

FY2020 BJA BWCIPIP
Single Agency Screening Sheet for
Any Agency Applying for Federal Funding
of 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 (BWCIPI) grant to determine if they are eligible for FY2020 grant funding. The BWCIPI 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 forms applicability: This screening sheet should be used only by an agency that is seeking BWCIPI 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 **FY2020 BJA BWCIPI 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 FY2020 BWCIPI funding, this screening sheet will help clarify the scope of the applicant's BWCIPI program for processing by the BJA staff. As a gauge for assessing eligibility and program commitment, this screening form should also assist an applicant in organizing and completing its full program narrative and budget detail for the FY2020 BWCIPI solicitation. **It is strongly recommended that a copy of this screening form be included as an attachment to an agency's FY2020 BJA BWCIPI grant application package**

Section A: Agency Eligibility, Program Type and Scope

Agency Eligibility		Response
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)? <i>If the answer is NO, your agency is not eligible to apply.</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Which choice best describes the law enforcement (LE) agency type for applicant agency:	<input type="checkbox"/> Municipal LE <input type="checkbox"/> County Sheriff <input type="checkbox"/> County LE (not Sheriff) <input type="checkbox"/> University/College LE <input type="checkbox"/> Secondary School LE <input type="checkbox"/> Primary State Police Agency <input type="checkbox"/> Special Jurisdiction LE (e.g., transit authority or park police) <input type="checkbox"/> Regional LE Agency <input type="checkbox"/> Tribal LE Agency <input type="checkbox"/> Prosecutor's Office (that performs LE functions) <input type="checkbox"/> 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 deployed in agency or will be in possession of your agency on or before September 30, 2020		_____
6. Best description of BWC implementation type that will be supported should your agency receive BWCPIP funds (check only one).	<input type="checkbox"/> A pilot or trial program <input type="checkbox"/> Expansion of existing BWC program <input type="checkbox"/> An extensive or full-scale implementation <input type="checkbox"/> 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 BWCPPI Site-Based Grant

Agency Commitment	Response
1. Agency intends to purchase or lease BWCs as part of this grant application. <i>If the answer is NO, your agency is not eligible to apply.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>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. BWCPPI 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.</i>	
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.	<input type="checkbox"/> Yes <input type="checkbox"/> 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.	<input type="checkbox"/> Yes <input type="checkbox"/> 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.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.4. A plan to sustain and fund the BWC program after the end of the grant period	<input type="checkbox"/> Yes <input type="checkbox"/> 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, manage, and assess BWC implementation based on agency size and/or extent of implementation (e.g., pilot, expansion, or full)	<input type="checkbox"/> Yes <input type="checkbox"/> No
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.	<input type="checkbox"/> Yes <input type="checkbox"/> No

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

Requirement	Response
<p>1.1. Matching Fund Commitment: Agency recognizes that the BWCPPIP grant program requires a 50% 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.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>1.2. Non-Supplementing Provision: Agency recognizes that the BWCPPIP grant program cannot be used to supplant funds that an agency has already committed for purchasing of BWC equipment or program operations.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>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 BWC 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 BWCPPIP. 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 BWCPPIP.</p>	\$ _____

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

Identifying Information	Response
Legal name of applicant agency	
Agency representative completing form	
Agency representative title	
Agency representative email	
Agency representative phone	
Agency street address	
Agency mailing address city	
Agency state	
Agency zip code	
Date form finalized	