



## Frequently Asked Questions (FAQ)

FY24 Body Worn Camera Policy and Implementation Program (BWCPIP) Solicitation Webinar

Thursday June 20, 2024

For more information on the solicitation, please access the JSS website [HERE](#) as well as the BJA website [HERE](#).

### The Match

**Q:** What is the requirement for matching funds when it comes to Categories 1 & 2?

**A:** For categories 1 and 2 there is a 50% match requirement. That means for every dollar requested in federal assistance the applying agency must commit to spending one dollar (or more). Matching funds may be in the form of “cash” and “in-kind.” More details can be found in the most recent [DOJ Grants Financial Guide](#).

**Q:** Is there a requirement for matching funds when it comes to Categories 3-5? Will there be an application to waive the matching requirement?

**A:** There is no match requirement for Categories 2, 4, or 5, only for Categories 1 and 2.

**Q:** What is an “in-kind” match?

**A:** Per the [DOJ Grants Financial Guide](#), there are two types of match

- Cash match (hard) includes **cash** spent for project-related costs. An allowable cash match must include costs which are allowable with Federal funds, except acquisition of land, when applicable.
- Third party in-kind match (soft) includes, but is not limited to, the valuation of non-cash contributions. “In-kind” may be in the form of services (e.g., salaries for personnel), supplies, real property, and equipment.

For example, if in-kind match is permitted by law, then the value of donated services (personnel costs) can be used to comply with the match requirement. Also, third party in-kind contributions may count toward satisfying match requirements, provided the recipient of the contributions expends them as allowable costs.

**Q:** Are indirect costs allowed to be used as part of the matched funds?

**A:** Yes, indirect costs are allowable. Agencies including indirect costs in their budget should ensure that they have a current indirect cost rate agreement with a federally-recognized agency and provide such documentation in their application. More details can be found in the



most recent [DOJ Grants Financial Guide](#), particularly 3.11 INDIRECT COSTS which starts on page 87 of the guide.

### **General**

**Q:** Can agencies apply for more than one category for the FY24 Solicitation? Would there need to be a separate application for each?

**A:** Agencies may apply for more than one Category, which is sometime referred to as purpose areas. In such cases, agencies should complete a separate application since the requirements for purpose areas differ. If the agency is considering applying for Categories 1 or 2, remember that Category 2 is reserved for state or territorial correctional agencies. If an applicant is operating on a county or municipal level and intends to deploy BWCs in the field and/or in a correctional center, they should apply under Category 1.

If an agency wants to apply for both Category 1 and for Category 3 it must demonstrate that it has an ‘established and successful BWC program’ as well as other milestones described on page 10 of the solicitation.

**Q:** Is there a list of what elements are to be included in the BWC policy?

**A:** Please note that the completion of the certification of policy or working through the policy scorecard is not an application requirement. These activities would be addressed in the award period. Awardees will use either a self-certification form or work with the TTA provider to complete the scorecard. For references purposes, instructions for completing the Certification Form and Scorecards can be found [here](#). Interested agencies can access the Policy Review Scorecard [here](#), the Certification Form [here](#), and the Corrections Scorecard [here](#).

**Q:** Will the webinar and presentation be made available online?

**A:** Yes – the webinar and presentation are available [HERE](#)

**Q:** Does the primary grantee have to give sub awardees access to enter their own separate materials in JustGrants, or can the primary grantee include all sub awardee materials directly through their application?

**A:** Only designated individuals from the primary grantee applicant will have access to JustGrants. It is expected that the primary grantee submit all material including that of the proposed subwardee(s).

**Q:** For agencies that already have a BWC program, is it possible to apply for grant funds to upgrade and purchase additional BWCs under this solicitation?

**A:** Yes, this is spelled out in detail in the solicitation. Here is the relevant content



Replacement BWCs: Agencies that are seeking to replace their current BWCs, which are at the end of their life cycle, or are intending to renew or replace an existing BWC lease program are eligible to apply but will not be given preferences that new or expansion BWC program will receive. If an agency is looking to expand their deployment of BWC to a new category of officers as well as replace existing BWCs it would qualify as an expansion program only if the new deployment BWCs account for at least 80 percent of the proposed BWCs.

### **Budget**

**Q:** Since there is a funding cap on BWCs at \$2,000 per camera, does that include costs for data storage and implementation of the BWCs?

**A:** Each applicant's BWC budget will be unique to that agency. The \$2,000 per BWC cap is meant for implementation costs beyond the costs of each BWC itself. Digital data storage and management equipment and services are common implementation costs and are allowable under BWCPIP.

**Q:** Where can applicants find the DOJ Financial Guide?

**A:** A PDF version of the latest DOJ Financial Guide is available at <https://www.ojp.gov/doj-financial-guide-2022>. This guide is current and was last updated in January 2024.

**Q:** Does the budget matching need to include a departmental budget?

**A:** The meaning of "departmental budget" is not clear from the questions. Any police department or correctional agency should include the cost of the anticipated expending for the program should they be awarded in the budget they submit.

**Q:** Is a copy of the quote from the selected vendor required to show support for the budget?

**A:** No. BJA recognizes that some agencies that are replacing or expanding BWC may already have BWC quotes. BJA also recognizes that some agencies planning to deploy new BWC programs may have acquired quotes from one or more vendor.

### **Eligibility**

**Q:** Are school districts and universities eligible for the BWCPIP grant?

**A:** Yes, independent school district police departments, colleges, and universities are eligible to apply if they are publicly funded institutions. Private schools, colleges, or university police department or security services are NOT eligible to apply.

**Q:** Are 4-year or 5-year BWC leases allowable under this grant?

**A:** BJA recognizes long-term leases – including those described as video-as-a-service (VaaS). Should an awardee select a vendor that structures their product delivery under such an



arrangement, awardees may have to pro-rate these costs for the equivalent of the 36-month grant period (also recognizing there is a potential for a one-year no-cost grant expansion).

### **Application Requirements**

**Q:** Where can applicants find the Opportunity Package ID?

**A:** The opportunity ID for the BWCPIP grant is O-BJA-2024-17214. Reference to this number can be found on the first page of the [PDF version of the Solicitation](#).

**Q:** Can applicants contact the TTA provider, Justice & Security Strategies, for information about preparing their application?

**A:** Applicants may contact the TTA provider to get a better sense of what TTA services and awardee obligations related to TTA would be applicable should the agency get the award. As a competitive award program, both the TTA provider and BJA are restricted from assisting or “coaching” agencies. BJA can provide guidance in the form of clarification of application requirements. As delineated in the grant solicitation webinar:

- For technical assistance submitting the [SF-424](#) and [SF-LLL](#) into Grants.Gov, **call:** 800-518-4726 or 606-545-5035, 24 hours a day, or **email:** [support@grants.gov](mailto:support@grants.gov).
- For technical assistance submitting the **full application** into JustGrants, **call:** 833-872-5175, 7-9 ET, M-F, and 9-5 ET, weekends and holidays, or **email:** [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov).
- For technical assistance with the programmatic requirements, **call the OJP Response Center:** 800-851-3420, 10-6 ET, M-F, or **email:** [grants@ncjrs.gov](mailto:grants@ncjrs.gov).

**Q:** What is the SF-424 and the SF-LLL? Who can I contact for technical assistance with submitting these documents?

**A:** As delineated in the grant solicitation webinar: For technical assistance submitting the [SF-424](#) and [SF-LLL](#) into Grants.Gov, **call:** 800-518-4726 or 606-545-5035, 24 hours a day, or **email:** [support@grants.gov](mailto:support@grants.gov).

### **Programmatic**

**Q:** Can funds from the BWCPIP grant award be used to extend an applicant’s current BWC contract?

**A:** Yes, this is spelled out in detail in the solicitation. Here is the relevant content:

Replacement BWCs: Agencies that are seeking to replace their current BWCs, which are at the end of their life cycle, or are intending to renew or replace an existing BWC lease program are eligible to apply but will not be given preferences that new or expansion BWC program will receive. If an agency is looking to expand their deployment of BWC to a new category of



officers as well as replace existing BWCs it would qualify as an expansion program only if the new deployment BWCs account for at least 80 percent of the proposed BWCs.

**Q:** Can you give an example of the performance data that will be collected during the grant process?

**A:** The metrics that would be reported will depend in part on the category of awards. For example, Category 1 and 2 grantees would report on the acquisition and deployment of BWCs, on their engagement with the TTA provider, and on engagement with criminal justice and community partners. The solicitation includes examples of performance measures. Here is the link to BWCPIP performance measures - <https://bja.ojp.gov/performance-measures/BWC-Performance-Measures.pdf>

**Q:** For a Category 1 grantee starting a new program, would it be possible to apply to pilot in the first year of the grant period, and depending how it goes, move toward full implementation in years 2 and 3?

**A:** Category 1 applicants should specify clearly whether any new implementation would be a pilot or expansive (which would include “full”) implementation. The BWCPIP program is not set up to handle contingency funding. It should be noted that since the inception of BWCPIP in 2015, there have been a number of agencies that were funded for BWC pilot efforts that were successful in subsequent solicitations in gaining support for expanding their pilot program to full programs.