



Recruitment Incentives for Law Enforcement Funding Announcement Q&A Tracker

About this Document:

This guide will provide an overview of questions and answers regarding the [Recruitment Incentives for Law Enforcement](#) funding announcement and application process, which opened on 10/19/2023. Responses will be provided as staff is able to process questions.

Questions?

Please contact PCCD staff at RA-PCCD-OCJSI@pa.gov with 'Recruitment Incentives for Law Enforcement' in the subject line.

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1. Eligible Applicants

- a) *We are a private police department and get our authority through 222Pa.C.S. -S-501. Appointment of Private Police department. The funding announcement describes Campus police or university police as used in section 2416 of the act of April 9, 1929 (P.L.177, No.175), known as The Administrative Code of 1929, certified by the Office of Attorney General as a criminal justice agency under the definition of "criminal justice agency" in 18 Pa.C.S. § 9102 (relating to definitions). Is our department eligible under this funding announcement?*

Answer: Under the Local Law Enforcement Support Grant Program, “a campus police or university police department, as used in section 2416 of the act of April 9, 1929 (P.L.177, No.175), known as The Administrative Code of 1929, certified by the Office of Attorney General as a criminal justice agency under the definition of criminal justice agency in 18 Pa.C.S. § 9102 (relating to definitions)” is eligible to submit an application under this program. Section 2416 of the Administrative Code (see [1929 Act 175 - PA General Assembly \(state.pa.us\)](#)) addresses security or campus police on the premises of state colleges and universities, state aided or related colleges and universities and community colleges, generally.

If the university is private with a private police department that derives its authority from [Section 501 - Title 22 - DETECTIVES AND PRIVATE POLICE \(state.pa.us\)](#), it is not clear if the campus police department clears the first eligibility requirement (i.e., meeting the criteria under section 2416 of the Administrative Code) and the second (i.e., are certified by the Office of Attorney General as a criminal justice agency). If your campus police force meets those thresholds, it may be eligible to apply for funding under this solicitation.

- b) *As an agency encompassing 10 University Police Departments, can we (i.e., PASSHE) submit one (1) application to include all ten (10) University Police Departments (with the necessary information for each included) or does each of the 10 University PDs need to apply independently?*

Answer: Under the Local Law Enforcement Support Grant Program, each eligible university police department must submit an individual application.

- c) *Is our county sheriff's office eligible to apply?*

Answer: Please see page 5 of the solicitation under “4. Eligible Applicants” for more information regarding eligibility.

- d) *Is If a school district's internal police department have the power to make arrests, are they eligible to receive the grant?*

Answer: As indicated in the “Eligible Applicants” section on page 5 of this solicitation, sheriff's offices, constables, K-12 school police, nonsworn campus police departments, and county adult and juvenile probation and parole departments are not eligible entities.

2. Budget Detail Section

- a) *The Personnel category of the budget requires a breakdown based on budgeted hours multiplied by the number of weeks multiplied by the hourly pay rate. This sheet does not allow for entry as the solicitation instruction states (# of vacancies x 5,000=XXXX). How should we proceed with inputting signing bonuses in this section?*

Answer: Option 2 Budget Detail Example. If the applicant is selecting Option 2 to address stipends, signing bonuses, or marketing efforts to recruit new fulltime officers, stipends or signing bonus budget information should be included in the Personnel category. Applicants should include the total number of officer vacancies and multiply that number against the funding requested (i.e., a maximum of \$5,000 per new officer vacancy):

$$\# \text{ of fulltime officer vacancies} \times \$5,000 = \text{XXXX}$$

To enter this calculation into Egrants under the Personnel section, enter the number of fulltime officer vacancies in the "# of Budgeted Hours/Week" text box and the stipend or signing bonus amount per officer in the "Hourly Pay Rate" text box. In the "# Weeks" text box, simply enter a 1. Please see the screenshot below, which illustrates an example of five fulltime officer vacancies receiving \$4500 signing bonuses each, split between a Year 1 and Year 2 budget:

Position: * 5 Full Time Officers (maximum 70 characters)
Name: * New Hire Signing Bonus (maximum 70 characters)

41014

Year	# Budgeted Hours / Week *	# Weeks *	Hourly Pay Rate *	Cost
Year 1	4	1	x 4,500.00	18,000.00
What are the standard working hours per week for this position? * 40,000 hrs.				% Budgeted Hours: 10,000
Year 2	1	1	x 4,500.00	4,500.00
What are the standard working hours per week for this position? * 40,000 hrs.				% Budgeted Hours: 2,500

Total Line Item Cost (All Years): 22,500.00

Submit Issue/Comment Save Save And Add Another Delete Cancel

3. Eligible Program Activities and Expenses

- a) *Are we reading the solicitation correctly in that if an applicant doesn't already budget for Act 120 training, option 1 is the only option for which they would be eligible under this solicitation? Is it possible to select option 2 without already budgeting for Act 120 training?*

Answer: Agencies who do not budget for Act 120 training and hire officers who are already Act 120 trained are eligible to select Option 2.

b) *For option 2- If we recruit officers who have Federal or out of state accredited police certifications that are equivalent to PA 120 certifications does that meet the requirement or must they also have Act 120 certification?*

Answer: Under this funding announcement, agencies who hire officers that are approved under PA Act 120 waiver requirements are equivalent to agencies who hire officers who are already Act 120 certified.

c) *Can agencies apply for a combination of Option 1 and Option 2 funding?*

Answer: No. Applicants must select either Option 1 or Option 2.

d) *Our agency is currently down approximately nine (9) officers and will be down additional officers by July 2024. Would a dedicated marked and "wrapped" recruitment police vehicle be a permissible grant purchase item for this solicitation?*

Answer: Marketing efforts to recruit fulltime officers is an eligible activity under this solicitation, capped at \$5,000 per fulltime officer. Applicants must provide a short description and rationale for providing funding to support marketing efforts to recruit new fulltime officers.

e) *Can an agency provide recruitment incentives to individuals who are not Act 120 certified, such as Act 235 certified individuals?*

Answer: Funds for this solicitation are explicitly to support agencies with fulltime law enforcement officer vacancies.

f) *Option 1 of the funding announcement mentions 'equipment costs' are eligible along with training. Are ballistics vests eligible equipment under Option 1?*

Answer: "Equipment costs" are only eligible if the equipment is associated to Act 120 training.

g) *Can Option 1 funds be requested by a police department that "currently budgets or supplies funding to cover the cost of Act 120 training"?*

Answer: No, an agency should only choose Option 1 if they do not currently budget or supply funding for Act 120 training.

h) *If only Option 2 is available for a police department that "currently budgets or supplies funding to cover the cost of Act 120 training", could Option 2 cover the cost of ballistic vests as well as signing bonuses/recruitment costs?*

Answer: Option 2 is available to law enforcement agencies that currently have fulltime officer vacancies or known upcoming fulltime vacancies. These agencies are only eligible to apply for stipends, signing bonuses, or marketing efforts to recruit fulltime officers, capped at \$5,000 per fulltime officer.

- i) *Would the costs associated with having someone create a new recruiting video for my department be considered an Eligible Program Activity and Expense? If so, is this in addition to the \$5000 signing bonus per full-time vacancy cap?*

Answer: Marketing efforts to recruit fulltime officers is an eligible activity under this solicitation, capped at \$5,000 per fulltime officer. Under option 2, the maximum dollar amount an agency can apply for is directly related to the number of full-time vacancies. For example, if an agency has 4 full-time vacancies, their total budget cannot exceed \$20,000.

- j) *Can you please clarify what you mean when it says “stipends” are covered?*

Answer: Under option 2, agencies are eligible to apply for stipends, signing bonuses, or marketing efforts to recruit fulltime officers, capped at \$5,000 per fulltime officer. For the purposes of this funding announcement, a stipend is a form of compensation that can be paid to fulltime officers in addition to their regular salary. Stipends can be issued in the form of a recurring payment, as opposed to a signing bonus, which is typically paid in a single lump sum.

- k) *We only hire recruits that are Act 120 certified. Can funds be used for recruits that need outfitted for the position and to pay for the psychological evaluation we require for the hiring process?*

Answer: Agencies who hire recruits that are already Act 120 certified can only apply under option 2 described on page 6 of the funding announcement.

- l) *We are going to hire a recruit that is already Act 120 certified. Can funds be used to pay the Police Academy loan this individual took to attend the academy?*

Answer: Agencies who hire recruits that are already Act 120 certified can only apply under option 2 described on page 6 of the funding announcement. The agency could apply for a stipend or signing bonus capped at \$5000 per full-time officer vacancy.

- m) *The guidelines for this award indicate that the funding may be used for officers entering at “entry level.” Does entry level include officers who lateral transfer and start their employment at an adjusted entry salary?*

Answer: Funds for this solicitation are explicitly to support agencies with fulltime law enforcement officer vacancies. The guidelines do not specify that the officer hired must be at “entry level” only.

4. Civil Rights Responsibilities

- a) *In the online application for the Recruitment Incentives for Law Enforcement funding opportunity, the Civil Rights Responsibilities section says **applicants** must submit an EEO Certification Form to the Office for Civil Rights (OCR) at the federal Office of Justice Programs. However, the link provided says that only **recipients** may use the tool [<https://www.ojp.gov/program/civil-rights-office/equal-employment-opportunity-plans>.] Is this required for applicants, or only after we are recipients?*

Answer: Award recipients must submit an EEO Certification Form to the OCR at the federal Office of Justice Programs.

5. Application Due Dates

- a) *The first batch of applications received by November 13, 2023 will be reviewed and awarded until such time as all funding is committed. Does this mean we can still apply after the November 13th date?*

Answer: Yes, agencies can still apply after November 13, 2023. Applications will be reviewed in regular batches as received on a rolling basis until all funding is committed.

- b) *What is the due date for application to be submitted in Egrants?*

Answer: Applications under this initiative will be reviewed in regular batches until all funding is committed. The next batch of applications to be reviewed will include applications submitted no later than 11:59 PM on January 15, 2024. Assuming funds are still available, another batch review is anticipated for applications received between January 16, 2024 and 11:59 PM and February 12, 2024. Once all funding is committed, this solicitation shall close.

- c) *What is the next due date for applications to be submitted in Egrants (question submitted 2-26-24)?*

Answer: Applications under this initiative will be reviewed in regular batches until all funding is committed. The next batch of applications to be reviewed will include applications submitted no later than 11:59 PM on March 11, 2024. Assuming funds are still available, another batch review is anticipated for applications. Once all funding is committed, this solicitation shall close.

- d) *What is the next due date for applications to be submitted in Egrants (question submitted 3-20-24)?*

Answer: The next batch of applications to be reviewed will include applications submitted no later than 11:59 PM on April 8, 2024. Assuming funds are still available, another batch review is anticipated for applications.