

U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance



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## BJA FY 2022 Body-worn Camera Policy and Implementation Program to Support Law Enforcement Agencies

<b>Assistance Listing Number #</b>	16.835
<b>Grants.gov Opportunity Number:</b>	O-BJA-2022-171093
<b>Solicitation Release Date:</b>	March 24, 2022 3:00 PM
<b>Grants.gov Deadline:</b>	May 20, 2022 8:59 PM
<b>Application JustGrants Deadline:</b>	May 25, 2022 8:59 PM

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### Overview

The [U.S. Department of Justice \(DOJ\)](#) [Office of Justice Programs \(OJP\)](#), [Bureau of Justice Assistance \(BJA\)](#) seeks 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 DOJ'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 on how to prepare and submit applications for funding to OJP. 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

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2022-00075-PROD	Category 1: Site-based Awards to Law Enforcement Agencies (including self-initiated partnership application)	40	\$2,000,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00076-PROD	Category 2: Site-based Awards to State Correctional Agencies	8	\$2,000,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00077-PROD	Category 3: Digital Evidence Management and Integration Demonstration Projects	3	\$1,000,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00078-PROD	Category 4: Optimizing Body-worn Camera (BWC) Footage in Prosecutors' Offices Demonstration Projects	3	\$1,000,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00079-PROD	Category 5: Using BWC Footage for Training and Constitutional Policing Demonstration Projects	3	\$1,000,000.00	10/1/22 12:00 AM	36

### Eligible Applicants:

Other

Eligible agencies include law enforcement agencies, correctional agencies that perform law enforcement functions, prosecutors' offices, and state or regional consortia that support such agencies, including state administrating agencies (SAAs). Eligibility is restricted to agencies that are publicly funded. State and regional consortia are eligible to apply, provided they are considered a public agency. "Public agency" means "any State, unit of local government, combination of such States or units, or any department, agency, or instrumentality of any of the foregoing"; as defined in [34 U.S.C. 10251\(a\)\(6\)](#).

Private law enforcement agencies and private correctional agencies are not eligible for funding.

**Category 1 applicants** must be publicly funded law enforcement agencies that operate under governmental authorities or special jurisdiction. Eligible agencies include state, local, tribal, public university or college, park, and transportation authority police.

Prosecutors' offices operating at a municipal, county, or state level are eligible to apply. Privately funded law enforcement agencies are not eligible to apply.

**Category 2 applicants** must be publicly funded state or territory correctional agencies, provided

they perform law enforcement functions as part of regular duties that are supported by public funding. Private correctional agencies are not eligible to apply.

**Category 3 applicants** must meet the same provisions described for **Category 1**.

**Category 4 applicants** must be publicly funded prosecutors' offices operating at a municipal, county, or state level.

**Category 5 applicants** must meet the same provisions described for **Category 1**.

Applicants for the Body-worn Camera Policy and Implementation Program to Support Law Enforcement Agencies may apply on their own behalf or in partnership with one or more agencies that meet the eligibility criteria.

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, to be eligible for FY 2022 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 certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, the Implementation Fact Sheet, and the List of Designated Independent Credentialing Bodies.

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 2022 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

### **Contact Information**

For technical assistance with submitting the Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at [Grants.gov customer support](#), or email at [support@grants.gov](mailto: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 Justic Grants System (JustGrants), contact the JustGrants Service Desk at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or at 833-872-5175. 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.

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

### **Submission Information**

Applications will be submitted to DOJ in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities (SF- LLL) form when they register in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Beginning April 4, 2022, the Federal government will cease using the Data Universal Numbering System (DUNS) number to uniquely identify entities. At that point, entities doing business with the Federal government will use a Unique Entity Identifier (UEI) created in SAM.gov. If your entity is currently registered in SAM.gov, your UEI has already been assigned and is viewable in SAM.gov. This includes inactive registrations. If you are a new entity registering in SAM.gov, you will continue to register in SAM.gov using the DUNS number assigned by Dun and Bradstreet (D&B) until April 4, 2022. Upon completing your registration in SAM.gov, you will be assigned a UEI. For additional information, see the [Unique Entity Identifier Update](#) and the [OJP Grant Application Resource Guide](#).

IMPORTANT: Grants.gov will transition to UEI at 11:59 p.m. eastern time (ET) on March 31, 2022. To support this transition, DOJ will update all posted Grants.gov funding opportunity packages to reflect the use of UEI.

All entities applying for DOJ funding opportunities that have a Grants.gov close date after March 31, 2022, must take one of the following actions:

1) Complete and submit the SF-424 and SF-LLL no later than March 30, 2022, at 8:00 p.m. ET.

- If the SF-424 is not completed and submitted by this time, any information contained in the SF-424 will be lost during the transition.
- If this occurs, applicants will need to re-enter their data in the new SF-424 form upon returning to Grants.gov on April 1, 2022.

2) Wait until April 1, 2022, to begin and submit the Grants.gov application.

Step 2: The applicant must then submit the full application including attachments in JustGrants at [JustGrants.usdoj.gov](https://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](#) and the [JustGrants website](#) for more information, resources, and training.

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## **Program Description**

### **Overview**

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community. The purpose of the FY 2022 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 implemented in publicly funded law enforcement agencies (LEAs) or correctional agencies that perform law enforcement functions. In addition, the BWCPIP-LEA Program supports the refinement of existing BWC implementation operating in publicly funded operation through demonstration programs in which BWC implementation practice and operation have exhibited a demonstrable improvement in agency operations and that have a high likelihood of being replicated in other locations.

Eligible agencies include law enforcement agencies, correctional agencies that perform law enforcement functions, prosecutors' offices, and state or regional consortia that support such agencies, including state administrating agencies (SAAs). Eligibility is restricted to agencies that are publicly funded. Private law enforcement agencies and private correctional agencies are not eligible for funding.

### **Statutory Authority**

Any awards under this solicitation would be made under the Department of Justice Appropriations Act, 2022 (Pub. L. No. 117-103).

### **Specific Information**

Funding under this program supports agencies seeking to establish, expand, or refine 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.

For agencies that primarily intend to initiate, pilot, or expand a BWC program through the purchase or lease of BWCs, Categories 1 and 2, federal funding for awards cannot exceed \$2,000 per BWC. The absolute cap on these awards is \$2,000,000. If an applicant applies for the cap of \$2,000,000, it must propose to acquire no fewer than 1,000 BWCs. The federal award amount under Categories 1 or 2 would be capped based on the number of BWCs proposed to be purchased or leased using the \$2,000 per BWC funding metric (as described below under "Other Budget Language"). For example, if an agency proposes to establish a BWC program to equip 120 officers with 120 BWCs, the maximum amount of federal funding would be capped at \$240,000 (120 BWCs \* \$2,000). All applications under Categories 1 and 2 are expected to purchase or lease BWCs as a core part of the grant program. These implementations may be full-agency implementations, expansion of existing programs to additional personnel, or pilot programs.



The maximum amount of funding for Categories 3, 4, and 5 is \$1,000,000. Unlike Categories 1 and 2, agencies need not propose to purchase or lease BWCs. However, if the demonstration project does include BWC acquisition, those specific BWCPIP-related purchase or lease expenses are limited by the \$2,000 per BWC funding metric (as described below under “Other Budget Language”).

BWC programs are an important tool that when strategically implemented can 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. In addition, the effective management of data generated from BWCs has become vital to modern law enforcement practices. The sharing of digital evidence being generated from BWCs between law enforcement agencies with prosecutors’ offices, defense council, and the judiciary has become more commonplace. The adoption of BWCs by correctional agencies is becoming more commonplace. In order to both increase the number of BWCs deployed in law enforcement agencies across the United States and improve the efficacy and efficiency with which BWC programs are implemented, the Bureau of Justice Assistance (BJA) has expanded its BWCPIP Program to five distinct categories.

**Coordination with Training and Technical Assistance Provider:** Should they be awarded, applicants for all funding categories are expected to work collaboratively with BJA’s selected training and technical assistance (TTA) provider. While the nature of engagement and collaboration will vary by the grantees’ proposed work, the TTA provider’s role is to provide resources and assistance to individual grantees, determine common themes across individual BWC programs and demonstration programs implemented, develop BWC knowledge products for grantees and the criminal justice field, and identify promising practices for replication and refinement. To be successful, applicants should affirm their willingness to work collaboratively with the TTA provider.

**Category 1: Site-based Awards to Law Enforcement Agencies (LEAs)** — Funding under this category supports law enforcement 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 in that law enforcement setting. 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. This category is intended for publicly funded law enforcement agencies, which includes but is not limited to state, tribal, municipal, and county law enforcement agencies. Other specialized jurisdiction law enforcement agencies such as school district police, university or college police, park police, fish-and-game police, and transportation police are eligible to apply provided they are primarily supported through public funding. Private police agencies are not eligible to apply. Any sheriff’s department that intends to deploy

BWCs in a jail setting should apply under this category, even if they intend to deploy BWCs only in a jail setting (and not for patrol officers). Additional requirements for this category are listed below in “**Conditions and Examples Specific to Categories 1 and 2.**”

**Category 2:** Funding under this category supports state or territory correctional departments 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 in correctional settings. 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. Application may include the deployment of BWCs in one or more of the correctional institutions under state or territory jurisdiction. These may also include deployment of BWCs to parole or other community supervision officer operating as agents for the state or territory correctional agency.

**Category 3:** Funding under this category supports existing or proposed digital evidence integration demonstration efforts in law enforcement agencies, prosecution agencies, or in partnerships between such agencies. Increasingly, digital data footage from BWCs is being integrated with other forms of digital evidence generated by the police (e.g., from dash cams, fixed cams, license plate readers, and aerial photography). Agencies are beginning to deploy integrated digital evidence systems, which are purpose-built within the agency, rely on commercially available digital evidence integration platforms, or rely on hybrid approaches. This award category is intended to support those agencies that have made clear and demonstrable progress in digital evidence sharing and integration across two or more agencies. This integration may be horizontal (across law enforcement agencies) or vertical (between law enforcement and prosecutors’ agencies).

Agencies applying under this category should at minimum have achieved the following milestones and demonstrate such in their proposals:

- Have an established and successful BWC program.
- Be engaged in the process of sharing digital evidence from BWCs and other sources with one or more other agencies (law enforcement or prosecution).
- Are able to demonstrate progress in such endeavors, document these practices, and share challenges, successful practices, and effective problem-solving strategies.
- Are willing to work with a training and technical assistance provider to share best practices with the field and other interested parties, as well as engage in peer-to-peer activities with other similar grantees.
- Law enforcement or prosecutors’ agencies should either have in-house assessment and analysis capabilities or propose partners (e.g., university researchers or consultant) that can assist in those activities.

#### Other Special Considerations

Agencies applying under this category should be aware of the following considerations:

- The primary purpose of the solicitation category is to demonstrate and further develop



successful interagency digital data sharing and integration efforts. The purchased of BWCs and related equipment is allowable, but this category is not primarily a BWC or equipment purchase program.

- Purchase or lease of additional BWC equipment that is instrumental to the broader program goals is permissible, but should be no more than 15 percent of the federal budget amount.
- Purchase, lease, or contracting for equipment or services in furtherance of digital data sharing and integration (DESI) are permissible, but should be no more than 25 percent of the federal grant. This limitation does not apply to personnel or contractors. This category does not support digital data sharing and integration start-up efforts.
- Applicants are expected to have an existing capacity and experience in DESI.

**Category 4:** Funding under this category supports prosecutors' offices that are seeking to improve their capacity to receive, access, process, better interpret, and more efficiently use digital evidence from BWCs (and other digital devices). Based on work done with BWCPIP grantees and associated prosecutors' offices since the inception of the BWC Program, prosecutors' offices have varied in their capacities to handle and effectively access BWC footage, as well as effectively use digital footage to improve prosecutorial decision-making and successful case outcomes. Applicants for this category are expected to have addressed and resolved these challenges to a significant degree and be willing to share their challenges, solutions, and problem-solving approaches to better leveraging digital evidence.

Agencies applying under this category should at minimum have achieved the following core milestones and demonstrate such in their proposals:

- Have been receiving or accessing BWC digital data (and optionally data from other digital devices) for at least 6 months from at least one law enforcement agency.
- Have had at least 6 months experience using digital data for prosecutorial decision-making (e.g., BWC digital evidence used in making charging decisions or prosecution strategies) and leveraging digital evidence to improve prosecutorial outcomes.
- Are able to demonstrate progress in such endeavors, document these practices, and share challenges, practices, and problem-solving strategies.
- Are willing to work with a training and technical assistance provider to share best practices with the field and other interested parties, as well as engage in peer-to-peer activities with other similar grantees.
- Prosecutors' agencies should either have in-house assessment and analysis capabilities or propose partners (e.g., university researchers or consultant) that can assist in those activities.

#### Other Special Considerations

Agencies applying under this category should be aware of the following considerations:

The primary purpose of the solicitation category is to demonstrate and improve effective use of digital evidence by prosecutors' offices. The purchase of BWCs and related equipment are allowable under Category 4. However, Category 4 is not

primarily a BWC or equipment purchase program. Any BWC-related purchase should be supportive of broader program goals.

- Purchase or lease of additional BWC equipment that is instrumental to the broader program goals is permissible, but should be no more than 15 percent of the federal budget amount.
- Purchase, lease, or contracting for equipment or services in furtherance of prosecutor access, management, and evidence assessment are permissible, but should be no more than 25 percent of the federal grant. This limitation does not apply to personnel or contractors. Such funds could be used, for instance, to purchase licenses for prosecutorial personnel to access digital data stored in the cloud.
- This category does not support start-up efforts for prosecutors' offices with no existing experience or capacity to handle digital evidence from BWCs. Applicants are expected to have an existing capacity and experience in digital evidence.

**Category 5:** Funding under this category supports law enforcement agencies that have demonstrated success in using agency-generated BWC footage to (a) promote community outreach efforts, (b) improve officer performance through training using agency BWCs (e.g., de-escalation training) and/or (c) advance constitutional policing practices (e.g., monitoring officer compliance with BWC policy or standards for fair-and-effective policing).

Agencies applying under this category should at minimum have achieved the following core milestones and demonstrate such in their proposals:

- Have been successfully operating a comprehensive BWC program for at least 1 year and have an active BWC policy that meets the criteria set of factors delineated on the BWCPPI Policy Agency Self-Certification form.
- Have had at least 6 months experience using BWCs, digital data, and footage to advance police training, performance, and/or constitutional policing.
- Are willing to work with a training and technical assistance provider to share best practices with the field and other interested parties, as well as engage in peer-to-peer activities with other similar grantees.
- Law enforcement agencies should either have in-house assessment and analysis capabilities or propose partners (e.g., university researchers or consultant) that can assist in those activities.

### **Other Special Considerations**

Agencies applying under this category should be aware of the following considerations:

- The primary purpose of the solicitation category is to demonstrate the effective use of BWCs and BWC digital footage to enhance training, encourage best practices such as de-escalation, and promote other constitutional police practices. The purchase of BWCs and related equipment is allowable, but this is not primarily a BWC or equipment purchase program.
- Purchase or lease of additional BWC equipment that is instrumental to the broader program goals is permissible, but should be no more than 15 percent of the federal budget amount.



- Purchase, lease, or contracting for equipment or services in furtherance of prosecutor access, management, and evidence assessment are permissible, but should be no more than 25 percent of the federal grant. This limitation does not apply to personnel or contractors.

**Conditions and Examples Specific to Categories 1 and 2:**

Authorizing language requires that the funds be used for the purchase of BWCs for law enforcement (including prosecutorial and correctional agencies) 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/lease BWCs are not eligible for Category 1 or 2 funding, but may be considered under Categories 3, 4, or 5 provided they comport with the requirements of those demonstration projects.

In addition, while Categories 1 and 2 are intended for the purchase/lease 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.

**Category 1 Examples:** The following examples illustrate different types of Category 1 applications and applicability of 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 BWCPPI 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 BWCPPI 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 BWCPPI 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.

**Category 2 Example:** The following example illustrates a Category 2 application and applicability of the \$2,000 per BWC funding cap under a single scenario. The law enforcement agency examples above provide additional information about how state correctional agencies might use BWCPIP funds to pilot or expand existing programs.

**Implementation of a multisite program:** A state department of corrections overseeing 12 correctional institutions with 400 full-time correctional officers proposes to acquire BWCs for 130 officers deployed in three facilities. Under the \$2,000 per BWC funding cap, this applicant may apply for no more than \$260,000 in federal funding (130 BWCs \* \$2,000). The applicant may opt not to request the maximum amount based on program scope or cost efficiencies.

**Partnership Documentation:** Any applicant that proposes to provide subawards to other criminal justice agencies must document which agencies it intends to subaward. Using the Category 1 Partnership Example above, the applicant would need to specifically identify the names of subawardees A through C. Applicants are encouraged to provide letters of intent or memorandums of understanding (MOUs) as attachments to their application. All agencies that propose subawardees should be as clear and explicit about funds, BWCs planned, and other proposed expenses to be incurred by subawardees. Agencies are encouraged to use the BJA form [Partnership Application Screening Sheet for Any Agency Applying as Primary Grant Applicant on Behalf of Two or More Law Enforcement Agencies](#)

**Single Agency Documentation:** Agencies that are applying to support BWCs only in their own agency are encouraged to use the BJA form [Single Agency Screening Sheet for Any Agency Applying for Federal Funding of Its Own BWC Program](#). This form will assist potential applicants in understanding organizational commitments for BWCPIP grantees and will assist applicants in verifying the number of BWCs proposed to be acquired and compliance with the \$2,000 per BWC funding cap.

## **Goals, Objectives, Deliverables, and Timeline**

### Goals

The goals for **Categories 1 and 2** are to support the purchase or lease of BWCs by law enforcement agencies or correctional agencies, respectively, as well as 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.

The goals for **Categories 3, 4, and 5** are to promote the documentation, development, and sharing of best practices by law enforcement agencies and prosecutors' offices that have already deployed BWC programs. Successful applicants will be able to assess, document, and share promising practices and lessons learned, all in a manner that allows replication by other interested agencies.



## Objectives

1. Establish a working relationship with the training and technical assistance provider to assure that comprehensive and deliberate BWC policies are in place or are developed and implemented during the grant period as part of the BWC program implementation.
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, partners, and other affected criminal justice stakeholders.
4. Demonstrate commitment to incorporating the evidentiary value of BWCs and digital evidence media into daily administrative and field operations in a manner that promotes improvements in criminal justice outcomes, including improvements in officer and citizen safety, improvement in officer training, and promotion of constitutional policing.
5. Address access to and sharing of BWC footage by agency personnel, prosecutors, other criminal justice stakeholders, and the community.
6. Establish training protocols for officers, supervisors, and administrators on BWC use and policy (Categories 1 and 2).

## Deliverables

1. 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 (Categories 1 and 2).
2. Regular calls, bi-monthly at minimum, with the TTA provider to report progress and receive guidance (Categories 1 and 2) up to and including the time at which BWCs are deployed.
3. Procurement of BWCs, and any other funding equipment and services, in a manner compliant with federal and local procurement guidelines.
4. Documentation of program descriptions, process assessments, lessons learned, and promising practices (Categories 3, 4, and 5).
5. 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 show the completed work's results, as discussed in the Application and Submission Information section.

## **Evidence-Based Programs or Practices**

OJP strongly encourages the use of data and evidence in policymaking and program development for 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."

## Federal Award Information

### Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2022-00075-PROD	Category 1: Site-based Awards to Law Enforcement Agencies (including self-initiated partnership application)	40	\$2,000,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00076-PROD	Category 2: Site-based Awards to State Correctional Agencies	8	\$2,000,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00077-PROD	Category 3: Digital Evidence Management and Integration Demonstration Projects	3	\$1,000,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00078-PROD	Category 4: Optimizing Body-worn Camera (BWC) Footage in Prosecutors' Offices Demonstration Projects	3	\$1,000,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00079-PROD	Category 5: Using BWC Footage for Training and Constitutional Policing Demonstration Projects	3	\$1,000,000.00	10/1/22 12:00 AM	36

### Awards, Amounts and Durations

**Period of Performance Start Date**  
10/1/22 12:00 AM

**Period of Performance Duration (Months)**  
36

**Anticipated Total Amount to be Awarded Under Solicitation**  
\$24,000,000.00

### 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 the award funded work's progress, 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.

## 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. See [OJP Grant Application Resource Guide](#) for additional information.

## Budget Information

**\$2,000 per BWC Funding Metric:** No individual applicant under Categories 1 and 2 may exceed the \$2,000 per BWC funding cap in the federal funds requested. This applies to all Category 1 and 2 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, digital data storage/management, 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.

For Categories 3, 4, and 5, this **\$2,000 per BWC Funding Metric** applies only if BWCs are proposed to be purchased or leased as part of the project proposed. It is expected that these programs already have established BWC programs and are seeking to develop demonstrable enhancements and refinements in their BWC programs. For instance, an agency that proposes a demonstration program under Category 3 (digital evidence integration with prosecutor) might elect to purchase five BWCs for investigators in the prosecutors' offices that do not currently have BWCs. That applicant should budget no more than \$10,000 specifically for such BWC acquisition/deployment.

## Cost Sharing or Matching Requirement

Match is required for Categories 1 and 2: This solicitation requires a 50 percent cash or in-kind match for Categories 1 and 2. Federal funds awarded under this solicitation may not cover more than 50 percent of the total costs of the project being funded. An applicant must identify the source of the 50 percent non-federal portion of the total project costs and how it will use match funds. If a successful applicant's proposed match exceeds the required match amount, and OJP approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit. ("Match" funds may be used only for purposes that would be allowable for the federal funds.) Recipients must satisfy this match requirement with cash or in-kind match. The formula for calculating match is

$$\frac{\text{Federal Award Amount}}{\text{Federal Share Percentage}} = \text{Adjusted (Total) Project Costs}$$

$$\text{Required Recipient's Share Percentage} \times \text{Adjusted Project Cost} = \text{Required Match}$$

**Example:** 90%/10% match requirement: for a federal award amount of \$500,000, calculate match as follows:

$$\frac{\$500,000}{90\%} = \$555,555 \qquad 10\% \times \$555,555 = \$55,555 \text{ match}$$

**Example:** 75%/25% match requirement: for a federal award amount of \$350,000, calculate match as follows:

$$\frac{\$350,000}{75\%} = \$466,667 \qquad 25\% \times \$466,667 = \$116,667 \text{ match}$$

**Example:** 50% match requirement: for a federal award amount of \$350,000, calculate match as follows:

$$\frac{\$350,000}{50\%} = \$700,000 \qquad 50\% \times \$700,000 = \$350,000 \text{ match}$$

See the [OJP Grant Application Resource Guide](#) for additional information on this match requirement. For step-by-step instructions for entering match amounts in the budget, see the [Budget Summary Match Guide](#).

Categories 3, 4, and 5 do not require a match.

## Unmanned Aircraft Systems

The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV, is unallowable.

## 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 cover page.

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

### **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)
- 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.

In addition, for Categories 1 and 2:

- 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](#)

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 must be submitted in Grants.gov. It 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 8F of the SF-424, please include the name and contact information of the individual who will complete the application 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 its 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 the purpose of the project, primary activities, expected outcomes, products and deliverables, the service area, and who will benefit from the proposed project, will be completed in the JustGrants web-based form. For Categories 1 and 2, the abstract should include (a) total number of BWCs proposed to be purchased during the grant period; (b) whether the program is best described as a pilot program, a new broad-scale implementation, or an expansion program; and (c) identify any subrecipient agencies that will receive funding for BWC purchase or lease. This abstract should be written in the third person and will be made publicly available on the OJP website if the project is awarded.

### **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.



## **Narrative Outline/Selection Criteria**

### **For Categories 1 and 2: Description of the Issue**

- State clearly whether this request is to support 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.

### **Program Design**

- Describe the implementation plan for achieving the objectives of BWC program implementation.
- 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 digital evidence media (DEM).
- Demonstrate plans to work with the local community to provide education and seek feedback on community needs and concerns regarding BWC implementation.
- 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.

### **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 MOUs or other appropriate mechanisms.

#### Plan for Collecting the Data

- 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 measure information is included as an alert that successful applicants will be required to submit performance data as part of each award's reporting requirements.

OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" section. Applicants can also visit OJP's performance measurement page at [www.ojp.gov/performance](http://www.ojp.gov/performance) for an overview of performance measurement activities at OJP.

BJA will require award recipients to submit performance measure data and performance reports in JustGrants. BJA will provide further guidance on the post-award submission process, if selected for award. A list of performance measure questions for this program can be found at [Body-worn camera \(BWC\) pilot implementation program \(ojp.gov\)](http://www.ojp.gov/body-worn-camera).

#### **For Categories 3, 4, and 5:**

##### Description of the Issue

- State clearly for which category the applicant is submitting and the need for assistance.
- Describe the agency's existing BWC-related program and practices, major accomplishments, and how requested funding is expected to help improve the program.
- Briefly describe the demographics of the affected jurisdiction or jurisdictions. Provide
- metrics on:
  - Total number of law enforcement officers, prosecutors, or other key personnel that will benefit from the project.
  - Known efficiencies gained from current practices and prospects for improving those through funded activities.

##### Program Design

- Describe the implementation plan for achieving the objectives of the program.

- 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 the project.
- Identify methods to develop policies and tracking mechanisms that include the legal responsibilities pertaining to 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.

#### 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 relevant technology capabilities, including the implementation of previous systems.
- Provide evidence of broad stakeholder and community collaboration and a high level of commitment from participating agencies and entities via MOUs or other appropriate mechanisms.

#### Plan for Collecting the Data

- 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 program components, best practices, and lessons learned.

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

OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" section. Applicants can also visit OJP's performance measurement page at [www.ojp.gov/performance](http://www.ojp.gov/performance) for an overview of performance measurement activities at OJP.

BJA will require award recipients to submit performance measure data and performance reports in JustGrants. BJA will provide further guidance on the post-award submission process, if selected for award. A list of performance measure questions for this program can be found at [Body-worn camera \(BWC\) pilot implementation program \(ojp.gov\)](http://www.ojp.gov/performance).

#### **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 Body-worn Camera Policy and Implementation Program to Support Law Enforcement Agencies' goals, objectives, and deliverables in the JustGrants Web-based form. See the [OJP Grant Application Resource Guide](#) for additional information.

## **Budget and Associated Documentation**

### **Budget Worksheet and Budget Narrative (Web-based Form)**

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

### **Indirect Cost Rate Agreement (if applicable)**

The applicant will submit its indirect cost rate agreement by uploading it 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)**

The applicant will download the questionnaire, Complete it, and submit it by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information and the link to the questionnaire.

### **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 "Application Attachments" section of the [OJP Grant Application Resource Guide](#) for information.

### **Additional Application Components**

Applicants will attach the additional requested documentation in JustGrants.

### **Tribal Authorizing Resolution**

An application in response to this solicitation may require inclusion of tribal authorizing documentation as an attachment. If applicable, the applicant will submit the tribal authorizing documentation by uploading it as an attachment in JustGrants. 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. The applicant will submit documentation of its research and evaluation independence and integrity by uploading it as an attachment in JustGrants. For additional information, see the [OJP Grant Application Resource Guide](#).

### **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.

### **Disclosures and Assurances**

The applicant will address the following disclosures and assurances.

#### **Disclosure of Lobbying Activities**

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

#### **DOJ Certified Standard Assurances**

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

#### **Applicant Disclosure of Duplication in Cost Items**

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**

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

#### **Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)**

If applicable, submit the DOJ High Risk Disclosure and Justification as an attachment in JustGrants. A DOJ High Risk Grantee is an award recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or is otherwise not responsible. See the [OJP Grant Application Resource Guide](#) for additional information.

## How to Apply

Step 1: The applicant must submit the **SF-424** and an **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Step 2: The applicant must then 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 must be submitted in Grants.gov by May 20, 2022 at 8:59 PM ET.

(IMPORTANT: Please carefully review UEI Transition details under Step 1. of the Submission Information section above).

The full application must be submitted in JustGrants on May 25, 2022 at 8:59 PM ET.

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates to allow sufficient time to correct errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

## Experiencing Unforeseen Technical Issues

An applicant that experiences unforeseen SAM.gov, Grants.gov, or JustGrants technical issues beyond its control that prevent application submission by the deadline, must demonstrate all efforts in requesting technical support in order to submit an application by the deadline. Technical support is available via phone and email to the applicable SAM.gov, Grants.gov, or JustGrants support centers or service desks in which an applicant received a ticket number for resolution. If an applicant misses a deadline due to unforeseen technical difficulties, the applicant may request a waiver to submit an application after the deadline. Note: If an applicant does not submit all the required Grants.gov forms by the Grants.gov deadline, the applicant will not be able to proceed to the JustGrants portion of the application process.

An applicant experiencing technical difficulties with the following systems must contact the associated support desk indicated below to report the technical issue and receive a tracking number:

- Grants.gov - contact the [Grants.gov Customer Support Hotline](#)
- SAM.gov - contact the [SAM Help Desk \(Federal Service Desk\)](#)
- JustGrants - contact the JustGrants Support Desk at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833-872-5175

An applicant requesting a waiver to submit a late application must document their request for technical assistance in an email to the OJP Response Center at [grants@ncjrs.gov](mailto:grants@ncjrs.gov) within 24 hours after the application deadline to request approval to submit its application after the deadline. If an



applicant has technical issues with Grants.gov, the applicant must contact the Grants.gov Customer Support Hotline within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. However, waiver requests will not be reviewed until after the JustGrants deadline to allow time for all waivers to be submitted. Waiver requests to submit after the submission deadline must:

- Describe the technical difficulties experienced;
- Include a timeline of the applicant's submission efforts (e.g., what date and time did the error occur, what date and time was action taken to resolve the issue and resubmit; and what date and time did support representatives respond)
- Include an attachment(s) of the complete grant application and all required documentation and material; and
- Include the applicant's DUNS number (or Unique Entity Identifier if applying after April 4, 2022), any applicable SAM.gov tracking number(s), Grants.gov Help Desk, and JustGrants Support Desk Ticket Numbers.

OJP will review each request for late submission and required supporting documentation and notify the applicant whether the request has been approved or denied. For more details on the waiver process, OJP encourages applicants to review the "Experiencing Unforeseen Technical Issues" section in the [OJP Grant Application Resource Guide](#).

## **Application Review Information**

### **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: Award 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 cover page.

For contact information for Grants.gov and JustGrants, see 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.



## Application Checklist

### BJA FY 2022 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:*

- Confirm your Entity's [System Award Management \(SAM\)](#) Registration Information (see [OJP Grant Application Resource Guide](#))
- Acquire a SAM Unique Entity Identifier (UEI):
  - If applying before April 4, 2022, obtain or confirm your Data Universal Number System (DUNS) number at [www.dnb.com](http://www.dnb.com).
  - On April 4, 2022, the federal government will stop using DUNS and start using the [new SAM UEI](#).

*To Register with Grants.gov:*

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

*To Find Funding Opportunity:*

- Search for the funding opportunity in Grants.gov using the opportunity number, Assistance Listing or keyword(s)
- Opportunity Number: **O-BJA-2022-171093**
- Access the Funding Opportunity and Application Package (see Step 7 in the [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](http://ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm) (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Biz POC (see [OJP Grant Application Resource Guide](#))

*Overview of Post-Award Legal Requirements:*

- Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2022 Awards](#)" in the [OJP Funding Resource Center](#).

*Review Scope Requirement:*

- The federal amount requested is within the allowable limit(s) of **\$2,000 per BWC funding cap** in the federal funds requested for categories 1 and 2. For Categories 3, 4, and 5, this **\$2,000 per BWC Funding Metric** applies only if BWCs are proposed to be purchased or leased as part of the project proposed. (see prior "\$2,000 per BWC funding cap" discussion under Budget Information).

*Review Eligibility Requirement:*

- **Category 1 applicants** must be publicly funded LEA's that operate under governmental authorities or special jurisdiction. Eligible agencies include state, local, tribal, public university or college, park police, and transportation authority police. They should be associated with entity types listed under "Eligibility Requirements" below. Prosecutors' offices operating at a municipal, county, or state level are eligible to apply. Privately funded law enforcement agencies are not eligible to apply.
- **Category 2 applicants** must be publicly funded state or territory correctional agencies provided they perform law enforcement functions as part of regular duties that are supported by public funding. Private correctional agencies are not eligible.
- **Category 3 applicants** must meet the same provisions described for **Category 1**.
- **Category 4 applicants** must be publicly funded prosecutors' offices operating at a municipal, county, or state level.
- **Category 5 applicants** must meet the same provisions described for **Category 1**.

**Prepare to submit the Application for Federal Assistance standard form (SF)-424 and Disclosure of Lobbying Activities form (SF-LLL)**

Review Information to complete the Application for Federal Assistance (SF-424) in Grants.gov

- Intergovernmental Review
- Complete Standard Applicant Information (SF-424 information from Grants.gov) 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 BJA or Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov customer support](#), or [support@grants.gov](mailto:support@grants.gov) regarding technical difficulties.(see [OJP Grant Application Resource Guide](#))

*Receive email notification to complete application in JustGrants:*

- Proceed to complete Application in JustGrants

**Content of Application Submission: Critical Application Elements**

The following items are critical application elements required to pass the basic minimum requirements review. If OJP determines that an application does not include the following elements, it will neither proceed to peer review, nor receive further consideration.

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

**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) For
- Categories 1 and 2:
  - 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](#)



## **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

## **Additional Application Components**

- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- Request and Justification for Employee Compensation; Waiver (if applicable) (see [OJP Grant Application Resource Guide](#))

## **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 the JustGrants Service Desk at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833-872-5175 regarding technical difficulties

