## Local Law Enforcement Block Grant (LLEBG)

FY 2023 Application Workshop

# FY 2023 Local Law Enforcement Block Grant: Notice of Funding Opportunity

- The Missouri Department of Public Safety, DPS Grants Unit is please to announce the funding opportunity for the FY 2023 Local Law Enforcement Block Grant (LLEBG)
- This funding opportunity is made available through the Missouri Department of Public Safety's electronic WebGrants System: <u>WebGrants - Missouri</u> <u>Department of Public Safety (mo.gov)</u>

The WebGrants System will NOT accept application after the established deadline

#### **Key Dates**

October 2, 2023: Application Workshop and Funding opportunity

available at:

https://dps.mo.gov/dir/programs/dpsgrants/llebg.ph

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Application open in WebGrants:

https://dpsgrants.dps.mo.gov/

November 3, 2023: Funding Opportunity Closes

Applications due in WebGrants by 4:00 pm CST

\*\*WebGrants will not accept any applications after

this time\*\*

January 1, 2024: Project Start Date

June 30, 2024: Project End Date

August 15, 2024: Final claim and Status Report due

## Local Law Enforcement Block Grant (LLEBG)

- ► The Local Law Enforcement Block Grant (LLEBG) is a state-administered, but federally funded program, that is made available through the Edward Byrne Memorial Justice Assistance Grant (JAG) within the U.S. Department of Justice (DOJ)
- ► The JAG Program is administered by the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), and The Bureau of Justice Assistance (BJA). The Missouri Department of Public Safety (DPS) is the governor-appointed State Administrative Agency (SAA) of JAG funds and will continue to award the "less than \$10,000" JAG allocation via the purpose area of the Local Law Enforcement Block Grant (LLEBG)

#### LLEBG Purpose

- ► The Missouri Department of Public Safety (DPS) collaborated with state and local law enforcement agencies to provide a proactive approach for the public safety of Missourians. The LLEBG grant opportunity provides resources to combat violent crime through improved information sharing and officer safety.
- The Missouri Department of Public Safety's strategic priorities encompass several key initiatives including; building relationships with external stakeholders, identifying hazards and threats to public safety, maintaining sufficient capacities to perform statutorily required responsibilities and utilizing Federal and State programs to protect, as well as, provide impactful service to Missouri citizens.

#### **Award Amount**

- ► Funding for the LLEBG program is derived from the Federal JAG Program and utilizes the "less than \$10,000" allocation awarded to the Missouri Department of Public Safety. The Bureau of Justice Statistics (BJS) calculates, for each state and territory, a minimum base allocation which can be enhanced by the state's share of the national population and the state's share of the country's Part I Violent Crime Statistics
- Max award available per agency is \$9,999.99

#### Reimbursement Grant

- ► LLEBG grant will be handled as a Reimbursement Grant
- Equipment must be purchased and received prior to requesting reimbursement
- If an agency is unable to pay for items prior to receiving reimbursement, they may request "Advanced Payment" for invoices in excess of \$1,000
  - Equipment MUST be ordered and received prior to requesting "Advanced Payment"

#### Eligible Applicants

Any state or local agency within Missouri may apply for LLEBG funding for its own law enforcement agency as long as the agency meets the eligibility requirements. To be eligible for federal pass-thru funding, both the applicant agency, as well as the project agency, must be compliant with the following statutes:

- Section 590.650 RSMo Vehicle Stops Report
- Section 590.700 RSMo Written Policy of Recording of Custodial Interrogations
- Section 43.544 RSMo Written Policy on Forwarding Intoxication-Related Traffic Offenses

#### Eligible Applicants, cont.

- Section 590.1268 RSMo Police Use of Force Transparency Act of 2021
- Section 43.505 RSMo National Incident-Based Reporting System (NIBRS) formerly Uniform Crime Reporting Tool (UCR)
  - Show Me Crime Reporting provides a no cost option for agencies to comply with Section 43.505 RSMo. Agencies that are not currently compliant with Section 43.505 RMSO will not be eligible to apply until the have registered with Show me Crime Reporting:
    - https://showmecrime.mo.gov/CrimeReporting/MIBRSRegistration.html
- Section 590.030 RSMO Rap Back Program
- Death in Custody Reporting Act
- Section 513.653 Federal Equitable Sharing Funds

#### Ineligible Applicants

- Applicants that are not applying on behalf of a Missouri law enforcement agency
- Units of Government included on Appendix A of the FY 2023 LLEBG Notice of Funding Opportunity
- Applicants not compliant with the previous State/Federal statutes

#### **Funding Priority**

- The Department of Public Safety's primary objective in awarding LLEBG funding is to partner with local law enforcement agencies to combat violent crime through improved information sharing and officer safety items
- Priority funding will be granted to those applicants requesting items directly tied to combating violent crime through improved information sharing and officer safety items

#### Eligible Costs

- Mobile Data Terminals (MDTs)/Mobile Data Computers (MDCs)
- Radios (Portables/Handhelds, Mobile, Repeater, Base Stations, etc.)
- Body Armor
- Body-Worn Cameras
- Gun Racks/Locks
- Equipment related to responding to civil unrest (shields, helmets, laser protective eyewear, etc.)
- In-Car Cameras
- Light Bars/Warning Lights/Directional Sticks
- Police Cruisers (LLEBG/JAG funds may be used to purchase marked or unmarked police cruisers) a "police cruiser" is defined as a vehicle used in the ordinary course for routine police patrol, this could include sedan, sport utility vehicles (SUVs), motorcycles, etc.

#### Eligible Costs, cont.

- Segways, ATVs & golf carts are allowed as long as the Missouri Department of Revenue/Motor Vehicle does not require licensing or registration
- Protective Clothing/Gloves
- Reflective Vest/Raincoats
- Ballistic Helmets & Shields
- Road Flares/Cones
- Security Restraint Devices (Handcuffs, Leg Irons, etc.)
- Siren Boxes & Speakers
- Surveillance Systems for Jails
- Trauma Kits/First Aid Kits
- Vehicle Cages/Partitions/Seats

#### Ineligible Costs

- Weapons & weapon accessories, including ammunition
- Aircraft (with the exception of "police helicopter")
- Computer Software
- Finance Fees for delinquent payments
- Surveillance systems & security systems in buildings
- Intoximeters
- Less-Than-Lethal Weapons, including tasers, batons, & stun guns
- Office Equipment (e.g. desktop computers, scanners, copiers & printers)
- Office Furniture (e.g. file cabinets, desks & chairs)
- Non-Compliant Communication Devices (non-P25 mobile radios, portable radios that are not connected to a MOSWIN radio through a repeater)

#### Ineligible Costs, cont.

- Radar Guns
- Real Estate
- Segways, ATVs & Golf Carts (if the Missouri Department of Revenue/Motor Vehicle requires licensing or registration of the mode of transportation and/or if the vehicle will not be used in ordinary course of routine police patrol)
- Spike Strips & Stop Sticks
- Unmanned Aerial Systems (UAS), Unmanned Aircraft (UA), and/or Unmanned Aerial Vehicles (UAV)
- Vehicles (with the exception of a "police cruiser")
- Vessels (with the exception of a "police boat")

#### **Application Requirements**

By submitting an application, applicants agree to comply with the requirements of the LLEBG Notice of Funding Opportunity and the terms and conditions of the award, should they receive an award

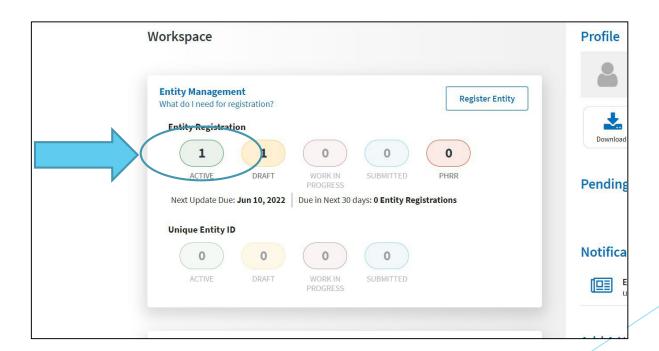
https://dpsgrants.dps.mo.gov

### Unique Entity ID (UEI) Updates

- Effective April 4, 2022 <u>all</u> organizations applying for federal funds <u>must have</u> an Unique Entity ID (UEI)
  - ▶ UEI is found at SAM.gov
  - Agency must be set as "Active"

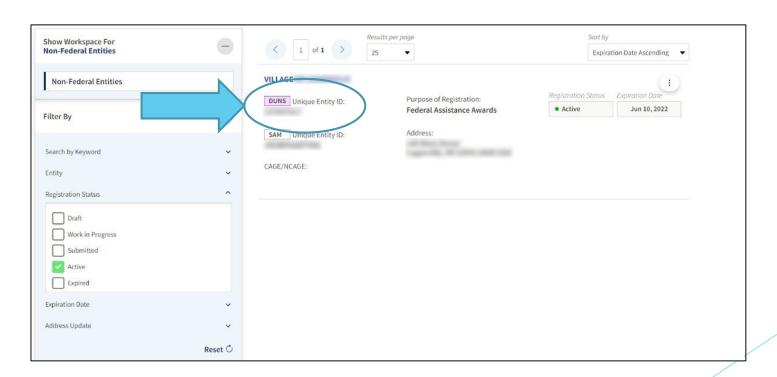
#### How to locate your UEI

- Log into SAM.gov
- In your Workspace, select the numbered bubble above "Active" in the Entity Management widget



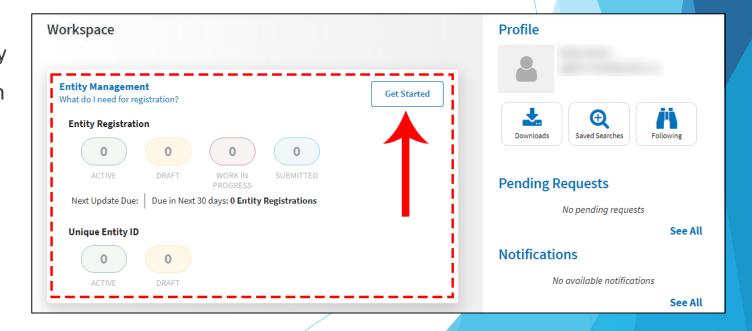
### How to locate your UEI, cont.

You should then see your records appear, & the UEI number appear on the left side of each record



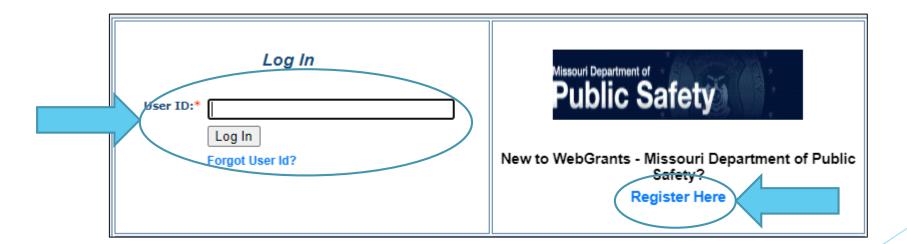
#### How to get an UEI

- If your organization does not have a DUNS Number:
  - Sign into your SAM.gov account and the system will navigate you to your Workspace. On the "Entity Management" widget, select the "Get Started" button to began the request for your Unique Entity ID
  - NOTE: If you require an Unique Entity Identifier for SAM.gov entity registration or an update to your entity name or address, go to SAM.gov to complete the process



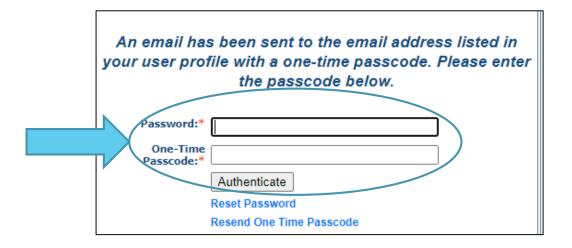
### Login

- ▶ To begin an application, login to the WebGrants System
  - ► Go to: <a href="https://dpsgrants.dps.mo.gov">https://dpsgrants.dps.mo.gov</a>
  - Log In or register as a new agency



#### Two-Step Verification

- Type in your Password
- Type in your One-Time Passcode
  - An one-time passcode will be sent to the email address that is registered with the User ID



#### **Application Instructions**

Select "Funding Opportunities" and select the FY 2023 Local Law Enforcement Grant (LLEBG)" Funding Opportunity



#### **Funding Opportunity**

Select "2023 Local Law Enforcement Block Grant (LLEBG)"

162710 Posted 2023 Local Law Enforcement Brock Grant LLEBG

al Law Enforcement Block Grant (LLEBG)

11/03/2023

► The funding opportunity will include a description, attachments, & a link to the LLEBG page on the DPS website

#### Website Links

Click on the URL to go to website

URL

https://dps.mo.gov/dir/programs/dpsgrants/llebg.php

Description

LLEBG Page on Missouri Department of Public Safety Website

#### Funding Opportunity, cont.

- Funding Opportunity attachments will include
  - ► FY 2023 LLEBG Certified Assurances
  - The Notice of Funding Opportunity (NOFO)
  - Radio Interoperability Guidelines
  - Application Workshop

Attachments		
Click on the File Name to open attachment		
Click on the File Name to open attachment		
Description	File Name	File Size
FY 2023 LLEBG Certified Assurances	2023 LLEBG Certified Assurances.pdf	205 KB
FY2023 LLEBG NOFO	FY2023 LLEBG NOFO.pdf	373 KB
Radio Interoperability Guidelines UPDATED July 2023	Radio Interoperability Guidelines UPDATED July 2023.pdf	344 KB

#### **Application Instructions**

- After opening the "FY 2023 LLEBG" Funding Opportunity
  - Select "Start a New Application"

Copy Existing Application Start a New Application

#### FY 2023 LLEBG Application Forms

- The FY 2023 LLEBG application will include (7) forms:
  - General Information
  - Contact Information
  - Eligibility Requirements
  - Project Form
  - Budget
  - Interoperable Communications
  - Named Attachments

#### **Application Forms**

**General Information** 

Contact Information

Eligibility Requirements

Project Form

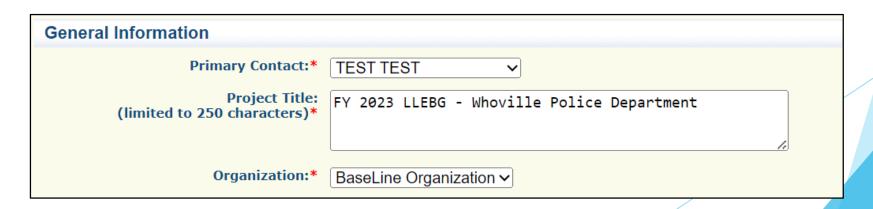
Budget

Interoperable Communications

Named Attachments

#### **General Information**

- After selecting "Start a New Application", complete the "General Information" section
- Complete the form as indicated:
  - Primary Contact: Select the desired contact from the drop-down field
  - Project Title: Enter "FY 2023 LLEBG Agency Name" (e.g. FY 2023 LLEBG Whoville Police Department")
  - Organization: Select the applicable applicant agency from the drop-down field



#### **Contact Information**

Select "Contact Information"

#### **Application Forms**

**General Information** 

Contact Information

Eligibility Requirements

Project Form

Budget

Interoperable Communications

Named Attachments

- This form will collect information for the application agency contact
  - Authorized Official
  - Project Director
  - ► Fiscal Officer
  - Officer in Charge

\*\*NOTE: The Authorized Official, Project Director, & Fiscal Officer <u>CANNOT</u> be the same person\*\*

- Authorized Official: The Authorized Official is the individual who has the authority to legally bind the applicant into a contract. Please refer to the list below to help determine the correct Authorized Official:
  - If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official (e.g. the Sheriff is not the Authorized Official)
  - If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official
  - If the applicant agency is a college/university, the University President or Campus Chancellor shall be the Authorized Official
  - If the applicant agency is a state department, the Department/Division Director head shall be the Authorized Official

In order for an application to be considered eligible for funding, the agency's correct Authorized Official <u>MUST</u> be designated in the "Contact Information" form and <u>MUST</u> sign the Certified Assurance Form

\*\*If you are unsure who to list as your agency's Authorized Official, or they do not match the list above, please contact the DPS Grants Unit for clarification\*\*

- Project Director: The person at the agency that is responsible for ensuring that the project is completed and meets all requirements (i.e. Sheriff, Police Chief, etc.)
- Fiscal Officer: The person at the agency that can answer fiscal and audit questions (i.e. County or City Clerk or Treasurer)
- Officer in Charge: The person at the agency that will be the Primary Contact for day to day questions, (this is not a required section, if this person is the same as the Project Director or Fiscal Officer this field should be left blank)

### Contact Information, Authorized Official

- Enter the information requested
  - Required fields are designed with a red asterisk \*

#### **Contact Information**

#### **Authorized Official**

The Authorized Official is the individual who has the authority to legally bind the applicant into a contract and is generally the applicant's elected or appointed chief executive. For example:

- If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official
- If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official
- . If the applicant agency is a State Department, the Director shall be the Authorized Official
- If the applicant agency is a college/university, the University President (or Campus Chancellor, if applicable) shall be the Authorized Official.

If a designee is being utilized to authorize the application, the Missouri Department of Public Safety (DPS) reserves the right to request documentation that indicates the designee has the authority to legally bind the applicant into a contract in lieu of the Authorized Official at the time of application submission.

The above list is not an all-inclusive list. If you do not fall into the above listed categories, or if you are unsure of who the Authorized Official is for your agency, please contact the Missouri Department of Public Safety at (573) 522-6125.

Name:*	Mayor Cindy Lou		Who		
	Title First Name		Last Name		
Job Title:*	Mayor				
	Mayor				
Agency:*	Whoville				
	TTTOTAL				
Mailing Address:*	PO Box 123				
	Enter a PO Box where applicable. If a PO Box is not applicable, enter the physical street address.				
Street Address 1:	[40247 + 0]				
Street Address 1	If a PO Box is entered on the Mailing Address line, enter the physical street address here. Do not repeat the mailing address!				
	If a PO Box is entered on the Mailing Address line	enter the physical street address	nere, bo not repeat the mailing address:		
Street Address 2:					
City/State/Zip:*	Whoville	Missouri 🕶	65123		
	City	State	Zip		
Email:*	cindylou@whoville.com				
		_			
Phone:*	573-999-9999 999				
	Ext.				
Fax:	573-999-9998				
T GA	21.3-222-2220				

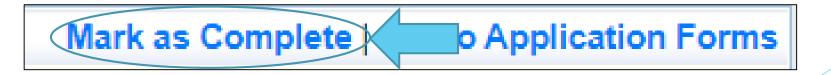
## Contact Information, Project Director & Fiscal Officer

Project Director						
The Project Director is the individual that will enforcement agency.	have direct oversight of the	proposed project.	The Project Director, theret	fore, must be the	e Chief, Sheriff, Director, etc. of the law	
Name:*	Chief	Aloysis		Hare		
	Title	First Name		Last Name		
Job Title:*	Chief of Police					
Agency:*	Whoville Police Departr	Whoville Police Department				
Mailing Address:*	PO 789					
	Enter a PO Box where applicable. If a PO Box is not applicable, enter the physical street address.					
Street Address 1:	1252 Test Street					
	If a PO Box is entered on the !	If a PO Box is entered on the Mailing Address line, enter the physical street address here. Do not repeat the mailing address!				
Street Address 2:						
City/State/Zip:*	Whoville		Missouri	65123		
	City		State	Zip		
Email:*	aloysishare@whovillep	d.com				
Phone:*						
1101121	573-999-9898 7:	54 t.				
Fax:	573-999-8888					
Fiscal Officer	0.0 000 0000					
The Fiscal Officer is the individual who has re	annonaihility for announting a	and audit issues at	the applicant against lovel	(o.a. City Clork	County Traceurer Director of Finance	Tho
project Director and Fiscal Officer cannot be		and addit issues at	trie applicant agency level	(e.g. City Clerk,	County Treasurer, Director of Pinance).	me
Name:*	Mr	Ned		McDodd		
	Title	First Name		Last Name		
Job Title:*	City Clerk					
Agency:*	Whoville City Clerk's Office					
	Wildville City Clerk's Office					
Mailing Address:*	PO Box 1235  Enter a PO Box where applicable. If a PO Box is not applicable, enter the physical street address.					
Street Address 1:		ble. If a PO Box is no	c applicable, enter the physica	i street address.		
Street Address 1:	1234 Test Street  If a PO Box is entered on the I	Mailing Address line	enter the physical street addr	ess here. Do not i	eneat the mailing address!	
Street Address 2:		, and the same,			apart are maning data to a	
City/State/Zip:*	Whoville		Missouri 🗸	65123		
- 1*	City		State	Zip		
Email:*	nedmcdodd@whoville.d	com				
Phone:*		45				
	Ex	t.				
Fax	573-999-5555					

- After all contact information has been completed
  - Select "Save" at the top of the screen

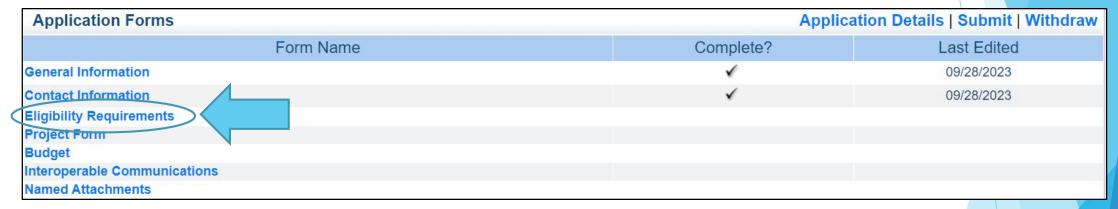


After the Contact Section has been saved, Select "Mark as Complete"

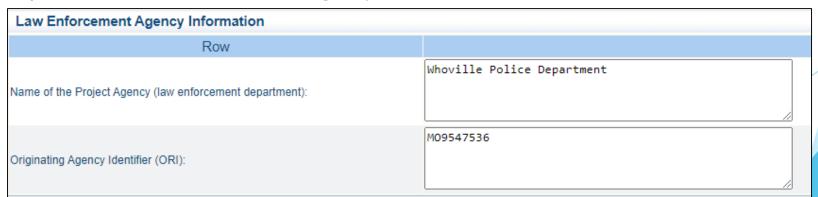


### Eligibility Requirements

Select "Eligibility Requirement"



Complete the "Law Enforcement Agency Information"



- Eligibility Requirements:
- Question #1: Is the project agency in compliance with Section 590.650 RSMo Vehicle Stops Reporting?
- Question #2: Is the project agency in compliance with Section 590.700 RSMo?
   (Agencies are required to adopt a written policy to record custodial interrogations of persons suspected of committing or attempting to commit felony crimes as outlined in subsection 2 of Section 590.700 RSMo)
- Question #3: Is the project agency in compliance with Section 43.544 RSMo -(each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses to be forwarded to the central repository)
- Question #4: Is the project agency in compliance with Section 590.1265 RSMo
   Police Use of Force Transparency Act of 2021?

Eligibility Requirements  If the answers to any of the eligibility questions #1-4 is 'No' the agency is not eligible for funding please do not continue with the application.  1. Is the project agency in compliance with Section 590.650 RSMo - Vehicle Stops Reporting?  2. Is the project agency in compliance with Section 590.700 RSMo? - (Agencies are required to adopt a written policy to record custodial interrogations of persons suspected of committing or attempting to commit felony crimes as outlined in subsection 2 of Section 590.700 RSMo - Veich agency in compliance with Section 43.544 RSMo - (each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses be forwarded to the central repository)  4. Is the project agency in compliance with Section 590.1265 RSMo - Police Use of Force Transparency Act of 2021?  **Pro purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more months since January 1, 2022		
1. Is the project agency in compliance with Section 590.650 RSMo - Vehicle Stops Reporting?  2. Is the project agency in compliance with Section 590.700 RSMo? - (Agencies are required to adopt a written policy to record custodial interrogations of persons suspected of committing or attempting to commit felony crimes as outlined in subsection 2 of Section 590.700 RSMo)  3. Is the project agency in compliance with Section 43.544 RSMo - (each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses be forwarded to the central repository)  4. Is the project agency in compliance with Section 590.1265 RSMo - Police Use of Force Transparency Act of Stopurposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more constant and the project agency in compliance with Section 590.1265 RSMo - Police Use of Force Transparency Act of Stopurposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more constant.	Eligibility Requirements	
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with Section 43.544 RSMo - (each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses be forwarded to the central repository)  4. Is the project agency in compliance with Section 590.1265 RSMo - Police Use of Force Transparency Act of  *For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more	with Section 590.700 RSMo? - (Agencies are required to adopt a written policy to record custodial interrogations of persons suspected of committing or attempting to commit felony crimes as outlined in subsection	● Yes ○ No
with Section 590.1265 RSMo - Police  Use of Force Transparency Act of  * For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more	with Section 43.544 RSMo - (each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses be forwarded to the central	
	with Section 590.1265 RSMo - Police Use of Force Transparency Act of	* For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more

\*\*If you answer "No" to questions #1-4, your agency is NOT eligible for funding, please DO NOT continue with the application\*\*

- Question #5: Is the project agency in compliance with Section 43.505 RSMo Uniform Crime Reporting - Missouri Incident-Based Reporting System MIBRS (each law enforcement agency is required to submit crime incident reports to the Department of Public Safety on forms or in the format prescribed by the department and submit any other crime incident information which may be required by the Department of Public Safety)
- ▶ Question #6: Is the project agency in compliance with Section 590.030 RSMo Rap Back Program Participation (all law enforcement agencies shall enroll in the state and federal Rap Back programs on or before January 1, 2023 and continue to remain enrolled. The law enforcement agency shall take all necessary steps to maintain officer enrollment for all officers commissioned with that agency in the Rap Back programs.)

5. Is the project agency in compliance with Section 43.505 RSMo Uniform Crime Reporting - Missouri Incident-Based Reporting System MIBRS (each law enforcement agency is required to submit crime incident reports to the department of public safety on forms or in the format prescribed by the department and submit any other crime incident information which may be required by the Department of Public Safety)

● Yes ○ No

\* For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more months since January 1, 2022

with Section 590.030 RSMo - Rap Back
Program Participation (all law
enforcement agencies shall enroll in
the state and federal Rap Back
programs on or before January 1,
2022 and continue to remain enrolled.
The law enforcement agency shall take
all necessary steps to maintain officer
enrollment for all officers
commissioned with that agency in the

Rap Back programs)

6. Is the project agency in compliance

- Ineligible Applicants:
- Question #7: Is the applicant agency listed on Appendix A of the Notice of Funding Opportunity?
  - ► The 2023 LLEBG Notice of Funding Opportunity is hyperlinked

#### Ineligible Applicants

If the answers to eligiblity question #7 is 'Yes' the agency is not eligible for funding. Please do not continue with the application.

7. Is the applicant agency listed on Yes No

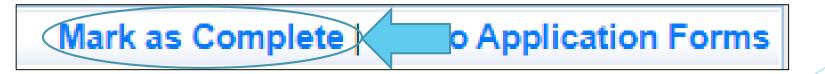
Appendix A of the Notice of Funding The "applicant agency" for an LLEBG project must be the agency's respective unit of government. The "project agency" must be the respective law

\*\*If you answer "Yes" to question #7, your agency is NOT eligible for funding, please DO NOT continue with the application\*\*

- After all eligibility information has been completed
  - Select "Save" at the top of the screen



After the Eligibility Requirements has been saved, Select "Mark as Complete"



# Project Form

Select "Project Form"

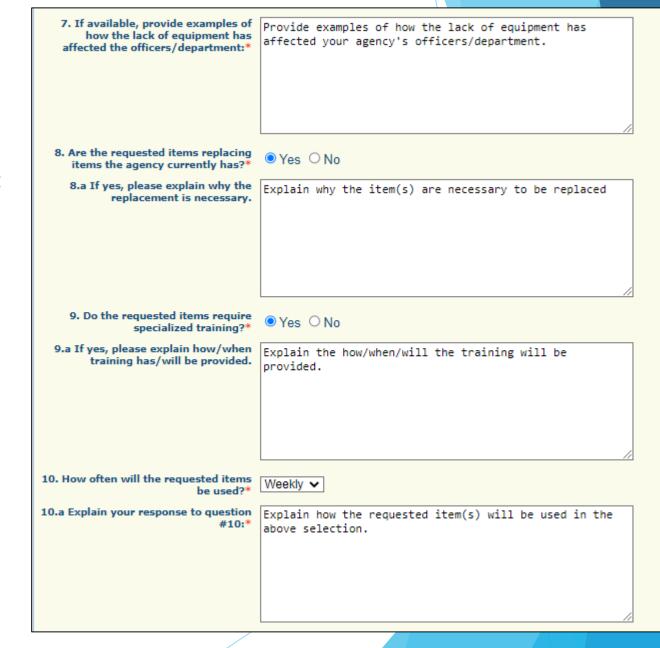
Application Forms	Application Details   Submit   Withdraw			
Form Name	Complete?	Last Edited		
General Information	✓	09/28/2023		
Contact Information	✓	09/28/2023		
Eligibility Requirer ents	✓	09/28/2023		
Project Form				
Interoperable Communications				
Named Attachments				

- Project Details:
- Project Description:
  - Make sure to list all items that will be included on the budget, including the quantity being requested
  - ▶ The information that is provided is important, all requested information MUST be provided

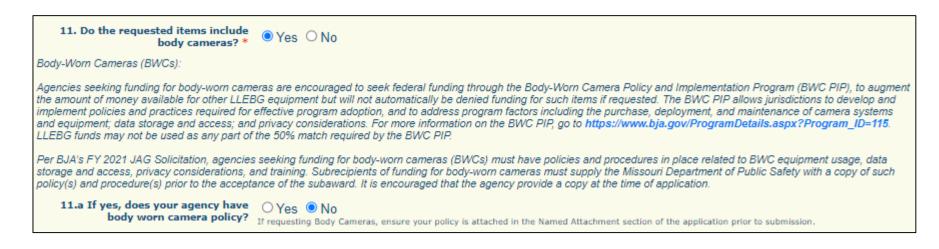
Project Form Questions #1-6.a example:

Project Description:					
Make sure to list all items that will be included on the budget including quantity.					
1. What items are you requesting to purchase?*	List item(s) that are being requested for purchase, include the quantity.				
	List all items that will be included on the budget including quantity.				
2. Why are the item(s) listed in question 1 needed?*	Explain why the agency is lacking the item(s) and why the agency needs grant funding for the requested item(s).  (why is the agency lacking the requested items, why does the agency need the grant funding for the requested items)				
3. Number of officers in your department:*	10				
4. Number of patrol vehicles utilized by the department:*	10				
5. Do the requested items increase officer Safety?*	● Yes ○ No				
5.a.i If yes, explain how each item increases officer safety.	If yes, explain how each requested item(s) will increase officer safety.				
6. Do the requested items help to combat violent crime through information sharing?*	● Yes ○ No				
6.a If yes, please describe how:	If yes, explain how each requested item(s) will combat violent crime through information sharing.				

Project Form Questions #7-10.a example:

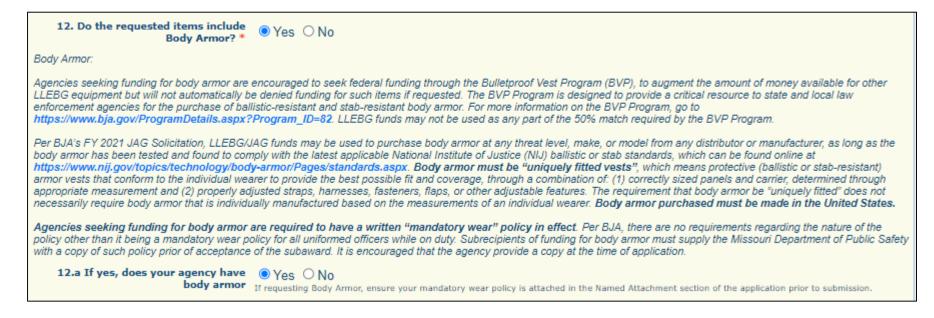


- Project Form Questions #11-11.a
  - Body-Worn Cameras (BWCs)



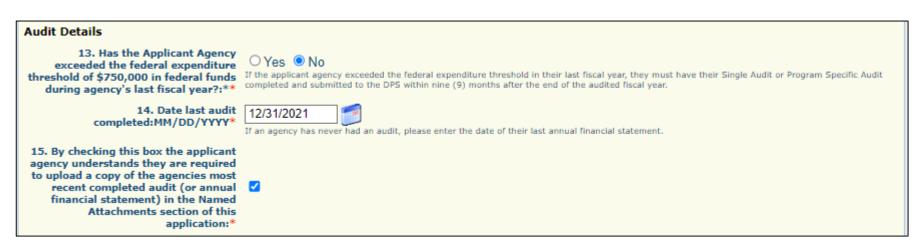
If the agency is requesting Body-Worn Cameras (BWCs) - ensure that your agency's mandatory wear policy is attached in the "Named Attachments" section of the application before submission

- Project Form Questions #12-12.a
  - Body Armor

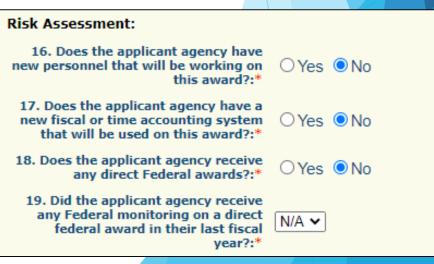


If the agency is requesting Body Armor - ensure that your agency's mandatory wear policy is attached in the "Named Attachments" section of the application before submission

- Audit Details
  - Questions 13-15 example:



- Risk Assessment
  - The information obtained in the section will be used by DPS to conduct a risk assessment of your agency
  - 2 CFR 200.331(b) requires, DPS Grants, (as a pass-through entity) to evaluated each subrecipient's risk of noncompliance with Federal statutes, regulation, & the terms and conditions of the subaward
  - The "Risk Assessment" sections is to gather information the awarding agency (DPS) will use to conduct the required risk assessment of your agency
  - Depending on the responses, DPS Grants may contact you for additional information
    - Questions #16-19 example:



- Select the blue link titled "2023 LLEBG Certified Assurances" to view the Certified Assurances
- The correct Authorized Official must be listed

To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:

#### 2023 LLEBG Certified Assurances

20. By checking this box, I have read and agree to the terms and conditions of this grant:\*

In order to be considered eligible for funding, the correct Authorized Official must be designated and have knowledge of the certified assurances associated with this funding opportunity. If the incorrect Authorized Official is listed in number 21 on the application, the application may be deemed ineligible for funding. The Authorized Official is the individual who has the authority to legally bind the applicant into a contract and is generally the applicant's elected or appointed chief executive. For example:

Certified Assurances, cont.

\*\*Application can be saved
without the Authorized
Official's information while
they review, but <u>MUST</u> be
complete before the form
can be "Marked as Complete\*\*

To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:

#### 2023 LLEBG Certified Assurances

20. By checking this box, I have read and agree to the terms and conditions of this grant:\*



In order to be considered eligible for funding, the correct Authorized Official must be designated and have knowledge of the certified assurances associated with this funding opportunity. If the incorrect Authorized Official is listed in number 21 on the application, the application may be deemed ineligible for funding. The Authorized Official is the individual who has the authority to legally bind the applicant into a contract and is generally the applicant's elected or appointed chief executive. For example:

- If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official
- If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official
- If the applicant agency is a State Department, the Director shall be the Authorized Official
- If the applicant agency is a colleg/university, the University President (or Campus Chancellor, if applicable) shall be the Authorized Official

If a designee is being utilized to authorize the application, the Missouri Department of Public Safety (DPS) reserves the right to request documentation that indicates the designee has the authority to legally bind the applicant into a contract in lieu of the Authorized Official at the time of application submission.

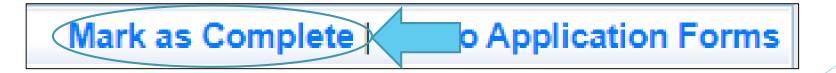
The above list is not an all-inclusive list. If you do not fall into the above listed categories, or if you are unsure of who the Authorized Official is for your agency, please contact the Missouri Department of Public Safety at (573) 522-6125.

21. Authorized Official Name and Title:*	Cindy Lou Who, Mayor
22. Name and Title of the person	
completing this application in WebGrants:*	Ned McDodd, City Clerk
26. Date:*	11/03/2023

- After all Project Form information has been completed
  - Select "Save" at the top of the screen



After the Project Form has been saved, Select "Mark as Complete"



# Budget

Select "Budget"

Application Forms	Applica	ation Details   Submit   Withdraw
Form Name	Complete?	Last Edited
General Information	✓	09/28/2023
Contact Information	✓	09/28/2023
Eligibility Requirements	✓	09/28/2023
Project Form	✓	09/28/2023
Budget		
Interoperable mmunications		
Named Attachments		

### Budget, cont.

Enter each item(s) into the budget by selecting "Add" and completing all required information, then select "Save"

- Equipment Item defined as tangible property having an acquisition cost of \$1000 or more, and having a useful life of more than 1 year
  - Items that do not meet the equipment definition should be requested under the Supplies category
- Supplies requested items that do not meet the threshold for equipment

### Budget, cont.

▶ To enter the budget, select "Add"

#### Instructions

- . To add a new item to the Equipment budget category, click "Add" on the toolbar.
- To <u>revise an item</u> that has been added to the Equipment budget category, click on the respective blue hyperlink in the Item column of the budget to open the specific budget line <u>or</u> click "Edit" on the toolbar to open all budget lines and justification text boxes at once.
- To <u>delete an item</u> that has been added to the Equipment budget category, click on the respective blue hyperlink in the Item column of the budget and click "Delete" on the toolbal not leave \$0.00 budget lines within the submission.
- . To provide the required justification for each item in the Equipment budget category, click "Edit" on the toolbar.

Budget

Mark as Complete | Go to Application Forms | Add

Maximum Budget Total must be less than or equal to \$9,999.99

Line Name: Budget Category Line Description: Quantity: Unit Cost: Requested Grant Amount:

Complete the required information and select "Save"

Budget	
Line Name:*	
Budget Category:* Line Description:*	Equipment Supplies
Quantity:*	
Unit Cost:*	\$0.00

- Complete the form
  - ▶ Line Name: what is the agency requesting
  - Budget Category: Equipment or Supplies
  - Line Description: a brief description of the item being requested
  - Quantity: how many are being requested for funding
  - ▶ Unit Cost: what is the cost for each individual item

Equipment example:

Budget		
Line Name:*	Portable Radio	
Budget Category:*	Equipment V	
Line Description:*	Motorola APX8500	
Quantity:*	1	
Unit Cost:*	5500.00	

Select "Save"



After selecting "Save", the budget line will be added to the budget

Budget Mark as Complete   Go to Application Forms   A					cation Forms   Add
Line Name:	Budget Category:	Line Description:	Quantity:	Unit Cost:	Total Cost:
Portable Radio Equipment		Motorola APX8500	1.0	\$5,500.00	\$5,500.00
				\$5,500.00	
				\$5,500.00	

Select "Add" for any additional Equipment and/or Supplies items

- Provide the required justification for all requested budget lines by selecting "Edit" at the top of the page
- Justification for all requested items can be completed at the same time



- Justification make sure to answer each listed question, for each item that is being requested:
  - What is the item
  - Explain the cost basis for the amount requested (i.e. quote(s))
  - How will the item be used
  - Who will use the item
  - If the item(s) is/are a replacement to current equipment/supplies, why does/do the item(s) need to be replaced
  - If the item(s) is/are in addition to current equipment/supplies, why does the agency need the additional item(s)
  - If the item(s) is/are new to the agency, why is this needed by the agency (What benefit will the item(s) provide)
- If you are requesting more that one item in the budget, provide a justification for each budget line in the <u>same order</u> as they are listed on the budget. Leave space between each item's justification.

Agencies applying for mobile radios, portable radios, and/or repeaters must also refer to the "Radio Interoperability Guidelines" for additional justification instructions:

Radio Interoperability Guidelines (mo.gov)

Justification example:

#### **Equipment Justification**

#### Justification required for each item listed in the budget\*

In a narrative format, provide the following separately for each budget line item listed above:

- What is the item?
- Explain the cost basis for the amount requested. (i.e. quote(s))
- How will the item be used?
- Who will use the item?
- If the item(s) is/are a replacement to current equipment/supplies, why does/do the item(s) need to be replaced?
- If the item(s) is/are in addition to current equipment/supplies, why does the agency need the additional item(s)?
- If the item(s) is/are new to the agency, why is this needed by the agency? (What benefit will the item(s) provide?)

If you are requesting more than one item in the budget provide a justification for each budget line in the same order as they are listed on the budget. Leave space between each item's justification.

Agencies applying for mobile radios, portable radios, and/or repeaters must also refer to the "Radio Interoperability Guidelines" of the Missouri Interoperability Statewide Network (MOSWIN) posted online at DPS-LLEBG Webpage for additional justification instructions, in addition to those stated above. (Applications lacking sufficient justification or inadequate details to determine if the project meets the MOSWIN grant requirements will not be eligible for funding)

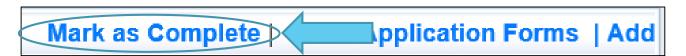
#### Justification:

- ▶What is the item
- ▶ Explain the cost basis for the amount requested (i.e. quote(s))
- ▶How will the item be used
- ▶Who will use the item
- ▶If the item(s) is/are a replacement to current equipment/supplies, why does/so the item(s) need to be replaced
- ▶If the item(s) is/are in addition to current equipment/supplies, why does the agency need the additional item(s)
- ▶If the item(s) is/are new to the agency, why is this needed by the agency (What benefit will the item(s) provide)
- ▶If you are requesting more that one item in the budget, provide a justification for each budget line in the <u>same order</u> as they are list on the budget. Leave space between each item's justification.

Once the budget and the budget justification are completed, select "Save"



Select "Mark as Complete"



### Interoperable Communications

- Review the Missouri Radio Interoperability Guidelines before applying for radios
  - ► Radio Interoperability Guidelines (mo.gov)

Application Forms	Applicat	ion Details   Submit   Withdraw
Form Name	Complete?	Last Edited
General Information	✓	09/28/2023
Contact Information	✓	09/28/2023
Eligibility Requirements	✓	09/28/2023
Project Form	✓	09/28/2023
Interoperable Communications Named Attachments	<b>✓</b>	09/28/2023

- Select "Interoperable Communications Form"
- If your agency is requesting radio(s), this section must be accurately completed to be eligible for funding

- To be P25 CAP Compliant & eligible for Federal and State of Missouri grant funding, radios must meet one of the following encryption requirements
  - Have no encryption
  - Have AES 256 algorithm
  - ► Have AED 256 algorithm along with any other non-standard encryption algorithms

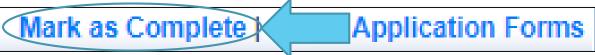
Answer Question 1

# Radio Interoperability 1. Are you applying for interoperable communications equipment? Refer to the "Radio Interoperability Guidelines" available at https://dps.mo.gov/dir/programs/ohs/documents/radio-interoperability-guidelines.pdf for reference to a list of mobile radios certified as meeting the P25 standard by the Missouri Department of Public Safety, and certified to operate on the

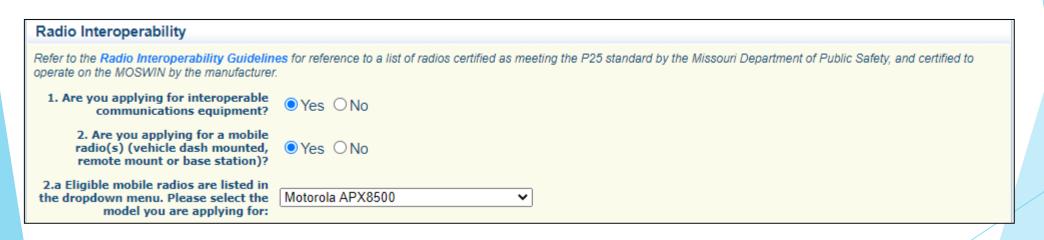
- If you mark the question "No"
  - Select "Save"



Select "Mark as Complete"



- ▶ If you mark Question #1, "Yes", additional questions will appear
  - Answer each question
  - Questions #1-2.a example:



Question #3-4 example:

3. Are you applying for a portable radio(s) (handheld)?	● Yes ○ No
3.a Eligible portable radios are listed in the dropdown menu. Please select the model you are applying for:	Motorola APXNEXT ✓
3.b As required by the MO DPS Radio Interoperability Guidelines, portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Do you currently have a MOSWIN mobile radio to pair with portable radio(s) being requested?	● Yes ○ No
3.b (a) If yes, please provide the model and manufacturer of the mobile radio.	Provide the model and manufacturer of the mobile radio.
3.c As required by the MO DPS Radio Interoperability Guidelines, portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Do you currently have a public safety grade in-car repeater?	● Yes ○ No
3.c (a) If yes, please provide the model and manufacturer of the in-car repeater.	Provide the model and manufacturer of the in-car repeater.
4. Does the vendor quote for the requested radios include the encryption requirements as listed on the Radio Interoperability Guidelines?	● Yes ○ No

Once the form is completed, select "Save"



Select "Mark as Complete"



#### Named Attachments

Select "Named Attachments"

Application Forms	Applica	ation Details   Submit   Withdraw
Form Name	Complete?	Last Edited
General Information	✓	09/28/2023
Contact Information	✓	09/28/2023
Eligibility Requirements	✓	09/28/2023
Project Form	✓	09/28/2023
Budget	✓	09/28/2023
Interoperable Communications	✓	09/28/2023
Named Attachments		

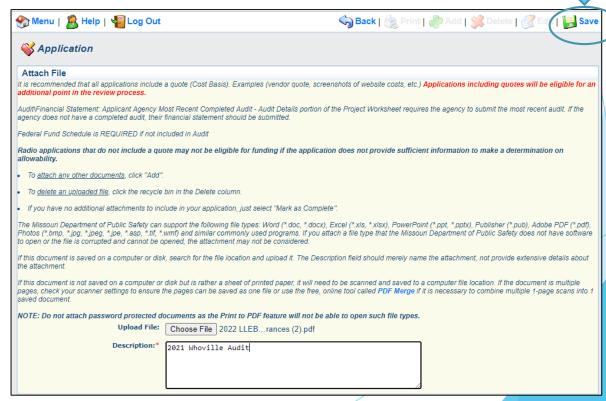
To add an attachment, select the hyperlink of the attachment

Named Attachments			Mark a	s Complete	Go to Applicati	on Forms
Attachment	Description	File Name	Туре	File Size	Date Uploaded	Delete?
Audit (If no audit is available the most recent Financial Statement):						1
Federal Fund Schedule (If not included in the audit):						0
Body Armor "Mandatory Wear Policy" (If applicable)						9
Body-worn Camera Policy(s) (If applicable):						9
Quote or Cost Basis:						9
Other Supporting Documentation (Quote):						9
Other Supporting Documentation (Quote):						9
Other Supporting Documentation (Quote):						9
Other Supporting Documentation (Quote):						6
Other Supporting Documentation (Quote):						1

- Required attachment
  - Most recent Audit or Financial Statement
- Recommended attachments
  - Quote (can be used for a cost basis on requested items)
    - **Example:** Vendor quotes, screenshots of website costs, etc.

- Browse your computer to select the document
- Add a description to identify the document in

the application and select "Save"



Once all the attachments have been added, select "Mark as Complete"



#### **Application Instructions**

- The LLEBG application process is competitive. The DPS Grants staff <u>will not</u> request additional information from applicant prior to the funding determination process!
- Information provided in the application will be used to determine the agency's score. To ensure that your application receives all available points please ensure that all necessary information is provided.

#### Submission

All forms must be marked complete in order to submit the application

Once all forms are marked completed, select "Submit"

Application Forms	Application Details   Submit	
Form Name	Complete?	Last Edited
General Information		09/28/2023
Contact Information	✓	09/28/2023
Eligibility Requirements	✓	09/28/2023
Project Form	✓	09/28/2023
Budget	✓	09/28/2023
Interoperable Communications	✓	09/28/2023
Named Attachments	✓	09/28/2023

All applications must be submitted prior to the deadline of November 3, 2023 at 4:00 pm CST

### Ineligible Applicants

The units of local government listed below qualitied for a direct <u>FY 2023 JAG Award</u> from the U.S Department of Justice (DOJ), Office of Justice Programs (OJP) & the Bureau of Justice Assistance (BJA), & thereby are ineligible to apply for FY 2023 LLEBG funds from the Missouri Department of Public Safety (DPS)

- Bellefontaine Neighbors City
- Berkeley City
- Boone County
- Buchanan County
- Cape Girardeau City
- Cape Girardeau County
- Columbia City
- Ferguson City
- Florissant City
- Grandview City
- Greene County
- Hazelwood City

- Independence City
- Jackson County
- Jasper County
- Jefferson City
- Jennings City
- Joplin City
- Kansas City
- Lee's Summit City
- Lincoln County
- Pettis County
- Pulaski County
- Raytown City

- Scott County
- Sedalia City
- Sikeston City
- Springfield City
- St. Charles City
- St. Charles County
- St. Joseph City
- St. Louis City
- St. Louis County
- St. Peters City
- Vinita Park City

#### **CJ/LE Grant Contacts**

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