



## Small, Rural, and Tribal Body Worn Camera Program (SRT BWC)

### Welcome Webinar (January 26, 2022)

### Frequently Asked Questions (FAQs)

#### Introduction

During the Welcome Webinar held on January 26, 2022, we received nearly 50 questions regarding the waitlist, grants administration, policy development, and miscellaneous inquiries.

We edited, condensed, and categorized the questions for ease of use.

**General Information:** We awarded 258 grants to agencies from across the country. All awards require a match. A list of those awardees is available on our website at: [www.srtbwc.com/meet-our-grantees](http://www.srtbwc.com/meet-our-grantees). You can download the full list or you can conduct searches online by state, agency name, and funding amount.

**General Questions: When will the webinar be available on the website? Will slides be emailed to us?**

The webinar is now available on the website at [www.srtbwc.com/webinars/](http://www.srtbwc.com/webinars/). You can watch the webinar on the site and/or download a copy of the slides ([www.srtbwc.com/wp-content/uploads/2022/02/SRT-BWC-Welcome\\_FINAL.pdf](http://www.srtbwc.com/wp-content/uploads/2022/02/SRT-BWC-Welcome_FINAL.pdf)). The slides do not include the BWC footage at the beginning and end of the presentation.

The PowerPoint slides will not be emailed to you. We did not wish to flood your email boxes with attachments.

#### Specific Questions: The Waitlist

We received numerous questions about the waitlist, including: Where am I on the list? What are my chances of getting a grant? Can you supply us with the list? Can we purchase cameras while we are on the list? What do I have to do if I'm on the list? Should we use the policy wizard? And many more.

As we mentioned, there are 708 applicants that are on the waitlist. Unfortunately, it appears that we will not receive enough funding to make awards for all of you on the list. Thus, we are now going through the list carefully to determine how many awards we can make. We anticipate that we will make final decisions on a rolling basis with all decisions made by February 28, 2022. Notifications of awards and decisions not to fund your agency will be sent to you by email over the next four weeks.

If you are on the waitlist, you do not need to do anything at this time. **Please be patient with us as we go through this process.** We will not be able to provide you with any additional information about the status of your waitlisted application until after February 28, 2022.



If you are selected for an award, you will follow the same process for grants that were awarded on December 29, 2021. You will receive instructions from us via email that will allow you to enter additional information (Phase II) into your password-protected portal.

As with the December awardees, your grant award will be effective on January 1, 2022. However, we **STONGLY ADVISE** you **NOT** to sign contracts or purchase your cameras until you receive additional information from us. We will not be able to provide micro-grant funding to your agency if you purchase BWC equipment of services that are not consistent with the U.S. Department of Justice Office of Justice Program procurement guidelines for awardees or subawardees.

If you are not selected for a grant award, you will be able to re-apply for future funding opportunities. Unfortunately, we cannot provide you with an exact date for the new solicitation because appropriations for the SRT BWC program have not been finalized. The online application kit will be similar to the one that we released last year with some changes based on our experiences and some of your comments.

### **Grant-related Questions:**

#### **We submitted our Phase II paperwork. What happens now?**

For the awardees that were announced on December 29, 2021 we asked that you answer additional questions via the web-based portal. Most of you submitted your answers by January 31, 2022. If you did not do so, we have extended the deadline to February 28, 2022.

For those awardees who have submitted your Phase II paperwork, we are currently reviewing everything, and we will reach out to you if we have additional questions. Once we approve your paperwork, we will send you the grant award documents and other information by email. An authorized official will need to sign those documents online. In addition, we will send you hard copies of your award document and other material via U.S. Postal Service.

The award document will indicate that the start date for your grant award is January 1, 2022 and an end date of December 31, 2024 (36 months). You have up to three years to purchase your cameras and to implement the BWC program. The minimum amount of time for the project is 12 months. That is, if you fulfill the grant requirements, your project could end on December 31, 2022.

In order to fulfill the requirements of the grant, you will need to submit a BWC policy for review and receive approval from us and BJA, provide us with invoices for reimbursement, meet the match, and show that you are using the cameras by providing us with information about the number of videos your officers have recorded and other statistics on a monthly basis.

#### **What do I need to do to get pre-approval regarding our vendor? Is it possible to do a sole source justification?**

To meet Federal procurement regulations, we strongly urge you to obtain a minimum of three bids for your BWCs. Sole source justifications for BWC programs are extremely difficult to approve and are not encouraged.



## **What do I do to get reimbursed for our purchases? How long do we wait until we receive reimbursements?**

As part of the process, we will request information to make bank-to-bank transfers. We are making reimbursements through direct deposit only. You will not receive a check in the mail.

For reimbursements, we require an invoice from you that shows the number of cameras you have purchased, the bundled service, and the matching amount that you are paying. This information will be collected and submitted through your online application portal.

Please do not send invoices that show that you are requesting payment for storage. This is not a reimbursable expense. We are not allowed to pay for storage under this program. Submitting an invoice with storage included will delay your reimbursement.

However, BJA and JSS recognize that BWC systems are often bundled or sold as software-as-a-service (SaaS) with no line-item distinction of data storage costs; therefore, procurements with bundled costs (specifically no line-item storage costs) are permissible for reimbursement, and the agency will not be asked to break out the costs.

If the invoice is correct and there are no questions, you will be reimbursed via the bank-to-bank transfer within 20 working days.

We will have a webinar to discuss the Payment process in more detail on March 23, 2022 at 11 am PST/ 1 pm CST/ 2 pm EST. You will receive an email to register for the webinar on or about March 16, 2022. Please save the date!

## **Where do we submit our policy for review?**

If you received a grant award, please submit your BWC policy in the online application portal. If you would prefer to send your BWC policy to us via email, you can do so at [info@srtbwc.com](mailto:info@srtbwc.com) with “BWC Policy” in the subject line. Within the email, please indicate your name and title, grant ID number, and the name of your agency. An email response will be sent to you confirming receipt of the policy. Then the policy will be reviewed internally, and you will be notified if we have questions about it.

If you are on the waitlist, please do **not** submit your policy at this time.

The Policy Wizard is now available for use on the website at: [www.srtbwc.com/policy-wizard](http://www.srtbwc.com/policy-wizard). If you need assistance using the Wizard please contact us at [info@srtbwc.com](mailto:info@srtbwc.com) or call our help line at (888) 235-0565.

The next webinar will discuss the Policy Review Process in more detail. The webinar will take place on February 23, 2022 at 11 am PST/ 1 pm CST/ 2 pm EST. You will receive an email to register for the webinar on or about February 16, 2022. Please save the date!