

# Memorandum

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**Date:** May 3, 2016

**To:** Seguin City Council  
Doug Faseler, City Manager

**From:** Twila Wood, Purchasing Manager

**Subject:** Body-Worn Camera Program Grant

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The Office of the Governor Criminal Justice Division (CJD) has announced a grant program to aid local law enforcement agencies in establishing or enhancing Body-Worn Camera (BWC) Programs. It is anticipated that up to \$10 million may be funded under this one-time grant opportunity. Grantees must provide matching funds equal to 25% of any awarded amount.

The application process for the BWC Grant consists of two (2) phases. A preliminary application was submitted in December 2015 and a preliminary funding decision was received in January 2016 awarding the City up to \$24,615 to equip 40 front-line officers with body cameras and required accessories. The second and final application is due no later than July 15, 2016. Awards are made on a rolling basis roughly 30 to 45 days after the final application is submitted.

The final application requires a resolution authorizing the application from the applicant's governing body and a cooperative statement from the local District Attorney's office stating a commitment to use evidence obtained as a result of the body-worn camera program.

After accepting the grant funding, the City is required to establish a policy regarding the use of the body-worn cameras, to train all officers in the use of the system and to comply with reporting requirements for three (3) years. The City will also be required to maintain the equipment obtained with grant funds for a minimum of three (3) years.

The Seguin Police Department is requesting funding for forty (40) body-worn camera systems that will work with existing Data 911 and Coban in-car video recording equipment. The total cost is \$29,249. Grant funds in the amount of \$23,399.20 will be requested requiring a City-funded match of \$5,849.80.

Staff requests approval to submit the final application for this grant program.