

**FY 2023 Bureau of Justice Assistance  
Body-Worn Camera Policy and Implementation Program  
Single Agency Screening Form  
For Any Agency Applying for Federal Funding for  
Its Own Body Worn Camera Program**

**Purpose:** This screening form serves three purposes. First, it allows a prospective Bureau of Justice Assistance (BJA) Body-Worn Camera Policy and Implementation Program (BWCPIP) grantee to determine if it is eligible for FY 2023 funding. The BWCPIP grant is intended to support a law enforcement agency’s plan for implementing a comprehensive body-worn camera (BWC) program. Second, the form serves as a self-assessment to determine whether an agency is sufficiently capable and committed to fulfill the grant’s administrative and programmatic requirements. Third, for those agencies that do decide to apply, it is recommended that this form be submitted as an attachment in support of the agency’s full application.

**Limits on this form’s applicability:** This screening form should be used only by a law enforcement agency (LEA) that is seeking BWCPIP federal funds to support its own BWC program. Any applicant seeking to apply on behalf of itself and one or more subrecipient agencies should complete the **FY 2023 BJA BWCPIP Partnership Application Screening Form**. A state or regional consortium seeking to apply on behalf of its constituent law enforcement agencies should also use the Partnership Application Screening Form.

**This form should only be used for agencies applying under Category 1 – Site-based Awards to Law Enforcement Agencies or Category 2 – Site-based Awards to State Correctional Agencies.**

**Note to Applicants:** If an LEA applies for FY 2023 BWCPIP funding, this form will clarify the scope of its BWC program. In addition, this form can help an applicant organize and complete the proposal narrative and budget detail, as required by the FY 2023 BWCPIP solicitation, in order to assess its eligibility and commitment to the program. **BJA strongly recommends that a copy of this screening form be included as an attachment to the FY 2023 BJA BWCPIP grant application package.**

**Section A: Agency Eligibility, Program Type, and Score**

<p>1. Is the applying agency a publicly funded law enforcement agency that performs law enforcement functions such as enforcing state or local laws and having powers of citation, arrest, or prosecution? <b>If the answer is NO, your agency is not eligible to apply.</b></p>	<p>Yes</p> <p>No</p>
<p>2. What type of law enforcement agency is the applicant agency?  <b>(Select only one.)</b></p>	<p>Municipal LE County Sheriff County LE (not Sheriff) University/College LE Secondary School LE Primary State Police Agency Special Jurisdiction LE (e.g., transit authority or park police) Regional LE Agency Tribal LE Agency Prosecutor’s Office (that performs LE functions) Correctional Agency (that performs LE functions)</p>

3. Number of sworn officers <b>currently employed</b> (if part-time officers are employed use number of full-time equivalent).	
4. Maximum number of sworn officers <b>authorized by your</b> agency's governing authority (if applicable, use number of full-time equivalent).	
5. Total number of BWCs that are already deployed in your agency or will be in possession of your agency <b>on or before September 30, 2023</b> . If none, enter "0".	
6. Select the best description of the BWC implementation program that will be supported, should your agency receive BWCP funds <b>Select only one.</b>	<p>A pilot or trial program</p> <p>Expansion of existing BWC program</p> <p>An extensive or full-scale implementation</p> <p>Replacement of equipment that has reached the end of life-cycle</p>
7. What is the total number of BWCs the applicant intends to purchase through this grant, including <u>both</u> those acquired with federal and matching funds?	

**Section B: Agency Minimal Commitment to Programmatic Requirements of BWC PIP Site-Based Grant**

1. Does the agency intend to purchase or lease BWCs as part of this grant application? <b>If the answer is NO, your agency is <u>not</u> eligible to apply under Category 1 or 2.</b>	<p>Yes</p> <p>No</p>
<p>The items below describe the minimal program requirements. To be a successful applicant, your agency should be committed to answering yes to all of the questions below. Note that such commitment must also be clearly and expressly described in the agency's grant application, notably the proposal narrative. Since BWCP is a competitive, peer-reviewed grant program, all applications will be assessed on the quality and completeness of the application package, <b>not the answers provided in this screening document.</b></p>	
2. Agency is committed to implementing a comprehensive BWC program that incorporates all of the following.	
2.1. Delivery of a comprehensive BWC policy that will be (or was) developed in partnership with key stakeholders outside of the LEA, including prosecutors or other legal officials who will be responsible for reviewing BWC footage	<p>Yes</p> <p>No</p>
2.2. A plan for training BWC users that at a minimum includes BWC operations, BWC policy, and any state or local laws and regulations affecting BWC deployment and use.	<p>Yes</p> <p>No</p>
2.3. A management plan to regularly assess the effects of BWCs on organizational performance, including BWC impacts on the volume of citizen complaints and officer use of force, as well as assessment of the evidentiary value of BWCs.	<p>Yes</p> <p>No</p>
2.4. A plan to sustain and fund the BWC program after the end of the grant period	<p>Yes</p> <p>No</p>
3. Is the LEA committed to devoting the necessary resources to both implement and sustain a viable BWC program addressing the administrative and grant management requirements detailed below?	
3.1. Program Implementation Capacity: Carefully consider the number, rank, and experience of the personnel who will purchase, manage, and assess the BWC implementation, based on your agency's size and/or extent of implementation (e.g., pilot, expansion, or full).	<p>Yes</p> <p>No</p>

<p>3.2. <b>Grant Management Commitment and Capacity:</b> Appropriate personnel will be identified and they will understand the need to submit timely progress reports and financial reports, take required grant training, and adhere to federal procurement rules.</p>	<p>Yes No</p>
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**Section C: Matching Requirement, Non-Supplanting, and Federal Funding Maximum**

<p>1.1. <b>Matching Fund Commitment:</b> Agency representative recognizes that the BWC PIP grant program requires a 1:1 match. As described in the full solicitation, this is a dollar-for-dollar match that may be satisfied through cash or in-kind local agency contributions. If an agency is requesting \$50,000 in federal funding, for example, the agency must include a budget that specifies <b>at least</b> \$50,000 in matching funds.</p>	<p>Yes No</p>
<p>1.2. <b>Non-Supplementing Provision:</b> Agency recognizes that the BWC PIP grant program cannot be used to supplant funds that an agency has already committed for purchasing of BWC equipment or program operations.</p>	<p>Yes No</p>
<p>1.3. <b>Grant Cap Calculation:</b> Using the number of cameras entered under <b>Section A, Item 7</b>, calculate the <b>maximum</b> federal funding amount for your agency. This should be equal to the number of BWCs indicated multiplied by \$2,000. <b>This figure does not necessarily suggest you will pay \$2,000 per camera. Depending on you program design, this may include the cost of BWCs, docking stations, training, and salaries of support personnel.</b> The dollar amount does represent the <b>maximum</b> federal funding amount for which your agency is eligible under BWC PIP. The federal budget you request under this program must not be higher than this amount. It may be lower based on the scope of you program and/or the portion you seek to fund using the federal funds from BWC PIP.</p>	

**Section D: Agency Identifying Information**

Legal name of applicant agency	
LEA representative completing the form	
Representative's title	
Representative's email	
Representative's phone	
Street address	
City	
State	
Zip code	
Date form completed	