



**Protective Body Armor Fund (BARM)  
FY 2018  
Chapter 311 of the Acts of the General Assembly of 2006  
§ 4-107 of the Public Safety Article**

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Governor

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Submitted by:  
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## Introduction

In 1995, legislation established the Protective Body Armor Fund to be administered by the Maryland State Police to assist local law enforcement agencies to (i) acquire protective body armor for each police officer of the local law enforcement agency; and (ii) replace protective body armor at least every 10 years, or sooner if testing indicates a need for replacement.<sup>1</sup> Chapter 462 of the Acts of the General Assembly of 2005, allowed the Protective Body Armor Fund to be allocated to the Department of Public Safety and Correctional Services, in addition to local law enforcement agencies, for the acquisition of protective body armor for its agents.<sup>2</sup> This allocation was permissible only after required and permitted allocations were made to eligible local law enforcement agencies.<sup>3</sup> Chapter 311 of the Acts of the General Assembly of 2006 transferred the administration of this program from the Maryland State Police to the Governor's Office of Crime Control & Prevention (Office).

Pursuant to Chapter 311 of 2006, the Office is directed to submit a report to the Governor and General Assembly by September 1st of each year as it relates to:

1. the distribution of money under this subtitle; and
2. the ratio of protective body armor to police officers in each local jurisdiction of the State that applied for money from the Protective Body Armor Fund.

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<sup>1</sup> Maryland Department of Legislative Services. Chapter 311 of 2006: *Department of State Police - Protective Body Armor Fund - Transfer from the Department of State Police to the Governor's Office of Crime Control and Prevention*. Retrieved from [http://mgaleg.maryland.gov/2006rs/fnotes/bil\\_0005/hb0325.pdf](http://mgaleg.maryland.gov/2006rs/fnotes/bil_0005/hb0325.pdf).

<sup>2</sup> Ibid.

<sup>3</sup> Ibid.

## Overview

In 2006, Chapter 311 transferred the functions, powers, duties, assets, and liabilities of the Protective Body Armor Fund to the Office so as to administer program funds. Through its program, funds are available to local law enforcement agencies of any county and incorporated city or town, including Baltimore City. After the allocation of funds to local law enforcement agencies are made, and if remaining funds exist, such funds may be distributed to the Division of Parole and Probation (in the Department of Public Safety and Correctional Services).<sup>4</sup>

The primary purpose of this program is to protect the lives of law enforcement officers with Protective Body Armor or Stab Resistant Vests. Funds are used to assist law enforcement agencies to procure protective body armor for their officers and replace protective body armor if testing or age indicates a need for replacement. 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 (NIJ) Standard 0101.06 (or the current edition) and V-50 ballistic testing requirements.<sup>5</sup>

In order for law enforcement agencies to receive assistance from the Protective Body Armor Fund, agencies must first expend funds from its own source to acquire or replace protective body armor. The amount agencies spend from their own source must be at least equal to the amount awarded from the Protective Body Armor Fund. Such funds may only be used as an addition to, and may not be substituted for, moneys appropriated from sources other than the Protective Body Armor Fund, also known as the Body Armor Grant Program (BARM).

To apply for the Protective Body Armor Fund through BARM, law enforcement agencies must provide the following information as described in Section 4-103 of the Public Safety Article (*as illustrated below*):

1. the number of violent crime incidents committed within the jurisdiction of the local law enforcement agency for the last 2 years;
2. the current number of sworn officers;
3. the current number of sworn officers not assigned protective body armor;

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<sup>4</sup> As outlined in Section 4-102 of the Public Safety Article, the purpose of the Protective Body Armor Fund is to “(1) assist local law enforcement agencies to: (i) acquire protective body armor for each police officer of the local law enforcement agency; and (ii) replace protective body armor at least every 10 years, or sooner if testing indicates a need for replacement; and (2) upon the fulfilment of the purposes specified in paragraph (1) of this subsection, to assist the Division of Parole and Probation of the Department of Public Safety and Correctional Services to acquire protective body armor for its agents with the remainder of the funds.”

<sup>5</sup> Governor’s Office of Crime Control & Prevention (2018). *FY 2019 Body Armor (BARM) Grant: Notice of Funding Availability*. Retrieved from <http://goccp.maryland.gov/wp-content/uploads/FY-2019-BARM-NOFA.pdf>.

4. the number and age of protective body armor units currently in use by the local law enforcement agency;
5. the number of protective body armor units requested;
  - a. for officers not currently assigned protective body armor; and
  - b. for officers assigned protective body armor in need of replacement due to age or wear;
6. the regulation of the local law enforcement agency that relates to the use of protective body armor;
7. the local law enforcement agency's budget request for supplies and equipment for the current and last two fiscal years; and
8. any other information that the Office considers necessary to make grants for protective body armor.

## Distribution of Protective Body Armor Fund Awards

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.

Given its effective use to protect against injury, law enforcement agencies are eager to procure protective body armor for its officers. Unfortunately, many local law enforcement agencies struggle with the financial burden associated with its economy. This is especially true for small agencies staffed with only a few officers and a chief. These small agencies are often challenged by the 50% cash match which is required by the Protective Body Armor Fund to purchase protective body armor. Regardless of its financial burden, each agency understands the value and significance of protective body armor for its officers, as well as the consequence and lack of protection for those officers without protective body armor. Because of this, local law enforcement agencies, both big and small, strive to provide the 50% cash match to protect its officers. As illustrated in **Chart 1. FY 2017 Body Armor (BARM) Grant Awards**, the Office awarded \$48,557.00 to 21 local law enforcement agencies within 15 counties, for the combined purchase of 133 body armor vests.

| <b>Chart 1. FY 2018 Body Armor (BARM) Grant Awards</b> |  |                     |                                |                                  |
|--|--|---------------------|--------------------------------|----------------------------------|
| <b>County</b>  | <b>Agency</b>                                | <b>Award Amount</b> | <b>Number of Vests Awarded</b> | <b>Number of Vests Requested</b> |
| Anne Arundel*  | Annapolis City Police Department             | \$3,938             | 11*                            | 8                                |
| Baltimore County                                       | Baltimore County Police Department           | \$4,875             | 15                             | 60                               |
| Baltimore County                                       | Community College of Baltimore County (CCBC) | \$4,750             | 19                             | 29                               |
| Caroline   | Caroline County Sheriff's Office             | \$1,260             | 3                              | 8                                |
| Caroline   | Ridgely Police Department                    | \$750               | 2                              | 3                                |
| Carroll  | Hampstead Police Department                  | \$1,274             | 3                              | 5                                |
| Carroll  | Carroll County Sheriff's Office              | \$1,116             | 2                              | 2                                |
| Carroll  | Mount Airy Police Department                 | \$900               | 2                              | 7                                |
| Charles  | Charles County Sheriff's Office              | \$2,655             | 9                              | 27                               |

|                 |                                      |                    |            |            |
|-----------------|--------------------------------------|--------------------|------------|------------|
| Dorchester      | Cambridge Police Department          | \$1,350            | 2          | 7          |
| Dorchester      | Dorchester County Sheriff's Office   | \$780              | 2          | 7          |
| Frederick       | Frederick City Police Department     | \$3,850            | 11         | 79         |
| Garrett         | Oakland Police Department            | \$1,000            | 2          | 3          |
| Harford         | Bel Air Police Department            | \$2,109            | 5          | 8          |
| Howard          | Howard County Police Department      | \$3,800            | 10         | 50         |
| Prince George's | City of Seat Pleasant                | \$3,056            | 8          | 8          |
| Queen Anne's    | Queen Anne's County Sheriff's Office | \$2,415            | 7          | 24         |
| Talbot          | Talbot County Sheriff's Office       | \$1,575            | 3          | 19         |
| Washington      | Hagerstown Police Department         | \$2,250            | 5          | 48         |
| Washington      | Washington County Sheriff's Office   | \$2,298            | 6          | 16         |
| Wicomico        | Fruitland Police Department          | \$2,556            | 6          | 12         |
|                 | <b>TOTALS</b>                        | <b>\$48,557.00</b> | <b>133</b> | <b>430</b> |

\*The initial budget for Annapolis City Police Department didn't include match funds, therefore accounting for match funds, the total vest cost using grant funds was \$358, allowing the agency to procure eleven vests, as opposed to the eight requested in the initial application.

## Ratio of Protective Body Armor to Police Officers

As indicated in Section 4-103 of the Public Safety Article, local law enforcement agencies that apply for funds under BARM must provide information to include the number of sworn officers, the number of vests awarded, and the ratio of body armor funded to sworn officers. These figures are captured below in **Chart 2. Ratio of Protective Body Armor and Police Officers.**

| <b>Chart 2. Ratio of Protective Body Armor and Police Officers</b> |                                 |                                |   |
|--|---------------------------------|--------------------------------|---|
| <b>County</b>  | <b>Number of Sworn Officers</b> | <b>Number of Vests Awarded</b> | <b>Ratio of Body Armor Funded to Sworn Officers</b> |
| Anne Arundel   | 114                             | 11                             | 9.65%   |
| Baltimore County   | 1,865                           | 34                             | 1.82%   |
| Caroline   | 41                              | 5                              | 12.20%  |
| Carroll  | 135                             | 7                              | 5.19%   |
| Charles  | 295                             | 9                              | 3.05%   |
| Dorchester   | 95                              | 4                              | 4.21%   |
| Frederick  | 146                             | 11                             | 7.53%   |
| Garrett  | 4                               | 2                              | 50.00%  |
| Harford  | 30                              | 5                              | 16.67%  |
| Howard   | 465                             | 10                             | 2.15%   |
| Prince George's  | 21                              | 8                              | 38.10%  |
| Queen Anne's   | 61                              | 7                              | 11.48%  |
| Talbot   | 36                              | 3                              | 8.33%   |
| Washington   | 204                             | 11                             | 5.39%   |
| Wicomico   | 21                              | 6                              | 28.57%  |

In conclusion, the Governor's office of Crime Control & Prevention recognizes the importance of Body Armor Funds for officer safety throughout Maryland, and was pleased to provide \$48,557.00 in funding for 133 Body Armor vests.



## Notice of Funding Availability

The *FY 2019 Body Armor (BARM) Grant Notice of Funding Availability* is located on the following pages.

**GOVERNOR'S OFFICE of CRIME CONTROL &  
PREVENTION**

**FY 2019 Body Armor (BARM) Grant**

**Notice of Funding Availability  
Application Guidance Kit**



**Online Submission Deadline: June 7, 2018**

**Funded through:  
State of Maryland**

Governor's Office of Crime Control & Prevention  
100 Community Place  
Crownsville, Maryland 21032-2022  
[www.goccp.maryland.gov](http://www.goccp.maryland.gov)  
(410) 697-9338

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

**Note: Hard copy applications are no longer being accepted.**

**ELIGIBILITY**

Funding through this application is available to local law enforcement agencies.

**IMPORTANT NOTES**

Applicants are required to apply for grant funding through the Governor's Office of Crime Control & Prevention online application process located at <https://grants.goccp.maryland.gov>. Instructions for completing the online application can be found at <http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>.

## **Getting Started**

Thank you for applying for the **Body Armor Grant Program** from the **Governor's Office of Crime Control & Prevention (Office)**. The primary purpose of this program is to protect the lives of law enforcement officers with Protective Body Armor or Stab Resistant Vests. Grant funds assist local law enforcement agencies in procuring protective body armor 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](mailto:Tammy.Lovill@maryland.gov)

Justice Schisler, Chief of Programs  
410-697-9334  
[Justice.Schisler@maryland.gov](mailto:Justice.Schisler@maryland.gov)

The Governor's Office of Crime Control & Prevention's success is measured by sub-recipient success. It is critical that we hear from you, our customers. To share your ideas of how the Governor's Office of Crime Control & Prevention can serve you better, email your program manager.

## **Governor's Office of Crime Control & Prevention 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**

### **A. General**

Local Law Enforcement Agencies in Maryland are eligible to submit applications for Body Armor (BARM) Grant funding.

**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/>.

Again this year, our office has placed funding limitations on "Body Armor" applicants. Applicants may only apply for funding every other year. If your agency applied for funds in FY 2018, then you may not apply for FY 2019 funds and are eligible to apply for funds in FY 2020.

## **II. PROGRAM DESCRIPTION**

### **A. Requiring Agency**

Governor's Office of Crime Control and Prevention (GOCCP)

### **B. Opportunity Title**

Body Armor Grant

### **C. Submission Date**

June 7, 2018

### **D. Anticipated Period of Performance**

July 1, 2018 to June 30, 2019

### **E. Funding Opportunity Description**

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. In an effort to maintain officer safety, the Governor's Office of Crime Control & Prevention is making \$49,088 available to local law enforcement agencies to purchase protective body armor and/or stab resistant vests.

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.gov/topics/technology/body-armor/pages/compliant-ballistic-armor.aspx>.

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](http://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 <http://www.ojp.usdoj.gov/bvpbasj>.

#### 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. Always 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  | AXBIIIA          | Point Blank  | 10/10/2018                           | The Body Armor Man | \$525.00   | 1                       | \$525.00   | 10/10/2018   | 11/20/2018    |

- **Serial #** - All vests have a serial number, this must be completed or the PIR will be returned to sub-recipient for completion.
- **Description of Property** - Type of vest purchased
- **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** - Who was vest ordered from
- **Date on Manufacturer's Label in Vest**
- **Vendor** - Who was the vest purchased from
- **Unit Price**
- **Tax Shipping & Handling**
- **Total Cost**
- **Date Ordered** - The date of purchased with the vendor
- **Date Received**
- **Unit cost**

To download this form please go to:

<http://goccp.maryland.gov/wp-content/uploads/property-inventory-report-form.xlsx>

**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**

**Body Armor History**

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

**d. Body Armor Request**

Include 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.

**e. 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 GOCCP 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 GOCCP web-based application process, which may be accessed through the web URL [www.goccp.maryland.gov](http://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 GOCCP's 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 May 30, 2018. If you have previously applied through the web, use your existing User ID and password.

If you have previously applied to the GOCCP, **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](mailto: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](mailto:Tammy.Lovill@maryland.gov).

**The online application must be submitted no later than 3:00 PM on June 7, 2018.**

#### **V. TRAINING/TECHNICAL ASSISTANCE (TA)**

To help applicants prepare and submit applications that reflect GOCCP's established guidelines and procedures, training is provided through training videos posted on the GOCCP 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).

#### **VI. IMPORTANT DATES**

|  |               |
|--|---------------|
| Deadline to Request a User ID            | May 30, 2018  |
| Deadline to Submit an Online Application | June 7, 2018  |
| Award Documents/Denial Letters Mailed    | June, 2018    |
| Sub-award Start Date                     | July 1, 2018  |
| Sub-award End Date                       | June 30, 2019 |



## VII. APPLICATION EVALUATION

GOCCP 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/wp-content/uploads/NOFA-application-instructions.pdf>):

- Problem statement/needs justification (to include number of violent incidents)
- Program goals and objectives
- Program strategy/program logic
- Performance measurement (outputs, outcomes, and impacts)
- Timeline
- Spending plan
- Management capabilities
- Sustainability
- Budget (reasonableness, cost effectiveness, detailed justification per line item)
- Scope (geographic size and location)
- Reach (ability to recognize and address the needs of underserved populations)
- GOCCP audit findings
- Performance history with previous awards with GOCCP

The Body Armor Grant is a competitive application process. GOCCP 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.

## VIII. FUNDING SPECIFICATIONS

### Funding Cycle

Commencement of awards funded under the Body Armor Grant for FY 2019 will begin July 1, 2018 and end on June 30, 2019. Funds are paid on a reimbursable basis.

## IX. DISTRIBUTION OF FUNDS & REPORTING REQUIREMENTS

GOCCP 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 your Special Conditions and go to:

<http://www.goccp.maryland.gov/grants/general-conditions.php>.

### A. Electronic Funds Transfer (EFT)

GOCCP 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/GADX10Form20150615.pdf](http://comptroller.marylandtaxes.gov/Vendor_Services/Accounting_Information/Static_Files/GADX10Form20150615.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.