



Agenda Item Request Form

ITEM: Consideration to approve Budget Amendment Resolution 20220322.1 to utilize BJA FY 21 Edward Byrne Memorial Justice Assistance Grant Program (JAG) Funds to expand the body worn camera program in the amount of \$81,600.00.

BACKGROUND INFORMATION: The Panama City Police Department was awarded grant funding to expand the body worn camera program. Expenditures are budgeted as follows: 24 body worn cameras, \$50,304.00 (cash); BWC TTA National Meeting attendance (required for grantees), \$2,830.00 for two staff members (cash); usage of existing equipment, \$7,100.00 (in-kind); and staff time to manage/redact data \$21,366.00 (in-kind). This grant requires a 50% match (\$40,800.00) by the City of Panama City (budgeted at \$12,334.00 cash and \$28,466.00 in-kind). The grand total project expenditure will be \$81,600.00.

DEPARTMENT HEAD RECOMMENDATION: Staff recommends approval.

Budget Impact:

Budgeted? Yes: No: How Much budgeted: BJA FY 21 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Local Solicitation

If more, where do you suggest funds come from?

50% match is funded as \$12,334.00 in General Fund Cash and \$28,466.00 as in-kind services.

Cost Center Affected: 170.2100.55200 (Operating Supplies) and 170.2100.55500 (Training)

Personnel \$

Operating \$ 40,800.00

Capital

Revenue \$ 40,800.00 (Grant Proceeds) and \$12,334.00 (General Fund Cash)

Requested By: Chief Mark Smith

Date: 3/22/2022

RESOLUTION NO. 20220322.1

A RESOLUTION PROVIDING FOR THE AMENDMENT OF THE APPROVED FISCAL YEAR 2021-2022 BUDGET TO USE THE BJA FY21 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM (JAG) FUNDS TO EXPAND THE POLICE DEPARTMENT'S BODY-WORN CAMERA PROGRAM.

WHEREAS, the local municipal budget for the fiscal year 2022 was approved on the 27th day of September, 2021; and

WHEREAS, the public hearing on said budget has been held as advertised; and

WHEREAS, it is desired to amend said approved budget;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PANAMA CITY, FLORIDA, that the following amendments to the approved budget of fiscal year 2022 be made:

	<u>INCREASE</u>
<u>GENERAL APPROPRIATIONS</u>	
001.8800.59170 Transfers to Grant Fund	12,334
<u>GRANT REVENUES</u>	
170.0000.331.219	\$40,800
170.0000.381.100	12,334
<u>GRANT APPROPRIATIONS</u>	
170.2100.55200 Operating Supplies	\$50,304
170.2100.55500 Training	2,830

The 50% match requirement is funded as \$12,334 in General Fund Cash and \$28,466 as in-kind services.

PASSED, APPROVED AND ADOPTED by the City Commission of the City of Panama City, Florida, at its regular meeting, on this 22nd day of March, 2022.

CITY OF PANAMA CITY, FLORIDA

By: _____
Greg Brudnicki, Mayor

Attest:

Jan Smith, City Clerk-Treasurer

✓ Award Letter

December 17, 2021

Dear Mark Smith,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by PANAMA CITY, CITY OF for an award under the funding opportunity entitled 2021 BJA FY 21 Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies. **The approved award amount is \$40,800.**

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

Congratulations, and we look forward to working with you.

Amy Solomon
Principal Deputy Assistant Attorney General

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance to give assurances that they will comply with those laws. Taken together, these civil rights laws prohibit recipients of federal financial assistance from DOJ from discriminating in services and employment because of race, color, national origin, religion, disability, sex, and, for grants authorized under the Violence Against Women Act, sexual orientation and gender identity. Recipients are also prohibited from discriminating in services because of age. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with DOJ awards, see <https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm>.

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a nondiscriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEO requirement,

see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5).

The OCR is available to help you and your organization meet the civil rights requirements that are associated with DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to contact the OCR at askOCR@ojp.usdoj.gov.

Memorandum Regarding NEPA

NEPA Letter Type

OJP - Categorical Exclusion

NEPA Letter

Awards under this program will be used to plan or implement a body worn camera program. None of the following activities will be conducted whether under the Office of Justice Programs Federal action or a related third-party action:

- (1) New construction.
- (2) Renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain.
- (3) A renovation which will change the basic prior use of a facility or significantly change its size.
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment.
- (5) Implementation of a program involving the use of chemicals.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of the Code of Federal Regulations. Additionally, the proposed action is neither a phase nor a segment of a project which when reviewed in its entirety would not meet the criteria for a categorical exclusion.

NEPA Coordinator

First Name

Middle Name

Last Name

Orbin

—

Terry

- > **Award Information**
- > **Project Information**
- > **Financial Information**
- > **Award Conditions**
- > **Award Acceptance**

BWC Camera Grant		#		
Grant Request				
cameras (contracts)	1700	24	40800	
Match				
(CASH) Additional camera expense	396	24	9504	
(IN-KIND) Additional Equipment			7100	26% of storage, training, computers, redactions software, etc. of existing equipment.
(IN-KIND) Staff: manage/redact data	7122	3	21366	\$13.17 an hour x 40hrs week x 52 weeks
(Cash) Travel expenses			2832	24 of 90 cameras is 26%
			40802	
			Inkind total \$28,466	
Cameras - Basic Equipment Only	54376	24	2266	Per camera