

<b>1. GRANT TITLE</b> <b>Selective Traffic Enforcement Program (STEP)</b>			
<b>2. NAME OF AGENCY</b> <b>Rialto</b>		<b>3. Grant Period</b> From: 10/01/2025 To: 09/30/2026	
<b>4. AGENCY UNIT TO ADMINISTER GRANT</b> <b>Rialto Police Department</b>			
<b>5. GRANT DESCRIPTION</b> Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving alcohol and other primary crash factors. The funded strategies may include impaired driving enforcement, enforcement operations focusing on primary crash factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian crashes, and educational programs. These strategies are designed to earn media attention thus enhancing the overall deterrent effect. In addition, the department will participate in community collaboration and engagement activities to engage in conversations regarding traffic safety with community members.			
<b>6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$400,000.00</b> Allocation is contingent upon availability of federal funds.			
<b>7. TERMS AND CONDITIONS:</b> The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement: <ul style="list-style-type: none"><li>• Schedule A – Problem Statement, Goals and Objectives and Method of Procedure</li><li>• Schedule B – Detailed Budget Estimate and Sub-Budget Estimate (if applicable)</li><li>• Schedule B-1 – Budget Narrative and Sub-Budget Narrative (if applicable)</li><li>• Exhibit A – Certifications and Assurances</li><li>• Exhibit B* – OTS Grant Program Manual</li><li>• Exhibit C – Grant Electronic Management System (GEMS) Access</li></ul> <p>*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto. These documents can be viewed at the OTS home web page under Grants: <a href="http://www.ots.ca.gov">www.ots.ca.gov</a>.</p> <p>We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions. IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.</p>			
<b>8. Approval Signatures</b>			
<b>A. GRANT DIRECTOR</b> NAME: Justin Breen TITLE: Sergeant EMAIL: <a href="mailto:jbreen@rialtopd.com">jbreen@rialtopd.com</a> PHONE: (909) 747-4529 ADDRESS: 150 S. Palm Avenue Rialto, CA 92376		<b>B. AUTHORIZING OFFICIAL</b> NAME: Mark Adams TITLE: Captain EMAIL: <a href="mailto:madams@rialtopd.com">madams@rialtopd.com</a> PHONE: (909) 820-8066 ADDRESS: 150 S. Palm Avenue Rialto, CA 92376	
<hr/> <div>(Signature)</div>		<hr/> <div>(Signature)</div>	
<hr/> <div>(Date)</div>		<hr/> <div>(Date)</div>	
<b>C. FISCAL OFFICIAL</b> NAME: Christine Costantino TITLE: Accounting Technician EMAIL: <a href="mailto:ccostantino@rialtopd.com">ccostantino@rialtopd.com</a> PHONE: 909-421-4943 ADDRESS: 128 N. Willow Avenue Rialto, CA 92376		<b>D. AUTHORIZING OFFICIAL OF OFFICE OF TRAFFIC SAFETY</b> NAME: Stephanie Dougherty TITLE: Director EMAIL: <a href="mailto:stephanie.dougherty@ots.ca.gov">stephanie.dougherty@ots.ca.gov</a> PHONE: (916) 509-3030 ADDRESS: 2208 Kausen Drive Suite 300 Sacramento, CA 95758	
<hr/> <div>(Signature)</div>		<hr/> <div>(Signature)</div>	
<hr/> <div>(Date)</div>		<hr/> <div>(Date)</div>	

<p>E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY</p> <p>NAME: Carolyn Vu</p> <p>ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758</p>	<p><b>9. SAM INFORMATION</b></p> <p>SAM #: KLSFVZSZLHV6</p> <p>REGISTERED</p> <p>ADDRESS: 128 N. Willow Ave</p> <p>CITY: Rialto</p> <p>ZIP+4: 92376-5830</p>
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
				<b>AGREEMENT TOTAL</b>		<b>\$400,000.00</b>
				AMOUNT ENCUMBERED BY THIS DOCUMENT		<b>\$400,000.00</b>
<i>I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.</i>				PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT		<b>\$ 0.00</b>
				TOTAL AMOUNT ENCUMBERED TO DATE		<b>\$400,000.00</b>
OTS ACCOUNTING OFFICER'S SIGNATURE			DATE SIGNED			

## 1. PROBLEM STATEMENT

### **Describe the city, county, or jurisdiction this grant will impact.**

The city of Rialto was founded in 1911. In 1950 Rialto was a small community that consisted of only 3,000 residents. The city population and economic activity have grown exponentially in recent years due to the influx in large residential developments and major distribution centers in the region.

As of the 2020 Census, Rialto had a population of 104,114 residents. With the addition of two large residential developments River Ranch and Lennar-Renaissance spanning over 1,500 acres, the city's growth is accelerating. By 2025, Rialto's population is projected to reach approximately 125,000 residents. Rialto continues to thrive, now ranking as the 67th most populous city in California out of 481 cities, a significant jump from its 70th position the previous year. Within San Bernardino County, Rialto is the 6th largest city among 24 cities. Spanning approximately 28 square miles, the city boasts an estimated daily population of over 200,000. This figure includes the thousands of individuals who visit, shop, and work in Rialto each day, reflecting its role as a growing hub of activity and opportunity.

The Renaissance Marketplace opened adjacent to SR-210 on the north side of our city. Renaissance Marketplace spans 2.5 acres with almost half a million square feet of shopping, entertainment, and eateries. The shopping center brings a large number of shoppers and visitors into the city daily. Renaissance Marketplace hosts many popular restaurants, bars, and entertainment including the Cinemark, Septembers, Texas Roadhouse, and Olive Garden. Vehicular traffic is extremely congested in the retail center and surrounding streets. Each of these establishments has an on-site liquor consumption permitted.

At the heart of our city lies the Rialto Downtown District, which has undergone continuous revitalization and transformed into a vibrant entertainment hub. The district features several bars and nightclubs that attract both local residents and visitors from out of town. These establishments frequently reach near-capacity from Thursday to Sunday, prompting the city to develop additional parking infrastructure to accommodate the growing demand. While the Downtown District has significantly increased both vehicular and pedestrian traffic, statistical data indicates that a large portion of patrons leave the area impaired. This trend has contributed to a higher volume of impaired driving arrests and traffic crashes, underscoring the challenges associated with managing the district's success.

The City of Rialto continues to thrive as a hub for commercial development, with a significant expansion in the volume of warehouses. Rialto is home to a diverse range of major commercial warehouses, including five Amazon facilities, two Target warehouses, FedEx, Monster Energy, Medline, Under Armour, Apple, Ricoh, and many others. Together, these warehouses occupy over 25 million square feet and collectively employ more than 100,000 workers.

A considerable challenge, however, arises from the fact that the majority of these employees reside outside Rialto and commute into the city daily. This surge in commuter traffic has placed substantial strain on Rialto's roadways, leading to a marked increase in traffic-related service calls, complaints from residents and employers, and significant congestion.

Moreover, the heightened traffic volume has directly contributed to a troubling rise in major injury and fatal crashes. Addressing these critical issues is essential to ensuring the safety, quality of life, and long-term sustainability of Rialto as it continues to grow and develop.

The California State Alcoholic Beverage Control reports 55 active on-site alcohol consumption licenses for restaurants, bars, and businesses within Rialto a marginal 7% decrease from 2024. However, this figure does not account for pending applications from new establishments, signaling the potential for an uptick in alcohol-serving locations. Additionally, 66 liquor, convenience, and grocery stores are licensed for off-site alcohol sales, underscoring the widespread availability of alcohol throughout the city.

Despite these slight shifts in licensing, alcohol-related offenses remain a persistent and significant concern for the City of Rialto. The Rialto Police Department continues to address this issue through a comprehensive strategy involving education, strict enforcement, and heightened community awareness.

As part of its commitment to combating impaired driving and honoring those impacted, the city proudly hosts the annual Mothers Against Drunk Driving (MADD) 5K, commemorating victims from San Bernardino and Riverside Counties. While these efforts are impactful, the prevalence of alcohol-related incidents highlights an urgent need for continued vigilance and proactive measures to ensure public safety. In addition, the Rialto Police Department conducted an Every 15 Minutes Program to in 2024 to Eisenhower High School.

In 2021, Rialto reported 369 DUI arrests, with an OTS ranking of 54/60 for the year of Group "B" cities. There were a total of 93 victims of traffic crashes that resulted from impaired drivers, which provided an OTS ranking of 9/60.

In 2022, Rialto reported 582 DUI arrests, with an OTS ranking of 58/61 for the year of Group "B" cities. There were a total of 115 victims of traffic crashes that resulted from impaired drivers, which provided an OTS ranking of 4/61.

In 2023, Rialto Reported 662 DUI arrests, but OTS ranking were not available for the year of Group "B" cities. There were a total of 100 victims of traffic crashes that resulted from impaired drivers. Notably with the assistance of OTS funds Rialto Police Department ranked as the agency with the most arrests and the top cop of both San Bernardino and Riverside County.

For 2024, Rialto continues to thrive in apprehending impaired drivers and is anticipated to achieve approximately 700 DUI arrests.

The number of injuries caused by impaired drivers in Rialto remains unacceptably high, despite significant efforts in DUI enforcement and educational initiatives. Impaired driving continues to be a pervasive issue in the city, involving alcohol, narcotics, and nitrous oxide. A detailed analysis of impaired driving crashes reveals that unsafe speed is the leading contributing factor, compounding the danger posed by impaired drivers. This alarming trend underscores the urgent need for effective measures to curb both dangerous and impaired driving behaviors. To address this critical public safety concern, sustained funding for selective enforcement operations and DUI saturation patrols is essential. Without continued and expanded resources, the city faces ongoing challenges in reducing the devastating impact of impaired driving on its residents and visitors.

Even with high visibility and proactive DUI enforcement, Rialto Police Department alone had 13 Fatal Traffic Crashes. Yet, only one of the fatal crashes had a primary crash factor of CVC 23152(DUI). In each of the alcohol-involved fatalities, an associated factor of unsafe speed was noted. The City of Rialto has dedicated three officers strictly assigned to DUI Enforcement which allows coverage throughout the week. The OTS rankings and drastic increase in proactive enforcement for DUI and selective enforcement (speed, red light violations) would not be possible without the continuous enforcement from officers dedicated to DUI enforcement and financial assistance from OTS in providing grant funds to conduct DUI saturations.

Impaired driving and speed-related injury crashes remain significant concerns for the City of Rialto. According to the 2022 OTS (Office of Traffic Safety) rankings for Group "B" cities, Rialto ranks 19/61 for fatal and injury traffic crashes, 4/61 for alcohol-involved fatal and injury crashes, 13/61 for speed-related fatal and injury crashes, and 17/61 for nighttime fatal and injury crashes. Historical data from OTS clearly demonstrates that increased funding for traffic safety initiatives correlates directly with safer roadways. To effectively mitigate the risks associated with impaired driving and speed-related crashes, sustained investment in enforcement and prevention strategies is essential for the well-being of Rialto's residents and visitors.

The Rialto Police Department has established a positive working relationship with neighboring cities including the Fontana Police Department, San Bernardino Police Department, San Bernardino Sheriffs, and Upland Police Department. The collective partnership and additional enforcement have shown to be a beneficial attribute throughout the year. A continual partnership will allow for increased enforcement and safer roadways. The increased manpower to the Rialto Police Department Traffic Bureau will allow for increased collaborative OTS details.

The Rialto Police Department's Traffic Division is comprised of a dedicated team including one sergeant, one corporal, five motor officers, four commercial enforcement officers, and four nighttime DUI Enforcement/Crash Investigation (DUI/AI) officers. The motor officers operate on varying shifts between 0600 and 1900 hours, Monday through Friday, while a traffic enforcement officer ensures coverage throughout the week.

The recent increase in staffing within the division is a direct response to a concerning rise in major and fatal injury crashes within the city. These tragic incidents have not only highlighted the critical need for enhanced traffic enforcement but also represent some of the greatest losses of life in Rialto's history. The expanded resources aim to address these challenges through proactive enforcement, ensuring the safety of the community's roadways.

Due to staffing the traffic sergeant oversees the entire bureau in reference to crash report review, scheduling, budget management, special events, and leads the Major Crash Investigation Team. Grant administration funding is a necessity to aid in the scheduling of operations, and traffic safety courses.

**Describe the problem(s) to be addressed, supported by current and relevant crash data. (most recent calendar year data/stats).**

The Rialto Police Department has worked tirelessly in 2024 to reduce impaired driving. Collectively through the efforts of OTS and department funded DUI Cars over 600 suspects were arrested for impaired driving. Throughout the year the department hosted the Every 15 Minute program at Eisenhower High School educating the youth reference the dangers of impaired driving. Highlighting continual efforts to combat impaired and dangerous driving the Community Services Bureau in conjunction with the social media team created content aimed to educate and reduce impaired driving.

Unfortunately despite the diligent effort from officers impaired driving still plagued the City of Rialto. In 2024, the city suffered 14 fatal traffic crashes that claimed the lives of 15 people. There were 401 injury traffic crash that left 604 persons injured. The highlighted concern was impaired driving as 9 of the 14 fatal traffic crashes involved alcohol which attributes to 64% of the fatal crashes. In addition 108 persons were injured for alcohol involved crash that attributed to 17%. Additionally unsafe accounted for 87 injury traffic crashes that equated to 22% of the total.

During this year the city was faced with alcohol related fatal crashes that they worked in collaboration with the San Bernardino County District Attorney Office of Traffic Safety Prosecutors assigned through the vertical prosecution. The combined efforts resulted in the filing of three Penal Code 187(a), murder charges. One crash involved an impaired driver, over twice the legal limit who ran a red light at 90mph and broadsided a vehicle in which a 3 and 4 year old girls were ejected and pronounced deceased. Another significant fatal alcohol involved traffic crash involved a repeat DUI offender who was involved in an at fault traffic crash, lost control, struck and killed a pedestrian on the sidewalk.

These two tragedies highlight the significant need for continued funding from the Office of Traffic Safety to ensure the department remains effective in their mission to reduce injury and fatal traffic crashes. Impaired driving continues to remain a significant concern in the city including to our own personnel. A motor sergeant was hit by an impaired driver who fled the scene and was later apprehended. The department values OTS and remains committed to their mission.

The Rialto Police Department worked tirelessly throughout 2024 to combat impaired driving, making it a priority to protect the community from the devastating consequences of this dangerous behavior. Through the combined efforts of the Office of Traffic Safety (OTS) and department-funded DUI enforcement, over 600 impaired drivers were arrested. Additionally, the department hosted the impactful Every 15 Minutes program at Eisenhower High School, educating students about the life-altering dangers of impaired driving. The Community Services Bureau, in collaboration with the social media team, also launched educational campaigns aimed at raising awareness and reducing impaired driving incidents.

Despite these diligent efforts, impaired driving continued to plague the City of Rialto in 2024. The city experienced 14 fatal traffic crashes, claiming the lives of 15 people. There were also 401 injury-related traffic crashes, resulting in injuries to 604 individuals. Alarmingly, impaired driving was a significant contributing

factor in these tragedies, with 9 of the 14 fatal crashes (64%) involving alcohol. Furthermore, 108 injuries stemmed from alcohol-related crashes, accounting for 17% of all injury crashes. Speed also played a critical role, contributing to 87 injury crashes (22% of the total).

The severity of this issue is further underscored by tragic incidents that rocked the community. In one devastating crash, an impaired driver more than twice the legal limit ran a red light at 90 mph, broadsiding a vehicle and ejecting two young girls, ages 3 and 4, who were pronounced deceased at the scene. In another fatal crash, a repeat DUI offender lost control of their vehicle, striking and killing a pedestrian on the sidewalk. These tragedies illustrate the catastrophic consequences of impaired driving and the need for continued vigilance.

The department's collaboration with the San Bernardino County District Attorney's Office of Traffic Safety Prosecutors, through vertical prosecution efforts, led to the filing of three murder charges under Penal Code 187(a). These outcomes highlight the critical importance of accountability in the fight against impaired driving. Even within the department, impaired driving remains a personal and pressing concern. A motor sergeant was struck by an impaired driver who fled the scene but was later apprehended. This incident emphasizes the risks faced by officers as they work to keep the community safe.

To ensure the effectiveness of ongoing efforts to reduce injury and fatal traffic crashes, continued funding and support from the Office of Traffic Safety are paramount. The department values this partnership and remains unwavering in its mission to protect the lives of all who live, work, and travel through the City of Rialto.

**Define the target population the grant intends to serve and how they are affected by the problem(s).**

The grant aims to serve a diverse population in Rialto, including residents, commuters, business owners, youth, and visitors, all of whom are significantly impacted by impaired driving and speed-related crashes. These issues lead to loss of life, serious injuries, economic burdens, and community disruption, affecting people from all walks of life. Residents face heightened safety risks in neighborhoods, commuters navigate increasingly dangerous roadways, and youth are particularly vulnerable to risky driving behaviors. Local businesses also experience operational challenges due to unsafe road conditions. By addressing these issues through targeted enforcement and educational outreach, the grant seeks to create safer roads for this diverse group, ensuring that every segment of the population benefits from reduced traffic crashes and enhanced public safety. Reaching all groups is essential to fostering a safer, more inclusive community.

## **2. PERFORMANCE MEASURES**

### **A. Goals:**

1. Reduce the number of persons killed in traffic crashes.
2. Reduce the number of persons injured in traffic crashes.
3. Reduce the number of pedestrians killed in traffic crashes.
4. Reduce the number of pedestrians injured in traffic crashes.
5. Reduce the number of bicyclists killed in traffic crashes.
6. Reduce the number of bicyclists injured in traffic crashes.
7. Reduce the number of persons killed in alcohol-involved crashes.
8. Reduce the number of persons injured in alcohol-involved crashes.
9. Reduce the number of persons killed in drug-involved crashes.
10. Reduce the number of persons injured in drug-involved crashes.
11. Reduce the number of persons killed in alcohol/drug combo-involved crashes.
12. Reduce the number of persons injured in alcohol/drug combo-involved crashes.
13. Reduce the number of motorcyclists killed in traffic crashes.
14. Reduce the number of motorcyclists injured in traffic crashes.
15. Reduce hit & run fatal crashes.
16. Reduce hit & run injury crashes.
17. Reduce nighttime (2100 - 0259 hours) fatal crashes.
18. Reduce nighttime (2100 - 0259 hours) injury crashes.

<b>B. Objectives:</b>	<b>Target Number</b>
1. Issue a news release announcing the kick-off of the grant by December 31st. The kick-off news releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at <a href="mailto:pio@ots.ca.gov">pio@ots.ca.gov</a> , and copied to your OTS Coordinator, for approval 7 days prior to the issuance date of the release.	1
2. Participate and report data (as required) in the following campaigns; Quarter 1: National Pedestrian Safety Month, National Walk to School Day, National Teen Driver Safety Week, NHTSA Winter Mobilization; Quarter 3: National Distracted Driving Awareness Month, National Motorcycle Safety Month, National Bicycle Safety Month, National Click it or Ticket Mobilization; Quarter 4: National Speed Prevention Campaigns, NHTSA Summer Mobilization, National Child Passenger Safety Week, and California's Pedestrian Safety Month.	12
3. Develop (by December 31) and/or maintain a "DUI BOLO" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated DUI BOLOs should be distributed to patrol and traffic officers monthly.	12
4. Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training.	6
5. Send law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.	6
6. Send law enforcement personnel to the Drug Recognition Expert (DRE) training (classroom and field training must be completed).	1
7. Send law enforcement personnel to the DRE Recertification training.	2
8. Send law enforcement personnel to SFST Instructor training.	1
9. Send law enforcement personnel to DRE Instructor training.	1
10. Conduct DUI/DL Checkpoints. A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the Summer Mobilization. To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release and conduct social media activity for each checkpoint. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoints should read "DUI/Driver's License Checkpoint Ahead." OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoints that begin prior to 1800 hours. When possible, DUI/DL Checkpoint screeners should be DRE- or ARIDE-trained.	8
11. Conduct DUI Saturation Patrol operation(s).	29
12. Conduct Warrant Service operation(s) targeting multiple DUI offenders who fail to appear in court.	2
13. Conduct Traffic Enforcement operation(s), including but not limited to, primary crash factor violations.	24
14. Conduct highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.	22
15. Conduct highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or crashes resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary crash factor violations by motorcyclists and other drivers.	3
16. Conduct highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle crashes resulting from violations made by pedestrians, bicyclists, and drivers.	2
17. Conduct Traffic Safety educational presentation(s) with an effort to reach community members. Note: Presentation(s) may include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts and child passenger safety.	2
18. Conduct Know Your Limit campaigns with an effort to reach members of the community.	4

19. Participate in highly visible collaborative DUI Enforcement operations.	2
20. Participate in highly visible collaborative Traffic Enforcement operations.	2
21. Send law enforcement personnel to DUI Checkpoint Planning and Management training.	4
22. Participate in community collaboration and engagement activities to engage in conversations regarding traffic safety to both share information and receive input from the community members.	2
23. Send law enforcement personnel to a POST certified implicit bias training, such as; Implicit Bias and Community Policing, Principles Policing, or Beyond Bias.	6
24. SFST/ARIDE/DRE Instruction grant funded overtime conducted by 25. appropriate department personnel.	2
<b>3. METHOD OF PROCEDURE</b> <b>A. Phase 1 – Program Preparation (1<sup>st</sup> Quarter of Grant Year)</b> <ul style="list-style-type: none"> <li>The department will develop operational plans to implement the “best practice” strategies outlined in the objectives section.</li> <li>Conduct all training needed to implement the program, in the first quarter.</li> <li>Purchase all grant related supplies and materials to implement the program, in the first quarter.</li> <li>Items with a unit cost of \$5,000 more (including tax and shipping) must comply with Buy America.</li> <li>In order to develop/maintain the “DUI BOLOs,” research will be conducted to identify the “worst of the worst” repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The DUI BOLO may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. DUI BOLOs should be updated and distributed to traffic and patrol officers at least monthly.</li> <li>Implementation of the STEP grant activities will be accomplished by deploying personnel at high crash locations.</li> </ul> <p><b>Media Requirements</b></p> <p>Issue a news release approved by the OTS PIO announcing the kick-off of the grant by December 31 and after the grant is signed and executed, but no sooner than October 1, the start of the grant year. The kick-off release must be approved by the OTS PIO. If you are unable to meet the December 31 deadline to issue a kick-off press release, communicate reasons to your OTS grant coordinator and OTS PIO. The City of Rialto is confronting a significant crisis on its roadways, marked by an alarming rise in traffic fatalities, impaired driving, and reckless behavior over the past three years, particularly on Riverside Avenue. This major arterial roadway spans approximately 12 miles from north to south, bordered by both residential and commercial areas, and serves as a critical corridor for the community.</p> <p>Transportation safety is a fundamental right, and the City of Rialto is committed to ensuring that all residents and visitors feel safe, regardless of how they travel whether walking, biking, or driving or their race, ethnicity, socioeconomic status, or circumstances. Accepting travel as a life-or-death scenario is unacceptable. This crisis is both urgent and preventable, and together, we must work to create safer roadways for everyone.</p> <p>To address these challenges, the department is developing an operational plan rooted in best practices and guided by the Four E’s of traffic safety: education, enforcement, engineering, and equity. This comprehensive approach aims to reduce collisions and fatalities while fostering a culture of safety, accountability, and community trust.</p> <p><b>Deployment and Enforcement Strategies</b></p> <p>The Rialto Police Traffic Bureau has implemented a focused strategy to tackle traffic safety concerns along Riverside Avenue and other locations of statistically high collisions. Officers are assigned to specific sectors of the roadway using a beat pattern, promoting a sense of responsibility and encouraging stronger, community-oriented relationships. Through direct engagement with residents and businesses, officers aim to address localized traffic issues and encourage voluntary compliance with traffic laws.</p> <p>Enforcement efforts are bolstered by collaboration with trained patrol officers, who assist in high-visibility operations such as DUI checkpoints, speed enforcement initiatives, and school zone safety programs. Grant funding from the Office of Traffic Safety (OTS) enables the acquisition of critical resources,</p>	



including officer overtime, advanced enforcement tools, and multi-agency operations, further enhancing the reach and impact of these measures.

### **Data-Driven Resource Allocation**

A key element of the operational plan involves the strategic use of collision and citation data to identify high-risk areas and peak times for traffic incidents. This data-driven approach ensures that resources are allocated where they are most needed, maximizing the effectiveness of enforcement efforts.

### **Public Education and Awareness**

Complementing enforcement measures, public education campaigns will raise awareness about the dangers of high-risk behaviors such as speeding and impaired driving. Delivered through schools, social media, and community events, these campaigns aim to instill a shared sense of responsibility and a commitment to safer roadways.

### **Building a Safer Future**

Through targeted enforcement, strategic planning, and community collaboration, this multifaceted deployment plan seeks to not only reduce traffic collisions and fatalities but also build trust and cooperation between the police and the community. By prioritizing safety and accountability, the City of Rialto aims to transform Riverside Avenue into a safer roadway for all who travel it.

## **B. Phase 2 – Program Operations (Throughout Grant Year)**

### **Media Requirements**

The following requirements are for all grant-related activities:

- Send all media advisories, alerts, videos, graphics, artwork, posters, radio/PSA/video scripts, storyboards, digital and/or print educational materials for grant-related activities to the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) for approval and copy your OTS grant coordinator. Optimum lead time would be 7 days before the scheduled release but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- Send all PowerPoint presentations, online presentations and trainings for grant-related activities to the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) for approval and copy your OTS grant coordinator. Certified training courses are EXEMPT from the approval process.
- The OTS PIO is responsible for the approval of the design and content of materials. The agency understands OTS PIO approval is not authorizing approval of budget expenditure or cost. Any cost approvals must come from the OTS grant coordinator.
- Pre-approval is not required when using any OTS-supplied template for media advisories, news releases, social media graphics, videos or posts, or any other OTS-supplied educational material. However, copy the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) and your OTS grant coordinator when any material is distributed to the media and public, such as a news release, educational material, or link to social media post.
- If an OTS-supplied template, educational material, social media graphic, post or video is substantially changed, the changes shall be sent to the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) for approval and copy your OTS grant coordinator.
- News releases, social media posts and alerts on platforms such as NextDoor and Nixle reporting immediate and time-sensitive grant activities (e.g. enforcement operations, day of event highlights or announcements, event invites) are EXEMPT from the OTS PIO approval process. The OTS PIO and your OTS grant coordinator should still be notified when the grant-related activity is happening (e.g. car seat checks, bicycle rodeos, community presentations, DUI checkpoints, etc.).
- Enforcement activities such as warrant and probation sweeps, court stings, etc. that are embargoed or could impact operations by publicizing in advance are EXEMPT from the PIO approval process. However, announcements and results of activities should still be copied to the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) and your OTS grant coordinator with the embargoed date and time or with "INTERNAL ONLY: DO NOT RELEASE" message in subject line of email.

- Any earned or paid media campaigns for TV, radio, digital or social media that are part of a specific grant objective, using OTS grant funds, or designed and developed using contractual services by a subgrantee, requires prior approval.
- Social media posts highlighting state or national traffic safety campaigns (Distracted Driving Month, Motorcycle Safety Awareness Month, etc.), enforcement operations (DUI checkpoints, etc.), or any other grant-related activity such as Bicycle rodeos, presentations, or events, are highly encouraged but do not require prior approval.
- Submit a draft or rough-cut of all digital, printed, recorded or video material (brochures, posters, scripts, artwork, trailer graphics, digital graphics, social posts connected to an earned or paid media campaign grant objective) to the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) and copy your OTS grant coordinator for approval prior to the production or duplication.
- Use the following standard language in all press, media, and printed materials, space permitting: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Space permitting, include the OTS logo on all grant-funded print materials, graphics and paid or earned social media campaign grant objective; consult the OTS PIO and copy your OTS grant coordinator for specifics, format-appropriate logos, or if space does not permit the use of the OTS logo.
- Email the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) and copy your OTS grant coordinator at least 21 days in advance, or when first confirmed, a short description of any significant grant-related traffic safety event or program, particularly events that are highly publicized beforehand with anticipated media coverage so OTS has sufficient notice to arrange for attendance and/or participation in the event. If unable to attend, email the OTS PIO and coordinator brief highlights and/or results, including any media coverage (broadcast, digital, print) of event within 7 days following significant grant-related event or program. Media and program highlights are to be reflected in QPRs.
- Any news releases, work plans, scripts, storyboards, artwork, graphics, videos or any educational or informational materials that received OTS PIO approval in a prior grant year needs to be resubmitted for approval in the current grant year.
- For additional guidance, refer to the [OTS Grants Materials Approval Process Guidelines](#) and [OTS Grants Media Approval Process FAQs](#) on the OTS website.
- Contact the OTS PIO or your OTS grant coordinator for consultation when changes from any of the above requirements might be warranted.

#### **C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)**

1. Prepare and submit grant claim invoices (due January 30, April 30, July 30, and October 30)
2. Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30)
  - Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
  - Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
  - Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
  - Collect, analyze and report statistical data relating to the grant goals and objectives.

#### **4. METHOD OF EVALUATION**

Using the data compiled during the grant, the Grant Director will complete the “Final Evaluation” section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant’s accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

#### **5. ADMINISTRATIVE SUPPORT**

This program has full administrative support, and every effort will be made to continue the grant activities after grant conclusion.

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
164AL-26	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated	\$260,000.00
402PT-26	20.600	State and Community Highway Safety	\$85,000.00
405e DDA-26	20.616	Distracted Driving Awareness	\$50,000.00
1906-26	20.611	Racial Profiling Prohibition Grants	\$5,000.00

COST CATEGORY	FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
<b>A. PERSONNEL COSTS</b>				
<b><u>Straight Time</u></b>				\$0.00
<b><u>Overtime</u></b>				
DUI/DL Checkpoints	164AL-26	\$15,000.00	8	\$120,000.00
DUI Saturation Patrols	164AL-26	\$3,300.00	29	\$95,700.00
Know Your Limit	164AL-26	\$3,000.00	4	\$12,000.00
Warrant Service Operations	164AL-26	\$4,400.00	2	\$8,800.00
Collaborative DUI Enforcement	164AL-26	\$2,550.00	2	\$5,100.00
Benefits- 164OT @ 1.45%	164AL-26	\$241,600.00	1	\$3,503.00
Traffic Enforcement	402PT-26	\$2,200.00	24	\$52,800.00
Motorcycle Safety Enforcement	402PT-26	\$2,200.00	3	\$6,600.00
Pedestrian and Bicycle Enforcement	402PT-26	\$2,200.00	2	\$4,400.00
Traffic Safety Educational Presentations	402PT-26	\$1,600.00	2	\$3,200.00
Collaborative Traffic Enforcement	402PT-26	\$2,200.00	2	\$4,400.00
Benefits- 402OT @ 1.45%	402PT-26	\$69,200.00	1	\$1,003.00
Distracted Driving Enforcement	405e DDA-26	\$2,240.23	22	\$49,285.00
Benefits- 405eOT @ 1.45%	405e DDA-26	\$49,300.00	1	\$715.00
Community Collaboration Engagement	1906-26	\$2,464.00	2	\$4,928.00
Benefits- 1906OT @ 1.45%	1906-26	\$4,940.00	1	\$72.00
Category Sub-Total				\$372,506.00
<b>B. TRAVEL EXPENSES</b>				
In State Travel	402PT-26	\$4,497.00	1	\$4,497.00
				\$0.00
Category Sub-Total				\$4,497.00
<b>C. CONTRACTUAL SERVICES</b>				
Phlebotomist	164AL-26	\$110.00	100	\$11,000.00
Category Sub-Total				\$11,000.00
<b>D. EQUIPMENT</b>				
				\$0.00
Category Sub-Total				\$0.00
<b>E. OTHER DIRECT COSTS</b>				
DUI Checkpoint Supplies	164AL-26	\$3,897.00	1	\$3,897.00
Lidar Device	402PT-26	\$2,700.00	3	\$8,100.00

Category Sub-Total				\$11,997.00
<b>F. INDIRECT COSTS</b>				
				\$0.00
Category Sub-Total				\$0.00
<b>GRANT TOTAL</b>				<b>\$400,000.00</b>

**BUDGET NARRATIVE**

**PERSONNEL COSTS**

DUI/DL Checkpoints - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

DUI Saturation Patrols - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Know Your Limit - Overtime for grant funded traffic safety presentations or campaigns conducted by appropriate department personnel.

Warrant Service Operations - Overtime for grant funded Warrant Service Operations conducted by appropriate department personnel.

Collaborative DUI Enforcement - Overtime for grant funded Collaborative DUI Enforcement operations conducted by appropriate department personnel

Benefits- 164OT @ 1.45% - Medicare at 1.45%

Claimed amounts must reflect actual benefit costs for overtime hours charged to the grant.

Traffic Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Motorcycle Safety Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Pedestrian and Bicycle Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Traffic Safety Educational Presentations - Overtime for grant funded traffic safety educational presentations conducted by appropriate department personnel.

Collaborative Traffic Enforcement - Overtime for grant funded Collaborative Traffic Enforcement operations conducted by appropriate department personnel

Benefits- 402OT @ 1.45% - Medicare at 1.45%

Claimed amounts must reflect actual benefit costs for overtime hours charged to the grant.

Distracted Driving Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Benefits- 405eOT @ 1.45% - Medicare at 1.45%

Claimed amounts must reflect actual benefit costs for overtime hours charged to the grant.

Community Collaboration Engagement - Overtime for grant funded community collaborative engagement conducted by appropriate department personnel.

Benefits- 1906OT @ 1.45% - Medicare at 1.45%

Claimed amounts must reflect actual benefit costs for overtime hours charged to the grant.

**TRAVEL EXPENSES**

In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the OTS Traffic Safety Law Enforcement Forum. All conferences, seminars or training not specifically identified in the Budget Narrative must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.

**CONTRACTUAL SERVICES**

Phlebotomist - To draw and collect blood samples during OTS funded grant operations from suspected DUI drivers on scene as evidence in support of DUI convictions in a court of law.

**EQUIPMENT**

-

**OTHER DIRECT COSTS**

DUI Checkpoint Supplies - On-scene supplies needed to conduct sobriety checkpoints. Costs may include 28" traffic cones, MUTCD compliant traffic signs, MUTCD compliant high visibility vests (maximum of 10), traffic counters (maximum of 2), generator, gas for generators, lighting, reflective banners, electronic flares, PAS Device Supplies, PAS Calibration Supplies, heater, propane for heaters, fan, anti-fatigue mats, and canopies. Additional items may be purchased if approved by OTS. The cost of food and beverages will not be reimbursed.
Lidar Device - Light detection and ranging device used to measure the speed of motor vehicles. This device will be used for speed enforcement. Costs may include lidar devices, batteries, tax, and shipping.
<b>INDIRECT COSTS</b> -
<b>STATEMENTS/DISCLAIMERS</b>

**Appendix A to Part 1300—Certifications and Assurances for Highway Safety Grants  
(23 U.S.C. Chapter 4 or Section 1906, Public Law 109-59, as amended by Section 25024, Public Law 117-58)**

*The officials named on the grant agreement, certify by way of signature on the grant agreement signature page, that the Grantee Agency complies with all applicable Federal statutes, regulations, and directives and State rules, guidelines, policies, and laws in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but are not limited to, the following:*

**GENERAL REQUIREMENTS**

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4—Highway Safety Act of 1966, as amended;
- Sec. 1906, [Public Law 109-59](#), as amended by Sec. 25024, [Public Law 117-58](#);
- [23 CFR part 1300](#)—Uniform Procedures for State Highway Safety Grant Programs;
- [2 CFR part 200](#)—Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;
- [2 CFR part 1201](#)—Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

**NONDISCRIMINATION**

**(applies to subrecipients as well as States)**

The State highway safety agency [and its subrecipients] will comply with all Federal statutes and implementing regulations relating to nondiscrimination (“Federal Nondiscrimination Authorities”). These include but are not limited to:

- *Title VI of the Civil Rights Act of 1964* ([42 U.S.C. 2000d](#) et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- [49 CFR part 21](#) (entitled *Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- [28 CFR 50.3](#) (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- *The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, ([42 U.S.C. 4601](#)), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- *Federal-Aid Highway Act of 1973*, (23 U.S.C. 324 et seq.), and *Title IX of the Education Amendments of 1972*, as amended ([20 U.S.C. 1681-1683](#) and [1685-1686](#)) (prohibit discrimination on the basis of sex);
- *Section 504 of the Rehabilitation Act of 1973*, ([29 U.S.C. 794](#) et seq.), as amended, (prohibits discrimination on the basis of disability) and [49 CFR part 27](#);
- *The Age Discrimination Act of 1975*, as amended, ([42 U.S.C. 6101](#) et seq.), (prohibits discrimination on the basis of age);
- *The Civil Rights Restoration Act of 1987*, (Pub. L. 100-209), (broadens scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- *Titles II and III of the Americans with Disabilities Act* ([42 U.S.C. 12131-12189](#)) (prohibits



discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and [49 CFR parts 37](#) and [38](#)

The preceding statutory and regulatory cites hereinafter are referred to as the “Acts” and “Regulations,” respectively.

## **GENERAL ASSURANCES**

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

*“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA.”*

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI of the Civil Rights Act of 1964 and other non-discrimination requirements (the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

## **SPECIFIC ASSURANCES**

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Highway Safety Grant Program:

1. The Recipient agrees that each “activity,” “facility,” or “program,” as defined in § 21.23(b) and (e) of [49 CFR part 21](#) will be (with regard to an “activity”) facilitated, or will be (with regard to a “facility”) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:  
*“The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”*
3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT order 1050.2A) <sup>[1]</sup> in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.



6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
  - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
  - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
  - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
  - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the State highway safety agency also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The State highway safety agency gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Highway Safety Grant Program. This ASSURANCE is binding on the State highway safety agency, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Highway Safety Grant Program. The person(s) signing below is/are authorized to sign this ASSURANCE on behalf of the Recipient.

#### **THE DRUG-FREE WORKPLACE ACT OF 1988 ([41 U.S.C. 8103](#))**

The Subgrantee will provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace, and specifying the actions that will be taken against employees for violation of

- such prohibition;
- b. Establishing a drug-free awareness program to inform employees about:
    1. The dangers of drug abuse in the workplace;
    2. The grantee's policy of maintaining a drug-free workplace;
    3. Any available drug counseling, rehabilitation, and employee assistance programs;
    4. The penalties that may be imposed upon employees for drug violations occurring in the workplace;
    5. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
  - c. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
    1. Abide by the terms of the statement;
    2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
  - d. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction;
  - e. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted—
    1. Taking appropriate personnel action against such an employee, up to and including termination;
    2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
  - f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

#### **POLITICAL ACTIVITY (HATCH ACT)**

**(applies to subrecipients as well as States)**

The State will comply with provisions of the Hatch Act ([5 U.S.C. 1501-1508](#)), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

#### **CERTIFICATION REGARDING FEDERAL LOBBYING**

**(applies to subrecipients as well as States)**

#### **CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **RESTRICTION ON STATE LOBBYING** **(applies to subrecipients as well as States)**

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

### **CERTIFICATION REGARDING DEBARMENT AND SUSPENSION** **(applies to subrecipients as well as States)**

#### **INSTRUCTIONS FOR PRIMARY TIER PARTICIPANT CERTIFICATION (STATES)**

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of [2 CFR parts 180](#) and [1200](#).
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in [2 CFR parts 180](#) and [1200](#). You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the

proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under [48 CFR part 9, subpart 9.4](#), debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Participant Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with [2 CFR parts 180](#) and [1200](#).
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under [48 CFR part 9, subpart 9.4](#), debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under [48 CFR part 9, subpart 9.4](#), suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate the transaction for cause or default.

#### **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS—PRIMARY TIER COVERED TRANSACTIONS**

1. The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
  - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.



2. Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

#### INSTRUCTIONS FOR LOWER TIER PARTICIPANT CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of [2 CFR parts 180](#) and [1200](#).
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in [2 CFR parts 180](#) and [1200](#). You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under [48 CFR part 9, subpart 9.4](#), debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with [2 CFR parts 180](#) and [1200](#).
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under [48 CFR part 9, subpart 9.4](#), debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under [48 CFR part 9, subpart 9.4](#), suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

## **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION—LOWER TIER COVERED TRANSACTIONS**

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

### **BUY AMERICA**

**(applies to subrecipients as well as States)**

The State and each subrecipient will comply with the Buy America requirement ([23 U.S.C. 313](#)) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

### **CERTIFICATION ON CONFLICT OF INTEREST**

**(applies to subrecipients as well as States)**

#### **GENERAL REQUIREMENTS**

No employee, officer, or agent of a State or its subrecipient who is authorized in an official capacity to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting, or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward. Based on this policy:

1. The recipient shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.
  - a. The code or standards shall provide that the recipient's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential subawardees, including contractors or parties to subcontracts.
  - b. The code or standards shall establish penalties, sanctions, or other disciplinary actions for violations, as permitted by State or local law or regulations.
2. The recipient shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

#### **DISCLOSURE REQUIREMENTS**

No State or its subrecipient, including its officers, employees, or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in

organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

1. The recipient shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to NHTSA. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.
2. NHTSA will review the disclosure and may require additional relevant information from the recipient. If a conflict of interest is found to exist, NHTSA may (a) terminate the award, or (b) determine that it is otherwise in the best interest of NHTSA to continue the award and include appropriate provisions to mitigate or avoid such conflict.
3. Conflicts of interest that require disclosure include all past, present, or currently planned organizational, financial, contractual, or other interest(s) with an organization regulated by NHTSA or with an organization whose interests may be substantially affected by NHTSA activities, and which are related to this award. The interest(s) that require disclosure include those of any recipient, affiliate, proposed consultant, proposed subcontractor, and key personnel of any of the above. Past interest shall be limited to within one year of the date of award. Key personnel shall include any person owning more than a 20 percent interest in a recipient, and the officers, employees or agents of a recipient who are responsible for making a decision or taking an action under an award where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

### **PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE** **(applies to subrecipients as well as States)**

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

### **POLICY ON SEAT BELT USE**

In accordance with [Executive Order 13043](#), Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at [www.trafficsafety.org](http://www.trafficsafety.org). The NHTSA website ([www.nhtsa.gov](http://www.nhtsa.gov)) also provides information on statistics, campaigns, and program evaluations and references.

### **POLICY ON BANNING TEXT MESSAGING WHILE DRIVING**

In accordance with [Executive Order 13513](#), Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text

messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.