



APD GUN LIGHTS

Prepared by City of Alachua
for Florida Department of Law Enforcement JAG21 - Direct

Primary Contact: Vicki Floyd

Opportunity Details

Opportunity Information

Title

JAG21 - Direct

Description

This opportunity is available to select state agencies who receive annual appropriations under Florida's Justice Assistance Grant (JAG) Program.

Awarding Agency Name

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

Agency Contact Phone

850-617-1250

Agency Contact Email

criminaljustice@fdle.state.fl.us

Fund Activity Categories

Departments

Subjects

Opportunity Manager

Krista Sanders

Opportunity Posted Date

6/20/2022

Announcement Type

Initial Announcement

Assistance Listings Number

16.738

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/664e9666-2359-41a6-b68d-18c03426f4f3>

Is Published

Yes

Funding Information

Total Program Funding

\$606,881.00

Funding Sources

Federal Or Federal Pass Through

Funding Source Description

This funding is available under Florida's FY2021 Justice Assistance Grant award (15PBJA-21-GG-00241-MUMU). Additional information regarding this funding opportunity can be found on the FY2021 JAG - Direct (JAGD) funding page: <http://www.fdle.state.fl.us/Grants/Documents/Funding-Opportunities/JAGD/FY2021.aspx>.



Award Information

Award Period

10/01/2021 - 09/30/2024

Award Type

Non Competitive

Capital Grant

No

Indirect Costs Allowed

Yes

Restrictions on Indirect Costs

Yes

Matching Requirement

No

Submission Information

Submission Window

06/20/2022 12:00 AM - 08/31/2022 12:00 AM

Submission Timeline Type

One Time

Allow Multiple Applications

Yes

Technical Assistance Session

Technical Assistance Session

No

Eligibility Information

Eligibility Type

Public

Eligible Applicants

- County Governments
- City or township governments
- Native American tribal governments (Federally recognized)
- State Governments

Additional Eligibility Information

Eligible applicants are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior.

Additional Information

Additional Information URL

<https://www.fdle.state.fl.us/Grants/Home.aspx>

Additional Information URL Description

This site contains information regarding the various programs, funding opportunities, and forms managed by the Office of Criminal Justice Grants. Contact information and additional resources can also be found on this site.



Project Information

Application Information

Application Name

APD GUN LIGHTS

Award Requested

\$2,727.00

Total Award Budget

\$2,727.00

Primary Contact Information

Name

Vicki Floyd

Email Address

vfloyd@apd.cityofalachua.org

Address

P. O. Box 9
Alachua, FL 32616-0009

Phone Number

1 (386) 462-1396

Project Description

JAG Program - Project Overview

Eligible Recipient for JAG Funds

Eligible applicants are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior. The eligible recipient cannot be a police department, sheriff's office, or other division of a unit of local government.

For the purposes of this opportunity, please provide the name of the eligible recipient below:

Eligible Recipient Name:

City of Alachua

In which county is the Eligible Recipient located?

Alachua

What is the Eligible Recipient's SAM Unique ID number?

N8GNWYZ8LBW1

What is the Eligible Recipient's FEID or FLAIR account number?

59-6000262

Please select your desired reporting frequency for submitting payment requests AND performance reporting.

- ☐ Monthly
☒ Quarterly

Project Timeline

Desired Start Date of the Project

9/1/2022

Desired End Date of the Project

3/31/2023

Key Activities Timeline

	Estimated Completion Date	Description of Key Activity
QTR 1	12/31/2022	
QTR 2	03/31/2023	
QTR 3		
QTR 4		
QTR 5 (if applicable)		
QTR 6 (if applicable)		
QTR 7 (if applicable)		
QTR 8 (if applicable)		

JAG Program - Project Summary

Problem Identification (PID)

Instructions: The Problem Identification is a key element of any grant application. Responses in this section should describe the problem(s) to be addressed or solved with the funding in a clear, concise manner. Applicants may wish to consider and include relevant data (quantitative or qualitative) to support the issue identified. Applicants are strongly encouraged to use evidence-based practices in solving their identified problems. To search for evidence-based programs and practices, search <https://crimesolutions.ojp.gov/>.

PID1: Describe all hazards, risks, or concerns the funding will address.

Provide light for officers on patrol when either working night shift or buildings where there is no light or full light would not be tactically safe.

PID2: Describe why this project is a priority for the agency, county, and/or state.

Current gun light no longer supported by manufacturer. In order to meet needs of the department all lights must be replaced to adequately provide for patrol division.

PID3: Describe any existing resources or actions being used to address the problem(s). If it is a new problem, please identify how you plan to address the issue.

At present officers without newer gun lights are utilizing hand held flashlights. The mounted gun lights enhance officer maneuver ability and is more in line with current industry standard.

Review the program area definitions attached below:

JAG Program Area definitions.pdf

PID4: Select the appropriate program area for this project.

- ☒ 01 - Law Enforcement
- ☐ 02 - Crime Lab/Forensics
- ☐ 03 - Crime Prevention
- ☐ 04 - Prosecution
- ☐ 05 - Public Defense
- ☐ 06 - Courts
- ☐ 07 - Corrections
- ☐ 08 - Community Corrections
- ☐ 09 - Reentry Services
- ☐ 10 - Behavioral Health
- ☐ 11 - Assessment/Evaluation
- ☐ 12 - Crime Victim/Witness

PID5: Describe how the project aligns with the selected program area.

Lights are necessary for a variety of Law Enforcement functions, more specifically clearing buildings and dark or obscured areas.

Federal/State Priorities

Federal priorities are identified in the program solicitation, and Florida's JAG strategic plan can be accessed below:

[JAG Strategic Plan](#)

PID6: Does the project align with a federal priority, or a priority identified in Florida's JAG strategic plan?

- ☒ Yes
☐ No

If yes, state which priority and briefly explain how this project addresses the identified priority.

Public Safety - Outfitting sworn personnel with these gun lights will directly impact operational activity. Gun lights assist in the operational activities faced daily by Law Enforcement.

PID7: Is the proposed project a continuation from the previous year?

- ☒ Yes
☐ No

PID8: Describe the previous grant's funding source (including program, award number, and project period).

APD Light Holsters. 2022-JACG-ALAC, 2-4B-029, 10/01/2021 - 06/30/2022

PID9: Describe the progress and activities completed under the previous award.

Holsters that accomodated the new gun lights were deployed in the prior program year. There are still older gun lights that are no longer supported by the manufacturer and cannot be repaired. In order to outfit our remaining officers we need to replace the older gun lights.

PID10: Describe any issues, barriers, and/or delays under the previous award.

None were identified.

Scope of Work (SOW)

Instructions: The Scope of Work provides important details on the tasks and activities to be completed under the grant award. Applicants are strongly encouraged to review the [OCJG Grant Writing Guide](#) for more information related to the Scope of Work and project deliverables.

NOTE: Information in this section will be used by OCJG's assigned grant manager to write the contract deliverables to satisfy state contracting requirements identified in [Section 215.971, Florida Statutes](#). It is important to provide clear responses to the questions below.

SOW1: Describe all major tasks and activities to be performed under the award.

Agency must detemine the number of obsolete gun lights that are in need of replacement. We will then begin procurement procedures as dictated by agency purchasing policies.

SOW2: Describe the expected outcome as a result of the tasks/activities identified in SOW1.

All remaining officers with obsolete gun lights will be provided with the newer lights secifically fitted for the holsters procured in prior year grant project.

SOW3: Describe who will benefit from the tasks, activities, and outcomes identified above.

The immediate benefit will be for the officers being outfitted with the new equipment. This in turn provides them with the necessary equipment to perform their duties and responsibilities for the agency, thus serving the community at large.

SOW4: Describe the entity (or entities) responsible for completing activities under this project.

The Alachua Police Department.

SOW5: Describe and/or provide the location of where project activities will be performed.

15000 NW 142nd Avenue

Alachua, Florida 32615

SOW6: Describe how the performance and completion of EACH identified task/activity will be verified.

An inventory will be conducted to determine how many of the new gun lights are needed, which will prompt agency's procuremnt process.

SOW7: Describe what source documentation will be maintained and provided to OCJG for payment requests for EACH activity identified above.

Copies of packing slips to verify quantity received, billing invoices, and remittance from organization for payment.

JAG Program - Spending Plan

Personnel

This category includes paying costs for salaries and overtime. This section should not include any fringe benefits.

Will you be using funds to support personnel costs?

- ☐ Yes
☒ No

Fringe Benefits

This category includes costs associated with paying the fringe benefits associated with salaries and overtime costs above. This may include: FICA, Medicare, Retirement, Health Insurance, Life Insurance, Worker's Comp, etc.

Travel

This category includes costs associated with travel. NOTE: Registration fees do not go in the Travel Category; they should be reflected in the "Other Cost" category.

Will you be using grant funds to support travel costs?

- ☐ Yes
☒ No

Equipment

This category includes costs for non-consumable items in excess of the organization's capital outlay threshold, or in the absence of an established threshold \$5,000, that has a useful life of more than one year. This may include equipment that does not meet the preceding criteria but is inventoried by the recipient organization.

Will you be using grant funds to purchase equipment?

- ☒ Yes
☐ No

If yes, how much grant funding is being allocated to equipment costs?

\$2,727.00

Briefly describe how each equipment item listed in the budget is necessary for the success of the project.

Providing gun lights for officers will enhance maneuver ability and would be tactically safe.

Briefly describe the procurement method that will be used for each type of equipment listed in the budget.

In accordance with department's purchasing policy and procedures, the purchase threshold for this project does not exceed this grant award, and the requested equipment for purchase does not fall under capital outlay. As a result, this will be a direct purchase from identified vendor that carries this specific gun light.

Does your organization have a written inventory policy/procedure?

- ☒ Yes
☐ No (a condition may be applied to the award).

Upload your organization's inventory policy.

20220830131111704.pdf

Supplies

This category includes costs for small, consumable project supplies. These typically are below the organization's capital outlay threshold, have a useful life of less than a year, and/or are not inventoried on a regular schedule.

Will you be using grant funds to purchase supplies?

- ☐ Yes
☒ No

Contractual Services

This category includes third-party agreements with a vendor, provider, consultant, etc. to assist in accomplishing the goals and objectives of the project.

There are two types of contractual relationships recognized under federal awards. For a visual flowchart of the two types and what is required for each, please see our "[Understanding Contractual Services under Federal Awards](#)" resource.

Will you be using funds to support third-party agreements (contractual services)?

- ☐ Yes
☒ No

Other Costs

This category includes costs that do not fall into any other category. These items may include things such as rental agreements, utilities, subscriptions, training registrations, etc.

Will you be using grant funds to support other costs?

- ☐ Yes
☒ No

Indirect Costs

Federal recipients may elect to use a portion of funding for indirect costs.

Will you be using grant funds to support indirect costs?

- ☐ Yes
☒ No

JAG Program - Certifications & Forms

Required Forms/Certifications for All Applicants

Lobbying, Debarment, and Drug Free Workplace

All applicants are required to complete and submit the [Lobbying, Debarment, and Drug Free Workplace](#) Certification with each application submission.

Upload the completed certification below.

img20220831_09082347.pdf

Subrecipient Management Questionnaire

All applicants are required to complete and submit the [Subrecipient Management Questionnaire \(SMQ\)](#) form with their application. This form is used to help evaluate the applicant organization's existing internal controls related to the management of federal grant funds. FDLE will utilize this form as a "risk assessment" to determine the appropriate level of monitoring (desk or onsite) for the subaward.

Upload the completed SMQ form below.

City of Alachua SMQ.pdf

Upload additional attachments to accompany your completed SMQ.

Equal Employment Opportunity (EEO)

Civil Rights Training (*NEW*)

As a condition of the federal JAG award, FDLE requires applicants (and subrecipients) to complete a two part Civil Rights Training and provide copies of the training certificates upon request. To access the training, please visit our [Civil Rights Training for Grantees](#) webpage. At a minimum, the applicant grant manager must complete the training.

Have you completed the Civil Rights Training for Grantees modules?

- ☐ Yes
☒ No (a condition will be added to award)

EEO Certification (EEOC)

All applicants are required to submit an EEO Certification (EEOC) annually.

FDLE strongly recommends the use of the OJP Office for Civil Rights, [EEO Reporting Tool](#) to complete this certification, especially for applicants who are required to prepare an EEO Plan (EEOP), or Utilization Report. However, in absence of using the EEO Reporting Tool, you may choose to submit the [PDF certification](#) with your application.

Upload completed EEO Certification below.

EEO.pdf

EEO Plan (EEOP)

Applicants with more than 50 employees who also receive a single award of \$25,000 or more in funding from the U.S. Department of Justice (regardless of if it is passed through FDLE), must complete and submit their EEO Plan (EEOP), also known as a Utilization Report, to OJP's Office for Civil Rights.

This process must be completed using the [EEO Reporting Tool](#). OJP's Office for Civil Rights has published an [assistance tool](#) to assist applicants with this process.

Does your organization have 50 employees or more?

- ☒ Yes
☐ No

Does your organization receive a single award of \$25,000 or more from any U.S. Department of Justice grant program?

- ☐ Yes
☒ No

No Plan Required (Less than \$25,000 in DOJ funding)

Based on your response, you are only required to submit the EEO Certification above. You may move to the next section.

Project Specific Certifications

Ballistic Vest Certification

Applicants proposing to use grant funds to procure ballistic vests must ensure the vests are American-made, ordered to fit the user, and are compliant with [NIJ Ballistic/Stab Standards](#). In addition, applicants purchasing routine-duty body armor must complete the [Ballistic Vests \(Mandatory Wear\) Certification](#) with their application.

Is this application proposing to use grant funds for ballistic vests?

- ☐ Yes
☒ No

Body Worn Camera Certification

Applicants proposing to use grant funds to procure body worn camera equipment and supplies must complete the [Body Worn Camera Policy Certification](#) with their application.

NOTE: Grant funds can only support licensing, storage, and warranties during the grant period. If these costs extend past the grant period they will be pro-rated from the date of purchase.

Is this application proposing to use grant funds for body cameras?

- ☐ Yes
☒ No

Confidential Funds Certification

Applicants proposing to use their grant to support confidential fund activities must complete the [Confidential Funds Certification](#) with their application. Additionally, applicants must have written policies and procedures to ensure confidential funds are managed in accordance with federal guidelines. Agencies who do not have a written policy may consider formalizing and adopting policies based off of our [example policy](#) provided on our website.

Is the applicant proposing to use the grant to support confidential fund activities?

- ☐ Yes
☒ No

Suitability to Work With Minors

Applicants proposing to use grant funds that involve interacting with minors must make a written determination of each individuals suitability to work with minors. For more information on this requirement, please review our [Suitability to Work with Minors](#) training slides.

In order to facilitate compliance with this requirement, FDLE has two forms that must be completed for any program involving interactions with minors:

- [Suitability to Work and/or Interact with Minors Certification \(SWIMC\)](#)
- [Suitability to Work and/or Interact with Minors Tracking \(SWIMT\)](#)

Is the applicant proposing to use grant funds for activities that directly involve working with or interacting with minors?

- ☐ Yes
☒ No

Telecommunications and Video Surveillance Services and/or Equipment

Applicants proposing to use grant funds to procure telecommunications and/or video surveillance equipment and/or services must complete a [TVS certification](#) with their application. For more information on this requirement, please review the [FAQs](#) and the [training](#) posted to our webpage.

Is the applicant proposing to use grant funds for telecommunications or video surveillance equipment/services?

- ☐ Yes
☒ No

Task Force Activities

Applicants proposing to use funds to support any task force activities (personnel, overtime, equipment, supplies, service agreements, etc.) must provide a task force personnel roster at the time of application. In addition, the applicant is responsible for ensuring all task force members complete the required [BJA Center for Task Force Integrity and Leadership online training](#) once every four years. The completion certificates for each member on the roster must be provided to OCJG.

Note: For any task force members who have not completed the training or have expired training certificates, a withholding of funds condition will be placed on the award until valid certificates are provided for each member on the task force roster.

Is the applicant proposing to use grant funds to support task force activities?

- ☐ Yes
☒ No

NEPA

Applicants proposing to use funds for "minor renovations", mounting items to the exterior of an existing building/structure (i.e. surveillance cameras), meth lab clean up activities, and some forensic processing requires approval from BJA's National Environmental Policy Act (NEPA) coordinator. Any applicants proposing projects that meet the criteria for NEPA approval are required to complete the [BJA CATEX Checklist form](#) and upload it with their grant.

Note: Applicants should not expend any grant funds until NEPA approval is obtained. If BJA denies the approval, you will not be reimbursed for the NEPA related expenses.

Is the applicant proposing to use grant funds for any NEPA related activities?

- ☐ Yes
☒ No

JAG Pre-Approvals

JAG funds may not be used to pay for any of the following items unless pre-approved by the BJA Director:

1. Vehicles, vessels, and aircraft (excluding police cruisers, police boats, and police helicopters). Note: Pick-up trucks require BJA approval;
2. Luxury items;
3. Real estate;
4. Construction projects (other than correctional institutions); and/or
5. UAS/UAV/US systems and equipment.

See [BJA's JAG FAQs](#) for more information on the approval process. OCJG grant managers will review the application and seek more information for any items that may require BJA pre-approval.

JAG Program - Grant Contact Information

Recipient Grant Manager Contact Information

This individual serves as a primary point-of-contact and is responsible for:

- ensuring the project is progressing on time and promptly notifying their FDLE grant manager of any delays;
- overseeing all programmatic and financial reporting; and
- ensuring overall compliance with the grant agreement.

GM Name (First Last)

VICKI FLOYD

GM Title

ADMINISTRATIVE SERVICES MANAGER

GM Address 1

PO BOX 9

GM Address 2

GM City

ALACHUA

GM State

FL

GM Zip Code+4 (XXXXXX-XXXX)

32616

GM Phone Number (XXX-XXX-XXXX)

386-462-1396

GM Email Address

vfloyd@apd.cityofalachua.org

Chief Official Contact Information

This individual is the agency head for the eligible recipient.

The eligible recipient for the JAG program is a state agency or unit of local government. Examples of Chief Officials may include: Chairperson, Mayor, Executive Director, Secretary, Commissioner, etc.

CO Name (First Last)

GIB COERPER

CO Title

MAYOR

CO Address 1

PO BOX 9

CO Address 2

CO City

ALACHUA



CO State

FL

CO Zip Code+4 (XXXXX-XXXX)

32616

CO Phone Number (XXX-XXX-XXXX)

386-418-6100

CO Email Address

gcoerper@cityofalachua.com

Will the Chief Official be designating another individual to execute agreements on their behalf?

☐ Yes

☒ No

Chief Financial Officer (CFO) Contact Information

This individual is responsible for the recipient's accounting system, financial management, and certifying claim reports submitted for payment.

CFO Name (First Last)

ROBERT BONETTI

CFO Title

FINANCE DIRECTOR

CFO Address 1

PO BOX 9

CFO Address 2

CFO City

ALACHUA

CFO State

FL

CFO Zip Code+4 (XXXXX-XXXX)

32616

CFO Phone Number (XXX-XXX-XXXX)

386-418-6100

CFO Email Address

rbonetti@cityofalachua.com

Will the Chief Financial Officer be designating another individual to certify payment requests on their behalf?

☐ Yes

☒ No

Additional Grant Contact

Is there an additional grant point-of-contact (POC) you wish to add to the grant file?

☐ Yes

☒ No

JAG Program - Program Income and Budget Review

Program Income (PGI)

Grant-funded activities may generate revenues for the recipient organization. Examples of program income activities include but are not limited to: asset seizures/forfeitures, registration/tuition fees, interest earned on grant funds, membership fees, court-ordered attorney's fees, and fees/fines for failed drug tests. All program income must be accounted for, reported, and expended in accordance with [Section 3.4 of the DOJ Grants Financial Guide](#).

Will any proposed grant activities generate Program Income?

- ☐ Yes
☒ No

Budget/Procurement Review

Sole Source

The use of noncompetitive procurement methods (i.e. sole source) for grant funded purchases and procurement contracts is strongly discouraged. However, there are three scenarios in which sole source is allowable:

1. The item or service is only available from one source. This does not mean a particular brand name of a product justifies a sole source, it is the item itself. For example, procuring electronic control devices cannot be a sole source because these less-lethal devices are available to purchase from Taser International and various other vendors.
2. A public emergency exists that will result in harmful delays if formal competition is required. This requires official written declaration of the public emergency by an authorized official (i.e. President, Governor, Mayor, etc.). The ability to purchase non-competitively under a declaration of public emergency expires when the written declaration expires.
3. Inadequate competition was noted after soliciting a number of sources. Documentation of the solicitations from each source must be maintained to support the noncompetitive procurement.

Applicants expecting to purchase grant-funded items non-competitively must complete the [OCJG Sole Source Justification Approval](#) form. If the total procurement, regardless of how much is grant funded, exceeds the federal simplified acquisition threshold (currently \$250,000), the OCJG grant manager must coordinate federal sole source approval, which may require additional information.

Are any items in the budget being procured noncompetitively?

- ☐ Yes
☒ No

State-Term or Alternate Source Contracts

Federal procurement regulations allow for grant-funded items to be piggybacked off of other existing contracts with other entities. This is often referred to as alternate source contracting and is often used by OCJG recipients when procuring off of a State-Term Contract. Applicants proposing to use this method of procurement are required to describe and provide the contract number they are using for the alternate source procurement.

Are any items in the budget being procured from an existing Florida State-Term Contract?

- ☐ Yes
☒ No

Are any items in the budget being procured from any other Alternate Source Contract?

- ☐ Yes
☒ No

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
D. Equipment		
Gun Lights	\$2,727.00	\$2,727.00
Subtotal	\$2,727.00	\$2,727.00
Total Proposed Cost	\$2,727.00	\$2,727.00

Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	\$2,727.00	\$2,727.00
Subtotal	\$2,727.00	\$2,727.00
Total Proposed Revenue	\$2,727.00	\$2,727.00

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

D. Equipment

List each NON-EXPENDABLE item to be purchased. Expendable items should be included in the supplies category. Each line item description MUST detail the calculation (unit price and quantity) used to arrive at the funded amount. EXAMPLE: 3 PC/Tablets @ \$1,500 each (including associated peripherals such as case, keyboard, docking station, etc.) = \$4,500.

Gun Lights

EXPENSES: \$2,2720.00 17 KRL-69260 * Tlr Series Gun Light Approximately \$160.88 each with shipping