



Maryland

**GOVERNOR'S OFFICE OF
CRIME PREVENTION, YOUTH,
AND VICTIM SERVICES**

FY 2021 Body Armor (BARM) Grant Notice of Funding Availability (NOFA)

Online Submission Deadline: March 27, 2020 by 3pm

**Funded through:
State of Maryland**

Governor's Office of Crime Prevention, Youth, and Victim Services
100 Community Place
Crownsville, Maryland 21032-2022
(410) 697-9338
www.goccp.maryland.gov

Larry Hogan, Jr., Governor
Boyd K. Rutherford, Lt. Governor
V. Glenn Fueston, Jr., Executive Director

ELIGIBILITY

Funding through this application is available to local law enforcement agencies. The primary purpose of this program is to protect the lives of law enforcement officers with Protective Body Armor or Stab Resistant Vests.

IMPORTANT LINKS

Application Instructions: <http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>

Grants Management System (GMS):
<http://goccp.maryland.gov/grants/>

GMS submission is required; Hard copy applications are not accepted.

Purpose

Thank you for applying for the **Body Armor Grant Program (BARM)** from the **Governor's Office of Crime Prevention, Youth, and Victim Services (Office)**. The primary purpose of this program is to protect the lives of law enforcement officers who work towards all crime prevention efforts including the Office's objective of disrupting and dismantling criminal organizations involved in guns, gangs, drugs and human trafficking. BARM grant funds assist local law enforcement agencies in procuring protective body armor and stab resistant vests for their officers and replacing protective body armor if testing or age indicates a need for replacement.

If you need application assistance, please contact:

Tammy Lovill, Body Armor Grant Program Manager
410-697-9321
Tammy.Lovill@maryland.gov

Justice Schisler, Chief of Programs
410-697-9334
Justice.Schisler@maryland.gov

The Governor's Office of Crime Prevention, Youth, and Victim Services' success is measured by subrecipient success. It is critical that we hear from you, our customers. The Hogan-Rutherford administration is committed to providing the best possible customer service to our citizens. To share your ideas on how the Office can best serve you and provide support, please email the above program manager to provide your feedback or complete a three question [customer experience survey](#).

Governor's Office of Crime Prevention, Youth, and Victim Services Mission:

To serve as a coordinating office that advises the Governor on criminal justice strategies. The office plans, promotes, and funds efforts with government entities, private organizations, and the community to advance public policy, enhance public safety, reduce crime and juvenile delinquency, and serve victims.

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I. ELIGIBILITY CRITERIA

Local law enforcement agencies in Maryland that did not receive BARM funding last year are eligible to submit applications for FY 2021 BARM funding. *If your agency received BARM funds this year (FY 2020), then you may not apply for FY 2021 funds; you are eligible to apply for funds in FY 2022.*

Only one application may be submitted per agency/organization.

Body Armor applicants can also apply for Bulletproof Vests Partnership funds through the Office of Justice Programs and must apply directly through their website. The Office of Justice Programs website is: <https://ojp.gov/bvpbasi/>.

II. PROGRAM DESCRIPTION

A. Requiring Agency

Governor's Office of Crime Prevention, Youth, and Victim Services (Office)

B. Opportunity Title

Body Armor Grant (BARM)

C. Submission Date

March 27, 2020

D. Anticipated Period of Performance

July 1, 2020 to June 30, 2021

E. Funding Opportunity Description

In an effort to maintain officer safety, the Governor's Office of Crime Prevention, Youth, and Victim Services anticipates the availability of \$49,088 available for this program and anticipates making 10-12 awards not to exceed \$10,000 for FY 2021. Please note that applications that exceed the maximum award allocation noted above are subject to removal from consideration during the initial technical review.

All funding is contingent upon the final approval of the Governor's Office of Crime Prevention, Youth, and Victim Services' budget during Maryland's 2020 Legislative Session of the General Assembly.

Ballistic-resistant body armor has been widely available for law enforcement personnel for more than 30 years. The dramatic reduction in officer homicides following the introduction of body armor attests to the protection it provides. The success stories extend far beyond just protection from handguns. More than 3,000 lives have been spared, including cases in which body armor prevented serious injuries to officers from other types of assaults or accidents.

Protective body armor means a vest or similar article that is designed to be worn to protect against blunt force trauma associated with the impact of a firearm projectile and manufactured of bullet resistant fabric that conforms to National Institute of Justice Standard 0101.06 (or the current edition) and V-50 ballistic testing requirements.

In response to concerns from the law enforcement community, the Department of Justice announced in 2003 an initiative to address the reliability of body armor used by law enforcement personnel and to examine the future of bullet-resistant technology and testing. As part of this initiative, the National Institute of Justice examined Zylon®-based bullet-resistant vests (both new and used) and reviewed the existing process by which bullet-resistant vests are certified. It was concluded in a 2004 report to the Attorney General that ballistic-resistant material, including Zylon®, can degrade due to environmental factors thus reducing the safety margin the manufacturers build into their armor. It was also noted that upgrade kits tested did not appear to bring used armor up to the level of performance of new armor. However, used armor with upgrade kits performed better than used armor alone. **Applicants may not purchase any ballistic or stab resistant**

vests that contain Zylon®. All vests must be approved by the National Institute of Justice. A list of body armor models tested against the current National Institute of Justice Standard NIJ0101.06 and found to be compliant can be found here:

<https://nij.ojp.gov/speech/directors-message-equipment-guidance-nij-and-our-expanding-standards-program>

Stab resistant armor should provide protection against injury from penetration by knives or sharp-pointed edged weapons while ensuring that the movement of the officer is not unduly restricted. All stab resistant armor must be approved by NIJ. A list of stab resistant armor models tested against the current NIJ standard NIJ0115.00 and found to be compliant can be found here:

<https://nij.gov/topics/technology/body-armor/pages/compliant-stab-armor.aspx>.

Learn more about body armor at: www.nij.gov/topics/technology/body-armor/welcome.htm.

III. PROGRAM REQUIREMENTS

A. Mandatory Wear Policy

The written “mandatory-wear” policy must be in effect as of the date the jurisdiction submits its application for Body Armor funding. Each jurisdiction will need to certify that it has a written mandatory wear policy for all uniform law enforcement officers by submitting the policy with the application, and uploading it in the “Documents” section of the Grants Management System. In order to meet the requirement of the program, all policies must bear the date that the policy was enacted.

There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. The Office of Justice Programs strongly encourages agencies to consult the International Association of Chiefs of Police’s Model Policy on Body Armor and to strongly consider all recommendations within the policy. This policy change was announced in October 2010.

To obtain a copy of the Model Policy and position paper, jurisdictions must be registered with the Bulletproof Vest Partnership program. To obtain a copy of the Model Policy, contact the Customer Support Center at 1-877-758-3787 or email vests@usdoj.gov.

B. Property Inventory Report (PIR) Requirements

Maintaining internal inventory records for equipment procured under this funding source is mandatory. For each line item entered in the budget section of the application, you must include a justification that ties that item to the activities described in your narrative.

Under the Body Armor Grant Program, Property Inventory Reports (PIR) should be submitted with quarterly reports if vest(s) are purchased during that reporting period. Sub-recipients should not wait until they submit their final report to submit this form. Only enter one vest per line item.

Below is an example of the form and a description of data needed to make the form compliant:

Serial Number	Officer's Name	NIJ Model Number	Manufacturer	Date on Manufacturer's Label in Vest	Vendor	Unit Price	Tax Shipping & Handling	Total Cost	Date Ordered	Date Received
12345678	Officer Smith	AXBIIA	Point Blank	10/10/2019	The Body Armor Man	\$525.00	\$30	\$525.00	1/1/2019	1/20/2019

- **Serial #** - All vests have a serial number, this must be completed or the PIR will be returned to sub-recipient for completion.
- **Officer Name** – Provide the name of the officer who will be assigned to the vest
- **NIJ Model Number** - The model number listed on vest

- **Manufacturer** - Maker of the vest
- **Date on Manufacturer's Label in Vest**
- **Vendor** - Company vest purchased from
- **Unit Price**
- **Tax Shipping & Handling**
- **Total Cost**
- **Date Ordered**
- **Date Received**

C. Body Armor Statistics

Applicants are required to provide the following information when submitting their application:

a. Number of Violent Crime Incidents

The number of violent crime incidents committed within the jurisdiction of the local law enforcement agency for the last two years.

b. Number of Current Sworn Officers

c. Number of Current Sworn Officers without Body Armor

d. Body Armor History

The number and age of protective body armor units currently in use by the local law enforcement agency.

e. Body Armor Request

Both the number of protective body armor units requested for officers not currently assigned protective body armor and the number of officers assigned protective body armor in need of replacement due to age or wear.

f. Body Armor Anticipation for Two Years

Applications should reflect the number of vests your agency anticipates to replace within the next two years, and vests for officers your agency anticipates hiring in the next two years. New hires can be anticipated based on the average number of officers hired over the most recent three years.

Grantees will be required to track and measure program outputs and outcomes. Outputs and outcomes must be recorded and submitted to the Governor's Office of Crime Prevention, Youth, and Victim Services on a quarterly basis.

The following is a sample list, and is not all inclusive of all potential outputs and outcomes that may be included in the final awards:

- Number of officers currently without Protective Body Armor or Stab Resistant Vests.
- Number of officers currently wearing Protective Body Armor or Stab Resistant Vests that are five years old or older.
- Number of vests that still need to be procured to ensure officer safety.
- Number of Protective Body Armor or Stab Resistant Vests purchased with these funds.

IV. APPLICATION PROCESS

Applicants are required to apply for grant funding through the Governor's Office of Crime Prevention, Youth, and Victim Services' web-based application process, which may be accessed through the web URL www.goccp.maryland.gov and clicking on **GRANTS MANAGEMENT SYSTEM**, or by going directly to the login screen using the URL: <https://grants.goccp.maryland.gov>.

In order to use the Governor's Office of Crime Prevention, Youth, and Victim Services' web-based application you must have a User ID.

If you have *not* previously applied through the web, go to the following URL to obtain instructions and the information required to obtain a User ID and password:
<http://goccp.maryland.gov/grants/requesting-access/>.

The last day to request a User ID is March 13, 2020. If you have previously applied through the web, use your existing User ID and password.

If you have previously applied to the Governor's Office of Crime Prevention, Youth, and Victim Services, **but do not have your User ID, or are having technical issues with the system**, contact the helpdesk via email at support@goccp.freshdesk.com for assistance.

If you need assistance completing the program-specific information required in the online application, please contact Tammy Lovill at 410-697-9321 or Tammy.Lovill@maryland.gov.

The online application must be submitted no later than 3:00 PM on March 27, 2020.

V. TRAINING/TECHNICAL ASSISTANCE (TA)

To help applicants prepare and submit applications that reflect the Governor's Office of Crime Prevention, Youth, and Victim Services' established guidelines and procedures, training is provided through training videos posted on the Office website. These may be accessed through the following URL: <http://goccp.maryland.gov/grants/gms-help-videos/>.

Please review the training videos prior to beginning your application to become familiarized with system guidelines, fiscal review and tips, civil rights requirements, etc.

Additionally, instructions for completing the online application can be found at <http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>. Applicants are encouraged to review these instructions prior to completing the online application. The narrative section of the application should be completed in an outline-style format (retaining all numbering, lettering, and section headers).

New this year, a technical assistance call will be held from 9:00am to 10:00am on Thursday, March 12, 2020. The call in number is: (724) 201-4022 and the PIN is: 513 979 317#.

VI. IMPORTANT DATES

Date for Application Technical Assistance (Phone/Webinar)	March 12, 2020
Deadline to Request a User ID	March 13, 2020
Deadline to Submit an Online Application	March 27, 2020
Letters of Intent Emailed/Denial Letters Emailed	May 2020
Award Documents	June 2020
Sub-award Start Date	July 1, 2020
Sub-award End Date	June 30, 2021

VII. APPLICATION EVALUATION

The Governor's Office of Crime Prevention, Youth, and Victim Services will assess the merits of the proposed program in each of the following areas (See Notice of Funding Availability Application Instructions located at <http://goccp.maryland.gov/grants/programs/>) and will score each application accordingly:

- Problem statement/needs justification (15 points total)
- Program goals and objectives (20 points total)
- Program strategy/program logic (10 points total)
- Performance measurement (outputs, outcomes, and impacts) (20 points total)
- Timeline (5 points total)
- Spending plan and budget (reasonableness, cost effectiveness, detailed justification per line item) (20 points total)
- Management capabilities (5 points total)
- Sustainability (5 points total)

BARM is a competitive application process. The Governor's Office of Crime Prevention, Youth, and Victim Services may conduct a three-tier review, to include internal staff and external independent reviewers, of each application submitted in accordance with this Notice of Funding Availability. As part of the internal review, Office staff will also review the following for each application:

- Scope (geographic size and location)
- Reach (ability to recognize and address the needs of underserved populations)
- Audit findings
- Performance history with previous awards

VIII. FUNDING SPECIFICATIONS

Funding Cycle: Commencement of awards funded under BARM for FY 2021 will begin July 1, 2020 and end on June 30, 2021. Funds are paid on a reimbursable basis.

IX. DISTRIBUTION OF FUNDS & REPORTING REQUIREMENTS

The Governor's Office of Crime Prevention, Youth, and Victim Services will distribute awarded funds to grantees on a quarterly reimbursement of expenditures basis following the timely submission of corresponding quarterly fiscal and programmatic reports. These reports must be submitted through the Grants Management System. All programmatic electronic reports are due within 15 calendar days of the end of each quarter. Financial electronic reports are due within 30 calendar days of the end of each quarter. All reporting activity occurs through the Grant Management System, using the same User ID and password that were used for the application process.

For further post-award instructions, read the Special Conditions specific to your award in the GMS and read the General Conditions which can be found at: <http://www.goccp.maryland.gov/grants/general-conditions.php>.

A. Electronic Funds Transfer (EFT)

The Governor's Office of Crime Prevention, Youth, and Victim Services encourages the use of electronic funds transfer (EFT). To obtain the appropriate form, the address to submit the form, and a general overview, including FAQs, refer to the following website:

http://comptroller.marylandtaxes.gov/Vendor_Services/Accounting_Information/Static_Files/GADX10_Form20150615.pdf.

B. Match

A 50% cash match is required with the Body Armor award. For example, if you are requesting \$500, then you must provide a match of \$500. Your total purchase for vests would be \$1,000. Indicate how the cash match will be provided by your agency in your narrative. The cash match may take the form of funds contributed from local governments such as agency or county budgets. Funds from the Federal Bulletproof Vest Program may also be used to meet the Body Armor match requirement. State grant funds **cannot** be used to meet the match requirement. Subrecipients must maintain records which clearly show the source and amount of all matching contributions.

C. Supplanting, Transparency, and Accountability

Federal funds must be used to supplement existing state and local funds for program activities and must not replace those funds that have been appropriated for the same purpose. See the Office of Justice Programs Financial Guide (Part II, Chapter 3). There are strict federal laws against the use of federal funds to supplant current funding of an existing program. Jurisdictions must provide assurances and certifications as to non-supplanting and the existence of proper administrative/financial procedures.

A strong emphasis is being placed on accountability and transparency. Grantees must be prepared to track, report on, and document specific outcomes, benefits, and expenditures attributable to the use of grant funds. Misuse of grant funds may result in a range of penalties to include suspension of current and future funds and civil/criminal penalties.

X. APPLICATION CHECKLIST

What an Application Should Include:

- Face Sheet
- Project Summary
- Narrative
 - Problem Statement/Needs Justification
 - Program Goals
 - Program Strategy
 - Program Measurement
 - Timeline
 - Spending Plan
 - Management Capabilities
 - Sustainability
- Unique Entity Identifier (UEI, Currently DUNS number) and SAM Registration
- Letters of Support/Commitment (if required)
- Budget and Budget Justification
 - Personnel
 - Operating Expenses
 - Travel
 - Contractual Services
 - Equipment
 - Other
- Indirect Cost Rate Agreement or Documentation Supporting Use of the De minimis Indirect Cost Rate (if applicable)
- Budget Prioritization
- Certified Assurances
- Certification Regarding Lobbying
- Audit Findings/Corrective Action Plan (if applicable)
- Single Audit Requirements (if applicable)
- Proof of 501 (c)(3) Status (if applicable)
- [***NEW* Subrecipient Organizational Capacity Questionnaire**](#)

More information on each item above can be found in the [NOFA Application Instructions](#).