

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

142



SUBMITTAL DATE:
October 7, 2014

FROM: Department of Public Health

SUBJECT: Ratify the Agreement #AL1549 between the County of Riverside Department of Public Health, Injury Prevention Services and the State of California Office of Traffic Safety, Students Taking Action grant for the performance period of October 1, 2014 through September 30, 2015. All Districts. [\$160,000] 100% funded by the Office of Traffic Safety.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify the Agreement #AL1549 between the County of Riverside Department of Public Health (DOPH) Injury Prevention Services and the State of California Office of Traffic Safety (OTS) for the performance period of October 1, 2014 through September 30, 2015 in the amount of \$160,000;
2. Authorize the Chairperson of the Board to sign five (5) originals of the Agreement on behalf of the County;

RECOMMENDED MOTION:

(continued on Page 2)

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
BY: [Signature] 10/23/14
Esteban Hernandez

[Signature]
Susan D. Harrington, Director
Department of Public Health

JAS/mv

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 120,000	\$ 40,000	\$ 160,000	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$	

SOURCE OF FUNDS: 100% Federal Funds	Budget Adjustment: Yes
	For Fiscal Year: 14/15

C.E.O. RECOMMENDATION: APPROVE

BY: [Signature]
Jennifer L. Sargent

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Tavaglione, seconded by Supervisor Stone and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone and Ashley
Nays: None
Absent: Benoit
Date: November 4, 2014
xc: Public Health, Purchasing, Auditor

Kecia Harper-Ihem
Clerk of the Board
By: [Signature]
Deputy

Prev. Agn. Ref.: | District: All | Agenda Number:

3-25

FORM APPROVED COUNTY COUNSEL
BY: GREGORY P. PRAMOS
DATE: 10/16/14

Purchasing: [Signature]
Mark Seiler, Assistant Director

A-30 Positions Added
4/5 Vote Change Order

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

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DATE: October 7, 2014

PAGE: 2 of 3

RECOMMENDED MOTION: (CONTINUED)

3. Approve and direct the Auditor-Controller to adjust the budget as specified on Schedule A attached; and

4. Authorize the Purchasing Agent to sign subsequent amendments that do not change the substantive terms of the agreement.

BACKGROUND:

Summary

The County of Riverside Department of Public Health has received funding from the State of California Office of Traffic Safety (OTS) to address teen alcohol impaired driving in Riverside County. The program will directly provide high school youth with the knowledge base and skills to implement Teen Alcohol-Impaired Driving awareness campaigns addressing the dangers of driving after drinking and riding with a drinking driver.

The County of Riverside traffic collision data from 2010 to 2013 reveal that 13% of all motor vehicle related crashes are caused by an alcohol-impaired driver and 18% of these alcohol related collisions were caused by an underage driver.

The DOPH received the Office of Traffic Safety agreement on August 25, 2014.

Impact on Citizens and Businesses

The program will address underage drinking countywide and will help reduce the number of alcohol-involved collisions and persons injured/killed by an alcohol-impaired underage driver.

ATTACHMENTS:

A. BUDGET ADJUSTMENT:

Budget adjustment is required as per Schedule A attached.

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

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DATE: October 7, 2014

PAGE: 3 of 3

**SCHEDULE A
BUDGET ADJUSTMENT**

**DEPARTMENT OF PUBLIC HEALTH
FISCAL YEAR 2014/2015**

INCREASE IN APPROPRIATIONS:

10000-4200100000-510040 - Regular Salaries	\$	67,223
10000-4200100000-518100 - Budget Benefits	\$	30,923
10000-4200100000-523680 - Office Equip Non Fixed Assets	\$	562
10000-4200100000-523700 - Office Supplies	\$	2,400
10000-4200100000-523800 - Printing/Binding	\$	2,488
10000-4200100000-526700 - Rent/Lease Buildings	\$	8,379
10000-4200100000-527780 - Special Program Expense	\$	3,825
10000-4200100000-528140 - Conference/Registration Fees	\$	750
10000-4200100000-528900 - Air Transportation	\$	900
10000-4200100000-528960 - Lodging	\$	1,350
10000-4200100000-528980 - Meals	\$	263
10000-4200100000-529040 - Private Mileage Reimbursement	\$	825
10000-4200100000-529060 - Public Service Transportation	\$	112
TOTAL INCREASE IN APPROPRIATION	\$	120,000
TOTAL INCREASE IN ESTIMATED REVENUE		
10000-4200100000-767280 Fed-Federal Revenue	\$	<u>120,000</u>
TOTAL INCREASE IN REVENUE	\$	120,000

1. GRANT TITLE
 STUDENTS TAKING ACTION

2. NAME OF APPLICANT AGENCY
 RIVERSIDE COUNTY PUBLIC HEALTH

4. GRANT PERIOD

3. AGENCY UNIT TO HANDLE GRANT
 INJURY PREVENTION SERVICES

From: 10/1/14
 To: 9/30/15

5. GRANT DESCRIPTION
 County of Riverside Department of Public Health, Injury Prevention Services (IPS) seeks to reduce the number of residents killed or injured due to an alcohol-impaired underage driving. The program focuses on 1) establishing a Students Taking Action (STA) awareness program at 6 selected high school campuses, 2) training student facilitators to create awareness campaigns around the issues of underage alcohol-impaired collisions and 3) conduct meaningful awareness campaigns educating youth on the dangers of poor choices and their consequences when driving after drinking and riding with an impaired driver.

6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: \$ 160,000.00

7. TERMS AND CONDITIONS: The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement:

- Schedule A (OTS-38b) – Problem Statement, Goals and Objectives and Method of Procedure
- Schedule B (OTS-38d) – Detailed Budget Estimate and Sub-Budget Estimate (if applicable)
- Schedule B-1 (OTS-38f) – Budget Narrative and Sub-Budget Narrative (if applicable)
- Exhibit A – Certifications and Assurances
- Exhibit B* - OTS Grant Program Manual

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: www.ots.ca.gov.

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.

8. APPROVAL SIGNATURES

A. GRANT DIRECTOR
 NAME: Michael Osur PHONE: 951-358-5074
 TITLE: Deputy Director FAX: 951-358-5120
 ADDRESS: 4065 County Circle Dr. Riverside, CA 92503
 E-MAIL: mosur@rivcocha.org
 _____ (Signature) _____ (Date)

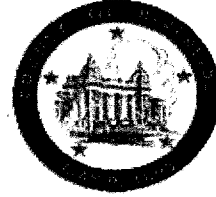
B. AUTHORIZING OFFICIAL OF APPLICANT AGENCY
 NAME: Susan Harrington PHONE: 951-358-7036
 TITLE: Director FAX: 951-358-4529
 ADDRESS: 4065 County Circle Dr. Riverside, CA 92503
 E-MAIL: sharring@rivcocha.org
 _____ (Signature) 10/6/14 (Date)

C. FISCAL OR ACCOUNTING OFFICIAL
 NAME: Isabel Michaelis PHONE: 951-358-5054
 TITLE: Fiscal Manager FAX: 951-358-5292
 ADDRESS: 4065 County Circle Dr. Riverside, CA 92503
 E-MAIL: Imichael@rivcocha.org
 _____ (Signature) 10/02/14 (Date)

D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS
 NAME: Department of Public Health
 ADDRESS: P.O. Box 7849 Riverside, CA 92503

9. DUNS NUMBER
 DUNS #: 072514789
 REGISTERED ADDRESS & ZIP: 4080 Lemon St. 11th Floor Riverside CA 92501

NOV 04 2014 3-25



COUNTY OF RIVERSIDE

Jeff Stone
Jeff Stone, Chairman
Board of Supervisors

Date: NOV 04 2014

ATTEST:

Kecia Harper-Ihem
Kecia Harper-Ihem
Deputy
Clerk of the Board

Date: NOV 04 2014

FORM APPROVED COUNTY COUNSEL - GRANT x10.
BY: Patricia Munroe 10/15/14 AL1549
PATRICIA MUNROE DATE

SCHEDULE A
GRANT DESCRIPTION
GRANT NO. AL1549

PAGE 1

1. PROBLEM STATEMENT

Underage drinking continues to be a major cause for concern in the United States. The County of Riverside (COR) traffic collision data for the 2010 to 2013 reveal that 13% of all motor vehicle related crashes are caused by an alcohol-impaired driver. More disturbing is the fact that 18% of these alcohol related collisions were caused by an underage driver. SWITRS data for 2011 – 2013 indicate that 168 COR residents died in an alcohol-impaired driver related collision. 22 of these fatalities involved person less than 21 years of age.

The COR is one of the fastest growing counties in the U.S, increasing its population 44% in the past decade. The fourth most populated county in California, the COR is home to 2.2 million residents. 2010 Census data indicates that almost one half (45.5%) of the population in the COR is of Latino origin, which is 8% higher than the state average. 33.2% of this population reports that Spanish is the primary language spoken in the home.

Geographically, the COR stretches 200 miles across and over 7,200 square miles, with twenty-six incorporated cities and 25 school districts. First incorporated in 1832, RC is a diverse area of urban, suburban and rural communities. It is currently divided by two main highways (I-15 and I -10), and two main freeways (R – 91 and R – 60). As a result of this population surge and the diversity of terrain, COR faces numerous traffic issues. Many RC residents commute to employment outside the county borders to neighboring Orange, San Diego and Los Angeles counties or have prolonged commute times due to the large geographical area or traffic congestion. According to the 2012 American Community Survey, the COR ranked 8 among all Metro areas in U.S. for longest average commute times (31.8 minutes). RC is known for its affordable housing compared to other neighboring counties, attracting families with children. The 2010 Census revealed the 10.2% of the total population are youth ages 14 through 19 years (223,792).

Problem areas and intervention efforts to improve health and wellbeing of COR residents are highlighted in the *2013 Riverside County Community Health Profile*, published by COR Department of Public Health. The report reveals that motor vehicle crashes are the leading cause of unintentional injury and fatality for ages 15-24 years accounting for 62% of all the deaths in this age group. Motor vehicle related crashes are disproportionately claiming the lives of COR youth and young adults.

Studies have also revealed that the earlier a teen begins drinking the higher the risk of alcohol dependency sometime in their lives. It has been linked to both high risk behavior and its related problems in adulthood. Additionally, high school students who use alcohol or other drugs are five times as likely to drop out of school or believe good grades are unimportant than those students who do not use drugs and alcohol.

One of the inherent problems in providing prevention education to young people, is their perception that they are "bullet-proof", or somehow, magically immune to threats to their health and safety. As a result, teens take more unnecessary risks and fail to recognize hazardous situations. Because of their "live for the moment", teens are often unable to perceive the serious consequences to themselves and others as a result of their risk taking behavior.

SCHEDULE A
GRANT DESCRIPTION
GRANT NO. AL1549

PAGE 2

2. PERFORMANCE MEASURES

A. Goals:

1. To reduce the number of persons killed in traffic collisions.
2. To reduce the number of persons injured in traffic collisions.
3. To reduce the number of alcohol-involved collisions caused by an underage driver.
4. To reduce the number of persons killed by an alcohol-impaired underage driver.
5. To reduce the number of persons injured by an alcohol-impaired underage driver.

B. Objectives:

1. To obtain commitment from a service group or pool of students on each high school campus to implement an anti-drinking and driving campaigns at 6 high school campuses by December 31, 2014.
2. To identify anti drinking and driving educational and resource materials to be distributed through program activities by December 31, 2014.
3. To develop a Students Taking Action (STA) training curriculum that will assist students to develop and implement anti driving after drinking and riding with a drinking driver awareness campaigns by January 31, 2015.
4. To conduct 1 STA training at each campus to a student group that will take the lead and establish an anti-drinking and driving awareness campaign by January 31, 2015.
5. To conduct a minimum of 2 anti driving after drinking and driving with a drinking driver awareness campaigns on each school campus.
6. To conduct a pre/post retrospective evaluation, assessing student's attitudes and behavior towards impaired driving.
7. To conduct a retrospective evaluation of student facilitators on their thoughts regarding the effectiveness of the program activities and likelihood to affect a change of behavior in fellow students with respect to impaired driving.

**SCHEDULE A
GRANT DESCRIPTION
GRANT NO. AL1549**

PAGE 3

3. METHOD OF PROCEDURE

A. Phase 1 - Program Preparation, Training and Implementation (1st Quarter of Grant Year)

- Complete and route all necessary forms to the County of Riverside Public Health Department Administration and Board of Supervisors for approval of grant activities.
- Conduct a search for current appropriate educational and resource materials available for distribution at participating high school campuses.
- Develop a STA training curriculum that assists students to develop and implement an awareness campaign that addresses the dangers of driving after drinking and riding with a drinking driver.
- Develop all program forms and evaluation tools.
- Obtain commitment from four high schools to participate in the STA program located county-wide.
- Identify at each school site a liaison that will communicate with IPS on all STA activities.
- To obtain commitment from local law enforcement agency to provide STA technical support, resources and/or participation on each high school campus.
- Create a master calendar that schedules all awareness campaigns.
- Update Injury Prevention Services website listing new traffic safety program activities.
- Identify media outlets in Riverside County.
- Develop a filing system to monitor all grant activities to ensure adequate reporting to funding source.
- Develop a data base to capture all demographic/statistical information and track objective progress relevant to grant activities.
- Purchase all necessary equipment and supplies (education materials and office supplies) to conduct grant related activities.
- Identify pool of student facilitators on each campus that will be responsible for developing and implementing their school's educational awareness campaigns.

SCHEDULE A
GRANT DESCRIPTION
GRANT NO. AL1549

PAGE 4

Media Requirements

- Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.

B. Phase 2 - Program Operations (Throughout Grant Year)

- Establish a youth awareness campaign at selected high school that will educate youth on the dangers of driving after drinking and riding with a drinking driver conducted by student facilitators and IPS county-wide.
- Conduct STA training at each selected high school to STA student facilitators who will take the lead creating awareness campaigns regarding the dangers of driving after drinking or riding with a drinking driver. Campaigns will be youth derived and focused on how best to implement messaging to fellow students for maximum results. Campaigns will bring awareness to the consequences of poor decision making regarding drinking and driving, riding with a drinking driver, offer options and resources.
- Conduct STA awareness campaigns at each high school that are planned around student life events that could encourage alcohol consumption as; Home Coming, Prom, Winter Formal, Spring Break and/or Graduation. Each awareness campaign will impact a minimum of 500 students (6,000).
- Compile all evaluations forms on STA program activities.
- Maintain all demographic and statistical data related to grant activities.

Media Requirements

- Send all grant-related activity press releases, media advisories, alerts and general public materials to the OTS Public Information Officer (PIO) at pio@ots.ca.gov, with a copy to your OTS Coordinator.
 - a) If an OTS template-based press release is used, the OTS PIO and Coordinator should be copied when the release is distributed to the press. If an OTS template is not used, or is substantially changed, a draft press release should first be sent to the OTS PIO for approval. Optimum lead time would be 10-20 days prior to the release date to ensure adequate turn-around time.
 - b) Press releases reporting the results of grant activities such as enforcement operations are exempt from the recommended advance approval process, but still should be copied to the OTS PIO and Coordinator when the release is distributed to the press.

SCHEDULE A
GRANT DESCRIPTION
GRANT NO. AL1549

PAGE 5

c) Activities such as warrant or probation sweeps and court stings that could be compromised by advanced publicity are exempt from pre-publicity, but are encouraged to offer embargoed media coverage and to report the results.

- Use the following standard language in all press, media, and printed materials: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator at least 30 days in advance, a short description of any significant grant-related traffic safety event or program so OTS has sufficient notice to arrange for attendance and/or participation in the event.
- Submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval 14 days prior to the production or duplication.
- Include the OTS logo, space permitting, on grant-funded print materials; consult your OTS Coordinator for specifics.

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

- Agencies are required to collect and report quarterly, appropriate data that supports the progress of goals and objectives.
- Statistical data relating to the grant goals and objectives will be collected, analyzed, and incorporated in Quarterly Performance Reports (QPRs). QPRs for the quarter ending September 30 will include year-to-date comparisons of goals and objectives. If required, a separate quarterly data reporting form will be completed each quarter and submitted as part of the QPR.
- Reports will compare actual grant accomplishments with the planned accomplishments. They will include information concerning changes made by the Grant Director in planning and guiding the grant efforts.
- Reports shall be completed and submitted in accordance with OTS requirements as specified in the Grant Program Manual.

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 why objectives were not completed.

SCHEDULE A
GRANT DESCRIPTION
GRANT NO. AL1549

PAGE 6

5. ADMINISTRATIVE SUPPORT

This program has full support of Riverside County. Every effort will be made to continue the activities after the grant conclusion.

SCHEDULE B
 DETAILED BUDGET ESTIMATE
 GRANT NO. 1549

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
164 AL	20.608	Minimal penalties for repeat offenders for driving while intoxicated	160,000.00
COST CATEGORY			
		FISCAL YEAR ESTIMATES	
		CFDA	FY-1
		10/1/14 - 9/30/15	TOTAL COST TO GRANT
A. PERSONNEL COSTS			
Positions and Salaries			
Full-Time			
Program Coordinator			
1 X 12 MO X \$5,437 X 50%	20.608	\$ 32,622.00	\$ 32,622.00
Benefits @ 46.00%	20.608	\$ 15,006.00	\$ 15,006.00
Health Services Assistant			
2 X 12 MO X \$3,444 X 50%	20.608	\$ 41,328.00	\$ 41,328.00
Benefits @ 46.00%	20.608	\$ 19,011.00	\$ 19,011.00
Office Assistant			
1 X 12 MO X \$3,267 X 40%	20.608	\$ 15,681.00	\$ 15,681.00
Benefits @ 46.00%	20.608	\$ 7,213.00	\$ 7,213.00
Category Sub-Total		\$ 130,861.00	\$ 130,861.00
B. TRAVEL EXPENSE			
In-State	20.608	\$ 2,000.00	\$ 2,000.00
Out-of-State	20.608	\$ 3,600.00	\$ 3,600.00
Category Sub-Total		\$ 5,600.00	\$ 5,600.00
C. CONTRACTUAL SERVICES			
None		\$ -	\$ -
Category Sub-Total		\$ -	\$ -
D. EQUIPMENT			
None		\$ -	\$ -
Category Sub-Total		\$ -	\$ -
E. OTHER DIRECT COSTS			
Office Supplies	20.608	\$ 3,950.00	\$ 3,950.00
Presentation Supplies	20.608	\$ 2,700.00	\$ 2,700.00
Printing / Duplication	20.608	\$ 3,317.00	\$ 3,317.00
Office Space 1.90 FTE x \$352 x 12 mos	20.608	\$ 8,026.00	\$ 8,026.00
Impairment Goggles	20.608	\$ 2,400.00	\$ 2,400.00
Communication 1.90 FTE x \$138 x 12 mos	20.608	\$ 3,146.00	\$ 3,146.00
Category Sub-Total		\$ 23,539.00	\$ 23,539.00
F. INDIRECT COSTS			
None		\$ -	\$ -
Category Sub-Total		\$ -	\$ -
GRANT TOTAL		\$ 160,000.00	\$ 160,000.00

SCHEDULE B-1
GRANT NO. AL1549

BUDGET NARRATIVE

Page 1

PERSONNEL COSTS

The Program Coordinator will act as a liaison between the Riverside County Health Department, sub-contractors, participating organizations, and OTS.

The two Health Services Assistants will work directly on grant funded activities. This includes, but is not limited to developing educational materials, setting up meetings, assisting with STA trainings and preparing informational materials.

The Office Assistant II will work directly on grant funded activities. This includes filing, ordering supplies, education materials, and answering phone calls for grant staff.

Benefit Rates

Social Security/FICA/OASDI	6.20%
Worker's Compensation	1.90%
Medicare	1.45%
State Disability/SDI	1.44%
Health Insurance	15.61%
Life Insurance	.10%
Retirement	19.30%
Total Benefit Rate	46.00%

Salaries:

Salaries may include wages, special compensations, or authorized absences such as annual leave and sick leave, provided the cost for the individual employee is (a) reasonable for the services rendered, and (b) follows an appointment made in accordance with state or local laws and rules and meets federal requirements.

Supplanting Statement

Any non-grant funded vacancies created by reassignment to a grant-funded position must be filled at the expense of the grantee agency.

Travel Expense

In-State - 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.

SCHEDULE B-1
GRANT NO. AL1549

BUDGET NARRATIVE

Page 2

All conferences, seminars or training not specifically identified in the Schedule B-1 (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.

Out-of-State - Costs are included for appropriate staff may attend the annual Lifesavers National Conference on Highway Safety Priorities in Chicago, Illinois in support of the grant goals and objectives.

All out-of-state travel not specifically identified in the Schedule B-1 (Budget Narrative) must receive written approval from the OTS Director. 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

None

Equipment

None

Other Direct Costs

Office Supplies - Standard office supplies to support grant related activities, grant monitoring and reporting. Costs may include paper, toner, ink cartridges, CDs/DVDs and desk top supplies such as pens, pencils, binders, folders, flip charts, easels, clips, and laminators for each school. *Additional items may be purchased if approved by OTS.*

Presentation Supplies – Costs include funding for portable projector screens, wireless presenters, video projectors, and other classroom teaching tools.

Printing/Duplication - Costs include the purchase of paper, production, printing and/or duplication of materials associated with daily grant operations.

Office Space - Costs include rent, utilities and storage associated with grant goals and objectives. Charges to the grant will be in accordance with the following formula or rate: 1.90 SF \$3.52 x 12 months. Reimbursement will be claimed on an actual cost basis and proportional to the grant-related use of the space.

Impairment Goggles – uses a special lens that distorts vision and causes reactions that mimic behaviors exhibited by someone under the influence of alcohol. Participants experience how alcohol impairs a person's balance, vision, reaction time, and judgment.

SCHEDULE B-1
GRANT NO. AL1549

BUDGET NARRATIVE

Page 3

Communications - Costs of telephone, cell phone, mail/messenger service (excluding overnight priority mail) and communications services.

Indirect Costs

None

Program Income

There will be no program income generated from this grant.

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

Page 1

Failure to comply with applicable Federal statutes, regulations, and directives may subject Grantee Agency officials to civil or criminal penalties and/or place the State in a high risk grantee status in accordance with 49 CFR §18.12.

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:

- 23 U.S.C. Chapter 4 - Highway Safety Act of 1966, as amended
- 49 CFR Part 18 - Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
- 23 CFR Chapter II - (§§1200, 1205, 1206, 1250, 1251, & 1252) Regulations governing highway safety programs
- NHTSA Order 462-6C - Matching Rates for State and Community Highway Safety Programs
- Highway Safety Grant Funding Policy for Field-Administered Grants

NONDISCRIMINATION

The Grantee Agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (88), which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and the Americans with Disabilities Act of 1990 (101), as amended (42 U.S.C. 12101, et seq.), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Civil Rights Restoration Act of 1987 (100), which requires Federal-aid recipients and all subrecipients to prevent discrimination and ensure nondiscrimination in all of their programs and activities; (f) the Drug Abuse Office and Treatment Act of 1972 (92), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (91), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (h) Sections 523 and 527 of the Public Health Service Act of 1912, as amended (42 U.S.C. 290dd-3 and 290ee-3), relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968, as amended (42 U.S.C. 3601, et seq.), relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (k) the requirements of any other nondiscrimination statute(s) which may apply to the application.

EXHIBIT A
CERTIFICATIONS AND ASSURANCES

Page 2

BUY AMERICA ACT

The Grantee Agency will comply with the provisions of the Buy America Act (49 U.S.C. 5323(j)), which contains the following requirements:

Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases 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. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

POLITICAL ACTIVITY (HATCH ACT)

The Grantee Agency 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

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-award 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.

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

Page 3

RESTRICTION ON STATE LOBBYING

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

Instructions for Primary Certification

1. By signing and submitting this Grant Agreement, the Grantee Agency official is providing the certification set out below.
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 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 Grantee Agency official 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 Grantee Agency official 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.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this Grant Agreement is submitted if at any time the Grantee Agency official learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *Grant Agreement*, and *voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and coverage sections of 49 CFR Part 29. You may contact the department or agency to which this Grant Agreement is being submitted for assistance in obtaining a copy of those regulations.
6. The Grantee Agency official agrees by submitting this Grant Agreement 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.

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

Page 4

7. The Grantee Agency official further agrees by submitting this Grant Agreement that it will include the clause titled "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.
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 may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs.
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 this transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Covered Transactions

- (1) The Grantee Agency official certifies to the best of its knowledge and belief, that its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
 - (b) Have not within a three-year period preceding this Grant Agreement 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 record, 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/Grant Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the Grantee Agency official is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this Grant Agreement.

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

Page 5

Instructions for Lower Tier Certification

1. By signing and submitting this Grant Agreement, the prospective lower tier participant is providing the certification set out below.
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 and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this Grant Agreement 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*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *Grant Agreement*, and *voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this Grant Agreement is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this Grant Agreement 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 Grant Agreement that it will include the clause titled "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. (See below)
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 may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
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

EXHIBIT A
CERTIFICATIONS AND ASSURANCES

Page 6

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 and/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 grant agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction 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 grant agreement.