

## PUBLIC NOTICE

### LAW AND PUBLIC SAFETY

### OFFICE OF THE ATTORNEY GENERAL

#### Notice of Availability of Funds

#### SFY23 Records System Improvements for Traffic Stop Data Collection

**Take notice** that, in compliance with N.J.S.A. 52:14-34.4, the Department of Law and Public Safety (DLPS), Office of the Attorney General announces the anticipated availability of the following grant program funds:

- a) **Name of the Program:** Records System Improvements for Traffic Stop Data Collection. This program is supported by the Fiscal Year 2023 New Jersey State Budget.
- b) **Purpose:** The purpose of the Records System Improvements for Traffic Stop Data Collection program is to support the development, implementation and/or enhancement, including technical upgrades, of agency records management systems or computer aided dispatch systems enabling them to collect information on traffic stops and export traffic stop data in a pre-defined format.
- c) **Available Funding:** The State of New Jersey, Office of the Attorney General is making available up to \$450,000 of its award to support the Records System Improvements for Traffic Stop Data Collection. These funds will be awarded on a competitive basis, pursuant to the quality of the application submitted. Funding decisions will be made to ensure the broadest and deepest level of service coverage practicable, taking into account the type of services to be delivered, the desired outcomes, and the geographic distribution of the project.  
  
Applicants may apply for a maximum of \$15,000 per project for a one-year grant period. The project period will begin April 1, 2023, and end on March 31, 2024; **extensions will not be granted**. There is no match required.
- d) **Organizations that may apply for funding under this program:** Law enforcement agencies conducting a minimum of 1,000 traffic stops per year, seeking to upgrade their records management systems.

To receive funding from this program, agencies will be required to submit their plan ensuring the complete and comprehensive traffic stop data collection including the ability to collect the following information about traffic stops: date and time of traffic stop, stop statute (reason for the stop), location of the stop (latitude and longitude), officer conducting the traffic stop, race/ethnicity of driver, gender of driver, age of driver, whether any warnings and/or summonses were issued, and whether the stop included an exit, frisk, search, arrest, use of force, or canine deployment.

Recipients of this award will be required to submit traffic stop data to the Office of Justice Data on a quarterly basis to be compiled into a publicly accessible database on traffic stops.

- e) **Qualifications needed by an applicant to be considered for funding:** Applicants must be in good standing with all State and federal agencies with which they have had a grant or contractual relationship. Where appropriate, all applicants must hold current professional and State licenses and certifications.

The Office of the Attorney General reserves the right to decline any and all applicants who cannot demonstrate proof of compliance with program requirements.

To be considered for funding, an eligible applicant must file a **completed** application, in accordance with the requirements of the program, by the submission deadline. **Incomplete or late submissions will not be considered for funding.**

The State of New Jersey, Office of the Attorney General may also take into account an applicant's past performance meeting goals, objectives, and reporting requirement deadlines, as well as reimbursement request accuracy.

**The following scored components must be included in the application:**

**1. Identified Need (25 Points)**

Please identify and describe the specific need for development, implementation and/or enhancement of records management systems or computer aided dispatch systems; include the current traffic stop volume in your agency; and the geographic area your agency serves.

**2. Program Design and Implementation (55 Points)**

Please explain your proposed technical need in detail and indicate how it will impact your agency. Explain how the upgrade will benefit your agency; how it will impact the tracking of activity within your agency; whether it will impact the community you serve.

**3. Background, Experience, and Capability; Project Management and Staff (5 Points)**

Please describe you or your entity's background and experience (if any) with records management systems, computer aided dispatch systems, or data collection programs, and your entity's knowledge and capability to carry out the proposed program. Please also identify all program management and staff. Identify any current trainings that staff have received in the system or traffic stop data collection or anticipated trainings.

**4. Evaluation and Sustainability Plan (5 points)**

Describe your organizations plan for evaluating the work begun under this program, including an explanation about how the program will collect data and evaluate success. Applicants may be asked to share their best practices for purposes of informing potential future funding and programming decisions.

Applicants must also include a discussion about how the work will be sustained beyond the grant period, which may include costs of operation, continued updates and upgrades, and impact of long-term engagement in this area.

**5. Budget Detail and Budget Narrative (10 points)**

Applicants must provide an itemized list of costs and a narrative explanation as to why those costs are necessary to the success of the project. Costs must be specific and tied to the project objectives. Applicants should refer to the Program Administration and Funding Guidelines for a description of budget categories, and allowable expenses.

**f) Procedures for Eligible Organizations to Apply:**

Application packages are available on the OAG website at <https://www.njoag.gov/resources/grant-opportunities/notices-of-available-funds/>. Applicants must complete and submit a **complete** application, with all applicable documents provided and signatures, by the submission deadline. The provided documents must be used and may not be altered. Applications must be emailed to the following email address: [trafficstops@njoag.gov](mailto:trafficstops@njoag.gov). Your agency's name and project title must be entered in the subject line. Applications that do not comply with the requirements of this Notice of Availability of Funds or the Program Administration and Funding Guidelines will not be considered. **Incomplete or late submissions will not be considered for funding.** The Office of the Attorney General reserves the right to decline any and all

applications for funding and to award grants in amounts that may be other than requested. The submitted application may be subject to disclosure pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

**g) The address\* of the office receiving the application:**

Kristen Golden, PhD  
Chief Data Officer  
Office of Justice Data  
Office of the Attorney General  
Richard J. Hughes Justice Complex  
25 Market Street  
Trenton, New Jersey 08625

\* ONLY ACCEPTING APPLICATIONS VIA EMAIL: [trafficstops@njoag.gov](mailto:trafficstops@njoag.gov)

Deadline by which applications must be submitted:

Applications must be completed and emailed to [trafficstops@njoag.gov](mailto:trafficstops@njoag.gov) on or before **11:59pm on Friday, February 24, 2023.**

**h) Date by which notices shall be sent of approval or disapproval of applications:**

All applicants will be notified on or about March 24, 2023, whether or not their proposed project(s) will be funded.