

U.S. Department of Justice
Office of Community Oriented Policing Services



FY 2023 COPS Technology and Equipment Program II Invitational Solicitation

Assistance Listing Number # 16.710

Grants.gov Opportunity Number: O-COPS-2023-171766

Solicitation Release Date: May 23, 2023 3:00 PM ET

Application Grants.gov Deadline: July 18, 2023 4:59 PM ET

Application JustGrants Deadline: July 25, 2023 4:59 PM ET

Overview

The U.S. Department of Justice (DOJ), Office of Community Oriented Policing Services (COPS Office <https://cops.usdoj.gov>) seeks applications to support projects designated for funding in the Consolidated Appropriations Act, 2023 (Public Law 117-328) that expand the implementation of community policing and crime prevention through the development and procurement of equipment, technologies and interoperable communications.

Eligible Applicants:

Other

Other

This is an invitational program. Eligible applicants are limited to those identified in the Congressional Joint Explanatory Statement (JES) for the projects designated for funding. The list of eligible applicants can be found under "COPS Other Information". The legal name (or "doing business as" name) associated with the applicant's unique entity identifier (UEI) as registered in the System of Award Management (SAM) must coincide with the agency name listed in the JES.

Contact Information

Applications must be submitted through both Grants.gov and the JustGrants system.

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, 606-5455035, Grants.gov Customer Support, or 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 Justice Grants System (JustGrants), contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time (ET) Monday-Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

For programmatic assistance with the requirements of this program please call the COPS Office Response Center at 800-4216770 or send questions via email to AskCopsRC@usdoj.gov.

Submission Information

Registration: To submit an application, all applicants must obtain a Unique Entity Identifier (UEI) number and register online with the System for Award Management (SAM) and Grants.gov.

Submission: Completing an application is a two-step process:

Applicants are first required to register via <https://www.grants.gov>, complete the SF-424 form and the SF-LLL, and submit it through the Grants.gov website.

Once the SF-424 and SF-LLL have been submitted via Grants.gov, the applicants will complete the full application including providing attachments in JustGrants.

An application is not considered submitted until both of these steps are completed. For more information about registration and submission, see the "How to Apply" section of this solicitation.

All guidance and the complete application package for this program is contained in this Solicitation and can also be found at <https://cops.usdoj.gov/>. In addition to this Solicitation, the COPS Office "How to Apply" web page provides additional resources to help guide applicants through the process.

Contents

Overview	1
Contact Information	1
Program Description	4
Federal Award Information	5
Awards, Amounts and Durations	5
Federal Award Information	6
Eligibility Information	6
Application and Submission Information	6
Content of Application Submission	6
Completing the Application for Federal Assistance (SF-424) and the Disclosure of Lobbying (SF-LLL) in Grants.gov	7
Standard Applicant Information	7
Proposal Abstract	8
Data Requested with Application	8
Budget and Associated Documentation	9
Budget Worksheet and Budget Narrative (Web-based Form)	9
Disclosure and Assurances	17
Disclosure of Lobbying Activities	18
DOJ Certified Standard Assurances	18
DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements; Law Enforcement and Community Policing	19
How to Apply	19
Submission Dates and Time	20
Application Review Information	22
Review Process	22
Federal Award Administration Information	24
Federal Awarding Agency Contact(s)	26
COPS Other Information	27
Public Reporting Burden-Paper Work Reduction Act Notice	30
Performance Measures	30
Application Checklist	37
Survey Questions	37

Program Description

Overview of COPS Office

The Office of Community Oriented Policing Services (COPS Office) is the component of the U.S. Department of Justice responsible for advancing the practice of community policing by the nation's state, local, territorial, and tribal law enforcement agencies through information and grant resources. The COPS Office has been appropriated more than \$20 billion to advance community policing, including grants awarded to more than 13,000 state, local and tribal law enforcement agencies to fund the hiring and redeployment of more than 136,000 officers. COPS Office information resources, covering a wide range of community policing topics such as school and campus safety, violent crime, and officer safety and wellness, can be downloaded via the COPS Office's home page, <https://cops.usdoj.gov>.

Statutory Authority: The Omnibus Crime Control and Safe Streets Act of 1968, as amended, and the Violent Crime Control and Law Enforcement Act of 1994, Title I, Part Q, Public Law 103-322, 34 U.S.C. § 10381 et seq. Consolidated Appropriations Act, 2023 (Pub. L. No. 117-328)

The Explanatory Statement of the Consolidated Appropriations Act, 2022 (Public Law 117-328) lists the designated projects, which the Act incorporates by reference, as stated in relevant part, below—

\$177,880,000 is for a law enforcement technologies and interoperable communications program, and related law enforcement and public safety equipment, which shall be used for the projects, and in the amounts, specified under the heading, “Community Oriented Policing Services, Technology and Equipment Community Projects/ COPS Law Enforcement Technology and Equipment”, in the explanatory statement described in section 4 (in the matter preceding division A of this consolidated Act) Pub. L. No. 117-328, div. B, title II (2023).

Program Description

This funding is for grants to State, local, Tribal, territorial, and other entities to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. The goal of the program is to increase the community policing capacity and crime prevention efforts of law enforcement agencies. The objective is to provide funding for projects which improve police effectiveness and the flow of information among law enforcement agencies, local government service providers, and the communities they serve. Funding shall be used for the projects, and in the amounts, specified under the heading “Community Oriented Policing Services, Technology and Equipment Community Projects/ COPS Law Enforcement Technology

and Equipment” in the Joint Explanatory Statement – Division B, which is incorporated by reference into Public Law 117-328. Equipment funded under this program should meet any applicable requirements of the National Institute of Standards and Technology's Office of Law Enforcement Standards.

This is an invitational program. The list of eligible applicants is available in the COPS Other Information section below.

The COPS Office 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 COPS Office will issue awards with a period of performance beginning date of December 29, 2022, the enactment date of the Consolidated Appropriations Act, 2023. Costs incurred on/after December 29, 2022, but prior to issuance of an award and approval of the project budget by the COPS Office may be reimbursed, but are incurred at the applicant's own risk, as authorized costs will be limited to those approved by the COPS Office.

Note: Funding will only be provided for the specific projects designated for funding in the Consolidated Appropriations Act, 2023 (Public Law 117-328). Further, the COPS Office is not in a position to approve any changes to project scope as identified in the Explanatory Statement of the Consolidated Appropriations Act, 2023 (Public Law 117-328).

This solicitation incorporates the FY23 COPS Technology and Equipment Program Reference Guide by reference. The reference guide describes the award terms and conditions and other requirements that applicants should be aware of before applying to this COPS Office program.

Federal Award Information

Awards, Amounts and Durations

Anticipated Number of Awards

196

Anticipated Maximum Dollar Amount of Awards

\$9,000,000

Period of Performance Start Date

12/29/22

Period of Performance Duration (Months)

24

Anticipated Total Amount to be Awarded Under Solicitation

\$177,880,000

Federal Award Information

Types of Awards

The COPS Office expects to make awards under this solicitation as grants.

Availability of Funds

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Cost Sharing or Matching Requirement

This solicitation does not include a cost sharing or a local match requirement.

Eligibility Information

Eligible applicants are limited to those identified in the Congressional Joint Explanatory Statement (JES) for the projects designated for funding, listed in the “COPS Other Information” section below. The legal name (or “doing business as” name) associated with the applicant’s unique entity identifier (UEI) as registered in the System of Award Management (SAM) must coincide with the agency name listed in the JES.

For information on cost sharing or matching requirements, see the “Federal Award Information” section.

Application and Submission Information

Content of Application Submission

Completing an application under this program is a two-step process. Applicants must first register via www.grants.gov and complete an SF-424, the government wide standard application form for federal assistance and the SF-LLL Lobbying Disclosure Form.

The remainder of the application will be completed through the JustGrants System at <https://justicegrants.usdoj.gov/>. The application in JustGrants consists of a series of questions and a budget worksheet with accompanying budget narratives. The complete list of questions is at the end of this solicitation. Applicants are encouraged to read through the online application questions in advance to ensure sufficient time to prepare answers to the questions.

See “How to Apply” and “Submission Date and Time” below.

Completing the Application for Federal Assistance (SF-424) and the Disclosure of Lobbying (SF-LLL) in Grants.gov

The SF-424 must be submitted in Grants.gov. It is a required standard form used as a cover sheet for submission of preapplications, applications, and related information. Applicants must complete and submit the SF-424 via <http://www.grants.gov>.

Applicants should ensure that the project title entered on the SF-424 matches the project title from the Congressional Joint Explanatory Statement (JES). The legal name (or “doing business as” name) associated with the applicant’s unique entity identifier (UEI) as registered in the System of Award Management (SAM) must coincide with the agency name listed in the JES.

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 (SF-424 Question 19): This solicitation is subject to Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs. Applicants must check the Office of Management and Budget’s website for the names and addresses of Single Points of Contact (SPOC) under Intergovernmental Review: <https://www.whitehouse.gov/wpcontent/uploads/2020/04/SPOC-4-13-20.pdf>. If the applicant’s state appears on the SPOC list, the applicant must contact the state SPOC to find out about, and comply with, the state’s process under E.O. 12372. In completing the SF-424, such an applicant 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 following response: “Program is subject to E.O. 12372 but has not been selected by the state for review.”

Standard Applicant Information

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to add zip codes for areas affected by the project, confirm its two Authorized Representatives, and verify and confirm the organization’s unique entity identifier, legal name, and address.

In order for applicant to complete this section, the two Authorized Representatives must

have established accounts in JustGrants after the Grants.gov portion of the application is submitted.

The Authorized Representatives are officials who have ultimate and final responsibility for all programmatic and financial decisions regarding this COPS Office application as representatives of your agency, as the legal recipient.

For guidance on who should be assigned as Authorized Representatives, please see below:

For law enforcement agencies, COPS Office awards require that both the top law enforcement executive (e.g., chief of police, sheriff, or equivalent) and the top government executive (e.g., mayor, board chairman, or equivalent) sign the application, and (if awarded funding) accept the award package. Both the top law enforcement executive and the top government executive must be assigned the role of Authorized Representative in JustGrants.

For non-law enforcement agencies (institutions of higher education, school districts, private organizations, etc.), COPS Office awards require that both the programmatic official (e.g., executive director, chief executive officer, or equivalent) and financial official (e.g., chief financial officer, treasurer, or equivalent) sign the application, and (if awarded funding) accept the award package. These two officials must have the ultimate signatory authority to sign contracts on behalf of your organization. Both the programmatic official and the financial official must be assigned the role of Authorized Representative in JustGrants.

Please note that nonexecutive positions (e.g., clerks, trustees) are not acceptable Authorized Representatives.

Applicants should ensure that the project title entered on the SF-424 matches the project title from the Congressional Joint Explanatory Statement (JES). The legal name (or doing business as name) associated with the applicant's unique entity identifier (UEI) as registered in the System of Award Management (SAM) must coincide with the agency name listed in the JES.

Proposal Abstract

The proposal abstract is entered into a text box in JustGrants. Briefly summarize (no more than 400 words) the proposed project, including the purpose of the project, including goal, intended outcome and impact on public safety or crime prevention in your community, primary activities, the service area, and intended beneficiaries.

Data Requested with Application

Applicants must complete the web-based questions in JustGrants.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant must complete the JustGrants web-based budget form along with a narrative entry for each category.

The applicant budget narrative should be mathematically sound and correspond clearly with the information provided in the budget detail worksheets. The narrative should explain how the applicant estimated and calculated all costs and how those costs are necessary to the completion of the proposed project.

Costs incurred on/after December 29, 2022, the enactment date of the FY 2023 Consolidated Appropriations Act, but prior to issuance of an award and approval of the project budget by the COPS Office may be reimbursed, but are incurred at the applicant's own risk, as authorized costs will be limited to those approved by the COPS Office.

Each requested budget item must be allowable, necessary, allocable, and reasonable, and must directly link to the project activities identified in the Joint Explanatory Statement.

All items requested will be considered on a case-by-case basis during the budget review process. Items under the program must be purchased using the legislative guidelines established by the appropriations legislation that governs this funding. To the extent permitted by law and to the greatest extent practicable under a federal award, recipients and subrecipients must provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. See 2 C.F.R. § 200.322.

Applicants are required to disclose whether they have pending applications for federally funded assistance or active federal awards that support the same or similar activities or services for which award funding is being requested under this application. As a general rule, COPS Office award funding may not be used for the same item or service funded through another funding source. However, leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate.

To aid the COPS Office in the prevention of awarding potentially duplicative funding, you will need to indicate in the application question survey whether your agency has a pending application and/or an active award with any other federal funding source (e.g., direct federal funding or indirect federal funding through state subawarded federal funds) that supports the same or similar activities or services as being proposed in this COPS

Office application. For each potentially duplicative program, you will be asked to provide the name of the name of federal awarding agency, or state agency for subawarded federal funding, award or application number, program name, award start and end dates, award or requested amount, items requested, and description of how this project differs from the application for COPS office funding.

Consultant Rate

Prior approval is required for consultant or contractor rates that exceed \$650 per day. If known at the time of application, upload justification to the application section titled "Consultant Rate". If not known at the time of applications, note that recipients must request and receive COPS Office approval of those rates before drawing down funds.

Determinations will be made on a case-by-case basis.

Allowable and Unallowable Costs

Allowable costs are those which are allowable, necessary, allocable, and reasonable, and directly link to the project activities identified in the Joint Explanatory Statement. Typically, unallowable costs are identified in the DOJ Grants Financial Guide, 2 CFR 200 Cost Principles, and the unallowable lists below. Additionally, each item must programmatically link to the technology enhancement efforts described in your application. To the greatest extent practicable, all equipment and products purchased with these funds must be American-made. The unallowable lists are not exhaustive and are generally considered unallowable for the entire solicitation, irrespective of whether an applicant adds the requested item in its budget submission. The COPS Office reserves the right to deny funding for any items that may not be identified as allowable in this solicitation.

Each of the categories that follows includes definitions as well as information on frequent requests as well as typically allowable and unallowable costs.

Budget requests may be made in the following categories:

- Civilian personnel salary
- Civilian personnel fringe benefits
- Travel
- Equipment
- Supplies
- Procurement contracts
- Other costs

Sworn personnel (base salary and fringe benefits)

Salaries of sworn officer positions are not allowable under this solicitation, with the exception of overtime. All overtime requests should be in the "Other Costs" section.

Civilian personnel (base salary and fringe benefits) Base salary

Salaries of personnel are costs based on the percentage of time spent (full time equivalent [FTE]) working directly on the project. The total salary percentage should be comparable and consistent with organizational policy. The total amount paid is comparable to industry standards and the type of work being performed. A recipient may not use federal funds to pay total cash compensation to any employee of the recipient at a rate that exceeds 110 percent of the maximum annual salary payable to a member of the Federal Government's Senior Executive Service (SES) at an organization with a Certified SES Performance Appraisal System for that year. The 2022 salary table for SES employees is available on the U.S. Office of Personnel Management's 2023 Executive and Senior Level Employee Pay Tables web page. Note: A recipient may compensate an employee at a greater rate, provided the amount in excess of this compensation limitation is paid with nonfederal funds. (Nonfederal funds used for any such additional compensation will not be considered matching funds.) If only a portion of an employee's time is charged to a COPS Office award, the maximum allowable compensation is equal to the percentage of time worked times the maximum salary limitation. Examples of allowable personnel and fringe benefits include those for civilian project coordinators or crime analysts.

Typically unallowable civilian personnel costs include, but are not limited to, the following (Note: these are typically unallowable no matter which category they are placed under):•

- For awards made to states or units of local government (including law enforcement agencies), salaries and benefits for positions (including exempt employees) that are already budgeted with state, local, or Bureau of Indian Affairs (BIA) funds and would be funded in the absence of this COPS Office award are also not allowed.
- Salaries and benefits of personnel that do not work directly on the Technology and Equipment project.
- Salaries and benefits for contract or consultant personnel (these should be placed under "Procurement Contracts").

Completing civilian base salary in web-based budget

If you are not requesting any civilian base salary, move to the next section. For each civilian personnel request, applicants must complete the web-based form. The "additional narrative" section should be used to describe the employee's roles, responsibilities, and activities related to the work to be completed on the project. If the salary increases from one budget year to another because of cost of living increases, be sure to detail these increases in the budget description.

Fringe benefits

Fringe benefits are allowances and services provided by the organization to its employees as compensation in addition to regular salary. Fringe benefits should be

based on actual known costs or an established formula.

For Civilian/non-sworn positions, fringe benefits typically covered the applicant organization, as specified in the personnel and salary policies of that organization or any contractual agreements, and allowable under 2 C.F.R. 200, will be covered. Examples of allowable fringe benefits include Social Security, Medicare, insurance (life, health, dental, etc.), shift differential, retirement plans, and holiday pay. Severance pay, hazard pay, and training and equipment fringe benefits are not allowed. Certain overtime costs are allowable, see Unallowable Costs, but must be included in the “other” budget category.

Completing fringe benefits in web-based budget

If you are not requesting any civilian base salary, move to the next section. Applicants will need to provide the appropriate percentage for each fringe benefit that the individual is allocated per the employee benefits. Note, the system will not allow more than 6.2% for Social Security and 1.45% for Medicare.

Travel

Travel costs include grant-related travel costs for the recipient to visit other jurisdictions engaged in similar programs or to attend project-related training and technical assistance conferences that directly relate to the goals of the Technology and Equipment project.

Expenses for transportation, lodging, meals, and incidental expenses (if travel is more than 50 miles from the program location) will be reviewed in accordance with applicable regulations and guidelines as part of the application process. For additional guidance, please see 2 C.F.R. §200.475.

If a recipient does not have a written travel policy, it must adhere to the Federal Travel Regulations (FTR). For information on the FTR and U.S. Government General Service Administration (GSA) per diem rates by geographic area, please visit <https://www.gsa.gov/travel/plan-book/per-diem-rates>. For all applicants (with or without a written travel policy), airfare travel costs must be one of the following: the lowest discount commercial airfare, standard coach airfare, or the Federal Government contract airfare (if authorized and available).

Typically unallowable travel costs include, but are not limited to, the following (Note: these are typically unallowable no matter which category they are placed under):

- Bar charges/alcoholic beverages
- Catering
- Entertainment, including amusement, diversion, social activities, and any associated costs (e.g., tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities)
- Firearms training

- Food and beverages at conferences, meetings, or trainings your organization is hosting
- Local travel costs (lodging, meals, per diem, or transportation costs) within a 50-mile radius of the project location, including mileage reimbursement, rental cars, parking fees, or taxi fare for local travel
- Paying for meals other than your own

Completing travel in web-based budget

If you are not requesting any travel, training, or conferences, move to the next section. For each travel request, applicants must complete the web-based form. Each trip should be entered as an individual entry rather than a group of trips.

The “additional narrative” section should be used to describe the purpose of the trip, proposed destination, trip duration by day/night, and list of individuals traveling as well as a detailed cost breakdown for each travel category (lodging, per diem, etc.). The cost breakdown should include

- mode of transportation and proposed fare per trip (airfare, train, etc.) broken down by day;
- mileage allowances if private vehicle will be used;
- per diem rates for the destination per day (including full per diem and travel day per diem);
- lodging costs per night;
- transportation fees per day;
- parking fees per day.

Equipment

Necessary equipment must be specifically purchased to implement the proposed project. Equipment is defined as tangible, nonexpendable personal property, including exempt property, having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Applicants may use its own capitalization policy for classification of equipment and supplies, but only where it is less than the Federal policy threshold of \$5,000. If your organization does not have a capitalization policy in place, you must use the Federal policy amount of \$5,000. See FY23 COPS Technology and Equipment Program Reference Guide for information on the prohibition on purchasing covered telecommunications and video surveillance services or equipment for grants.

Typically unallowable equipment/technology costs include, but are not limited to, the following (Note: these are typically unallowable no matter which category they are placed under):

- Armored Vehicles
- Bayonets

- Biometric technology
- Camouflage uniforms
- Electronic control weapons (ECW)
- Explosives
- Handcuffs, weapons, and ammunition (including training ammunition) Incentives for research and/or participation in program activities
- Laser spectroscopy devices
- Manned aircraft
- Radar guns/equipment
- Stun guns or electroshock devices
- Thermal imaging devices
- Unmanned aerial vehicles (drones)

Completing equipment in web-based budget

If you are not requesting any equipment or technology, move to the next section. For each equipment request, applicants must complete the web-based form.

The “additional narrative” section should be used to describe the type of equipment with a description and justification explaining why the equipment is necessary for the success of the project. The description should provide any additional calculations that make up the base cost and the justification should explain that this equipment is not available or accessible to project personnel without specifically purchasing through this award.

Additional documentation may be needed in case of sole source procurement. See the FY23 COPS Technology and Equipment Program Reference Guide and the Sole Source Justification fact sheet for further guidance.

Supplies

Supplies means all tangible personal property specifically required to complete the project, other than those items described under “Equipment.” Supplies differ from equipment in that they are consumable, expendable, and of a relatively low unit cost, defined as less than \$5,000 per unit. Such costs may include paper, printer ink, pens, pencils, laptops, etc. A computing device is a supply if the acquisition cost is less than \$5,000, regardless of the length of its useful life.

For broad category requests (such as “office supplies”), explanation for project amounts should be provided with calculations.

Typically unallowable supply costs include, but are not limited to, the following (Note: these are typically unallowable no matter which category they are placed under):

- Entertainment, including amusement, diversion, social activities, and any associated costs (e.g., tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities)

- Trinkets and other conference takeaways
- Standard office supplies not directly related to the Technology and Equipment project

Completing supplies in web-based budget

If you are not requesting any supplies, move to the next section. For each supply request, applicants must complete the web-based form. The cost should be broken down to the lowest form; therefore, if you are requesting \$30 per month for office supplies, the calculation should be 12 x \$30 and not 1 x \$360.

The “additional narrative” section should be used to describe and justify why the supplies are necessary for the success of the project. Provide any additional calculations that make up the base cost.

Subawards

Subaward costs are typically unallowable under this program.

Procurement Contracts

The applicant should distinguish clearly between sub-awards and procurement contracts in allocating any funds to other entities. Contracts include goods or services that directly contribute to the implementation or enhancement of the project. Keep in mind that the awarding and monitoring of contracts must follow documented procurement procedures, including full and open competition, pursuant to the procurement standards in 2 C.F.R. §§ 200.317–200.327, and the issuance of sub-awards must meet the requirements of 2 C.F.R. § 200.331.

Consultant expenses include the procurement of goods or services that directly contribute to the implementation or enhancement of the project. The use of a consultant should be more economical than direct employment. Compensation for individual consultant services procured under a COPS Office award must be reasonable and allocable in accordance with Office of Management and Budget (OMB) cost principles, and consistent with that paid for similar services in the marketplace. The services should be commensurate with the rate or salary paid by the primary employer. Unless otherwise approved by the COPS Office, independent consultant rates will be approved based on the salary a consultant receives from his or her primary employer, as applicable, up to \$650 per day (or \$81.25 per hour).

Please note that this does not mean that the rate can or should be as high as \$650 for all consultants. If individuals receive fringe benefits from their primary employer, such fringe benefit costs should not be included in the calculation of consultant rates. A consultant rate justification will need to be submitted for review and approval to the COPS Office for any consultants paid more than \$650 per day prior to incurring any costs. Determinations of approval will be made on a case-by-case basis.

Consultant travel costs should be included in the Procurement Contract budget category and should follow the same guidelines as “Travel”. These costs should not be reflected in the “Civilian personnel” or “Travel” categories.

All sole source procurements of goods and services (those not awarded competitively) in excess of \$250,000 require prior approval from the COPS Office.

All other consultant-related expenses should be included in this section such as supply and equipment requests. The same guidelines as previously stated in the above sections will apply.

Typically unallowable procurement contract costs include, but are not limited to, the following (Note: these are typically unallowable no matter which category they are placed under):

- Maintenance, service contracts, software licenses or any other license agreement longer than 24 months.
- Multiyear contracts, licenses, and extended warranties are allowable but must be paid in full within the initial award period and must not exceed the award period – (24 months)
- Promotional items and memorabilia, including challenge coins, pins, models, gifts, and souvenirs

Completing procurement contracts in web-based budget

If you are not requesting any procurement contract costs move to the next section. For each procurement contract request, applicants must complete the web-based form.

The “additional narrative” section should be used to describe and justify the product or services to be procured by sub-award including the nature and scope of goods purchased, price proposals, and length of contract. Procurement contract travel requests should follow the same guidance as the “travel” section. Provide any additional calculations that make up the base cost.

Additional documentation may be needed in certain cases. See the FY23 COPS Technology and Equipment Program Reference Guide and the Consultant Rate Fact Sheet and Sole Source Justification (SSJ) Fact Sheet for further guidance.

Other costs

Other costs include other miscellaneous items that have a direct correlation to the overall success of a recipient’s project objectives.

Typically unallowable other costs include, but are not limited to, the following (Note: these are typically unallowable no matter which category they are placed under):

- Advertising and public relations designed solely to promote the recipient

- Severance pay
- Hazard pay
- Land acquisition including renting or leasing
- Narcan
- Non-holiday premium pay

Completing other costs in web-based budget

If you are not requesting any other costs, move to the next section. For each request, applicants must complete the web-based form. The cost should be broken down to the lowest form.

The “additional narrative” section should be used to describe and justify why the item is necessary for the project. Provide any additional calculations that make up the base cost.

Indirect costs

Indirect costs are not allowed under this program.

Disclosure and Assurances

Review, complete and submit all disclosures, assurances, and certifications as described below. See the FY23 COPS Technology and Equipment Program Reference Guide for the full text of the assurances and certifications. Applicants must certify whether or not their agency will use COPS Office funds (if awarded) to operate an interjurisdictional criminal intelligence system. If yes, the applicant assures the COPS Office that it will comply with the requirements of 28 C.F.R. Part 23.

Federal Civil Rights and Award Review

Please be advised that an application may not be funded and, if awarded, a hold may be placed on the award if it is deemed that the applicant is not in compliance with federal civil rights laws, and/or is not cooperating with an ongoing federal civil rights investigation, and/ or is not cooperating with a U.S. Department of Justice award review or audit.

Certification of Review and Representation of Compliance with Requirements

By submitting your application, your organization represents to the COPS Office that:

1. the applicant will comply with all legal, administrative, and programmatic requirements that govern the applicant for acceptance and use of federal funds as outlined in the applicable COPS Office Solicitation Guide; DOJ Grants Financial

- Guide; the COPS Office award owner's manual; Assurances; Certifications; and all other applicable program regulations, laws, orders, and circulars
2. the applicant understands that as a general rule COPS Office funding may not be used for the same item or service funded through another funding source and
 3. the applicant and any required or identified official partner(s) listed in this application mutually agreed to this partnership prior to submission.

Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of a covered federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. § 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with a covered federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

All applicants are required to complete the form in Grants.gov, regardless of lobbying activities.

- For applicants with no activities to report, please enter N/A in all required fields on the form.
- For applicants with covered actions to report, you are required to complete the initial disclosure form via Grants.gov. If you need to submit additional forms, please submit them as attachments to your application online in the "Additional Application Components" Section.

Please see the FY23 COPS Technology and Equipment Program Reference Guide for a blank SF-LLL, Disclosure of Lobbying Activities form.

DOJ Certified Standard Assurances

Applicants to COPS Office programs are required to sign and acknowledge the standard Assurances form in JustGrants. Signing this document assures the COPS Office that you have read and understood and that you accept the award terms and conditions as outlined in the Assurances.

Please read this document carefully, as signatures on this document are treated as material representation of fact upon which reliance will be placed when the U.S. Department of Justice determines to award the covered award. See "Terms and Conditions," and full assurances and certifications, which can all be found in the FY23

COPS Technology and Equipment Program Reference Guide.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements; Law Enforcement and Community Policing

Applicants to COPS Office programs are required to sign and acknowledge the standard Certifications form in JustGrants. Signing this document assures the COPS Office that you have read and understood and that you accept the award terms and conditions as outlined in the Certifications.

Please read this document carefully, as signatures on this document are treated as material representation of fact upon which reliance will be placed when the U.S. Department of Justice determines to award the covered award. See “Terms and Conditions,” and full assurances and certifications, which can all be found in the FY23 COPS Technology and Equipment Program Reference Guide.

An explanation when the applicant is unable to certify to certain statements in the “Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing” form (if applicable)—When the applicant is unable to certify to specific statements identified in this Certifications form, the applicant must attach an explanation. The applicant is still required to sign the Certifications form to certify to all the other applicable statements.

Please see the FY23 COPS Technology and Equipment Program Reference Guide for a copy of this Certifications form.

Declaration and Certification to DOJ as to Application Submission

Applicants must read and acknowledge the statements in this section.

How to Apply

Applications must be submitted electronically through JustGrants following the submission of the SF-424 and SF-LLL via Grants.gov. See Submission Dates and Times below for a list of steps for registering with all required systems and deadlines for completing each step.

Unique Entity Identifier and System for Award Management (SAM)

Federal regulations require that an applicant for federal funding: (1) be registered in SAM before submitting its application; (2) provide a valid unique entity identifier in its

application; and (3) continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency. The COPS Office may not make an award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with these requirements by the time the COPS Office is ready to make an award, then the COPS office may determine that the applicant is not qualified to receive an award. See 2 C.F.R. §§ 25.200, 25.205 and the Award Terms and Conditions for further information.

The Unique Entity ID (SAM) is a 12-character alpha-numeric value and once issued, will not change. Entities that are currently registered in SAM.gov already have a Unique Entity ID (SAM) which can be viewed in SAM.gov.

SAM centralizes information about grant recipients and provides a central location for grant recipients to change organizational information. Grants.gov uses SAM to establish roles and IDs for electronic submission of grant applications. If the applicant already has an Employer Identification Number (EIN), the SAM registration will take up to two weeks to process. If the applicant does not have an EIN, then the applicant should allow two to five weeks for obtaining an EIN from the Internal Revenue Service. There is no fee associated with these processes. These processes cannot be expedited.

The COPS Office strongly discourages applicants from paying a third party to apply or register on their behalf in an attempt to expedite these processes.

Submission Dates and Time

The **SF-424** and the **SF-LLL** must be submitted in Grants.gov by July 18, 2023 at 4:59 p.m. ET.

The full application must be submitted in JustGrants by July 25, 2023 at 4:59 p.m. ET.

After applicants obtain an UEI and register with SAM, or confirm their active registration in SAM, they can begin the Grants.gov registration process. The applying organization must complete the Grants.gov registration process prior to beginning an application for a federal grant. The E-Business Point of Contact (E-Biz POC) must register the applicant organization with Grants.gov. The E-Biz POC oversees the applicant's Grants.gov transactions and assigns the Authorized Representative. The Authorized Representative submits the application to Grants.gov and must register with Grants.gov as well. In some cases, the E-Biz POC is also the AOR for the applicant. Complete instructions can be found at **www.Grants.gov**.

In JustGrants, each applying entity will have an assigned Entity Administrator who is responsible for managing entity-level information and assigning roles in the system. The

Entity Administrator is also the E-Biz POC designated in SAM.gov. For more information on registering with JustGrants, see <https://justicegrants.usdoj.gov/>.

It is the applicant's responsibility to ensure that the application is complete and submitted by the deadline. Failure to meet the submission deadline will result in an application not being considered for funding. Applicants should refer to the list below to ensure that all required steps and deadlines are met. Failure to begin registration or application submission by the deadlines stated in the list below is not an acceptable reason for late submission.

Applicant Actions with Required Dates/Deadlines

1. Register with SAM, or confirm active registration in SAM. Access the SAM online registration through the SAM homepage at <https://www.sam.gov/SAM> and follow the online instructions for new SAM users. If the applicant already has the necessary information on hand, the online registration takes approximately 30 minutes to complete, depending upon the size and complexity of the business or organization.

Organizations must update or renew their SAM registration at least once a year to maintain an active status.

2. Register with Grants.gov. Once the SAM registration is active, the applicant will be able to complete the Grants.gov registration.

3. Download updated version of Adobe Acrobat before the Grants.gov deadline. Applicants are responsible for ensuring that the most up-to-date version of Adobe Acrobat is installed on all computers that may be used to download the solicitation and to submit the SF-424 and SF-LLL on Grants.gov. To verify that the Adobe software version is compatible with Grants.gov, visit the following link: <http://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>.

4. Begin application submission process in Grants.gov as early as possible, but no later than 24 – 48 hours prior to the Grants.gov deadline. Applicants may find this funding opportunity on Grants.gov by using the CFDA number, Grants.gov opportunity number, or the title of this solicitation, all of which can be found on the cover page. Applicants will submit two forms in Grants.gov (SF-424 and SF-LLL).

5. The Grants.gov Workspace Status will change from “In Progress” to “Submitted” once the application has been successfully submitted in Grants.gov. Within 48 hours after submitting the application in Grants.gov, the applicant should receive four notifications from Grants.gov (i.e., submission receipt, validation receipt, grantor agency retrieval receipt, and agency tracking number assignment). (Note: It is possible to first receive a message indicating that the application is received, and then receive a rejection notice a few minutes or hours later.)

6. Within 24 hours AFTER receiving a confirmation email from Grants.gov, the Application Submitter will receive an email from JustGrants with instructions to complete the rest of the application in JustGrants. If the applicant is a new user in JustGrants, the email will include instructions on registering with JustGrants.

7. Upon receipt of this email, register with JustGrants (if necessary), invite additional users including Authorized Representatives, and begin to develop the application. Some of the application components will be entered directly into JustGrants, and others will require uploading attached documents. Therefore, applicants will need to allow ample time before the JustGrants deadline to prepare each component and to submit the complete application package at least 24 – 48 hours prior to the deadline. Applicants may save their progress in the system and revise the application as needed prior to hitting the Submit button at the end of the application in JustGrants.

8. IMPORTANT: In addition to the Application Submitter, the Entity Administrator and the two Authorized Representatives should be standing by to assist with application submission. The Entity Administrator will create accounts in JustGrants for the two Authorized Representatives, who must log in to JustGrants to review the application prior to submission.

9. Confirm application receipt: Applicants should closely monitor their email and JustGrants accounts for any notifications from Grants.gov or JustGrants about a possible failed submission. The user who is authorized to submit applications on behalf of the organization is the one who will receive these notifications. The COPS Office does not send out these notifications, nor does the COPS Office receive a copy of these notifications. It is the applicant's responsibility to notify the COPS Office of any problems with the application submission process. Submitting the application components at least 48 hours the deadline will enable the applicant to receive notice of a failed submission and provide an opportunity to correct the error before the applicable deadline.

Application Review Information

Review Process

The COPS Office reviews invitational applications to ensure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the invitation to apply and any associated program(s) requirements. This process may also include a review of your organization's:

- Financial stability and fiscal integrity
- Quality of management systems and ability to meet the management standards prescribed in the DOJ
- History of performance
- Reports and findings from audits

- Ability to effectively implement statutory, regulatory, or other requirements imposed on nonfederal entities
- Proposed costs to determine if the budget detail worksheet and budget narrative accurately explain project costs and whether those costs are reasonable, necessary, and allowable under applicable federal cost principles and agency regulations

In addition, prior to making an award greater than the simplified acquisition threshold (currently set at \$250,000), any information about applicants that is in the designated integrity and performance system accessible through SAM will be reviewed and considered. Applicants may review and comment on any information about them in SAM that a Federal awarding agency previously entered in the designated integrity and performance system, and such applicant comments will also be reviewed and considered.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Director of the COPS Office.

Administrative Compliance Review

All applications will undergo an administrative compliance review. Past financial and programmatic performance with DOJ award funding will be considered in this review process. Factors that may be included in the past performance review are: the extent to which the applicant has adhered to all special conditions in the prior awards, the extent to which the applicant has complied with programmatic and financial reporting requirements, the extent to which the applicant has completed closeout of prior awards in a timely manner, whether the applicant has received financial clearances in a timely manner, whether the applicant has resolved any issues identified in an audit or on-site monitoring visit in a timely manner, whether the applicant has adhered to single audit requirements and the extent to which the applicant has completed work and spent prior award funds in a timely manner.

Pursuant to 2 C.F.R. Part 200 ("Uniform Guidance"), the COPS Office also reviews information related to the degree of risk posed by applicants. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, the COPS Office checks whether the applicant is listed in SAM as excluded from receiving a federal award. The COPS Office also reviews and considers any information about the applicant that appears in the nonpublic segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, "FAPIIS"). Applicants may review and comment on any information about them in SAM that a federal awarding agency previously entered in the designated integrity and performance system, and such applicant comments will also be reviewed and considered. The COPS Office may contact applicants regarding budget and financial

questions as part of the review process.

Federal Award Administration Information

Federal Award Notices

Award notification will be sent electronically from JustGrants. This award notification will include instruction on enrolling in Automated Standard Application for Payments (ASAP) and accepting the award. Recipients will be required to log into JustGrants to review, sign, and accept the award. All applicants should anticipate notification of funding decisions by September 30, 2023.

The award package

The award package includes the official award funding amount, the award number, the award terms and conditions, and award start and end dates. For FY 2023 TEP awards, the award number is in the following format: 15JCOPS-23-GG-XXXXX-TECP. The COPS Office tracks award information based upon this number. Therefore, it is important for recipients to have their award number (or UEI number) readily available when corresponding with the COPS Office.

All award conditions, including special conditions or high-risk conditions will be included in a recipient's award package. By accepting the award and COPS Office funding, recipients acknowledge they will comply with these conditions and, if applicable, additional special conditions specific to their agencies.

In limited circumstances, awards may be subject to special conditions that prevent a recipient from drawing down or accessing award funds until the special conditions are satisfied as determined by the COPS Office. Any special conditions will be included in a recipient's award.

The recipient's two Authorized Representatives must acknowledge having read and understood all sections of the award package and submit the required declaration and certification to accept the award; these steps will be completed electronically in JustGrants before the recipient will be able to draw down funds or begin the program.

Administrative, National Policy, and Other Legal Requirements

In addition to implementing the funded project consistent with the approved project proposal and budget, recipients must comply with award terms and conditions, and other legal requirements including, but not limited to, OMB, DOJ, or other federal regulations that will be included in their awards or incorporated into their awards by reference or are otherwise applicable to the award.

Please see general terms and conditions in the FY23 COPS Technology and Equipment Program Reference Guide.

Terms, conditions and award requirements

Please review carefully the FY23 COPS Technology and Equipment Program Reference Guide for a full description of each of the listed terms, conditions, and other requirements for this COPS Office program. By submitting your application, your organization assures the COPS Office that you agree to the below terms, conditions, and requirements. If awarded funds, by accepting a COPS Office award, your organization agrees to comply with all of the terms, conditions, and other requirements in your award package and any additional special or high risk conditions that may be imposed on your award.

Administrative actions and legal remedies related to federal awards

Please be advised that an application may not be funded or, if awarded, a hold may be placed on this application if it is deemed that the applicant is not in compliance with federal civil rights laws, is not cooperating with an ongoing federal civil rights investigation, or is not cooperating with a U.S. Department of Justice award review or audit.

Misuse of COPS Office funds or failure to comply with all COPS Office award requirements may result in legal sanctions including suspension and termination of award funds, the repayment of expended funds, ineligibility to receive additional COPS Office funding, and other remedies available by law.

Under the False Claims Act, any credible evidence that a person has submitted a false claim or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving COPS Office funds may be referred to the Office of Inspector General (OIG). The OIG may be contacted at oig.hotline@usdoj.gov, <https://oig.justice.gov/hotline/index.htm>, or 800-869-4499.

Remedies for noncompliance

Under 2 C.F.R. § 200.339, if the recipient fails to comply with award terms and conditions, the Federal awarding agency may impose additional conditions or take one or more of the following actions as appropriate in the circumstances:

- Temporarily withhold cash payments pending correction of the deficiency by the non-Federal entity or more severe enforcement action by the Federal awarding agency or pass-through entity.
- Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance.
- Wholly or partly suspend or terminate the Federal award.

- Initiate suspension or debarment proceedings as authorized under 2 CFR part 180 and Federal awarding agency regulations (or in the case of a pass-through entity, recommend such a proceeding be initiated by a Federal awarding agency).
- Withhold further Federal awards for the project or program.
- Take other remedies that may be legally available.

Prior to imposing sanctions, the COPS Office will provide reasonable notice to the recipient of its intent to impose sanctions and will attempt to resolve the problem informally. Appeal procedures will follow those in the U.S. Department of Justice regulations in 28 C.F.R. Part 18.

Awards terminated due to noncompliance with the federal statutes, regulations, or award terms and conditions will be reported to the integrity and performance system accessible through SAM (currently FAPIIS). False statements or claims made in connection with COPS Office awards may result in fines, imprisonment, debarment from participating in federal awards or contracts, and any other remedy available by law.

Please be advised that recipients may not use COPS Office funding for the same item or service also funded by another U.S. Department of Justice award.

Federal Awarding Agency Contact(s)

For technical assistance with Grants.gov, call the Grants.gov customer service hotline at 800-518-4726, send questions via email to **support@Grants.gov**, or consult the Grants.gov Organization Applicant User Guide at <https://www.grants.gov/help/html/help/index.htm>.

For technical support with JustGrants, contact JustGrants Support at **JustGrants.Support@usdoj.gov** or 833-872-5175.

For programmatic assistance with the requirements of this program please call the COPS Office Response Center at 800-4216770 or send questions via email to **AskCopsRC@usdoj.gov**.

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

All applications submitted to the COPS Office (including all attachments to applications) are subject to the federal Freedom of Information Act (FOIA) and to the Privacy Act. By law, DOJ may withhold information that is responsive to a request if DOJ determines that the responsive information is protected from disclosure under the Privacy Act or falls within the scope of one or more of the nine statutory exemptions under FOIA. DOJ cannot agree in advance of a request pursuant to the FOIA not to release some or all portions of an application/award file.

In its review of records that are responsive to a FOIA request, the COPS Office will withhold information in those records that plainly falls within the scope of the Privacy Act or one of the statutory exemptions under FOIA. (Some examples include certain types of information in budgets and names and contact information for project staff other than certain key personnel.) In appropriate circumstances, the COPS Office will request the views of the applicant/recipient that submitted a responsive document.

COPS Other Information

Reporting, Monitoring, and Evaluation Requirements Reporting

If awarded, your organization will be required to submit quarterly Federal Financial Reports as well as semiannual Programmatic Performance Reports. Recipient should be prepared to track and report program award funding separately from other funding sources (including other COPS Office federal awards) to ensure accurate financial and programmatic reporting on a timely basis. Recipients should ensure that they have financial internal controls in place to monitor the use of program funding and ensure that its use is consistent with the award terms and conditions. Good stewardship in this area includes written accounting practices, and use of an accounting system that tracks all award drawdowns and expenditures, and the ability to track when award-funded positions are filled or approved purchases are made. Failure to submit complete reports or submit them in a timely manner may result in the suspension and possible termination of a recipient's COPS Office award funding or other remedial actions.

Monitoring

Federal law requires that agencies receiving federal funding from the COPS Office be monitored to ensure compliance with their award conditions and other applicable statutory regulations. The COPS Office is also interested in tracking the progress of our programs and the advancement of community policing. Both aspects of award implementation—compliance and programmatic benefits—are part of the monitoring process coordinated by the U.S. Department of Justice.

Awarded organizations will be responsible for submitting Programmatic Performance Reports on a semiannual basis and Federal Financial Reports on a quarterly basis. In addition, awarded organizations will be responsible for the timely submission of a final Closeout Report and any other required final reports. All COPS Office recipients will be required to participate in such award monitoring activities of the U.S. Department of Justice, including but not limited to the COPS Office, the Office of the Inspector General, or any entity designated by the COPS Office.

Please note that the COPS Office may take a number of monitoring approaches, such as site visits, enhanced office-based award reviews, alleged noncompliance reviews, and

periodic surveys to gather information and to ensure compliance. The COPS Office may seek information including, but not limited to, your organization's compliance with nonsupplanting and both programmatic and financial requirements of the award, and your organization's progress toward achieving your community policing strategy. Program and monitoring specialists as well as auditors are particularly interested in confirming that the purchase of items and/or services is consistent with your organization's approved award budget as reflected in the award package.

If awarded funds, you agree to cooperate with and respond to any requests for information pertaining to your award in preparation for any of the above-referenced award monitoring activities. Please feel free to contact your COPS Office Program Manager to discuss any questions or concerns you may have regarding the monitoring, reporting, and evaluation requirements.

Program evaluation

Though a formal assessment is not a requirement, awarded organizations are strongly encouraged to conduct an independent assessment of their respective award-funded projects. Project evaluations have proven to be valuable tools in helping organizations identify areas in need of improvement, providing data of successful processes, and reducing vulnerabilities.

Selected award recipients shall be evaluated on the local level or as part of a national evaluation, pursuant to guidelines established by the Attorney General. Such evaluations may include assessments of individual program implementations. In selected jurisdictions that are able to support outcome evaluations, the effectiveness of funded programs, projects, and activities may be required. Outcome measures may include crime and victimization indicators, quality of life measures, community perceptions, and police perceptions of their own work.

Financial Management and System of Internal Controls

Award recipients and subrecipients must, as set out in the Uniform Guidance at 2 C.F.R. § 200.303, do the following:

Establish and maintain effective internal control over the federal award that provides reasonable assurance that [the recipient (and any subrecipient)] is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States and the "Internal Control Integrated Framework" issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

Comply with federal statutes, regulations, and the terms and conditions of the federal awards.

Evaluate and monitor [the recipient's (and any subrecipient's)] compliance with statutes, regulations, and the terms and conditions of federal awards.

Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.

Take reasonable measures to safeguard protected personally identifiable information and other information the federal awarding agency designates as sensitive or [the recipient (and any subrecipient)] considers sensitive consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

Audit Requirement

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. Part 200, Subpart F – Audit Requirements, available at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F>, establish the requirements for organizational audits that apply to COPS Office award recipients.

Recipients must arrange for the required organization-wide (not award-by-award) audit in accordance with the requirements of Subpart F.

Civil rights

All recipients are required to comply with nondiscrimination requirements contained in various federal laws. A memorandum addressing federal civil rights statutes and regulations from the Office for Civil Rights, Office of Justice Programs will be included in the award package for award recipients. All applicants should consult the Assurances form to understand the applicable legal and administrative requirements.

Please be advised that a hold may be placed on this application if it is deemed that the applicant organization is not in compliance with federal civil rights law or is not cooperating with an ongoing federal civil rights investigation.

Faith-based or religious organizations are eligible, on the same basis as any other organization, to participate in any DOJ program for which they are otherwise eligible. For guidance on the protections provided in law for faith-based or religious organizations, please see the Office for Civil Rights website at <https://www.ojp.gov/program/civil-rights/partnerships-faithbased-and-other-neighborhood-organizations>.

In addition, all recipients and subrecipients (at any tier) must comply with the applicable requirements of the DOJ regulation entitled "Partnerships with Faith-Based and Other Neighborhood Organizations" at 28 C.F.R. Part 38, which, among other things, prohibits using DOJ financial assistance to fund explicitly religious activities and also prohibits discrimination in the provision of DOJ-funded services on the basis of a beneficiary's

religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice. For more detailed information about the regulation, please see the Office for Civil Rights website at <https://www.ojp.gov/program/civil-rights/partnerships-faith-based-and-other-neighborhoodorganizations>.

Section 508 of the Rehabilitation Act

If you are an applicant using assistive technology and you encounter difficulty when applying, please contact the COPS Office Response Center at **AskCopsRC@usdoj.gov** or 800-421-6770. The department is committed to ensuring equal access to all applicants and will assist any applicant who may experience difficulties with assistive technology when applying for awards using the JustGrants System.

Public Reporting Burden-Paper Work Reduction Act Notice

The public reporting burden for this collection of information is estimated to be up to 11.3 hours per response, depending upon the COPS Office program being applied for, which includes time for reviewing instructions. Send comments regarding this burden estimate or any other aspects of the collection of this information, including suggestions for reducing this burden, to the Office of Community Oriented Policing Services, U.S. Department of Justice, 145 N Street NE, Washington, DC 20530; and to the Public Use Reports Project, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

You are not required to respond to this collection of information unless it displays a valid OMB control number. The OMB control number for this application is 1103-0098, and the expiration date is 4/30/2024.

Performance Measures

To assist in fulfilling the U.S. Department of Justice's responsibilities under the Government Performance and Results Act Modernization Act (GPRA Modernization Act) of 2010, P.L. 111–352), recipients who receive funding from the Federal Government must measure the results of work that funding supports. This act specifically requires the COPS Office and other federal agencies to set program goals, measure performance against those goals, and publicly report progress in the form of funding spent, resources used, activities performed, services delivered, and results achieved.

Performance measures will include:

Objective	Performance measures	Data recipient provides
Increase the capacity of law	Extent to which COPS Office award funding (e.g., officers,	

enforcement agencies to implement community policing strategies that strengthen partnerships for safer communities and enhance law enforcement's capacity to prevent, solve, and control crime through funding for personnel, technology, equipment, and training.

equipment, training, technical assistance) has increased your agency's community policing capacity?

Extent to which COPS Office knowledge resources (e.g., publications, podcasts, training) have increased your agency's community policing capacity?

Recipients will rate the effectiveness of the COPS Office funding in increasing community policing capacity. Data will be collected on a periodic basis through performance reports.

COPS Office awards target increasing recipient capacity to implement community policing strategies within the three primary elements of community policing: (1) problem solving; (2) partnerships; and (3) organizational transformation. The COPS Office requires all applicants to describe how the personnel, technology, equipment, supplies, travel, or training requested will assist the applicant in implementing community policing strategies.

To read an overview of the principles of community policing, please see the COPS Office publication [Community Policing Defined](#).

As part of the programmatic performance reports, all recipients will be required to report on their progress toward implementing community policing strategies. Based on the data collected from recipients, the COPS Office may make improvements to the program to better meet the program's objective and law enforcement agency needs.

List of Eligible Applicants from Joint Explanatory Statement

AK	Municipality of Anchorage
AK	Municipality of Anchorage
AL	Escambia County Commission
AZ	City of Chandler
CA	Citrus Heights Police Department
CA	City of La Verne
CA	City of Salinas
CA	County of Del Norte
CA	County of Mono
CA	Interagency Communications Interoperability System
CA	The City of Vallejo
CA	Torrance Police Department
CO	Boulder County Sheriff's Office, Office of Disaster Management
CO	City of Rifle
CO	Delta County

CT	Bloomfield Police Department
CT	Bloomfield Police Department
CT	City of Bridgeport
CT	City of New London
CT	City of Stamford
CT	Suffield Police Department
CT	Town of New Fairfield
CT	Town of Watertown Police Department
CT	Town of Winchester
CT	University of New Haven
CT	Waterbury Police Department
DE	City of Dover Police Department
FL	City of Boynton Beach
FL	City of Doral Police Department
FL	City of Sarasota
FL	City of St. Petersburg
FL	City of West Palm Beach
FL	Miami-Dade Police Department
FL	Pasco Sheriff's Office
GA	Augusta University
GA	City of College Park
GA	City of Powder Springs
GA	Whitfield County
HI	Hawai'i Department of Land and Natural Resources
IA	Windsor Heights Police and Fire Department
IL	Calhoun County Sheriff's Department
IL	City of Aurora
IL	City of Carbondale
IL	City of Peoria
IL	Piatt County Sheriff's Office
IL	Wayne Police Department
IN	Porter County Sheriff's Office
IN	Whiting Police Department
KS	Allen County Sheriff
KS	Andover Police Department
KS	Colwich Police Department
KS	Derby Police Department
KS	Dodge City Police Department
KS	Edwards County Sheriff
KS	Ellis County Sheriff
KS	Great Bend Police Department

KS	Hays Police Department
KS	Hutchinson Police Department
KS	Independence Police Department
KS	Jefferson County Sheriff
KS	Junction City Police Department
KS	Kansas City Police Department
KS	Lenexa Police Department
KS	Morton County Sheriff
KS	Olathe Police Department
KS	Prairie Village Police Department
KS	Rooks County Sheriff
KS	Russell Police Department
KS	Salina Police Department
KS	Saline County Sheriff
KS	Seward County Sheriff
KS	Shawnee County Sheriff
KS	Shawnee Police Department
KS	Topeka Police Department
KS	Wabaunsee County Sheriff
KS	Wallace County Sheriff
KS	Wichita Police Department
LA	East Baton Rouge Sheriff's Office
MD	City of Baltimore
MD	Office of the State's Attorney, Prince George's County
ME	City of Saco
ME	County of Cumberland
ME	County of Waldo
ME	Washington County Emergency Management Agency
MI	City of Highland Park
MI	City of Perry
MN	City of Saint Peter
MN	Edina Police Department
MN	Le Sueur Police Department
MN	Scott County
MO	Christian County Emergency Services
MO	City of St. Louis
MS	City of Eupora
MS	City of Eupora
MS	City of Gautier
MS	Hancock County E-911 Commission

MS	Mississippi Department of Public Safety
MS	University of Mississippi Medical Center
NC	City of Washington
NC	Clay County
NC	Cumberland County
NC	Town of Mooresville
NH	Belknap County Sheriff's Office
NH	Exeter Police Department
NH	Hampton Police Department
NH	Hillsborough County Sheriff's Office
NH	Hollis Department of Emergency Management
NH	Laconia Police Department
NH	Londonderry Police Department
NH	Manchester School District
NH	Nashua Police Department
NH	New London Police Department
NH	Newfields Police Department
NH	Sanbornton Police Department
NH	Town of Newington
NJ	Atlantic City Police Department
NJ	Bergen County Sheriff's Office
NJ	Borough of Bogota Police Department
NJ	City of Englewood
NJ	County of Burlington
NJ	County of Ocean
NJ	Town of Harrison
NJ	Township of Chatham
NJ	Township of South Hackensack
NJ	Township of Weehawken
NJ	Union City Police Department
NJ	West Milford Township
NM	Albuquerque Police Department
NM	Albuquerque Police Department
NM	Albuquerque Police Department
NM	City of Las Cruces
NM	Curry County
NM	Jemez Pueblo Police Department
NM	Las Cruces Police Department
NV	City of Henderson
NV	City of North Las Vegas
NV	City of Reno

NY	Cayuga County
NY	City of Middletown
NY	Lancaster Police Department
NY	New York Police Department
NY	Rochester Police Department
NY	Town of Amherst
OH	City of Fairview Park
OH	National Tactical Officers Association
OH	Toledo Police Department
OH	Warren Police Department
OR	City of Medford
OR	City of St. Helens
OR	Douglas County
OR	Douglas County Sheriff's Office
OR	Lane County
OR	Lincoln County Sheriff's Office
OR	Tillamook County
OR	Union County Emergency Services
OR	Wheeler County Office of Emergency Management
PA	City of Easton
PA	City of Erie
RI	Portsmouth Police Department
RI	Tiverton Police Department
RI	Town of Bristol Police Department
RI	Town of Foster
RI	Town of Glocester
RI	Town of North Smithfield
SC	City of Cayce
SC	City of Sumter
TX	City of Donna
TX	City of Round Rock
TX	Dallas Police Department
TX	Harris County Sheriff's Office
TX	Liberty Hill Police Department
TX	Middle Rio Grande Development Council
TX	Midland County
VA	Amelia County
VA	Chesterfield County Sheriff's Office
VA	City of Petersburg
VA	Louisa County
VA	Nottoway County

VA	Rappahannock Regional Criminal Justice Academy
VT	Brandon Police Department
VT	Vermont Department of Public Safety
WA	Benton County
WA	City of Battle Ground
WA	City of Long Beach
WA	City of Longview
WA	City of Washougal Police Department
WA	Cowlitz 911 Public Authority
WA	Lewis County
WA	Pierce County Sheriff's Department
WA	Wahkiakum County Sheriff's Office
WA	Whatcom County Sheriff
WI	Milwaukee Police Department
WV	City of Charles Town
WV	City of Charleston
WV	City of Milton
WV	West Virginia University

Application Checklist

Please refer to the [JustGrants DOJ Application Submission Checklist](#).

Survey Questions

FY23 Technology&Equipment

AGENCY ELIGIBILITY INFORMATION

1. **Type of Agency** (*select one*)
2. From the list below, please select the type of agency which best describes the applicant.

Law Enforcement Entities

2. From the list below, please select the type of agency which best describes the applicant.

Non-Law Enforcement Entities

3. Please indicate if your jurisdiction is primarily considered rural, urban or suburban.
4. What is the actual population your department serves as the primary law enforcement entity?

DUPLICATION OF FUNDING

Instructions:

Applicants are required to disclose whether they have pending applications for federally funded assistance or active federal awards that support the same or similar activities or services for which funding is being requested under this application.

Be advised that as a general rule, COPS Office funding may not be used for the same item or service funded through another funding source. However, leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate. To aid the COPS Office in the prevention of awarding potentially duplicative funding, please indicate whether your agency has a pending application or an active award with any other federal funding source (e.g., direct federal funding or indirect federal funding through state sub-awarded federal funds) which supports the same or similar activities or services as being proposed in this COPS Office application.

5. Do you have any current, active non-COPS Office award with any other federal funding source (e.g., direct federal funding or indirect federal funding through state

subawarded federal funds) that supports the same or similar activities or services as being proposed in this COPS Office application?

5a. If Yes, for each potentially duplicative non-COPS Office award, provide the following detailed information: name of federal awarding agency, or state agency for subawarded federal funding; award number; program name; award start and end dates; award amount; and description of how this project differs from the application for COPS office funding.

6. Do you have any pending non-COPS Office grant applications with any other federal funding source (e.g., direct federal funding or indirect federal funding through state subawarded federal funds) that support the same or similar activities or services as being proposed in this COPS Office application?

6a. If Yes, for each potentially duplicative non-COPS Office grant application, provide the following detailed information: application number (if known); program name; project length; total requested amount; items requested; and describe how this project differs from the application for COPS Office funding.

EXECUTIVE AND CONTACT INFORMATION

Please provide the name and contact information for the highest ranking Law Enforcement or Program Official and Government Executive or Financial Official for your agency or organization, please see instructions below.

LAW ENFORCEMENT EXECUTIVE/PROGRAM OFFICIAL

This position will ultimately be responsible for the programmatic management of the award.

Instructions for Law Enforcement Agencies:

For law enforcement agencies, the Law Enforcement Executive is the highest-ranking official in the jurisdiction (Chief of Police, Sheriff, or equivalent). Before this application can be submitted, the Entity Administrator in JustGrants must invite this individual to apply for a JustGrants account with the role of Authorized Representative, and this individual must log in to JustGrants to review the application.

Instructions for Non-Law Enforcement Agencies:

For non-law enforcement agencies (e.g., institutions of higher education, school districts, private organizations, etc.), the Program Official is the highest-ranking official in the jurisdiction (e.g., executive director, chief executive officer, or equivalent). Please note that information for non-executive positions (e.g., clerks, trustees) is not acceptable. Before this application can be submitted, the Entity Administrator in JustGrants must invite this individual to apply for a JustGrants account with the role of Authorized Representative, and this individual must log in to JustGrants to review the application.

7a. Title:

7b. First name:

7c. Last name:

7d. Phone:

7e. Email address:

GOVERNMENT EXECUTIVE/FINANCIAL OFFICIAL

This position will ultimately be responsible for the financial management of the award.

Instructions for Government Agencies:

For law enforcement agencies, this is the highest-ranking government official within your jurisdiction (e.g., Superintendent, Mayor, City Administrator, or equivalent). Before this application can be submitted, the Entity Administrator in JustGrants must invite this individual to apply for a JustGrants account with the role of Authorized Representative, and this individual must log in to JustGrants to review the application.

Instructions for Non-Government Agencies:

For non-law enforcement agencies, this is the financial official who has the authority to apply for this award on behalf of the applicant agency (e.g., Chief Financial Officer, Treasurer, or equivalent). Please note that information for non-executive positions (e.g., clerks, trustees) is not acceptable. Before this application can be submitted, the Entity Administrator in JustGrants must invite this individual to apply for a JustGrants account with the role of Authorized Representative, and this individual must log in to JustGrants to review the application.

8a. Title:

8b. First name:

8c. Last name:

8d. Phone:

8e. Email address:

Instructions for Application Submitter Contact:

Enter the application point of contact's name and contact information.

9a. Title:

9b. First name:

9c. Last name:

9d. Phone:

9e. Email address:

NEED FOR FEDERAL ASSISTANCE

10. All applicants are required to explain their inability to address the need for this award without federal assistance. Please do so in the space below. [Please limit your response to a maximum of 500 words.]

CONTINUATION OF PROJECT AFTER FEDERAL FUNDING ENDS

Instructions for the Continuation of Project after Federal Funding Ends:

The questions in this section will be used for programs without a retention requirement to report any plans to continue the program or activity after the conclusion of federal funding.

11. Does your agency or organization plan to obtain necessary support and continue the program, project, or activity following the conclusion of federal support?

11a. Please identify the source(s) of funding that your agency plans to utilize to continue the program, project, or activity following the conclusion of federal support:

11b. If other, please provide a brief description of the source(s) of funding. [Please limit your response to a maximum of 125 words]

PROPOSED TECHNOLOGY AND EQUIPMENT PROJECT

12. Please describe the crime problem(s) that will be addressed with this grant and provide relevant facts or data to show the nature, prevalence, and severity of the problem. Applicants must clearly describe why this project is necessary to fulfill a specific public safety need, how the project will help agencies reorient their mission toward community-oriented policing or enhance their involvement or commitment to community policing, and how this project is responsive to the solicitation. [Limit your response to a maximum of 500 words.]

13. Define the goal and objectives that you are ultimately trying to accomplish through this grant and how the proposed project would fit into an overall effort to address the problems identified above. [Limit your response to a maximum of 500 words.]

14. How will you ensure effective implementation of the project? Applicants must identify any applicable governmental and community initiatives which complement or will be coordinated with the proposed project. Include a detailed timeline with key activities and milestones to take place within the life of the grant. [Limit your response to a maximum of 500 words.]

The following is the COPS Office definition of community policing that emphasizes the

primary components of community partnerships, organizational transformation, and problem solving.

Community policing is a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem solving techniques to proactively address the immediate conditions that give rise to public safety issues, such as crime, social disorder, and fear of crime.

15. Please provide information on the proposed community policing activities, including partnerships, organizational transformation, and problem solving, that will be implemented or enhanced as a result of grant funding for this project. [Limit your response to a maximum of 500 words.]

16. Please address any applicable consultation with community groups and appropriate private and public agencies in the implementation of the proposed project. [Limit your response to a maximum of 500 words.]

17. Please describe to what extent there is community support in your jurisdiction for implementing the proposed award activities. [Limit your response to a maximum of 500 words.]

18. Please describe to what extent the award activities will impact the other components of the criminal justice system in your jurisdiction. [Limit your response to a maximum of 500 words.]

28 CFR PART 23 (CRIMINAL INTELLIGENCE)

REVIEWS AND CERTIFICATIONS

Certification of Review of 28 C.F.R. Part 23/Criminal Intelligence Systems:

If your agency is requesting COPS Office funds for equipment or technology that will be used to operate an interjurisdictional criminal intelligence system that receives, stores, analyzes, exchanges, or disseminates data regarding ongoing criminal activities, you must agree to comply with the operating principles at 28 C.F.R Part 23.

If you are requesting COPS Office funds to operate a single agency database (or other unrelated forms of technology) and will not share criminal intelligence data with other jurisdictions, 28 C.F.R. Part 23 does not apply.

19. Please check one of the following, as applicable to your agency's intended use of COPS Office funds.

CERTIFICATION OF REVIEW AND REPRESENTATION OF COMPLIANCE

20. By checking the box, the applicant indicates he or she understands that the signatures of the Law Enforcement Executive / Program Official, Government Executive / Financial Official, and the Person Submitting this Application on the Reviews and Certifications represent to the COPS Office that: 1. the applicant will comply with all legal, administrative, and programmatic requirements that govern the applicant for

acceptance and use of federal funds as outlined in the applicable COPS Office Grant Application Resource Guide, the COPS Office award owner's manual, the DOJ Grants Financial Guide, Assurances, Certifications and all other applicable program regulations, laws, orders, and circulars; 2. the applicant understands that as a general rule COPS Office funding may not be used for the same item or service funded through another funding source? and 3. the applicant and any required or identified official partner(s) listed in this application mutually agreed to this partnership prior to submission.

21. By checking the box, the applicant indicates he or she provide a certification that: 1. the programs to be funded by the grant meet all the requirements of the COPS Office statute (34 U.S.C. § 10381, et seq.) 2. all the information contained in the application is correct; and 3. the applicant will comply with all provisions of the COPS Office statute (34 U.S.C. § 10381, et seq.) and all other applicable Federal laws.

ACKNOWLEDGEMENT OF ELECTRONIC SIGNATURE

22. By checking the box, the applicant indicates that he or she understands that the use of typed names in this application and the required forms, including the Assurances, Certifications, and Disclosure of Lobbying Activities form, constitute electronic signatures and that the electronic signatures are the legal equivalent of handwritten signatures.