

PUBLIC SAFETY COMMITTEE
SHERIFF AGENDA
JUNE 21, 2021

COMMITTEE MEMBERS: Supervisors Diamond, Magowan, Braymer, Frasier and Shepler

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
 1. Request: To transfer funds within the Sheriff's Office budget to address projected deficits in various expense codes.
Rationale: Unexpected expenditures have been made from Law Enforcement and Corrections budget codes that will lead to deficits in each code prior to end of year.
 2. Request: To appoint members to the Warren County Traffic Safety Board.
Rationale: NYS Vehicle and Traffic Law § 1672 and § 1673 address the establishment of a Traffic Safety Board, comprised of no less than ten members having interest in traffic safety and traffic related issues, appointed by the County Board of Supervisors. We need to appoint members to ensure compliance with the Vehicle and Traffic Law.
- IV. Discussion Items:
 1. Correctional Facility K-9 Unit
 2. Correctional Facility Handicap Accessible Transport Van
(*Bureau of Justice Assistance - BJA State Criminal Alien Assistance Program - SCAAP*)
 3. U.S. DOJ Bureau of Justice Assistance Body-Worn Camera Grant
 4. Request for Executive Session to address agency personnel matters
- V. Referrals/Pending Items:
- VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

Attachments:

1. Resolution Request Form No. 10 - Request for Transfer of Funds
2. Resolution Request Form No. 20 - Miscellaneous (Traffic Safety Board)

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: SHERIFF

SIGNED: _____

DATE: June 21, 2021

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3150 130	Corrections Salaries - Part Time	A.3150 470	Corrections - Contract	\$60,000
A.3150 110	Corrections Salaries - Regular	A.3150 230	Corrections - Automotive Equipment	\$10,500
A.3150 110	Corrections Salaries - Regular	A.3150 210	Corrections - Furniture/Furnishings	\$6,000
A.3110 110	Law Enforcement Salaries - Regular	A.3110 413	Law Enforcement - Repair & Maint-Bldg	\$25,000
A.3110 110	Law Enforcement Salaries - Regular	A.3110 422	Law Enforcement - Repair/Maint Equip	\$2,500
A.3110 110	Law Enforcement Salaries - Regular	A.3110 440	Law Enforcement - Legal/Transcript Fees	\$12,500
A.3110 110	Law Enforcement Salaries - Regular	A.3110 441	Law Enforcement - Auto Supplies & Repair	\$25,000

Please state reason for transfers requested: To fund codes projected to be in deficit prior to year-end.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested:

Please file original request with Clerk of the Board and retain copy for your records.

NATIONAL VAN BUILDERS, INC.
 80 PINE STREET
 ATTLEBORO, MA 02703-3907

Quote

Phone(800) 527-7477
 Fax: (508) 222-7882

Customer No.: WARCOU
 Quote No.: 7022

Quote To: **WARREN COUNTY SHERIFF'S OFFICE**
 1400 U.S. 9
 LAKE GEORGE, NY 12845

Ship To: **WARREN COUNTY SHERIFF'S OFFICE**
 1400 U.S. 9
 LAKE GEORGE, NY 12845

Attention: WAYNE FARMER

Date	Ship Via	F.O.B.	Terms		
05/28/21		Origin	C.O.D.		
Purchase Order Number		Sales Person	Required		
		PETER ROONEY	05/28/21		
Quantity		Item Number	Description	Unit Price	Amount
Required	Shipped	B.O.			

GPC - QJ608

1

2021 Transit 350 X2C MR
 148" wb WAGON
 9250 GVWR, 3.5L V6

10 speed trans, AM/FM/MP3
 BLACK exterior, grey
 vinyl interior, power group,

OEM interior walls &
 headliner, OEM front & rear
 AC/heat, dual batt, HD alt.

backup camera, daytime
 running lamps, reverse
 sensing, 2 add'l keys

forward collision warning,
 automatic emergency braking,
 post collision braking

lane departure warning,
 auto high beams, bluetooth
 connectivity, O/H shelf

GPC CUSTOMER

1

Back up alarm

1

Wagon labor

1

Altro one-piece transit
 flooring over 3/4" tongue &
 groove subfloor - 148" wb

Thank You

NATIONAL VAN BUILDERS, INC.

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Purchase Order Number		Sales Person	
		PETER ROONEY	
		Required	
		05/28/21	
Quantity		Item Number	Description
Required	Shipped	B.O.	Unit Price
			Amount

1			Unibody steel floor structure for FMVSS compliance		
1			Braun NCL919-2 lift w/ FMVSS 403/404 compliant interlock		
1			REAR MOUNTED LIFT		
1			2 L-track		
1			Sure-lok kit FF627S-4C-10 retractable WC restraint w/ lap FE200842 & shoulder		
1			FE200732 belts		
1			Sure-lok vinyl storage container		
1			Freedman 2 passenger GO ES rigid seat 3PT w/ integrated shoulder belts		
1			Freedman single passenger GO ES foldaway seat 3PT with integrated shoulder belt		
1			Freedman 1 pass 3PT GO ES foldaway seat w/integrated shoulder harness-wheel well		
1			NY lighting & sign specs door ajar light, emergency exit sign & red light above		
1			Emergency exit door signage		

Thank You

NATIONAL VAN BUILDERS, INC.

80 PINE STREET
 ATTLEBORO, MA 02703-3907

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 LAKE GEORGE, NY 12845

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 1400 U.S. 9
 LAKE GEORGE, NY 12845

Attention: WAYNE FARMER

Date	Ship Via	F.O.B.	Terms		
05/28/21		Origin	C.O.D.		
Purchase Order Number	Sales Person		Required		
	PETER ROONEY		05/28/21		
Quantity		Item Number	Description	Unit Price	Amount
Required	Shipped				

1			Driver door Perf-O grip step galvanized steel powder coated black		
1			NY DOT Diamond Plate Step Cover - 28" Step		
1			Extended passenger side Perf-O grip step -galvanized steel, powder coated black		
1			NY DOT Diamond Plate Step Cover - 86" Step		
1			Window tinting		
1			Stainless steel grab pole		
1			NY DOT lift barrier for rear lift units		
1			Expanded Metal window covering for all 8 windows in the rear area of the van		
1			Front Partition with side panel, filler panel and mounting kit		

SALES TAX NOT INCLUDED
 DELIVERY NOT INCLUDED

ALL AVAILABLE REBATES AND
 CONCESSIONS HAVE BEEN
 APPLIED TO THE TOTALS

Thank You

NATIONAL VAN BUILDERS, INC.80 PINE STREET
ATTLEBORO, MA 02703-3907

Quote

Phone(800) 527-7477
Fax: (508) 222-7882Customer No.: WARCOU
Quote No.: 7022Quote To: **WARREN COUNTY SHERIFF'S OFFICE**
1400 U.S. 9
LAKE GEORGE, NY 12845Ship To: **WARREN COUNTY SHERIFF'S OFFICE**
1400 U.S. 9
LAKE GEORGE, NY 12845

Attention: WAYNE FARMER

Date	Ship Via	F.O.B.	Terms		
05/28/21		Origin	C.O.D.		
Purchase Order Number	Sales Person		Required		
	PETER ROONEY		05/28/21		
Quantity		Item Number	Description	Unit Price	Amount
Required	Shipped				

Quote subtotal 53103.55

Quote total 53103.55

THIS QUOTE EXPIRES ON: 05/28/21

Thank You



BJA

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[Home](#) / [State Criminal Alien Assistance Program \(SCAAP\)](#)

State Criminal Alien Assistance Program (SCAAP)

Overview

The Bureau of Justice Assistance (BJA) administers the State Criminal Alien Assistance Program (SCAAP) in conjunction with the U.S. Immigration and Customs Enforcement (ICE), Department of Homeland Security (DHS). SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law, and incarcerated for at least 4 consecutive days during the reporting period.

Overview

[Funding](#)

[Related Resources](#)

[Contacts](#)

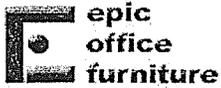
[Archives](#)

Use of SCAAP Awards [↗](#)

The Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, Title XI) included the following requirement regarding the use of SCAAP funds: "Amounts appropriated pursuant to the authorization of appropriations in paragraph (5) that are distributed to a State or political subdivision of a State, including a municipality, may be used only for correctional purposes." Beginning with FY 2007 SCAAP awards, SCAAP funds must be used for correctional purposes only.

Legislation [↗](#)

SCAAP is governed by Section 241(i) of the Immigration and Nationality Act, 8 U.S.C. 1231(i), as amended, and Title II, Subtitle C, Section 20301, Violent Crime Control and Law Enforcement Act of 1994, Public Law 103-322.



Quote

Epic Office Furniture, Inc.
 4050 Katella Ave., Suite 109
 Los Alamitos, CA 90720

Date	Estimate #
6/1/2021	060121JC

Name / Address
Jeremy Coons Warren County Sheriff's Office

Project

Item	Description	Qty	Cost	Total
RPMD2*	Cramer Rhino Plus Desk-Height Medium Back Chair 2-Way - RPMD2 (RPMD2) Color: Black (252) Arms: Armless Casters: Multi-surface Dual Wheel (2)	1	387.29	387.29T
RPMH2	Cramer Rhino Plus High-Height Medium Back Chair 2-Way - RPMH2 (RPMH2) Color: Black (252) Arms: Armless Casters: Multi-surface Dual Wheel (2)	1	440.47	440.47T
<p>This quote is based upon total quantities and items show and prices are guaranteed for 30 days from time of quote. Any changes to quote are subject to price review. Free shipping, tax exempt. This order is made-to-order and ships direct from Cramer Inc. in MI. Out-of-state sale, exempt from sales tax</p>			0.00%	0.00
Total				\$827.76

Customer Signature _____

Ship To

1400 State Route 9
Lake George, NY 12845-9803

Bill To

1400 State Route 9
Lake George, NY 12845-9803

Purchase Order
No. 2021-00000673

DATE 06/01/2021

VENDOR 21445 - EMERGENCY POWER SYSTEMS LLC
Reprint Purchase Order

PURCHASE ORDER NUMBER MUST APPEAR ON
ALL INVOICES, SHIPPERS, BILL OF LADING AND
CORRESPONDENCE

Contact

EMERGENCY POWER SYSTEMS LLC
300 MILE CROSSING BLVD
ROCHESTER, NY 14624

DELIVER BY
SHIP VIA
FREIGHT TERMS
PAGE 1 of 1
ORIGINATOR: Monica Girard

REFERENCE #

QUANTITY	UNIT	DESCRIPTION	STATUS	UNIT COST	TOTAL COST
1.0000	Each	Building Repairs - EMCP CONVERSION KIT A.3110 413 - Repair & Maint.-Bldg/Property 19,491.13	Open	19,491.1300	\$19,491.13
1.0000	Each	Building Repairs - LABOR FOR EMCP REPAIRS A.3110 413 - Repair & Maint.-Bldg/Property 11,006.50	Open	11,006.5000	\$11,006.50
TOTAL DUE					\$30,497.63

Special Instructions
WC18-19

Emergency Power Systems
 A Kistler/Stark Tech Group Co.
 95 Stark Street
 Tonawanda NY 14150
 Phone: 585-464-6333
 Fax: 585-464-6334

QUOTE

DATE	INVOICE#	CUST#
3/31/2021	0000061110	0007760

BILL TO:

Warren County Sheriff's Office
 1400 State Route 9
 Lake Geroge NY 12845

SHIP TO:

Warren County Sheriff's Office
 1400 State Route 9
 Serial: 1FZ01789
 Lake George NY 12845

P.O. NUMBER		TERMS	SALES PERSON	
		NET 30	Justin	
QUAN	DESCRIPTION		PRICE EACH	AMOUNT
	<p>Recommended service for your Emergency Generator System.</p> <p>This was noted by the service tech on our last vist. Remove existing EMCP II and replace with EMCP 4.2 conversion kit. Kit includes new 4.2 panel, harness, sensors, remote annunciator (Customer responsible for running new wiring for remote annunciator) . Estimate does not include shipping, please allow 3-4 weeks for delivery. -----Generator will be shut down during conversion-----</p>			
1.00	KIT	EMCP 4.2 conversion kit, includes all listed above. \$17719.21 cost	19,491.13	19,491.13
1.00		Labor on site Labor Rate of \$123.5 x 2 techs x 44.56 Hours per tech	11,006.50	11,006.50
<p>If you would like this work completed or have any questions, please email or call 585-464-6333. Thanks, Jim Quote pricing good for 30 days</p>				
TOTAL				\$30,497.63



PO 21-494

Warren Tire Service
14 Lafayette Street
NYS Facility #7061794
QUEENSBURY, NY 12804-202
(518)743-1416



Customer ID: 10197
Name: WARREN COUNTY SHERIFF OFC
Address: 1400 STATE ROUTE 9
Address 2:
City, State, Zip Code: LAKE GEORGE, NY, 12845
Home Phone: (518) 361-3577
Work Phone: (518) 743-2501 ext. DISP
Mobile Phone: (-)
Fax Exempt #: 14-6002576

Year: 16
Make: CHEVROLET
Model: IMPALA LIMITED
Lic No: HCY 6318
VIN: 2G1WA5E36G1164397
Color: WHITE
Engine: V6-3564 3.6L DO
Mileage In: 74197
Mileage Out: 74197

Create Date: 03/26/21 07:52:20
Date/Time: 04/09/21 16:10:18
Workorder #: 80376
Invoice #: 79876

Email Address: corrections 743-3549
PO Number: 2021-00000494
Fleet/Wholesale: Y
Unit #: 624

Salesperson: R. FACTO
Service comments:

PO#2021-00000494
NO OIL ON DIP STICK 2,000 OVER ON OIL CHANGE

TIRE PRESSURE: LF ___ RF ___ LR ___ RR ___ SPARE ___

TREAD DEPTH: LF ___/32 RF ___/32 LR ___/32 RR ___/32 SPARE ___/32

FINAL INVOICE APPROVAL:

Qty.	Part #	RFR	Loc	Description	Parts	Labor	Total
1	47100			OIL LIGHT STARTED FLASHING,	0.00	0.00	0.00
				OTHER LIGHTS CAME ON, VEH. QUIT			
1	47200			LONG BLOCK JASPER	4,622.00	0.00	4,622.00
20	47100			LABOR TO INSTALL ENGINE	0.00	69.00	1,380.00
1	77240			LOF SVC SYN BLEND WARREN CTY	40.20	0.00	40.20
1	48117			NYS INSP.DUE DATE:	0.00	0.00	0.00
1	99600			CHECK TIRE WEAR & AIR PRESSURE	0.00	0.00	0.00
1	99601			CHK BELT/FILT/PCV VLV/CLGLINES	0.00	0.00	0.00
1	99602			CHK BRK/EXH&STEER/SUSP COMP	0.00	0.00	0.00
1	99603			LUBE ALL HOOD & DOOR HINGES	0.00	0.00	0.00
1	99604			CHK LAMP&LIGHT(EXC EMER LIGHT)	0.00	0.00	0.00
1	99605			CHECK ALL FLUID LEVELS	0.00	0.00	0.00
1	47200			MISC FLUIDS TRANS FLUID	131.81	0.00	131.81
				COOLANT POWER STEERING FLUID			
2	53200			EXHAUST GASKET	28.08	0.00	56.16
1	53200			EXHAUST GASKET	12.03	0.00	12.03

*** Customer Wishes To Discard Old Parts ***

AR TERMS: Net 30

Remit To: Warren Tire Service
4 Highland Ave
Queensbury, NY 12804

SEE NEXT PAGE



Warren Tire Service
14 Lafayette Street
NYS Facility #7061794
QUEENSBURY, NY 12804-202
(518)743-1416

Customer ID: 10197
 Name: WARREN COUNTY SHERIFF OFC
 Address: 1400 STATE ROUTE 9
 Address 2:
 City, State, Zip Code: LAKE GEORGE, NY, 12845
 Home Phone: (518) 361-3577
 Work Phone: (518) 743-2501 ext. DISP
 Mobile Phone: () -
 Fax Exempt #: 14-6002576

Year: 16
 Make: CHEVROLET
 Model: IMPALA LIMITED
 Lic No: HCY 6318
 VIN: 2G1WA5E36G1164397
 Color: WHITE
 Engine: V6-3564 3.6L DO
 Mileage In: 74197
 Mileage Out: 74197

Create Date: 03/26/21 07:52:20
 Date/Time: 04/09/21 16:10:18
 Workorder #: 80376
 Invoice #: 79876
 Email Address: corrections 743-3549
 PO Number: 2021-00000494
 Fleet/Wholesale: Y
 Unit #: 624

Salesperson: R. FACTO

Qty.	Part #	RFR	Loc	Description	Parts	Labor	Total
------	--------	-----	-----	-------------	-------	-------	-------

Customer Signature:

X _____

Thank you for your
business.

PAY AMOUNT
HOUSE 6,242.20

TECH: 001281-0.00 MIKE

SUB TOTAL 6,242.20
 SALES TAX 0.00
 GRAND TOTAL 6,242.20

RESOLUTION REQUEST FORM NO. 20

Miscellaneous

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Sheriff

DATE: June 21, 2021

(a) Purpose of Request: Assign members to the Warren County Traffic Safety Board.

(b) Details: To ensure compliance with NYS Vehicle and Traffic Law § 1673 the following Warren County Traffic Safety Board appointments are requested:

Term commencing January 1, 2021 through December 31, 2023

Jarrold Smith, Glens Falls Police Department, Chief of Police

Ann Marie Mason, Office of Emergency Services, Director

Charles “Ben” Geisler, Warren County Sheriff’s Office, Patrol Sergeant

Terry Comeau, Warren County Sheriff’s Office, Undersheriff

Term commencing January 1, 2021 through December 31, 2022

Rachel Seeber, Board of Supervisors, Chair

Matthew Burin, Warren County District Attorney’s Office, First A.D.A.

Adam Stephenson, Warren County Probation Department, Supervisor

James Ogden, Office of Emergency Services, Fire Coordinator

Term commencing January 1, 2021 through December 31, 2021

John Diamond, Board of Supervisors, Public Safety Committee Chair

Craig Leggett, Board of Supervisors, Criminal Justice Committee Chair

Tammie DeLorenzo, Warren County Administrator’s Office, Asst. Administrator

James LaFarr, Warren County Sheriff’s Office, Sheriff

(c) Previous Resolution Number: N/A

(d) Where are Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

N/A

* as listed in budget and LOGOS

NYS Vehicle & Traffic Law § 1672

Traffic safety board

Any city, any town, or any county not wholly included within a city may by local law establish a traffic safety board. The borough president of any county wholly included within a city may establish a traffic safety board for such county.

NYS Vehicle & Traffic Law § 1673

Membership of board

(a) Such board shall be composed of not less than ten members interested in traffic safety and traffic problems appointed by the city council, town board, borough president or board of supervisors or other governing body of the city, town, borough or county for which such board has been created.

(b) Each member shall be a resident of the city, town or county for which such board has been created and shall be a qualified elector thereof. For any county not wholly included within a city, at least one but not more than three of such members shall be a resident or residents of and be appointed from each one of the cities contained in the county, and the balance of such members shall be appointed from the county at large.

(c) The term of office of such members shall be three years, except that the members first appointed to such board shall be appointed as follows: one-third shall be appointed for a term of three years; one-third for a term of two years and the remaining members of the board for a term of one year. Upon the expiration of the term of office of any member, his or her successor shall be appointed to membership in such board for a term of three years.

(d) The members of such board shall receive no compensation for services but shall be entitled to their reasonable and necessary expenses, incurred in the performance of their duties, within any appropriation made for such purpose.



BJA FY 21 Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies

Assistance Listing Number #	16.835
Grants.gov Opportunity Number:	O-BJA-2021-131001
Solicitation Release Date:	May 26, 2021 5:00 PM
Version:	2
Grants.gov Deadline:	July 12, 2021 11:59 PM
Application JustGrants Deadline:	July 26, 2021 11:59 PM

Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) is seeking applications for funding law enforcement agencies seeking to purchase body-worn cameras (BWCs) to establish or expand comprehensive body-worn camera programs with a specific and demonstrated plan to implement this technology to maximize the benefits of BWCs. This program furthers the Department's mission by promoting the safe and fair administration of justice.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants for the preparation and submission to OJP of applications for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

This solicitation does not include Solicitation Categories.

Eligible Applicants:

City or township governments, County governments, Independent school districts, Native American tribal governments (Federally recognized), Public and State controlled institutions of higher education, Public housing authorities/Indian housing authorities, Special district governments, State governments, Other

Other

For the purposes of this solicitation, "state" means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

BJA may elect to fund applications submitted under this FY 2021 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

Contact Information

For technical assistance with submitting the **SF-424** and **SF- LLL** in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at [Grants.gov customer support webpage](https://www.grants.gov/customer-support), or email at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays

For technical assistance with submitting the **full application** in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time, Monday-Friday, and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

An applicant that experiences unforeseen Grants.gov or JustGrants technical issues beyond its control that prevent it from submitting its application by the deadline must email the National Criminal Justice Reference Service Response Center (Response Center) at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline.

For assistance with any other requirements of this solicitation, contact the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at grants@ncjrs.gov. Response Center hours of operation are 10 a.m. to 6 p.m. eastern time Monday through Friday, and 10 a.m. to 8 p.m. eastern time on the solicitation close date.

Submission Information

In FY 2021, applications will be submitted to DOJ in a **NEW** two-step process.

Step 1: Applicants will submit an **SF-424** and an **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, applicants will need to obtain a Data Universal Numbering System (DUNS) and System for Award Management (SAM) registration or renewal.

Step 2: Applicants will submit the **full application** including attachments in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov).

To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

OJP encourages applicants to review, the "How to Apply" section in the [OJP Grant Application Resource Guide](#).

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Program Description

Overview

The Department of Justice is committed to advancing work that promotes civil rights, increases access to justice, supports crime victims, protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

The purpose of the FY 2021 Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies (BWCPIP-LEA) is to fund the purchase of body-worn cameras (BWCs) that are implemented as part of comprehensive BWC programs. Law enforcement agencies across the country and worldwide are using body-worn cameras as a promising tool to improve law enforcement interactions with the public. Some preliminary evidence indicates that the presence of BWCs helps strengthen accountability and transparency, and can assist in deescalating conflicts, resulting in more constructive encounters between the police and members of the community. Funding can be used to support pilot BWC programs, establish new BWC implementation, or expand existing programs.

Statutory Authority

Any awards under this solicitation would be made under statutory authority provided by the Consolidated Appropriations Act, 2021, Pub. L. No. 116-260, 134 Stat. 1182, 1260.

Specific Information

Funding under this program supports agencies seeking to establish or expand comprehensive BWC programs and have specified plans to implement this technology in a manner that maximizes the benefits of BWCs. As part of their submission, applicants must describe a deliberate and phased plan to deploy this technology, as well as specific ways it will be used to enhance the applicant agency's mission.

BWC programs are an important tool that could be an integrated part of a jurisdiction's holistic problem-solving and community-engagement strategy, helping to increase both trust and communication between the police and the communities they serve. BWCs can be highly effective, providing an objective audio and visual record of interactions that can capture empirical evidence in the event of a crime, police-citizen interaction, or use-of-force incident.

Funds must be used to purchase body-worn cameras and require a 1:1 match by the grantee. Funds proposed, both federal and matching, may include expenses reasonably related to BWC program implementation. Besides the purchase or lease of BWCs themselves, allowable expenses include, but are not limited to, personnel to support the program, the cost of developing training on BWC use, and related technology costs such as infrastructure enhancements, redaction costs, and storage costs.

All applicants should be aware that under federal law, OJP may not award grant funds to procure or obtain any equipment, system, or service that uses "covered telecommunications equipment or services" as a substantial or essential component of any system, or as critical technology as part of any system. In general, with limited exceptions, "covered telecommunications equipment or services" includes telecommunications and video surveillance equipment or services produced by a foreign entity that is specifically designated by statute, or designated by the federal government pursuant to statute.

No award under this solicitation may exceed \$2,000,000. However, no individual applicant may exceed the \$2,000 per BWC funding cap. This applies to all applicants, including those who request funding for pilot programs, for full- or broad-scale implementations (e.g., funding for cameras for all officers that have regular contact with the public), or for expansion programs (e.g., rolling out BWCs to additional districts in an agency that has partially deployed BWCs).

Note that this represents the cap on the federal award and does not mean that applicants should expect to spend \$2,000 on each BWC. This is a cap on the full program implementation, which may include funding for related equipment, officer training, or BWCPIP administrative personnel. Applicants may request less than the **\$2,000 per BWC funding cap** maximum consistent with project scope and as an illustration of cost efficiencies.

Additional information about current developments in BWC practice and policies, existing research on the effects of BWC programs, and technological advances can be found in [BJA's BWC Toolkit](#). Information about the training and technical assistance (TTA) provided to past BWCPIP law enforcement grantees can be found on the [TTA website](#). Information on existing and pending state laws that affect BWC deployment can be found on the [Police Body-Worn Cameras Legislation Tracker](#). A list of BWCs on the market and their technological feature specifications can be found in [A Market Survey on Body-Worn Camera Technologies](#).

NOTE: BWCPIP-LEA authorizing language requires that the funds be used for the purchase of BWCs for law

enforcement and additional costs associated with deploying those BWCs in a comprehensive program. Applicants that are seeking to fund BWC program development activities but have no plans to purchase BWCs will not be considered for funding.

In addition, while BWCPIP-LEA is intended for the purchase of BWCs, this solicitation requires the grantee to commit to developing a comprehensive BWC implementation program as described below. Applications will be reviewed on the basis of their comprehensive implementation plans. Applicants that are seeking only to fund the purchase of BWCs without consideration of the broader program goals discussed below will be adversely affected in the review process.

Applicants may request no more than \$2,000 per BWC they propose to purchase under this grant program. This is known as the “\$2,000 per BWC funding cap.”

The following examples illustrate the \$2,000 per BWC funding cap under different scenarios.

Implementation of a broad-scale program: A municipal law enforcement agency with 100 full-time sworn officers proposes to acquire BWCs for 80 officers (70 patrol officers and 10 first-line supervisors). Under the **\$2,000 per BWC funding cap, this applicant may apply for no more than \$160,000 in federal funding (80 BWCs * \$2,000)**. The applicant may opt not to request the maximum amount based on program scope or cost efficiencies.

Implementation of a pilot program: A county sheriff's department with 200 sworn deputies intends to run a pilot BWC program before moving to full-scale implementation. The agency is seeking funds to pilot 25 BWCs to be deployed to a select group of officers. **Under the \$2,000 per BWC funding cap, this applicant may apply for no more than \$50,000 in BWCPIP federal funding (25 BWCs * \$2,000)**. As noted above, the applicant may opt not to request the maximum amount based on program scope or cost efficiencies.

Program Expansion: A state police agency with 1,000 sworn officers has already deployed 600 BWCs to 3 of its 5 geographic areas. Using BWCPIP funding, the agency now wishes to move to full implementation by adding 400 BWCs. **Under the \$2,000 per BWC funding cap, this applicant may apply for no more than \$800,000 in BWCPIP federal funding (400 BWCs * \$2,000)**. As noted above, the applicant may opt not to request the maximum amount based on program scope or cost efficiencies.

Partnership Example: A sheriff's office in an urban county intends to deploy 50 BWCs for deputies that patrol unincorporated areas of the county. Based on its working relationship with smaller municipal police agencies within the county, the sheriff's office proposes the 3 municipal agencies as subrecipients, purposing 10 BWCs for Department A, 6 for Department B, and 4 for Department C, totaling 70 BWCs across all 4 agencies. **Under the \$2,000 per BWC funding cap, this applicant may apply for no more than \$140,000 in BWCPIP federal funding (70 BWCs * \$2,000)**. As noted above, the applicant may opt not to request the maximum amount based on program scope or cost efficiencies.

BJA recognizes that smaller law enforcement agencies and those not experienced in federal grant programs may not have the resources to develop competitive grant proposals relative to large agencies. Should such be awarded funds, they may also find that fiscal, reporting, and other compliance requirements are beyond their resources. Such agencies are encouraged to engage in partnerships with larger agencies as illustrated in the preceding **Partnership Example**.

Note for small, rural, and tribal applicants: As an alternative to the partnership example above, BJA has developed a separate microgrant solicitation that is planned to be released in May 2021. This microgrant solicitation will be restricted to agencies that meet BJA's specific definitions and is intended to provide customized assistance on a competitive basis to agencies that traditionally have not sought federal grants due to limitations in capacity associated with being smaller in size, serving smaller jurisdictions, and/or serving in remote geographic areas. For purposes of that microgrant solicitation only, the following definitions apply: (1) a small agency is any law enforcement agency with less than or equal to 50 sworn officers; (2) a rural agency is any agency serving what is called a non-metro county; and (3) a tribal agency is any federally recognized tribe with a designated law enforcement agency. For purposes of that microgrant solicitation, eligibility as a rural (non-metro) county may be found [here](#).

Agencies that meet these definitions may opt to apply for the small, rural, and tribal program or they may apply under this general solicitation. If an agency that meets these definitions applies under this solicitation, they also may apply under the microgrant solicitation. Those agencies that meet the specific eligibility criteria for the small, rural, and tribal microgrant solicitation may pre-register by providing contact information at www.srtbwc.com. Pre-registering for that microgrant program does not preclude an agency from applying under this grant solicitation.

Goals, Objectives, Deliverables, and Timeline

Goals

The goals of BWCPIP are to support the purchase of BWCs by law enforcement agencies and to ensure that they are deployed as part of a comprehensive body-worn camera program that embodies evidence-based and problem-solving approaches. To achieve comprehensive approaches, agencies should allow broad stakeholder input into program

development, develop plans to integrate BWC technology within the agency's operational framework, enhance mutual trust between officers and the community, and promote organizational efficiency.

Objectives

1. **Establish a working relationship with the training and technical assistance provider** to assure that comprehensive and deliberate BWC policies are developed and implemented.
2. **Assure that all BWC policies and practices are consistent with applicable state and local laws.**
3. **Develop a planned and phased approach to implementation** that achieves broad support from prosecutors and other criminal justice stakeholders, and leverages partnership input to address policy, training, deployment, and procurement of BWCs.
4. **Implement operational procedures and tracking mechanisms** that address the use, review, access, storage, retention, redaction, and deletion of digital evidence media (DEM).
5. **Demonstrate commitment to incorporating the evidentiary value of BWCs and DEM** into daily administrative and field operations in a manner that promotes improvements in criminal justice outcomes, including improvements in officer and citizen safety.
6. **Establish training protocols** for officers, supervisors, and administrators on BWC use and policy.
7. **Address access to and sharing of BWC footage** by agency personnel, prosecutors, other criminal justice stakeholders, and the community.

Deliverables

The following deliverables will be required of all awardees:

1. Regular calls, monthly at minimum, with the training and technical assistance (TTA) provider to report progress and receive guidance.
2. Documentation of comprehensive BWC policy development through (a) submission of a BWC certification form or through review, and (b) completion of the BWC Policy Scorecard in cooperation with the TTA provider.
3. Procurement of BWCs, and any other funding equipment and services, in a manner compliant with federal and local procurement guidelines.
4. Completion of an exit conference with and report for the TTA provider.

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under Application and Submission Information.

Evidence-Based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policymaking and program development in criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section entitled "Information Regarding Potential Evaluation of Programs and Activities."

OJP Priority Areas

The Department of Justice is committed to advancing work that promotes civil rights, increases access to justice, supports crime victims, protects the public from crime and evolving threats, and builds trust between law enforcement and the community. In FY 2021, OJP will give priority consideration in award decisions to applications that demonstrate ways in which their projects will advance one or more of these areas.

To receive priority consideration for advancing one or more of the Department's priorities, the applicant must provide a sufficient narrative explanation as an attachment, that specifies how the project will advance the promotion of civil rights, access to justice, support to crime victims, protecting the public from crime and evolving threats, or building trust between law enforcement and the community.

In addition, OJP will give priority consideration, if applicable, to applicants that demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties.

To receive priority consideration under the poverty priority, the applicant must provide information to demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties. For purposes of this priority consideration, the term "high-poverty area" means any census tract with a poverty rate of at least 20 percent as measured by the 2013–2017 5-year data series available from the American Community Survey of the Census Bureau (applicants may search by census tract at <https://www.census.gov/acs/www/data/data-tables-and-tools/narrative-profiles/2017/>) and the term "persistent-poverty counties" means any county that has had 20 percent or more of its population living in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates (applicants may search by county at <https://www.census.gov/data/tables/time-series/dec/census-poverty.html> and at <https://www.census.gov/programs-surveys/saipe.html>).

Priority consideration is one of many factors that OJP considers in making funding decisions and is not a guarantee of an award.

Federal Award Information

Awards, Amounts and Durations

Anticipated Number of Awards

80

Anticipated Maximum Dollar Amount of Awards

\$2,000,000.00

Period of Performance Start Date

10/1/21 12:00 AM

Period of Performance Duration (Months)

36

Anticipated Total Amount to be Awarded Under Solicitation

\$27,500,000.00

Continuation Funding Intent

BJA may, in certain cases, provide additional funding in future years to awards made under this solicitation through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and progress of award-funded work, when making continuation-award decisions.

Availability of Funds

This solicitation, and awards (if any are made) under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

Types of Awards

BJA expects to make awards under this solicitation as grants. See the "Administrative, National Policy, and Other Legal Requirements" section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants (and cooperative agreements).

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. The "Part 200 Uniform Requirements" means the DOJ regulation at 2 C.F.R. Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200. See [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

Cost Sharing or Matching Requirement

This solicitation requires a 50 percent **cash or in-kind match**. See [OJP Grant Application Resource Guide](#) for additional information on this match requirement.

Pre-agreement Costs (also known as Pre-award Costs)

See the [OJP Grant Application Resource Guide](#) information on Pre-agreement Costs (also known as Pre-award Costs).

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the [OJP Grant Application Resource Guide](#) information on Limitation on Use of Award Funds for Employee Compensation; Waiver.

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the [OJP Grant Application Resource Guide](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Eligibility Information

For eligibility information, see the title page.

For information on cost sharing or match requirements, see Federal Award Information.

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process no later than January 31, 2021, to be eligible for FY 2021 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency's use of force policies adhere to all applicable federal, state, and local laws; and (2) the agency's use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this new certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, Implementation Fact Sheet, and List of Designated Independent Credentialing Bodies.

Correctional agencies are eligible to apply for the Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies (BWCPIP-LEA) provided they perform law enforcement functions as part of regular duties that are supported by public funding.

Applicants for BWCPIP-LEA may apply on their own behalf or in partnership with one or more agencies that meet the eligibility criteria.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

BJA will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

BJA may elect to fund applications submitted under this FY 2021 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

Application and Submission Information

The following application elements **MUST** be included in the application submission for an application to meet the basic minimum requirements (BMR) to advance to peer review and receive consideration for funding:

- Proposal Abstract,
- Proposal Narrative,
- Budget Worksheet and Budget Narrative (web-based form)

See the "Application Elements and Formatting Instructions" section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements or that is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 will be submitted in Grants.gov. The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

In Section F of the SF-424, please include the name and contact information of the individual **who will complete application materials in JustGrants**. JustGrants will use this information (*email address*) to assign the application to this user in JustGrants.

Intergovernmental Review: This solicitation (“funding opportunity”) is subject to [Executive Order 12372](#). An applicant may find the names and addresses of state Single Points of Contact (SPOCs) at the following website: <https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf>. If the applicant’s state appears on the SPOC list, the applicant must contact the state SPOC to find out about, and comply with, the state’s process under E.O. 12372. In completing the SF-424, an applicant whose state appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant has complied with its state E.O. 12372 process. (An applicant whose state does not appear on the SPOC list should answer question 19 by selecting the response that the: “Program is subject to E.O. 12372 but has not been selected by the State for review.”)

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. Applicants will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, applicants will need to: add zip codes for areas affected by the project; confirm their Authorized Representative; and verify the organization’s legal name and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project including primary activities, products and deliverables, the service area, and who will benefit from the proposed project, will be completed in the JustGrants Web-based form.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 15 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, BJA may negatively consider such noncompliance in peer review and in final award decisions.

The following sections must be included as part of the proposal narrative:

a. Description of the Issue OR Statement of the Problem if research is involved

- State clearly whether this request is to support a new BWC implementation, a pilot implementation, or an expansion of existing efforts.
- Provide justification and data to support the need to implement a BWC program or expand an existing program.
- Briefly describe the demographics of the affected jurisdiction or jurisdictions.
- Demonstrate agency plans to leverage digital evidence multimedia to help inform and improve adjudication of cases.
- Demonstrate understanding of how BWCs can be used to enhance officer safety, support evidentiary effectiveness, and promote transparency and accountability in your agency.
- Provide metrics on sworn agency personnel with respect to planned BWC use, including:
 - Total number of sworn officers in the agency (or agencies)
 - The number of sworn officers with patrol activities or daily citizen interactions in the field
 - The number of officers, including sworn and nonsworn, for whom the project expects to provide BWCs as a result of this grant
- Identify the expected number of BWCs to be purchased with the requested funds.
- Identify and provide the status of any other BWC grant program for which the applicant has pending applications.

b. Project Design and Implementation

- Describe the implementation plan for achieving the objectives of BWCP-LEA.
- Describe specifically how the project will accomplish expected outcomes by providing the objectives and performance measures for the project.
- Demonstrate partnerships with allied criminal justice agencies likely to be impacted by BWC use and DEM.
- Demonstrate plans to work with the local community to provide education and seek feedback on community needs and concerns regarding BWC implementation.
- Address the travel attendance commitment and expenditures for a mandatory national meeting and an optional regional peer-to-peer information exchange opportunity.
- Identify methods to develop policies and tracking mechanisms that include the legal responsibilities pertaining to the Freedom of Information Act (FOIA) such as state or local statutes and regulations pertaining to storage; retention, redaction, and deletion of DEM; as well as privacy policies addressing BWC issues involving civil rights and domestic violence, juvenile rights, and other victim groups' rights.

c. Capabilities and Competencies

- Fully describe the applicant's capabilities to implement the project and the competencies of the staff assigned to the project.
- Describe and demonstrate effective policy development and implementation plans for the program and describe the program's communication plans.
- Describe the agency's technology capabilities, including the implementation of previous systems.
- Describe previous mobile technology deployments and the results of those efforts (e.g., use of records management systems (RMS), computer-aided dispatch (CAD), electronic citations and other reports, mobile computers and devices, in-car video, and mobile applications).
- Provide evidence of broad stakeholder and community collaboration and a high level of commitment from participating agencies and entities via memoranda of understanding (MOUs) or other appropriate mechanisms.

d. Plan for Collecting the Data Required for this Solicitation's Performance Measures

- Describe the process for measuring project performance.
- Identify the specific personnel who will collect the data and who will be responsible for performance measurement, and how the information will be used to guide and evaluate the impact of the program.
- Describe the applicant's commitment to working with the BJA TTA provider to document policy development processes, address other TTA issues, and provide accurate and timely updates regarding progress in training, BWC implementation, and program development.

Note: applicants are **not** required to submit performance data with the application. Rather, performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "Goals, Objectives, and Deliverables."

Applicants can also visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

Award recipients will be required to submit performance measure data in [insert PMT Tool name], and separately submit a [enter frequency (e.g., semi-annual, annual) performance report in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award.

Award recipients will be required to submit performance measure data and performance reports in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance under "Note on Project Evaluations" in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

Applicants will submit the program's goals, objectives, deliverables, and timelines in the JustGrants web-based form.

Budget and Associated Documentation**Budget Worksheet and Budget Narrative (Web-based Form)**

Applicants will complete the JustGrants web-based budget form. See the [OJP Grant Application Resource Guide](#) for additional information.

Indirect Cost Rate Agreement (if applicable)

Applicants will submit their indirect cost rate agreement by uploading the agreement as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

Applicants will download the questionnaire in JustGrants and submit by uploading the completed questionnaire as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Disclosure of Process Related to Executive Compensation

If applicable, applicants will submit a description of the process used to determine compensation by uploading the document as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Additional Application Components

Applicants will attach the additional requested documentation in JustGrants.

Tribal Authorizing Resolution

If applicable, applicants will submit the Tribal Authorizing Resolution by uploading the resolution as an attachment in JustGrants. An application in response to this solicitation may require inclusion of information related to a tribal authorizing resolution as an attachment. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. Applicants will submit a description of their research and evaluation independence and integrity by uploading the document as an attachment in JustGrants. For additional information regarding demonstrating research/evaluation independence and integrity, including appropriate safeguards, see the [OJP Grant Application Resource Guide](#).

Documentation of Advancing DOJ Priorities (if applicable)

As is mentioned above, OJP will give priority consideration in award decisions to applications that specify how the project will advance one or more of the following DOJ priorities: the promotion of civil rights, access to justice, support to crime victims, protecting the public from crime and evolving threats, or building trust between law enforcement and the community. Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

Documentation of High-Poverty Areas or Persistent-Poverty Counties (if applicable)

As mentioned above, OJP will give priority consideration in award decisions to applications that demonstrate that the individuals who will benefit from the requested grant reside in high-poverty areas or persistent-poverty counties as defined above. Each applicant proposing to receive consideration under the High-Poverty Areas or Persistent-Poverty Counties priority must provide a sufficient narrative explanation to identify each specific High-Poverty Area (by census tract number (s)) and/or each specific Persistent-Poverty County where individuals are intended to benefit from the requested grant and how the requested grant will address specific challenges in each such identified area and/or county. Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

Disclosures and Assurances

Applicants will complete the following disclosures and assurances.

Disclosure of Lobbying Activities

Applicants will complete and submit the SF-LLL in Grants.gov. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certified Standard Assurances

See the DOJ Certified Standard Assurances in the [OJP Grant Application Resource Guide](#).

Applicant Disclosure of Duplication in Cost Items

Applicants will complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants will review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements. See [OJP Grant Application Resource Guide](#).

How to Apply

Applicants will submit an **SF-424** and an **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Applicants will submit the **full application** including attachments in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov).

For additional information, see the "How to Apply" section in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** will be submitted in Grants.gov by July 12, 2021 at 11:59 PM EST. OJP urges applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov and to correct in a timely fashion any problems that may have caused a rejection notification.

The **full application** will be submitted in JustGrants on July 26, 2021 at 11:59 PM EST.

To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

Application Review Information

Review Criteria

Merit Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers. Applications will be evaluated on how the proposed project/program addresses the following criteria:

1. Statement of the Problem/Description of the Issue (15%) - evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (35%) - evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (15%) - evaluate administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (10%) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (20%) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).
6. Program Continuity (5%) – evaluate whether the applicant addresses how the jurisdiction will support the BWC program after the end of the grant period and the reasonableness of that plan.

Other Review Criteria/Factors

Other important considerations for BJA include geographic diversity, strategic priorities (specifically including, but not limited to, those mentioned above relating to priority areas), available funding, past performance, and the extent to which

the Budget Worksheet and Budget Narrative (web-based form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Review Process

Applications submitted under this solicitation that meet basic minimum requirements will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the stated review criteria above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting peer review. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may take into account not only peer review ratings and BJA's recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the [OJP Grant Application Resource Guide](#) for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the Program Description section, any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit quarterly financial reports, quarterly progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements,

including performance measures data.

Federal Awarding Agency Contact(s)

For OJP contact(s), see solicitation cover page.

For contact information for Grants.gov and JustGrants, see solicitation cover page.

Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the [OJP Grant Application Resource Guide](#) for information on Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the [OJP Grant Application Resource Guide](#) for information on how to provide feedback to OJP.

Performance Measures

Award recipients will be required to submit performance measure data in the Performance Measurement Tool (PMT) and/or JustGrants. Examples of the performance measures questionnaire can be found at [Body-Worn Camera \(BWC\) Pilot Implementation Program \(ojp.gov\)](#). Further guidance on the post-award submission process will be provided, if applicant is selected for award.

Application Checklist

Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies

This application checklist has been created as an aid in developing an application. The [DOJ Application Submission Checklist](#) is another resource.

What an Applicant Must Do:

Prior to Registering in Grants.gov:

- Acquire a DUNS Number (see [OJP Grant Application Resource Guide](#))
- Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with Grants.gov:

- Acquire AOR and Grants.gov username/password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Biz POC (see [OJP Grant Application Resource Guide](#))

To Find Funding Opportunity:

- Search for the Funding Opportunity on Grants.gov
- Select the correct Competition ID
- Access Funding Opportunity and Application Package (see [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, reporting available at [ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm](#) (see [OJP Grant Application Resource Guide](#))
- Submit **SF-424** and **SF-LLL** in Grants.gov

Overview of Post-Award Legal Requirements:

- Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2021 Awards](#)" in the [OJP Funding Resource Center](#).

Scope Requirement:

- The federal amount requested is within the allowable limit(s) of no more than \$2,000 per BWC proposed to be purchased (see prior "**\$2,000 per BWC funding cap**" discussion).

Eligibility Requirement:

- State governments
 - Special district governments
 - City or township governments
 - Public and state-controlled institutions of higher education
 - County governments
 - Public housing authorities/Indian housing authorities
 - Native American tribal organizations (other than federally recognized tribal governments)
 - Independent school districts
 - Public agencies as defined in 34 U.S.C. 10251(a)(6)
- Submit **SF-424** and **SF-LLL** in Grants.gov

After SF-424 and SF-LLL Submission in Grants.gov, Receive Grants.gov Email Notifications That:

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

If No Grants.gov Receipt, and Validation or Error Notifications are Received:

- Contact the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at grants@ncjrs.gov. Response Center hours of operation are 10 a.m. to 6 p.m. eastern time Monday through Friday, and 10 a.m. to 8 p.m. eastern time on the solicitation close date.

Receive email notification to complete application in JustGrants:

- Complete Application in JustGrants
- Receive email notification to complete application in JustGrants
- Assign an Authorized Representative to the Entity.

Content of Application Submission:

The following items are critical application elements required to pass Basic Minimum Requirements review. An application that OJP determines does not include the application elements that must be included in the application submission in order for the application to meet the basic minimum requirements, will neither proceed to peer review, nor receive further consideration.

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based form)

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## Content of Application Submission

- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- Intergovernmental Review
- Standard Applicant Information (SF-424 info from Grants.gov)
- Proposal Abstract
- Proposal Narrative
- Recommended Agency Application Screening Form (select one from below)
  - [Single Agency Screening Sheet for Any Agency Applying for Federal Funding of Its Own BWC Program](#)
  - [Partnership Application Screening Sheet for Any Agency Applying as Primary Grant Applicant on Behalf of Two or More Law Enforcement Agencies](#)
- Documentation of Subgrantee Intent (if applicable): For any application proposing one or more subrecipients/subgrantees, documentation of intent to participate should be submitted in the form of an MOU or letter of intent on agency letterhead with a signature of the chief law enforcement executive.

## Budget and Associated Documentation

- Budget Worksheet and Budget Narrative (Web-based form)
- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process related to Executive Compensation *[insert if applicable, consult with OGC]*

## Additional Application Components

- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (if applicable) (see [OJP Grant Application Resource Guide](#))
- Documentation of Advancing DOJ Priorities (if applicable)
- Documentation of enhanced public safety in federally designated Qualified Opportunity Zones (if applicable)

## Disclosures and Assurances

- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Duplication in Cost Items (Pending Applications) (see [OJP Grant Application Resource Guide](#))
- DOJ Certified Standard Assurance (see [OJP Grant Application Resource Guide](#))
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification - DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))

## Submit Application in JustGrants:

- Application has been successfully submitted in JustGrants

*If No JustGrants Application Submission, Validation, or Error Notifications are Received:*

- Contact [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833-872-5175 regarding technical difficulties