

FY 2021 BJA BWC PIP
Single Agency Screening Sheet
For Any Agency Applying for Federal Funding for
Its Own Body-Worn Camera Program

Purpose: This screening sheet serves three purposes. First, it allows a prospective grantee that is considering applying for the Bureau of Justice Assistance (BJA) Body-Worn Camera Policy and Implementation Program (BWC PIP) grant to determine if it is eligible for FY 2021 grant funding. The BWC PIP grant is intended to support a law enforcement agency's plans for implementing a comprehensive body-worn camera (BWC) program. Second, the form supports self-assessment to determine whether an agency considering applying is sufficiently capable and committed to fulfill the administrative and programmatic requirements of the grant. Third, for those agencies that do decide to apply, this form should be submitted as an attachment in support of the agency's full application.

Limits on this form's applicability: This screening sheet should be used only by an agency that is seeking BWC PIP federal funds to **support its own** BWC program. Any applicant that is seeking to apply on behalf of itself and one or more subrecipient agencies should complete the **FY 2021 BJA BWC PIP Partnership Application Screening Sheet** instead of this form. A state or regional consortium seeking to apply on behalf of its constituent law enforcement agencies should also use the **Partnership Application Screening Sheet**.

Note to Applicants: If an agency applies for FY 2021 BWC PIP funding, this screening sheet will help clarify the scope of the applicant's BWC PIP program for processing by the BJA staff. As a gauge for assessing eligibility and program commitment, this screening form should also help an applicant organize and complete its full program narrative and budget detail for the FY 2021 BWC PIP solicitation. **It is strongly recommended that a copy of this screening form be included as an attachment to an agency's FY 2021 BJA BWC PIP grant application package.**

Section A: Agency Eligibility, Program Type, and Scope

1. Applying agency is a publically funded law enforcement agency that performs law enforcement functions (such as enforcing state or local laws and having powers of citation, arrest, or prosecution)? If the answer is NO, your agency is not eligible to apply.	Yes No
2. Best description of the law enforcement (LE) agency type for applicant agency (select only one).	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)

3. Number of sworn officers currently employed (if part-time officers are employed use number of full-time equivalent).	
4. Maximum number of sworn officers authorized by your 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 on or before September 30, 2021 . If none, enter "0".	
6. Best description of BWC implementation type that will be supported should your agency receive BWC PIP funds (select only one).	A pilot or trial program Expansion of existing BWC program An extensive or full-scale implementation Replacement of equipment that has reached the end of life-cycle
7. Total number of BWC intended to be purchases as part of this grant. Include all whether proposed purchase is through federal or matching funds.	

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

1. Agency intends to purchase or lease BWCs as part of this grant application. If the answer is NO, your agency is not eligible to apply.	Yes No
The items below denote 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 material, in particular the program narrative. BWC PIP is a competitive peer-reviewed grant program. All applications will be assessed on the quality and completeness of the application package, not the answers provided in this screening document.	
2. Agency is committed to implementing a comprehensive BWC program that incorporates all of the following.	
2.1. A comprehensive BWC policy that will be (or was) developed in partnership with key stakeholders outside of the police agency, including at minimum prosecutors or other legal officials that will be responsible for reviewing BWC footage.	Yes No
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.	Yes No
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.	Yes No
2.4. A plan to sustain and fund the BWC program after the end of the grant period	Yes No
3. Agency is committed to devoting the necessary resources to <u>both</u> implement and sustain a viable BWC program <u>and</u> address administrative and grant management requirements detailed below:	
3.1. Program Implementation Capacity: Careful consideration will be given to the number, rank, and experience of personnel who will be needed to purchase,	Yes No

manage, and assess BWC implementation based on agency size and/or extent of implementation (e.g., pilot, expansion, or full).	
3.2. Grant Management Commitment and Capacity: 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.	Yes No

Section C: *Matching Requirement, Non-Supplanting, and Federal Funding Maximum*

1.1. Matching Fund Commitment: 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 at least \$50,000 in matching funds.	Yes No
1.2. Non-Supplementing Provision: 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.	Yes No
1.3. Grant Cap Calculation: Using the number of cameras entered under Section A, Item 7 , calculate the maximum federal funding amount for your agency. This should be equal to the number of BWCs indicated multiplied by \$2,000. 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. The dollar amount does represent the maximum 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.	

Section D: *Agency Identifying Information*

This section should be completed and submitted as an attachment to your agency's grant application should you choose to move forward with an application

Legal name of applicant agency	
Agency representative completing form	
Representative title	
Representative email	
Representative phone	
Street address	
Mailing address city	

Agency state	
Zip code	
Date form finalized	