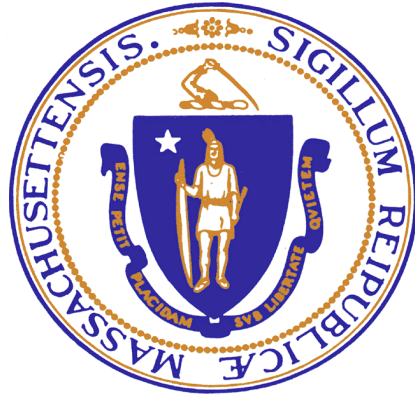


Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of Grants and Research



Fiscal Year 2022

Bridge Academy Training Municipal Reimbursement

March 30, 2022

Charles Baker
Governor

Karyn Polito
Lieutenant Governor

Terrence M. Reidy
Secretary

Kevin Stanton
Executive Director

Executive Office of Public Safety and Security
Office of Grants and Research
FY22 Bridge Academy Training
Municipal Reimbursement Request Form

Introduction

The Office of Grants and Research (OGR) and the Municipal Police Training Committee (MPTC) have partnered up to issue reimbursement funding to municipal police departments that have one or more officers completing the MPTC [Bridge Academy Training Program](#). OGR will make available \$1,000,000.00 to address costs incurred by municipalities throughout the Commonwealth for officer training requirements as promulgated by chapter 253 of the acts of 2020.

Upon successful completion of the Bridge Academy Training Program, a department may submit a \$3,000.00 reimbursement request for each officer trained. These funds are intended to assist the municipality in recovering some of the costs incurred as a result of an officer(s) completing this Program. Please note, these funds are prohibited from being used for direct reimbursement to an officer for attending the required training. A department will be eligible to receive \$3,000 cumulatively for each officer who **completes all four required trainings**, as listed below:

- **40 hours of Firearms Training**
- **40 hours of Defensive Tactics Training**
- **40 hours of Emergency Vehicle Operator Training**
- **80 hours of online curriculum and testing**

Key Dates

- **Solicitation Posted: Wednesday, March 30, 2022**
- **Reimbursement requests will be accepted from March 30, 2022 until funds are depleted (requests will be considered as they are received and prioritized by submission dates)**
- **Notifications: As requests are received and reviewed, municipalities will be notified accordingly.**
- **Reimbursement Period: July 1, 2021 – June 30, 2022**

Applicant Eligibility

All Massachusetts municipal police departments are eligible to apply for **\$3,000** per officer **AFTER** the Bridge Academy Training Program has been completed.

Maximum Award/Reimbursement Process

The maximum award is **\$3,000 per officer**. As funding is limited, reimbursement is available on a first-come, first-served basis. Departments are strongly encouraged to submit an online reimbursement request form immediately upon the completion of the Bridge Academy Training

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Program. If funds are depleted, the OGR will hold all unpaid requests if/until additional funds are appropriated.

OGR cannot guarantee that additional funds will be allotted, therefore, will only honor as many commitments as funds allow and is not responsible for any unpaid municipal requests outside the reimbursement period.

Application Process

Eligible applicants must complete an [Online Application Form](#), Commonwealth Standard Contract, Contractor Authorized Signatory Listing and Compliance form in order to receive reimbursement. The Standard Contract form includes language that authorizes expenses to be incurred prior to the execution of the contract, but no earlier than July 1, 2021. This process is similar to the state reimbursement process for the Bulletproof Vest Partnership Program.

Application Instructions

Applicants must complete the [Online Application Form](#) and upload the following documents within the [Online Application Form](#):

1. **Commonwealth Standard Contract** - signed by the Chief of Police or Senior Municipal Official, as indicated on the Contractor Authorized Signatory Listing Form. Electronic signature is allowable on this fillable PDF form as long as the signature is visible, includes the signatory's name and title, and is accompanied by a signature date. Hard copy form may also be hand-signed, scanned, and uploaded in the [Online Application Form](#).
2. **Contractor Authorized Signatory Listing** – please make sure that the individual signing the Standard Contract is named on this form. Any additional authorized signatories (if someone else will be signing the contract besides you) must be listed in the table/box of this form. This form must be signed by the Mayor, Town Administrator/Manager or Police Chief of the municipality applying. Electronic signature is allowable on this fillable PDF form as long as the signature is visible, includes the signatory's name and title, and is accompanied by a signature date. Hard copy form may be hand-signed, scanned, and uploaded in the [Online Application Form](#).
3. **Scope of Service/Compliance Certification Form**-this form is to certify that the municipality understands and agrees to comply with all rules associated with this reimbursement opportunity. Hard copy form may be hand-initialed, scanned, and uploaded in the [Online Application Form](#)

Please be aware of the following when submitting the funding request:

- The above three documents must be completed and ready to upload within the [Online Application Form](#) to complete the submission process.
- For planning purposes, the [Online Application Form](#) requests the officer name, date of birth, 200-hour Bridge Training Program completion date and amount requested (\$3,000) for reimbursement for each officer who has completed all of the required training.

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- Once the **Online Application Form** is started, all questions must be answered and all documents uploaded to successfully submit an application. **Please be aware, progress will not be saved if the applicant leaves the page and the form was not completed.**
- Once the **Online Application Form** is submitted, the applicant will receive a confirmation email including the full application and all responses. Please check your Junk email box if a confirmation is not received in your Inbox. The confirmation email documents the submission and should be retained for the applicant's records.
- Please be advised that typed text of a name not generated by a digital tool such as Adobe Sign or DocuSign, even in computer-generated cursive script, or an electronic symbol, are not acceptable forms of electronic signature.
- **Online Application Form Due Date: Ongoing, until funds are depleted.**

If you have any questions or issues with this submission, please contact Elizabeth Flynn, Justice and Prevention Division Manager at: Elizabeth.M.Flynn@mass.gov or by telephone at: 617-933-3547.