



Commonwealth of Kentucky
Office of the Governor
Kentucky Office of Homeland Security



Law Enforcement Protection Program

This program is a joint collaboration between the Kentucky Office of Homeland Security and the Kentucky State Police.

KRS 16.220 establishes a fund within the Kentucky Office of Homeland Security to provide grants for body armor, firearms, ammunition, electronic-control devices, electronic-control weapons, electro-muscular disruption technology, and body-worn cameras to city, county, charter county, unified local government, urban-county and consolidated local government police departments, university safety and security departments organized pursuant to KRS 164.950; school districts that employ special law enforcement officers as defined in KRS 61.900; and sheriff's departments for sworn peace officers and service animals, as defined in KRS 525.010. First priority is given to providing and replacing body armor, second priority to providing firearms and ammunition. Residual funds available for the purchase of electronic control devices, electronic control weapons, electro-muscular disruption technology, and body-worn cameras.

IMPORTANT: LEPP IS A REIMBURSEMENT GRANT, AND LEPP FUNDS CAN'T BE USED FOR PREVIOUSLY PURCHASED EQUIPMENT. DO NOT PURCHASE EQUIPMENT UNTIL A SIGNED CONTRACT IS IN PLACE.

Eligible items and maximum reimbursement rates:

- **Body Armor Vests** Current market rate
(Tote carriers for vests are not reimbursable.)

No police or sheriff's department shall apply for a grant to replace existing body armor unless that body armor has been in actual use for a period of five (5) years or longer.
- **Duty Weapons/Firearms** Determined by quotes received by applicant.
- **Ammunition** Up to 500 rounds per weapon
(Determined by quotes received by applicant.)
- **Taser** Current market rate
(Includes taser and battery only.)
- **Taser Software Unit** Current market rate
(Limit of one unit per agency.)
- **Taser Cartridge** Current market rate
(Maximum of two per taser.)
- **Body Cameras** Current market rate
(Costs related to training, peripheral equipment, video storage, and video retention for body cameras is not reimbursable.)

Accessories, shipping & handling fees, and freight charges for the above equipment are not eligible for reimbursement.



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**Law Enforcement Protection Program
Body-Worn Camera Application**

Agency/Organization: _____ County: _____

Legal Applicant/Funding Recipient: _____
(Must apply through a City, County, Public University or SLEO school district)

Mailing Address: _____

City: _____ Zip Code _____

Phone: _____ Fax: _____

E-mail Address: _____

Official's Name & Title: _____
(Mayor, Judge/Executive, University President or School Superintendent)

Designated Project Manager Information – The project manager will be the Kentucky Office of Homeland Security's primary contact for all required grant documentation such as agreements, invoices, reimbursements, etc. If this information changes please notify KOHS immediately.

Project Manager Name _____ Title _____

Mailing Address: _____

City: _____ Zip Code _____

Phone: _____ Fax: _____

E-mail Address: _____

Project Information

Total Amount Requested: \$ _____ Total Project Amount: \$ _____

How many officers are currently employed? Full-time _____ Part-time _____

Provide a detailed cost breakdown of the requested item.

Type of Equipment	Quantity	Amount

Project Funds

List any federal or local agency funds that will be used for project completion, or any other funds your agency has applied for to complete this project.

Funding Source	Status	Amount
1.		
2.		

Application Requirements

- Agency must have an official department policy for body worn video recordings. An example of a body-worn camera policy is available from the Kentucky League of Cities <http://www.klc.org/UserFiles/files/BODYCamModelPolicyDec2014.pdf>. We recommend that the policy be as specific as possible.
- Agency's detailed plan for training officers on proper use of body-worn cameras.
- List of officers and their badge numbers who will be assigned to wear body cameras, under what circumstances, and where on the body the cameras are authorized to be placed. Agency should not permit officers to wear or use privately owned body cameras while on duty.
- List of designated staff member(s) responsible for ensuring cameras are charged and in proper working order for each shift; for reporting and documenting problems with cameras; and for reissuing working cameras to avert malfunction claims if critical footage is not captured.
- Agency policy governing video recording evidence in accordance with the Kentucky Department of Libraries and Archives records retention schedule related to video recordings and issues related to litigation and other legal requirements, including who is responsible for retention of video recordings.
- Agency's list of officers who will be authorized to access video data and the circumstances in which recorded data can be reviewed.
- Policies and procedures for releasing recorded data to prosecutors, courts, and the public. Include protocols regarding redactions and responding to public disclosure requests.
- Recording protocols, including when to activate the camera, when to turn it off, and the types of circumstances in which recording is required, allowed, or prohibited.
- Clearly stated procedures for downloading, documenting, and entering recorded data from the camera, including who is responsible for downloading, when data must be downloaded, where data will be stored, and agency's plan to safeguard against data tampering or deletion prior to and after downloading video. Body-worn cameras with built-in audit trails are recommended.
- The process and policies for accessing and reviewing recorded data.
- Agency's detailed long term plan for electronic video storage and maintenance of recordings. Address where the video will be stored (in-house or third party server), who will be managing the video storage, costs related to storage, and written verification that the agency has funds budgeted to maintain long term video retention costs.
- If data will be stored by a third party, submit agency's policy requiring any contracts with a third party vendor for storage explicitly state that the videos are owned by the law enforcement agency and that its use and access are governed by agency policy.
- Procedures for instances when law enforcement agency becomes aware that a law enforcement event or citizen contact was not recorded using the video recording equipment.
- Method for documenting chain of custody.
- Authorizing resolution.

LEPP Grant Award Process

Due to the large volume of applicants and the uncertainty of funding received by the confiscated weapons auction, many months may transpire before LEPP grant projects are awarded. KOHS prioritizes funding according to need and/or receipt of applications and funds grants based upon the law’s priority: 1) body armor, 2) service weapons/ammunition, 3) electronic-control devices, and 4) body worn cameras.

Submission of an application for Law Enforcement Protection Program grant funding does not guarantee a grant award. Law Enforcement Protection Program grant award recipients are notified by the Kentucky Office of Homeland Security in writing when a Law Enforcement Protection Program grant has been awarded.

APPLICATIONS THAT DO NOT HAVE ALL REQUIRED DOCUMENTATION ATTACHED TO APPLICATION WILL NOT BE CONSIDERED FOR FUNDING.

Certification & Authorization

I understand that submission of this application **does not** guarantee funding of the requested project. If the requested project is funded, the Kentucky Office of Homeland Security will notify each agency of LEPP grant award in writing with specific grant requirements such as amount funded, items qualified for grant funds, dates, and terms of grant contract.

Please note:

- Any items purchased outside of the LEPP grant contract dates or terms and conditions **do not** qualify for reimbursement.
- Any items not specified in the Law Enforcement Protection Program agreement will not be reimbursed.
- Pre-purchased items cannot be reimbursed.

I am aware of the requirements of KRS16.200 that directs all law enforcement agencies in Kentucky to deliver all firearms and ammunition confiscated by or abandoned by said agency to the Kentucky State Police. I hereby certify that my agency is in compliance with this statute.

The information in the application is true and correct and all required documentation is attached to application.

I am aware that the proposed project may be removed from further consideration should it be determined that there are significant discrepancies in the information provided, and/or false, inaccurate or incomplete information has been given.

Print Name _____ Title _____

Signature of Authorizing Official _____ Date _____
 (County Judge, Mayor, University President or School Superintendent)

Mail complete application and documentation to:

Office of the Governor
Kentucky Office of Homeland Security
 Law Enforcement Protection Program
 200 Mero Street ▪ Frankfort, KY 40601
 Phone: 502-564-2081 ▪ Fax: 502-564-7764
<http://homelandsecurity.ky.gov/Pages/LEPP.aspx>