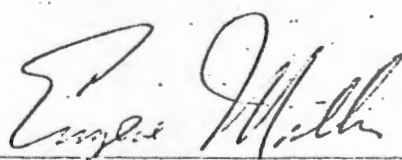
THE APPLICANT RECOGNIZES the right of the Illinois Law Enforcement Commission to deny, withhold, suspend or terminate any application, contract, grant award or any disbursement of funds thereunder, if at any time there is cause to believe that the applicant is not in compliance with the foregoing.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Applicant by the Illinois Law Enforcement Commission, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Applicant recognizes and agrees that such Federal financial assistance has been and will continue to be extended in reliance on the representations and agreements made in this Assurance, and that, in addition to any remedies available to the Illinois Law Enforcement Commission and/or the Illinois Fair Employment Practices Commission, the United States shall have the right to seek judicial enforcement of this Assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the applicant.

City of Champaign Police Department  
(Applicant)

5-28-75  
(Dated)

by

  
(Authorized Official)

## ATTACHMENT B

I, Gene Miller (person filing application) certify that the City of Champaign Police Dept. (recipient agency) has formulated an Equal Employment Opportunity Program in accordance with 28 CFR 42.301 et seq. and that it is on file in the office of:

William Dye (Name)

102 N. Neil, Champaign, 61820 (Address)

Chief of Police, City of Champaign (Title)

for review or audit by officials of the Illinois Law Enforcement Commission or the Law Enforcement Assistance Administration, as required by relevant laws and regulations.



(Signature)

City of Champaign City Manager (Title)

5-28-75

(Date)

GRANT APPLICATION

PAGE 8

METCAD

1. Name of Applicant:

City of Champaign Police Department

2. Certification:

The applicant for Federal assistance under the provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, hereby certifies that funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of Federal funds.

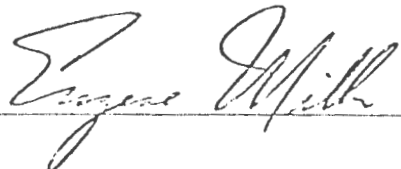
The applicant further certifies that the project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without Federal assistance.

3. Verifying Data:

Expenditures for Criminal Justice Services by the Applicant:

(Budgeted)	In current Fiscal Year	\$ <u>1,522,000</u>
Actual	In last Fiscal Year	<u>1,337,351.</u>
Actual	In next to last Fiscal Year	<u>1,326,572</u>
Average for the three Years		\$ <u><u>1,328,641</u></u>

4. Signature of Authorized Official Empowered to Commit the Applicant to this Certification:

Signature:  Date: 5-28-75

Title: City Manager

GRANT APPLICATION

PAGE 9

REGIONAL PLANNING COMMISSION REVIEW

Date of Receipt:

Applicant: City of Champaign  
Project Title: Metropolitan Computer Aided Dispatch

	<u>YES</u>	<u>NO</u>		<u>YES</u>	<u>NO</u>
Have items "A" through "J" on the application form been completed properly?	<u>X</u>	___		<u>X</u>	___
Does the application have the proper signatures in item L?	<u>X</u>	___		<u>X</u>	___
Have the following been completed and/or attached:					
	<u>YES</u>	<u>NO</u>		<u>YES</u>	<u>NO</u>
Program area designation (item M)	<u>X</u>	___	Project narrative	<u>X</u>	___
Budget summary (item N)	<u>X</u>	___	Biographical sketches	<u>X</u>	___
Budget itemization schedule	<u>X</u>	___	Non-Supplanting certificate	___	___
Budget narrative	<u>X</u>	___	(page 6)	<u>X</u>	___
Project summary	<u>X</u>	___	Civil rights certification form	<u>X</u>	___
			EEO certification form	<u>X</u>	___
Has the applicant filed Form SMA-95 "Notification of Intent to Apply for Federal Assistance"?				<u>X</u>	___
If this is an application for continuation of an existing grant, enter the last year's grant number for the existing grant					

DO NOT SUBMIT THIS APPLICATION TO ILEC UNLESS ALL ABOVE QUESTIONS ARE ANSWERED "YES".

APPLICATION REVIEW: In this section, review each severable part of the application and present your evaluation of: project goals and objectives; project effectiveness; project cost; time required to achieve objectives; impact of project on community; project conformity with regional plan; and eligibility under ILEC Comprehensive Plan.

(use additional pages if required)

1) Project Goals and Objectives:

The capabilities envisioned in a computer aided dispatch system are known potentials and therefore, they would certainly appear to be fully realizable. There could, however, still be threats to the system. One problem would be if an inadequate vendor was chosen to implement the system. Either inadequate equipment or inadequate participation by the vendor could result in a delay in implementing the equipment or a substantial amount of computer time with the equipment being "down" or unoperational. The fact that the participants of the program foresee this as a possible problem, however, arms them against the likelihood of its occurrence.

Also, the fact that there is expert assistance locally available and interested in assisting the participants in implementing the system means that this problem should not be a major threat. These people are both willing and able to assist in drawing up quality specifications and are willing, also, to work with ILEC on this matter. Primarily these people are located at the University of Illinois, although there is even expert assistance to be found on some of the local departments.

Concerning the more specific goals outlined in regards to CAD capabilities, so long as the system is "up" these goals will automatically be realized, for they will be built into the computer and are known potentials. And as time passes and more programs are developed, the many known potentials of this computer operation will be realized.

2) Project Effectiveness:

As soon as this project is begun, it will be part of the task of the Executive Committee to begin evaluation of the system to realistically judge its effectiveness. We of the regional Commission feel particularly confident that this will take place because the staff of the Commission has been asked to regularly attend the meetings of that committee. If effectiveness should fall short of what is desired for either political, administrative, or financial reasons, a staff representative of the East Central Illinois Criminal Justice Commission will be there to assist in identifying the problem, taking remedial action and moving ahead with the project.

Further, the effectiveness of the program should largely be focused around the issue of participation of the administrators, officers, and dispatchers. Every possible effort, as has been outlined in the project, will be made to assist all personnel in participating in the project. They will be informed of all methodologies both in advance and while changes are taking place. We feel it is very much in the interest of the final success of the program that this type of issue has been identified in advance, and plans for bringing about officer participation will be scheduled. Effectiveness, we feel, is largely based on the ultimate success of METCAD and that desire will be increased through the feeling of participating in the implementation of the program.

3) Project Cost

As a result of meetings and preliminary inquiries which have been made over the last few months, it has been discovered that costs of these systems vary greatly. All costs which have been itemized in the budget are close to the lowest possible figures for which various pieces of equipment can be purchased directly from the manufacturer. We also feel that it is vital that all specifications listed in requests for proposals be kept as general as possible without losing any of the required and advanced capabilities of the system. The only item which may appear to be high is that of \$40,000 for specialists to develop software. However, this figure anticipates two factors: 1: The development of computer programs which will be specialized and modified for this particular area, and 2: The development of programs which will be advanced and new refinements of computer technology as it applies to law enforcement. Such things as extra-fine geo-coding and anticipating events prior to occurrence will be developed and made available to all other interested and qualified agencies. Also, it should be recognized that it is a very expensive operation to purchase the expertise and time required for the development of any custom computer program.

4) Time Required to Achieve Objectives:

The time required to bring about an operational CAD system in this instance should be minimal. This is because so much prior work has already gone into the development of this system. Two projects have contributed to this. At the University of Illinois, geo-coding of the

ampaign and U of I areas has been going on for months. By the end of the summer that project should be complete as a result of further financing which has been received through the Urban High Crime Project. Also, as a result of that project, geo-coding for Urbana has also begun and should be completed by next winter. However, it will mainly be the desire for a speedy implementation of METCAD which will result in an extremely short period of time being required for completion of first year implementation.

5) Impact of Project on Community:

Since police dispatching is inherently a low visibility function the public is not likely to be aware of a change in the dispatch function except to the extent that it is publicized by the media. METCAD will, however, have a definite impact on the community. Because checks for warrants and warrants will be carried out as soon as the information is received by the dispatcher, there should be an increased apprehension rate of criminals in the community. This check will be implemented without the police needing to confine the activities of the individual for more than a minute. So there will be more effective information checks made without people feeling that their actions and privacy are being infringed upon. Thus, as a result of METCAD the metropolitan area should be a safer place to live in as a result of quicker dispatching, improved apprehension and probably the faster return of stolen autos because of more reliable and speedy information checks.

6) Project Conformity with Regional Plan

The METCAD program fits in very well with the regional plan. This can readily be demonstrated by how closely this system will work with other programs being carried out in the region. In terms of crime data gathering and analysis the METCAD program will be capable of contributing a great amount of information to the Urban High Crime Project being instituted in Champaign. No longer would it be necessary for individuals every day to tediously codify by hand the daily reports of police officers. All of that information will now be automatically codified for use by the computers which are being used by the Urban High Crime Project. Also, work which is being carried out by the Psychology Department at the University of Illinois concerning crime analysis and police administration will be assisted by the METCAD program. Any crime specific information which should not be given to a private agency such as individual arrest or conviction records could be screened out of the tapes which would be turned over to outside agencies. The computer could thus assure compliance with all laws and regulations concerning privacy of information.

The METCAD system would not just be making contributions to the functioning of these other projects, it would also be assisted substantially by work which has been and is being carried out by these agencies. Thus, the geographic computer coding programs which are being refined at the Psychology Department at the U of I and in conjunction with the High Crime Project will be made available to the operators of the METCAD program. Such outside assistance could result in substantial savings for the program.



We feel that this program fits in extremely well with the regional plan because it so obviously benefits program which are presently being carried on in the area and it also is benefited by those other projects. It also could very substantially contribute to the Regional Criminal Justice Information System study, and the Multi-Jurisdictional Crime Prevention Program both of which are presently being applied for from ILEC. In terms of longer range planning, this program could benefit a number of projects which are presently being considered by local officials, such as a Judicial Automated Records System and a Police Planning, Research and Analysis Unit.

7) Eligibility Under ILEC Comprehensive Plan:

We feel that this program is full eligible under the ILEC Comprehensive Plan in that it falls under Standard 23.2 of the National Advisory Commission Report on the Police in that:

"Every police agency should acknowledge that the speed with which it can communicate with field units is critical; that it affects the success of agency efforts to preserve life and property; and that it increased the potential for immediate apprehension of criminal suspects. Therefore, a rapid and accurate communication capability should be developed."

As soon as METCAD becomes operational, it is predicted that communications center delay will be reduced to less than one minute on virtually all calls, and be reduced to a matter of a few seconds on emergency calls. This not only falls well within the four-minute and one-minute specifications recommended for 1978 by the National Advisory Committee but considerably reduces even those high standards.

This program also meets the other requirements set by ILEC. There is a sufficient degree of regionalization in that there is participation by three major agencies within a county with the option being available for participation by other interested agencies. A pre-application conference was held with a communication's staff member of ILEC and numerous local meetings were held which were attended by command level personnel of the three departments. We feel a proof of need has been shown, and that specific expectations have been identified which would assist in evaluating the program. Also, the METCAD system falls under the recommendations made in the "Jacobs Report" which is the communications study which was performed and judged acceptable by ILEC.

Lastly, the METCAD system has the strong points of being a high impact and easily replicable system which will utilize modern technology at intense levels to not just meet minimum service standards but rather to be a prime example of communications systems of the future.

We the members of the East Central Illinois Criminal Justice Commission fully support this program and request that the Illinois Law Enforcement Commission grant the requested funds.

GRANT APPLICATION

PAGE 9A

REGIONAL PLANNING COMMISSION REVIEW

The Regional Planning Commission has reviewed the subject application and has determined that the project:

Is in AGREEMENT with the Regional Criminal Justice Plan.

Is in CONFLICT with the Regional Criminal Justice Plan.

The Regional Planning Commission recommends that this application be:

Approved

Approved with conditions

Denied

Recommended Conditions:

Pending approval by the Urbana City Council.

The Regional Planning Commission adopts the above recommendations for the following reasons:

First Central Illinois Criminal Justice Commission, Region #16

of regional planning commission

C. Vaughn Roughton  
signature of Chairman

May 28, 1975  
-Date



ILLINOIS LAW ENFORCEMENT COMMISSION  
GRANT APPLICATION

Chief Lowe  
AF 7772-1  
Page 1  
CONTROL NUMBER (for ILEC use only)

A. Project Title  
Metropolitan Computer Aided Dispatch (METCAD)

B. ILEC Comprehensive Plan  
Year 1977-78 Project Area 10b (Champaign-Urbana)

C. Type of Grant  
New  Continuation   
Old Number \_\_\_\_\_

D. Sources of Funding (Summary from Page 7)

	Amount	% of Total
1. ILEC Requested	<u>225,150.00</u>	<u>95%</u>
2. Grantee Matching Funds	<u>11,850.00</u>	<u>5%</u>
3. Anticipated Project Income	_____	_____
<b>TOTAL</b>	<u><u>237,000.00</u></u>	<u><u>100%</u></u>

E. Date of Application June 30, 1977

F. Length of Project 12 months

G. Starting Date (Estimated) September 1, 1977

H. Applicant  
City of Champaign  
Department or Division Police Department  
Authorized Official Gene Miller  
Title City Manager  
Address 102 N. Neil  
City Champaign Zip Code 61820  
Telephone 217/351-4422  
IRS Tax Identification No. \_\_\_\_\_

I. Co-Applicant (If any) \_\_\_\_\_  
Department or Division \_\_\_\_\_  
Authorized Official \_\_\_\_\_  
Title \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Telephone \_\_\_\_\_  
IRS Tax Identification No. \_\_\_\_\_

J. Project Director  
William Dye  
Title Chief of Police  
Agency Champaign Police Department  
Address 14 E University  
City Champaign Zip Code 61820  
Telephone 217/351-4567

K. Financial Officer for Project  
Ray Johnston  
Title Financial Director  
Agency City of Champaign  
Address 102 N Neil  
City Champaign Zip Code 61820  
Telephone 217/351-4411

L. A-95 Letter of Intent Submitted to:  
State Clearinghouse   
Sub-State Clearinghouse   
Date Submitted \_\_\_\_\_  
Name of Sub-State Clearinghouse \_\_\_\_\_

M. Copy of Application Submitted to:  
Supreme Court Committee   
Dangerous Drugs Commission   
Date Submitted \_\_\_\_\_

91RB 2390  
MOFI 3270  
CHAMP 4590  
100/0

PROJECT BUDGET - SECOND PHASE

Equipment:

4 position console @ 34,000 for each position	\$	136,000.00
1 terminal for director (terminal and keyboard)		4,350.00
1 closed circuit TV system for security		2,000.00
1 desk and chair		400.00
4 dispatcher chairs @ 100.00 each		400.00
1 spare parts package		1,100.00
1 locking file cabinet		70.00
	\$	<u>144,320.00</u>

Personnel:

1 Director		18,000.00
Social Security		1,107.00
Fringe Benefits		1,513.00
	\$	<u>20,620.00</u>

Consultant:

1 Consultant		19,425.00
	\$	<u>19,425.00</u>

Other Contractual:

Maintenance		9,000.00
Training of Dispatchers		2,000.00
Additional Programming		10,000.00
Moving Expenses		14,035.00
Facility Rental		2,000.00
	\$	<u>37,035.00</u>

Travel:

Project Personnel Only		600.00
	\$	<u>600.00</u>

Construction:

Remodeling and Built-up Floor		15,000.00
	\$	<u>15,000.00</u>

TOTAL \$ 237,000.00

5% Local Match		11,850.00
95% LEAA		<u>225,150.00</u>

PROJECT TITLE METROPOLITAN COMPUTER AIDED DISPATCH (METCAD)

The Metropolitan Computer Aided Dispatch (METCAD) Project is a comprehensive three-year program with the general goal of improving communications with and between the police departments of Champaign and Urbana, Illinois and the University of Illinois at Champaign-Urbana. The first phase of the project, which is now operational, is the establishment of digital computer assisted radio dispatch systems for the Champaign, Urbana and University Police Departments using a common central processor (dual) and separate digital control consoles at each department headquarters. The success of the first phase of the project will be amplified as the second phase of the project is implemented: a combining of the three separate radio dispatch operations into a single consolidated communications dispatch center. The final phase, scheduled for next year, will be a revamping of the three separate conventional radio communications systems into a coordinated single band (460/465 MHz) portable radio utilizing a satellite receiver voting system. A part of phase three will be to plan for the implementation of 911, the emergency telephone number, into the area served by the coordinated dispatch center.

Phase two, which is the major topic of this grant request, will consist of nine well defined objectives: (1) Development of an overall technical specification, suitable for competitive bidding, to provide a multi-position dispatching console for the new center; (2) directing the bidding procedure for the new console in an orderly process through implementation and final checkout/inspection; (3) selection of a suitable location for the combined dispatch facility; (4) relocation of existing digital and suitable radio equipment to the new location to be a part of the new centralized dispatch configuration, (5) selection of a Communication Director or Manager for the new center, (6) implement the transfer of existing dispatch personnel from the three departments to the new operation, (7) establishment of operating rules and procedures, (8) implement an administrative governing board, for the dispatch center and (9) develop the necessary software changes in going from the three separate dispatch points to a single dispatch point with secondary satellite points.

The anticipated benefits of METCAD have not changed from the original grant application:

1. More efficient use of manpower
2. Improved officer safety
3. Improved information transfer
4. Advanced management information system
5. Total communications coordination between participating agencies.

ILLINOIS LAW ENFORCEMENT COMMISSION  
GRANT APPLICATION / BUDGET ITEMIZATION

CONTROL NUMBER (for ILEC use)

PROJECT TITLE Metropolitan Computer Aided Dispatch (METCAD)

1. Personnel Services

Job Title	Project Director	Annual or hourly rate	# of months or hours on project	% time	TOTAL GRANT CC	
	To Be Named	\$18,000	12 months	100%	\$ 18,000.00	
					Social Security	1,107.00
					Fringe Benefits	1,513.00
					Total	20,620.00

2. Equipment

Quantity	Description		
1	4 Position Console @ \$34,000 for each position	136,000.00	
1	CRT Terminal for Director (terminal and Console)	4,350.00	
1	Desk and Chair	400.00	
1	Locking File Cabinet	70.00	
1	Spare Parts Package	1,100.00	
	Closed Circuit T.V. system for security	2,000.00	
4	Dispatching Chairs @100.00/chair	400.00	
		Total	144,320.00

3. Consultant Dr. John R. DuBois Electrical Engineer

Description	
Professional Consultation and Engineering: 600 hrs @ \$16.875/hr.	\$ 10,125.00
Travel: Air Coach; \$35.00 per diem (meals and lodging); auto, 12¢/mile	4,500.00
Expenses: Typing, technical assistance, telephone, copying, printing, postage	4,800.00
(Conforms to ILEC Financial Guidelines: First phase contract was approved by, and is on file with ILEC.)	

ILLINOIS LAW ENFORCEMENT COMMISSION  
 GRANT APPLICATION / BUDGET ITEMIZATION (continued)

AF 1000.61  
 J.C. - E

CONTROL NUMBER (for ILEC use only)

PROJECT TITLE Metropolitan Computer Aided Dispatch (METCAD)

4. Other Contractual

TOTAL GRANT COST

Description

Maintenance	9,000.00
Training of Dispatchers	2,000.00
Additional Programming	10,000.00
Moving Expenses	14,035.00
Facility Rental	2,000.00

Total 37,035.00

5. Travel (project personnel only)

Travel for project personnel only	600.00
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Total 600.00

ILLINOIS LAW ENFORCEMENT COMMISSION  
 GRANT APPLICATION/BUDGET ITEMIZATION (continued)

CONTROL NUMBER (for ILEC use)

PROJECT TITLE Metropolitan Computer Aided Dispatch (METCAD)

6. Commodities (list separately)	TOTAL GRANT COST
	-0-
Total	-0-
7. Construction	
Remodeling of existing structure and instalation of a built-up floor	15,000.00
Total	15,000.00
8. Other Costs	
	-0-
Total	-0-
9. Indirect Costs	
	-0-
Total	-0-
	237,000.00



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1977

These are figures as taken from the Uniform Crime Reports and from the statistics of the Department of Law Enforcement. The figures represent an increase for reported crimes over the last six years of approximately 125%, for an average yearly increase of 25%.

Such a large increase represents more than just improved reporting; it reflects a very large increase in the actual rate and number of crimes that are occurring. As a result, over the past years the police departments in the Champaign-Urbana area have been constantly adding manpower. The present levels of manpower in the departments are listed below:

Number of Full-Time Sworn Officers - 1977, June

Champaign Police Department	94
Urbana Police Department	44
University of Ill. Police Dept.	<u>57</u>
TOTAL	195

The departments can no longer afford to add manpower because they, like all other municipal agencies, are suffering from the effects of inflation and decreasing sources of revenue.

Unfortunately, all economic indicators predict that inflation will continue.

Philosophy

A solution to this dilemma is to improve the allocation of present resources. Instead of using additional funds to increase the number of officers, it seems wiser to use any available funding to upgrade the existing communications facilities. Modern equipment will enable police officers to perform their duties more efficiently and more effectively. Hopefully, this approach will improve crime prevention and enhance the detection and apprehension of criminals at a rate that will surpass that rate which would be achieved by merely adding police officers. The three police agencies that are cooperating in this innovative venture do not have the financial resources to implement the communications modernization plan that is the subject of this document. Hence, the need for grant assistance that is also the subject of this document.

PROJECT GOALS AND OBJECTIVES

To correct the problems outlined in the preceding section of this grant request, the following goals will be addressed:

1. Improve officer response time
2. Improve citizen access to police
3. Improve communications coordination
4. Eliminate duplication of efforts by radio dispatchers
5. Improve information transfer

Response Time

Response time has various definitions but the one that will be used in this project is: the elapsed time between when a citizen has the need for assistance and when the emergency service provider is on the scene providing assistance.

Response time, when a telephone is used, is made up of a summation of the following time intervals: (1) T1, time required for the citizen to get to a telephone for summoning aid, (2) T2, time spent in looking up the correct emergency telephone number and time spent dialing the telephone and ringing time before the telephone answerer answers, (3) T3, time spent taking emergency data from the citizen, (4) T4, time needed to get emergency data to the radio dispatcher, (5) T5, time for the dispatcher to get to the message and find a clear radio channel and find an available response vehicle and emergency response provider (police officer in case of this project), (6) T6, time required to transmit the emergency message to the police officer and to get an acknowledgement from the officer, (7) T7, time required for the officer to get to the scene where assistance is needed.

Prior to the start of the METCAD Project, officer response time for the three participating police departments was less than optimum. As the first phase of the project is implemented, a significant improvement in response time should be noted. (Phase One is the installation of a digital computer assisted radio dispatch location and personnel.) Phase One should improve response time by reducing T3, T4, and T5. T3, the time spent taking the emergency data from the citizen, will be reduced because the telephone answerer will have a pre-set format available on the cathode-ray tube terminal (CRT) and the essential information can be quickly "typed" into the system. T4, the time needed to get the emergency data to the radio dispatcher, will be reduced because the transferral of information is electronic and instantaneous. T5, the time required to get to the message and the time necessary to get a clear radio channel and find an available vehicle and officer, will be reduced because these selection processes will be made easier and faster for the dispatcher by virtue of the digital central processor and the CRT display.

As the combined dispatch center becomes operational, as a part of Phase Two, the response time should improve by a further reduction in T4 and T5 and a reduction in T7. T4 and T5 will be further reduced because of the efficiencies in operation that can logically be expected from a joint dispatch center. T7, the time required for the officer to get to the scene will be reduced because the dispatchers will have a greater selection of response officers and vehicles, increasing the likelihood that a patrol officer will be nearer to the request for assistance.

In the third phase of the project, where common radio frequencies will be available to the participating police agencies and 911, the emergency telephone number, the response time should improve further because T2, T5 and T7 will be reduced. T2, the time required for the citizen to look up the emergency telephone number and the time spent dialing the number, will be reduced because of the implementation of an easy to remember and easy to dial emergency telephone number (911). T5 and T7 will be further reduced in Phase Three because of the inherent advantages using a common radio frequency for all potential responding officers.

#### Citizen Access

Citizen access for police assistance will be improved by combining the radio dispatch operations of the agencies participating in this project. Implementation of the 911 emergency telephone number will also improve citizen access. Citizens in need of emergency services, who do not know the correct emergency number for the jurisdiction from which they are calling, encounter confusion and delay in reaching the dispatcher of the appropriate emergency response vehicle.

Travelers involved in auto accidents may not even know the name of the city or community from which they are calling. Calling the "0" operator results in delay, because the operator must determine the origin of the call and find the appropriate emergency number before making the connection.

Two major studies of 911 as the universal emergency telephone number, completed in 1970, concluded that the availability of 911 is a significant improvement over the myriad of 7-digit numbers and is better than dialing "0" for operator when fast emergency assistance is needed. The major advantages of 911 can be grouped into two categories.

- A. Faster communication to the public safety agency dispatcher when an emergency event occurs.
  - 1. Use of 911 eliminates time spent searching for the number of the appropriate public safety agency by persons who are frequently under severe stress and need help quickly. Studies show this to be a significant part of the total time between the recognition of the emergency and the arrival of public safety assistance.
  - 2. 911 is an easily remembered number, even by children who are too young to read.
  - 3. 911 can be dialed in the dark.
  - 4. 911 is faster than dialing "0" because the operator must determine the type and location of the emergency, find the appropriate seven digit number, extend the call and then the caller must repeat the emergency information to the public safety agency.
- B. 911 can provide features not available from any other telephone system to the public safety service.
  - 1. The 911 system can route a call automatically to a dispatcher serving the area from which the call originated even if the boundaries of that area are different than telephone exchange boundaries.
  - 2. With 911, it is possible for a dispatcher to hold a line open even if the caller hangs up.
  - 3. With 911 and the above call hold feature, it is possible for the dispatcher to ring the calling phone after it has been hung up.
  - 4. With 911, it is possible to disconnect lines if someone attempts to tie up all incoming lines by dialing the emergency number from many phones and leaving them off the hook.
  - 5. With 911, it is possible to display the customer's name and address and other information about the calling telephone at the time a 911 is answered.
  - 6. With 911, it is easier to arrange pay telephones so that the emergency number can be dialed without a dime.

Communications Coordination

At present, the three cooperating police agencies of this project operate on three separate and distinct radio channels. The Champaign Police Department operates a two-way radio system on a Very High Frequency (VHF) channel in a configuration commonly known as a mobile relay system or "repeater". The Urbana Police Department also operates a VHF mobile relay system for radio coordination of their official activity but it uses two frequencies that are different from the two used by the Champaign Police Department; thus, no radio communications are possible between patrol officers in Champaign and patrol officers in Urbana.

-5-

The University of Illinois Police Department on the Champaign-Urbana campus uses a radio channel in the 453/458 MHz portion of the Ultra High Frequency (UHF) band for radio coordination of their official activities. Since the University Police are on an entirely different radio band than either Champaign or Urbana, obviously no radio communications are possible between University Police Patrol Officers and either Champaign or Urbana officers.

Two facets of the METCAD project will greatly enhance radio communications coordination between the three participating police agencies. In Phase Two, the three separate radio dispatching operations will be combined into a single facility. With the dispatchers for all three jurisdictions in the same room, the dispatchers will know what is happening in all three areas and radio messages can be easily relayed from one agency patrol officer to another agency patrol officer. As a part of the new radio control center that will be designed, specified, purchased and installed as a part of Phase Two, simulcast capacity (dispatching on two or more frequencies at the same time) will greatly improve communications coordination between departments.

Operational control of the street officer's activities will not be impinged upon by the Dispatch Center. Each agency will have at least one CRT which will give command officers instant access to displays of officer assignments. In addition, they will also be able to monitor all radio traffic and in this fashion, maintain a constant check on field activities. The fact that the Dispatch Center will have contact with all patrol officers would make the center an ideal command post during civil disturbances and natural disasters.

In Phase Three of the project, new base, and portable/mobile radio equipment will be obtained that will have multiple frequency capability and will all operate on a common police radio band (460/465 MHz UHF band). When this new equipment is operational, total communications coordination between the three police departments will be a reality. Specific details of the proposed 460/465 MHz radio system will be provided in next year's (Phase Three) grant request, but such considerations as all patrol vehicles to use the same radio channel to guarantee coordination between departments, all detective units to use the same radio channel (but different from the patrol vehicle channel), for the same reason, are likely options.

#### Dispatcher Duplication of Effort

In phase two of the project, the radio dispatching function for all three police agencies will be combined at a single facility and utilize a new multi-position dispatch console. A consolidated dispatch operation leads to more efficient use of personnel and equipment. Studies by the New Your Telephone Company show that a common pool of personnel to handle incoming telephone calls is more cost effective than any type of decentralized system. It is beyond the scope of this document to show rigorously that efficiency will increase as the number of separate dispatch points are combined into a single coordinated center, but a simple example may prove the point. Consider a typical medium sized police radio dispatching center such as any of the three involved in this project. During the hours between 3:00 a.m. and 8:00 a.m., typically the work load is extremely low and two or possibly even one dispatcher could easily handle the entire dispatching work load for the three agencies. The personnel hours saved in the slack periods of operation could be reassigned to the "heavy" periods of dispatching resulting in a more efficient operation, overall. Realistically, a goal of the project is not to reduce the total number of radio dispatchers involved in the system, but rather to use what personnel resources are available in the most efficient manner possible.

## Information Transfer

The new CRT computer terminals already in operation as a part of Phase One of the project are the best examples of how information transfer can be enhanced by the use of modern communications equipment. The CRT terminals replace the teletype machines that have been the standard electronic information gather "tool" in each participating police department for years. Even with just a few short weeks of experience with the CRT terminals, it is obvious that information requests and transmittals are greatly expedited. Additional significant improvements in information transfer can be expected as the modern central dispatching equipment planned for Phase Two is implemented.

## Objectives

Phase Two, which is the major topic of this document consists of nine well defined objectives: (1) development of an overall technical specification, suitable for competitive bidding to provide a multiposition dispatching console for the new center; (2) directing the bidding procedure for the new console in an orderly process through implementation and final checkout/inspection; (3) selection of a suitable location for the combined dispatch facility; (4) relocation of existing digital and suitable radio equipment to the new location to be a part of the new centralized dispatch configuration; (5) selection of a Communication Director or Manager for the new center; (6) implement the transfer of existing dispatch personnel from the three departments to the new operation; (7) establishment of operating rules and procedures; (8) implement an administrative governing board for the dispatch center and (9) develop the necessary software changes in going from the three separate dispatch points to a single dispatch point with secondary satellite points.

## PERFORMANCE AND EFFECTIVENESS MEASURES

It is very difficult to define a quantitative evaluation program for a project such as METCAD because it is primarily a communications hardware acquisition and software development effort. To establish a rigorous evaluation program for this type of project would be quite a project in itself. Therefore, a unique type of effectiveness measure is proposed for the METCAD project. At the conclusion of the entire project, as a part of the final narrative project report, a detailed description will be prepared for the major functions of the dispatch process: auto registration check, driver's license check, request for emergency assistance followed from citizen request to officer arrival, vehicle chase through several jurisdictions, summation of activities per shift and per day, and other appropriate activity. In the final report, each activity will be described in detail as to how it is accomplished after total METCAD implementation and how it was accomplished prior to METCAD implementation. Where possible and practical, estimates of savings in time and dollars will be made to attempt some type of quantitative measure of project effectiveness. It is believed that for this type of project, the benefits can best be measured by a summation of these qualitative factors involved. Other public safety agencies will probably find such a description more beneficial because it permits them to visualize how the innovations of METCAD can be "transplanted" to their jurisdictions.

Construction

Remodeling: When the new facility is located and agreed to some remodeling will undoubtedly have to be done. This will include installation of LEADS lines, other normal telephone lines, and power hook-ups for the equipment. Finally, because of the large number of wire bundles associated with computer equipment and for cooling purposes a built-up floor will have to be installed. Any construction contracts that will result, will be from a competitive bidding process in compliance with ILEC and LEAA requirements.

Construction

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## PAST PROGRESS

This request for grant funds to complete the second phase of METCAD is well justified because of the orderly progress made to date on the project. Key points of progress in Phase One include:

- A series of comprehensive meetings were held with representatives of each police department to determine their "information needs."
- Total information system needs were established for METCAD
- The system needs were translated into technical specifications suitable for competitive bidding.
- The technical specifications checked for total compliance with ILEC standards.
- A prebid conference was held with potential vendors to explain and discuss the proposed METCAD system and the bid specifications (nine companies were represented at the conference.)
- The system specifications were modified to incorporate the changes agreed to in the prebid conference.
- Final specifications were sent out for competitive bidding.
- Three complete, compliant bids were received and evaluated using the criteria spelled out in the bid specifications.
- Permission to buy the data processing equipment in the system was requested from ILEC (an extensive cost effectiveness analysis was prepared and submitted to ILEC to justify the purchase).
- Permission was granted by ILEC and total contract award was made to the low compliant bidder: Community Technology, Inc.
- A citizen advisory committee has been meeting with the METCAD committee to provide direction for Phases Two and Three of the project.
- A representative of ILEC has attended a demonstration of the CAD portion of the system and has provided guidance in the preparation of this document. ILEC recommendations have been followed totally in this second phase grant request.
- Operational tests are continuing prior to full scale implementation of the CAD portion of the METCAD project.



ILLINOIS LAW ENFORCEMENT COMMISSION  
GRANT APPLICATION / BUDGET NARRATIVE

CONTROL NUMBER (for ILEC use only)

PROJECT TITLE Metropolitan Computer Aided Dispatch (METCAD)

Personnel

**Project Director:** The project director will have the responsibility for coordinating the dispatching systems that are presently in use. When the dispatch functions are consolidated he will be responsible for implementing and supervising all personnel associated with the dispatch center.

Equipment-All of the following described equipment purchases will be accomplished through a competitive bidding process and will conform to all ILEC and LEAA guidelines.

**Console:** The four position console will be purchased for installation in the consolidated center. This console will have the capability of handling the present rate of calls for service and the projected increases over the coming years.

**Director's CRT:** The CRT that will be purchased for the director will serve a multitude of purposes including: training of dispatchers, programming updates, and demonstrations of the system to interested parties.

**4 Dispatching Chairs,  
Desk, Chair &**

**File Cabinet:** The desk, chair, and locking file cabinet will be used in the director's office area. The dispatcher's chairs to be used at console by dispatcher

**Spare Parts:** A spare parts package will be purchased from the console vendor and will include those items that can be readily changed or corrected by dispatch center personnel.

**Closed Circuit TV:** In order to provide a higher level of security a closed circuit television system will be installed to monitor access and egress of all persons at the dispatch center.

All of the above purchases were recommended by Dr. John DuBois, Ph.D. in Electrical Engineering based on his past experiences with law enforcement dispatch centers.

Consultant

**Dr. John R. DuBois:** It is the intention of the applicant to again secure the services of John R. DuBois, Ph.D. EE as our consultant. We have been very pleased with Dr. DuBois' past performance and feel that his service will provide a continuity in planning. The state agency will be contacted before Dr. DuBois is officially contacted with respect to this position.

Other Contractural

**Maintenance :** Arrangements will have to be made to ensure that the equipment and facility are properly maintained. The vendor will be contacted with respect to the equipment and local companies will be asked to submit bids for the facility maintenance.

**Training:** Initial training for the dispatchers on the CAD system and the console system will be undertaken by the respective vendors. This will ensure that all dispatch personnel will be completely familiar with the equipment they will be using. Training of personnel hired in the future will be the responsibility of the director of dispatch.

**Programming:** Consolidation will require a number of programming changes in the computer software to adapt from multi-agency to single agency dispatching.

**Moving:** The equipment that is presently in use is housed at three separate facilities. Because of this, the computer equipment will have to be moved to a single facility.

Travel

Project personnel will, on occasion, travel to the ILEC offices, to conferences and to other functioning combined dispatch centers for on-site visits. All expenses incurred will be within ILEC and LEAA guidelines.

ILLINOIS LAW ENFORCEMENT COMMISSION  
GRANT APPLICATION / SOURCES OF FUNDING

CONTROL NUMBER (for ILEC use only)

PROJECT TITLE Metropolitan Computer Aided Dispatch (METCAD)

Section A. Identification of Non-ILEC Grant Funds

AMOUNT

1. Match Funds

a. Specific Line Item Appropriation — Applicant  
 Current Budget       Future Budget

Department/Division \_\_\_\_\_

b. Specific Line Item Appropriation — Co-Applicant  
 Current Budget       Future Budget

Department/Division \_\_\_\_\_

c. Cash (Specify source and amount)

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

d. Total Hard Cash Match (a+b+c)  
(Forward to Section B, line 2 below; and to Page 1, Section D.2.)

2. Anticipated Project Income (Specify source and estimated amount)

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

(Forward amount of Anticipated Project Income to Section B, line 4 below;  
and to Page 1, Section D, 3.)

Section B. Computation of ILEC Funds Requested

Grand Total Costs from Page 5, Budget Itemization	_____	(Line 1)
Less: Total Hard Cash Match	_____	(Line 2)
SUBTOTAL	_____	(Line 3)
Less: Anticipated Project Income	_____	(Line 4)
ILEC Funds Requested (Forward to Page 1, Section D, 1.)	=====	

Section C. Identification of Other Non-Match Funds. (Specify source and amount.)  
(For ILEC informational purposes only.)

- 1. \_\_\_\_\_
  - 2. \_\_\_\_\_
  - 3. \_\_\_\_\_
  - 4. \_\_\_\_\_
  - 5. TOTAL
- =====

## INSTRUCTIONS FOR PAGE 8

Write a complete description of the proposed project. If necessary, use continuation pages, numbering them consecutively with Page 8A, 8B and so on. Descriptions need not be lengthy, but a clear description of the project must be presented. The following outline should be used as a guide in writing the project narrative.

A. Statement of the problem: Present a clear and detailed statement of the problem with which the project is concerned. Provide appropriate statistics and documentation to show that the problem in the geographic area to be served by the project is of such magnitude that it warrants grant assistance. Show why the problem cannot be addressed without grant assistance, and what other resources have been explored.

B. Project goals and objectives: State the proposal for attacking the problem. 1) List the general goals of the project, and the specific objectives to be achieved by completion of the project including impact, level of impact, target population or system, result anticipated, increased efficiencies and effectiveness, workloads, standards/criteria for measuring objectives. Identify each directly benefitting agency, community or other unit. 2) Describe methods chosen to achieve goals and objectives, and explain how methods will produce such achievement. 3) Explain why methods were chosen, any other approaches considered, and prior success (if any) of methods chosen.

C. Performance and effectiveness measures: Show how project will measure attainment of expected goals; achievement of objectives; efficient use of time, manpower and materials.

D. Past progress: If this application is for a project not yet begun, review in detail the preliminary steps taken to assure its feasibility and success. Describe meetings, contracts, and arrangements made to identify needs and problems, to determine goals and objectives, to determine methods and procedures to be implemented, and to ensure cooperation and support.

If this application is for continuation of a project already funded by ILEC, describe in detail the progress achieved to date. Performance and effectiveness measures should be compared in detail to project objectives. Changes in methods as a result of experience or changes in circumstances should be reported. If an evaluation has been or is being conducted, report the results.

## INSTRUCTIONS FOR PAGE 9

The implementation schedule helps applicants plan realistically by identifying the major elements and phases of the project and by breaking them down into more detailed steps or "tasks" within a specific time frame. The implementation schedule is designed to elicit the applicant's knowledge of local conditions or agency procedures that might affect project implementation, particularly in the crucial startup phase. The implementation schedule also provides the applicant and ILEC with a realistic basis for project monitoring and required progress reporting if the project is funded. Base the implementation schedule on the estimated starting date (Page 1, Item G).

FORMAT GUIDE: "Tasks" will vary according to type of project. You may wish to group tasks under broad headings such as, 1. Startup, 2. Operational, etc. Under "Assigned to," indicate by title the person responsible for carrying out the particular task.

Dates need not be progressive (e.g., Evaluation tasks may begin on the starting date and continue through project). EXAMPLES:

PROJECT TITLE METROPOLITAN COMPUTER AIDED DISPATCH (METCAD)

STATEMENT OF THE PROBLEM

The overall problem that is being addressed by the Metropolitan Computer Aided Dispatch (METCAD) Project is the obsolete, uncoordinated communications systems used by the police departments of Champaign, Urbana, and the University of Illinois at Champaign-Urbana. Specific problem areas that contribute to the overall communications problem include:

1. Less than optimum officer response time
2. Less than ideal citizen access to police
3. Poor communications coordination between police departments
4. Duplication of radio dispatcher efforts
5. Poor information transfer

Demographic Considerations

The populations of the area encompassed by the police departments of Champaign, Urbana, and the University of Illinois at Champaign-Urbana are growing rapidly. The population totals for Champaign and Urbana and the number of students attending the University of Illinois are listed as follows:

Populations: Champaign-Urbana Area

	<u>1950</u>	<u>1960</u>	<u>1970</u>
Champaign	39,563	50,107	59,147
Urbana	22,834	27,294	33,739
University of Ill.	17,162	20,219	32,296

This summary represents a total population growth of approximately 20% every decade. Unfortunately, the rate of increase of crime is surpassing the tremendous population growth rate. The number of index crimes and their rate of increase for the entire area of Champaign County reported during six previous years is listed below:

Champaign County

	<u>1969</u>	<u>1970</u>	<u>1971</u>	<u>1972</u>	<u>1973</u>	<u>1974</u>
Total Crime Index						
Actual Number	2,814	3,498	3,851	6,532	7,253	7,841
		+24%	+10%	+70%	+11%	+8%
Rate per 100,000	1,867	2,142.8	2,358.5	4,067.2	4,383.9	4,739.3
		+15%	+10%	+72%	+7%	+9%

**ILLINOIS LAW ENFORCEMENT COMMISSION**  
**GRANT APPLICATION / IMPLEMENTATION SCHEDULE**

AF 7778-R9 Page  
 09.30

CONTROL NUMBER (for ILEC use on

**PROJECT TITLE** Metropolitan Computer Aided Dispatch (METCAD)

Task	Beginning Date	Completion Date	Assigned to

**Forecasted Cash Needs**

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
ILEC					
Non-ILEC					
TOTAL					

ILLINOIS LAW ENFORCEMENT COMMISSION  
GRANT APPLICATION / BIOGRAPHICAL SKETCHES  
(to be completed by all professional staff)

CONTROL NUMBER (for ILEC use only)

PROJECT TITLE Metropolitan Computer Aided Dispatch (METCAD)

Name To be named Position Project Director

Education and/or experience relevant to this project

The Project Director should be proficient in his knowledge of computer systems and computer technology. In addition, he should understand how these systems are used in law enforcement and the criminal justice system. He should have a Master's Degree in a relevant field or a Bachelor's Degree with an appropriate amount of experience in the law enforcement field.

Name John R. DuBois, Ph.D. Position Project Consultant

Education and/or experience relevant to this project

Dr. John R. DuBois is project consultant to provide expertise in the general area of communications systems engineering and in the specific areas of computer aided dispatch system design and implementation, and two-way radio system design and implementation. Dr. DuBois has had over twenty years of experience in the field of communications systems engineering with heavy emphasis in public safety communications systems. He is a registered professional electrical engineer, a member of the Associated Public Safety Communications Officers, Inc. (APCO) an associate member of the International Association of Chiefs of Police (IACP) and a member of the Institute of Electronic and Electrical Engineers (IEEE). Dr. DuBois has published extensively in his specialty field; he holds a B.S.E.E. a M.S.E.E. and a Ph.D. EE from the University of Wisconsin at Madison.

ILLINOIS LAW ENFORCEMENT COMMISSION  
GRANT APPLICATION / GENERAL GRANT CONDITIONS

CONTROL NUMBER (for ILEC use only)

PROJECT TITLE

1. USE OF FUNDS: Grant funds may be expended only for the purpose and activities covered by the approved plan and budget of the application. The approved project will be carried out in accordance with ILEC's Financial Guidelines along with such specific additional conditions as may be imposed on this project at the time of award or thereafter.

2. REVOCATION: Upon appropriate investigation and after notice to the grantee regarding any irregularity, ILEC may revoke the grant for cause, in whole or in part, provided that a revocation shall not include any amount obligated previous to the effective date of the revocation if such obligation was made solely for the project as approved.

3. INSPECTION AND AUDIT: ILEC, the Law Enforcement Assistance Administration and the Comptroller General of the United States, or any of their duly authorized representatives, shall have access for purpose of audit and examination to any book, documents, papers, and records of the grantee, and to relevant books and records of subgrantees and contractors, as provided in Section 521 of P.L. 90-331.

4. MAINTENANCE OF RECORDS: Financial and program records for the project shall be retained for three years following the ending date of the grant period. Records shall be retained beyond the three-year period if an audit is in progress and/or the findings of a completed audit have not been resolved satisfactorily.

5. ALLOWABLE COSTS: The allowability of costs incurred under this grant shall be determined in accordance with the general principle of allowability and standards for selected cost items set forth in Federal Management Circular 74-4, "Principles for Determining Costs Applicable to Grants to and Contracts with State and Local Governments."

6. PROJECT INCOME: All interest income earned by the grantee from grant funds must be returned to ILEC by check payable to the Treasurer, State of Illinois. Other income may be applied to project purposes or to reduction of project costs.

7. OBLIGATION OF GRANT FUNDS: Grant funds may not, without advance written approval by ILEC, be obligated prior to the effective date or subsequent to the termination date of the grant period. Obligations outstanding as of the termination date shall be liquidated within 90 days. Such obligations must be related to goods or services provided and utilized within the grant period.

8. PUBLIC AVAILABILITY OF INFORMATION: The grantee (contractor) agrees to comply with the requirements of paragraph 32 of LEAA Guideline Manual M 4100.1D, State Planning Agency Grants, relating to the availability to the public of identifiable records or other documents that are pertinent to the receipt or expenditure of LEAA funds and the availability of records of the votes of planning councils including dissenting members' votes relating to the approval of plans or the allocation or award of LEAA funds. The grantee shall include in any subgrant or contract involving LEAA funds a condition requiring the subgrantee or contractor to comply with the requirements and to require its subgrantees or subcontractors to comply with the requirements.

9. CLEAN AIR ACT AND WATER POLLUTION ACT: The grantee certifies that it has not been convicted of any offense under the Clean Air Act (42V.S.C. 1857) as amended by Public Law 91-604, nor under the Federal Water Pollution Act (33V.S.C. 1251 et seq.) as amended by Public Law 92-500 and Executive Order 11738.

10. FEDERAL STATUTORY REQUIREMENTS: The grantee agrees to accept responsibility for determining applicability of the following Federal laws to his project, and executing necessary documents of compliance if required as part of this application: National Environmental Act of 1969, National Historic Preservation Act of 1966, Uniform Relocation Assistance and Real Property Acquisition Policy Act (See pages 11 and 12 of application instructions).

11. COMPETITIVE BIDDING: All purchases with an aggregate amount in excess of \$1,500 shall be competitively bid, unless otherwise authorized by ILEC.

12. EQUIPMENT PURCHASE: The grantee agrees to maintain strict compliance with ILEC and State requirements for purchase of equipment.

13. REPORTING IRREGULARITIES: The grantee agrees to report promptly to the Illinois Law Enforcement Commission the nature and circumstances surrounding any financial irregularities discovered.

14. PUBLISHED REPORTS: All published reports about the project shall acknowledge ILEC as the source of funds.

15. REPORTS TO ILEC: Reports by the grantee will be submitted to ILEC as required.

16. EVALUATION: The grantee agrees to participate in any evaluation of the project by ILEC or its designate.

17. FUTURE CIVIL RIGHTS AND EEO CERTIFICATION: During the life of any multi-jurisdictional grant of \$25,000 or more in ILEC funds, the grantee must obtain properly executed Civil Rights Certification and appropriate EEO Certification from any additional co-applicant, subgrantee or contractor directly benefitted by the grant (i.e., receiving personnel, equipment or funds).

I accept these conditions and will abide by all of them.

Authorized Official (Applicant) (Signature) Date

Authorized Official (Co-Applicant) (Signature) Date

Project Director (Signature) Date

Any questions on this application should be referred to:

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_

**ILLINOIS LAW ENFORCEMENT COMMISSION**  
**GRANT APPLICATION / CERTIFICATION OF NON-SUPPLANTING**  
**REQUIREMENT**

CONTROL NUMBER (for ILEC use only)

PROJECT TITLE \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Please list in chronological order, most recent first, your actual expenditures for the last four (4) years, for criminal justice system activities.

- 1) \$ \_\_\_\_\_ for Fiscal Year 19\_\_\_\_ current completed expenditures
- 2) \$ \_\_\_\_\_ for Fiscal Year 19\_\_\_\_ preceding year's completed expenditures
- 3) \$ \_\_\_\_\_ for Fiscal Year 19\_\_\_\_ 3rd year's completed expenditures
- 4) \$ \_\_\_\_\_ for Fiscal Year 19\_\_\_\_ 4th year's completed expenditures

The above fiscal data was obtained from: \_\_\_\_\_

**Certification:\***

The applicant for Federal assistance under the provisions of the Crime Control Act of 1973, hereby certifies that grant funds will be in addition to, and not a substitute for, criminal justice services previously provided without Federal assistance.

The applicant further certifies that expenditures for law enforcement for the current period covered by this grant will be at least as great as for the most current year's expenditures plus the average annual increment in such expenditures for the past three years.

The applicant further certifies that should personnel be transferred to this project from an existing criminal justice agency, and paid with project funds, such personnel will be replaced within the same fiscal year as the transfer.

Signature of Authorized Official Empowered to Commit the Applicant to this Certification:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

\*NOTE: Where the above certification cannot be made and there is a reduced or unchanged State or local investment in law enforcement, attach an explanation demonstrating that the applicant's reduced or unchanged commitment would have been necessary even if Federal financial support under Title I was not available.



ILLINOIS LAW ENFORCEMENT COMMISSION  
GRANT APPLICATION / CERTIFICATION OF CIVIL RIGHTS COMPLIANCE  
CERTIFICATION A

CONTROL NUMBER (for ILEC use only)

PROJECT TITLE

ASSURANCE OF COMPLIANCE WITH SECTION 518(c) (1) OF THE CRIME CONTROL ACT OF 1973; U. S. DEPARTMENT OF JUSTICE REGULATION, TITLE 28, CODE OF FEDERAL REGULATIONS, PART 42, SUBPART C, 42.101-112; SUBPART D, 42.201-206; SUBPART E, 42.301-305; THE HEIGHT REQUIREMENT GUIDELINES, G7400.2A, OF THE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION; ILLINOIS LAW ENFORCEMENT COMMISSION EQUAL EMPLOYMENT OPPORTUNITY GUIDELINES; THE ILLINOIS FAIR EMPLOYMENT PRACTICES ACT AS AMENDED, AND ALL RULES, REGULATIONS, AND GUIDELINES, AS AMENDED, OF THE ILLINOIS FAIR EMPLOYMENT PRACTICES COMMISSION.

\_\_\_\_\_ (hereafter called the "Applicant")  
(Name of Applicant)

HEREBY ASSURES that no person shall, on the grounds of race, creed, color, national origin or sex be excluded from participation in, be refused the benefits of, or be otherwise subjected to discrimination under grants awarded pursuant to P. L. 90-351, as amended, on any project, program or activity or subgrant supported by this grant. The grantee hereby agrees to comply with the provisions and requirements of Title VI of the Civil Rights Act of 1964 and regulations issued by the Department of Justice and the Law Enforcement Assistance Administration thereunder as a condition of award of Federal funds and continued grant support. The grantee further hereby agrees to comply with the Justice Department equal employment opportunity regulations in Federally assisted programs, to the end that discrimination in employment practices of State Planning Agencies, law enforcement agencies, and other agencies or offices administering, conducting or participating in any program or activity receiving Federal financial assistance, on the grounds of race, creed, color, sex or national origin, be eliminated. This grant condition shall not be interpreted to require the imposition in State plans or planning agency subgrant programs of any percentage, ratio, quota system or other program to achieve racial balance or eliminate racial imbalance in a law enforcement agency. The United States reserves the right to seek judicial enforcement of this condition.

THE APPLICANT FURTHER ASSURES that it is in compliance with; and that it shall continue to comply with the Department of Justice Regulations on Equal Employment Opportunity in federally assisted programs (Title 28 CFR Part 42, Subpart C, Subpart D, and Subpart E), the Height Requirement Guidelines G7400.2A of the Law Enforcement Assistance Administration, ILEC Equal Employment Opportunity Guidelines, Fair Employment Practices Act, as amended, and all Rules, Regulations and Guidelines of the Illinois Fair Employment Practices Commission, to the end that there shall be no discrimination on the grounds of race, color, creed, sex, or national origin, in the employment practices of law enforcement agencies and other agencies or offices of states or units of general local government administering, conducting, or participating in any program or activity receiving Federal financial assistance extended by the Law Enforcement Assistance Administration of the U. S. Department of Justice.

THE APPLICANT RECOGNIZES the right of the Illinois Law Enforcement Commission to deny, withhold, suspend or terminate any application, contract, grant award or any disbursement of funds thereunder, if at any time there is cause to believe that the applicant is not in compliance with the foregoing in accord with Section 5.9 of the ILEC Equal Employment Opportunity Guidelines.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Applicant by the Illinois Law Enforcement Commission, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Applicant recognizes and agrees that such Federal financial assistance has been and will continue to be extended in reliance on the representations and agreements made in this assurance, and that, in addition to any remedies available to the Illinois Law Enforcement Commission and/or the Illinois Fair Employment Practices Commission, the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Applicant.

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving LEAA financial assistance with the exception of the qualifications set forth in Title IX, Section 901 (a) of Public Law 92-318 (86 Stat. 378).

\_\_\_\_\_  
(Applicant)

\_\_\_\_\_ by \_\_\_\_\_  
(Dated) (Authorized Official)

\_\_\_\_\_  
(Title)

Applicants and co-applicants which receive and expend grant funds must file the Civil Rights Certification (Certification A) and the Equal Employment Opportunity Certification (Certification E).

Applicants and co-applicants which will pass through in toto all grant funds to a co-applicant, subgrantee or contractor must file Certification A, but are exempt from filing Certificate E. In such cases, the co-applicant, sub-grantee or contractor receiving the funds must file Certifications A and E.

In cases of multi-jurisdictional applications for over \$25,000, any applicant, co-applicant, subgrantee or contractor which is a law enforcement or criminal justice agency and which will participate in and directly benefit from the grant applied for (i.e., receive personnel, funds, or equipment, or benefit from equipment paid for in whole or part by ILEC funds) must sign Certifications A and E.

CONTROL NUMBER (for ILEC use on)

PROJECT TITLE \_\_\_\_\_

I \_\_\_\_\_ certify  
( Authorized Official of Applicant or Recipient Agency )

that \_\_\_\_\_ is in compliance with  
( Name of Applicant or Recipient Agency )

the Equal Employment Opportunity Guidelines, as amended, of the Illinois  
Law Enforcement Commission and:

1. If required by said Guidelines and by relevant laws and regulations, I further certify that an Equal Employment Opportunity Program has been formulated in accord with 28 CFR 42.301 et. seq. for the recipient agency (Applies to all law enforcement and criminal justice agencies employing 50 or more people and either: (i) receiving \$25,000 or more in LEAA funds since 1969 or (ii) directly benefiting from and participating in a grant of \$25,000 or more), and that such written program, as called for by either of the above, is available for review or audit by officials of the Illinois Law Enforcement Commission, Illinois Fair Employment Practices Commission, and the Law Enforcement Assistance Administration, in the office of:

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TITLE \_\_\_\_\_

OR

2. That the recipient either has developed an affirmative action plan pursuant to another governmental program or has conducted an analysis of its work-force in accordance with Section 4.2 of the Illinois Law Enforcement Commission Equal Employment Opportunity Guidelines as amended and, if indicated by that analysis, that it has developed and shall implement an affirmative action plan in accordance with Section 4.3 of those Guidelines as amended (Applies to all law enforcement and criminal justice agencies employing 15-49 persons and receiving LEAA funds or directly benefiting from and participating in a grant of \$25,000 or more, and all other public and private agencies employing 50 or more persons), and that such written program, as called for by either of the above, is available for review or audit by officials of the Illinois Law Enforcement Commission, Illinois Fair Employment Practices Commission, and the Law Enforcement Assistance Administration, in the office of:

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PROJECT TITLE \_\_\_\_\_

3. That the recipient agency will have less than 15 positions on its payroll during the life of the grant applied for, and that the recipient agency, before filling positions becoming open during the life of the grant, shall:
  - a. Notify local and regional sources of potential minority and female recruitment of the availability of such positions and of the methods of applying for them;
  - b. Prior to filling any such position, interview all minority and female applicants desiring consideration for the position;
  - c. In any instance where a minority or female applicant is not hired for such position, record in writing and keep on file the factors that in the judgment of the hiring authority rendered the person hired more qualified than the minority or female applicant;
  - d. Comply fully with EEOC Guidelines on Methods of Employee Selection, 29 CFR 1607;
  - e. Be prepared to document its compliance with this condition.

CHECK THE ABOVE PARAGRAPH THAT APPLIES TO YOUR AGENCY.

CHECK ONE		
1	2	3

4. THIS SECTION MUST BE SIGNED AND COMPLETED BY THE AUTHORIZED OFFICIAL OF EACH RECIPIENT AGENCY AND BE CONSISTENT WITH ILEC INSTRUCTIONS.

NAME \_\_\_\_\_  
(Authorized Official- Type or Print)

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

**ILLINOIS LAW ENFORCEMENT COMMISSION**  
**GRANT APPLICATION / CERTIFICATION OF EQUAL EMPLOYMENT**  
**OPPORTUNITY COMPLIANCE**  
**CERTIFICATION D**

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CONTROL NUMBER (for ILEC use only)

PROJECT TITLE \_\_\_\_\_

I, \_\_\_\_\_ (person filing the application)

certify that \_\_\_\_\_ (applicant, co-applicant or potential subgrantee) will have no more than 14 positions on its payroll during the life of the grant applied for, and will comply with Article III Section 4.1.(a), 4.4., 4.5., 4.6., and 4.7. of the Equal Employment Opportunity Guidelines of the Illinois Law Enforcement Commission. Before hiring employees to fill positions created by or becoming open during the life of the grant, I hereby certify that \_\_\_\_\_

\_\_\_\_\_ (applicant, co-applicant or potential subgrantee) shall:

1. Notify local and regional sources of potential minority and female recruitment of the availability of such positions and of the methods of applying for them;
2. Prior to filling any such position, interview all minority and female applicants desiring consideration for the position;
3. In any instance where a minority or female applicant is not hired for such position, record in writing and keep on file the factors that in the judgement of the hiring authority rendered the person hired more qualified than the minority or female applicant;
4. Comply fully with EEOC Guidelines on Methods of Employee Selection 29 CFR 1607;
5. Be prepared to document its compliance with this condition.

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_