



Unmanned Aircraft Systems (UAS) Requirements Checklist

Upon completion, email a copy of
this form to:

criminaljustice@fdle.state.fl.us

Applicants requesting to use federal funding for the purchase of Unmanned Aircraft Systems (UAS) must adhere to the requirements prescribed by the Federal Aviation Authority (FAA). The checklist below provides links to detailed information regarding these specific requirements.

What should an Applicant do before submitting the application?

Prior to submitting the subaward application to Office of Criminal Justice Grants, the prospective subrecipient should:

Provide a completed [Bureau of Justice \(BJA\) Unmanned Aircraft Systems \(UAS\) Requirements](#) form with all supporting documentation. Please review this information carefully as there are numerous documents required for this form submission.

Provide a copy of the Applicant's [Certificates of Waiver or Authorization \(COA\)](#).

Provide copies of FAA Certifications for all currently certified pilots and observers within the applicant's agency who will be operating/observing the UAS. ([How to become a Drone Pilot](#))

Provide copies of [Part 107 Waivers](#) (if applicable).

Application Process

Prior to approval of any subaward for the purchase of unmanned aircraft systems, the Office of Criminal Justice Grants (OCJG) must submit a request for approval to the U.S. Department of Justice (DOJ) on behalf of the subrecipient. To submit this request, OCJG must have all documentation outlined in the checklist above. To promote a smooth review and approval process, please review all information carefully.

What is required of an Applicant after the subaward is approved?

Once DOJ approval is obtained and the subaward is executed, the procurement process for the UAS may begin. Upon receipt of the equipment, the subrecipient must [register the drone](#) and submit documentation of the registration to OCJG. Additionally, subrecipients will be required to maintain logs of UAS use and servicing during the grant period.

Helpful Links

The links below provide additional information on requirements associated with the use of unmanned aircraft systems. Please review this information carefully.

[Summary of Small Unmanned Aircraft Rule Requirements \(Part 107\)](#)

[Fact Sheet – Small Unmanned Aircraft Regulations \(Part 107\)](#)

[Unmanned Aircraft Systems \(UAS\) General Information](#)

[Information for UAS use within Public Safety and Government](#)

[Certified Remote Pilots including Commercial Operators](#)

Certification and Assurances

In signing below, I certify I have reviewed all requirements and additional information related to the purchase and operation of unmanned aircraft systems under this award.

Name of Authorized Official

Title

Signature

Date