

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



ITEM: 3.13
(ID # 18049)

MEETING DATE:

Tuesday, February 01, 2022

FROM : RUHS-PUBLIC HEALTH:

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM – PUBLIC HEALTH: Ratify and Approve Grant Agreement Number OP22021 with the State of California Office of Traffic Safety for Child Passenger Safety Program for the Performance Period of October 1, 2021, to September 30, 2022, All Districts. [\$220,000-100% Federal Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve Grant Agreement Number OP22021 with the State of California Office of Traffic Safety (OTS) for the Child Passenger Safety Program in the amount of \$220,000 for the performance period of October 1, 2021, through September 30, 2022; and
2. Authorize the Chair of the Board to execute the agreement on behalf of the County of Riverside; and
3. Authorize the Director of Public Health, or designee, to sign all certifications, assurances, reports, or other related documents required by the California Office of Traffic Safety for the above-mentioned agreement.

ACTION:Policy


Kim Saruwatari, Director of Public Health 1/11/2022

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, and Hewitt
Nays: None
Absent: Perez
Date: February 1, 2022
xc: RUHS-PH

Kecia R. Harper
Clerk of the Board

By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$165,000	\$55,000	\$ 220,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Federal Funds			Budget Adjustment:	No
			For Fiscal Year:	21/22-22/23

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The County of Riverside Department of Public Health-Injury Prevention Services (IPS) has received funding from the Office of Traffic Safety (OTS) to collaborate with local law enforcement agencies and to provide bilingual educational and interactive activities to parents, children and mature drivers about the proper use of car seats, booster seats and seat belts.

Impact on Residents and Businesses

Program will benefit County Residents by ensuring that children are using car seats, booster seats and seatbelts correctly and ensuring that mature drivers are correctly restrained in their vehicle. This will reduce the number of injuries and death due to misuse or lack of correct restraints.

Additional Fiscal Information

Total cost of the program is in the amount of \$220,000. The annual distribution from OTS will be as follows:

County Fiscal Year		Grant Fiscal Year	
Year	Amount	Year	Amount
21/22	\$155,000	21/22	\$220,000
22/23	\$55,000		
Total	\$220,000	Total	\$220,000

State has provided an additional \$10,000 funding for FY 21/22.

Contract History and Price Reasonableness

On October 27, 2020, Item 3.19, the Board of Supervisors approved Agreement #OP21004 with the State of California, Office of Traffic Safety for the Child Passenger Safety Program

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for the Performance Period of October 1, 2020 to September 30, 2021. The State has forwarded Agreement #OP22021 with additional funding for Federal Fiscal Year 21/22.

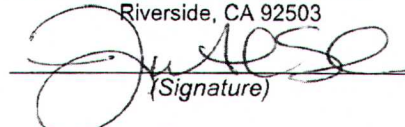
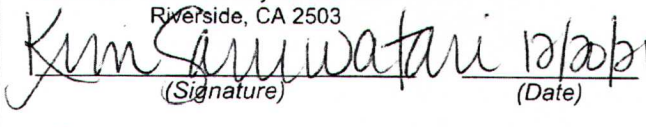
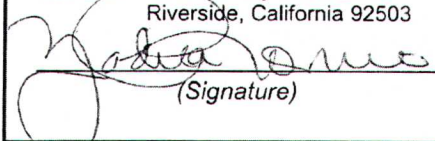
ATTACHMENTS:

- A. Grant Agreement No. OP22021
- B. Signature page for County Counsel.


Jacqueline Ruiz, Sr. Management Analyst 1/26/2022


Gregory H. Priarios, Director County Counsel 1/19/2022

GRANT AGREEMENT

1. GRANT TITLE Child Passenger Safety Program	
2. NAME OF AGENCY Riverside County	3. Grant Period From: 10/01/2021 To: 09/30/2022
4. AGENCY UNIT TO ADMINISTER GRANT Riverside County Public Health Department	
5. GRANT DESCRIPTION Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving children under the age of eight years old. The funded strategies may include education, child safety seat check-ups, community events, presentations, and training. Other countermeasures may include properly fitting child safety seats, providing educational materials, and the distribution of child safety seats. Efforts should be conducted in underserved communities and coordinated in collaboration with community-based organizations.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$220,000.00	
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: <ul style="list-style-type: none"> • Schedule A – Problem Statement, Goals and Objectives and Method of Procedure • Schedule B – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) • Schedule B-1 – Budget Narrative and Sub-Budget Narrative (if applicable) • Exhibit A – Certifications and Assurances • Exhibit B* – OTS Grant Program Manual • Exhibit C – Grant Electronic Management System (GEMS) Access <p>*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto.</p> <p>These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov.</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.</p> <p>IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.</p>	
8. Approval Signatures	
<p>A. GRANT DIRECTOR NAME: Julisa Alviso-Silva TITLE: Program Chief II EMAIL: jalvizo@ruhealth.org PHONE: (951) 358-7171 ADDRESS: 4065 County Circle Drive Riverside, CA 92503</p> <p style="text-align: center;">  (Signature) </p> <p style="text-align: center;"> 12/15/21 (Date) </p>	<p>B. AUTHORIZING OFFICIAL NAME: Kim Saruwatari TITLE: Director of Public Health EMAIL: ksaruwatari@ruhealth.org PHONE: (951) 358-7036 ADDRESS: 4065 County Circle Drive Riverside, CA 2503</p> <p style="text-align: center;">  (Signature) </p> <p style="text-align: center;"> 12/20/21 (Date) </p>
<p>C. FISCAL OFFICIAL NAME: Yadira Romo TITLE: Fiscal Manager EMAIL: yromo@ruhealth.org PHONE: (951) 358-5996 ADDRESS: 4065 County Circle Drive Riverside, California 92503</p> <p style="text-align: center;">  (Signature) </p> <p style="text-align: center;"> 12/15/21 (Date) </p>	<p>D. AUTHORIZING OFFICIAL OF OFFICE OF TRAFFIC SAFETY NAME: Barbara Rooney TITLE: Director EMAIL: barbara.rooney@ots.ca.gov PHONE: (916) 509-3030 ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758</p> <p style="text-align: center;"> _____ (Signature) </p> <p style="text-align: center;"> _____ (Date) </p>

E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758	9. SAM INFORMATION SAM #: CERTDD6LKE95 REGISTERED ADDRESS: 4080 Lemon Street, 11th Floor CITY: Riverside ZIP+4: 92501-3609
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
405b OP-22	20.616	0521-0890-101	2021	21/21	BA/21	\$220,000.00
				AGREEMENT TOTAL		\$220,000.00
				AMOUNT ENCUMBERED BY THIS DOCUMENT		\$220,000.00
<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		\$ 0.00
				TOTAL AMOUNT ENCUMBERED TO DATE		\$220,000.00
OTS ACCOUNTING OFFICER'S SIGNATURE			DATE SIGNED			

1. PROBLEM STATEMENT

Public Health is dedicated to protecting and improving the health of residents and visitors through creating healthy communities, promoting healthy behaviors, connecting and investing in people and improving access to care. In response to COVID-19, as a way to enable us to continue connecting with mature older drivers, students, caregivers and essential personnel responsible for transporting young children, occupant protection education became available via virtual and online trainings, curbside pick-up service and at various Grab n' Go and Drive-Thru Health and Safety events. These activities included the distribution of essential safety items such as child safety seats, bilingual educational materials and safety campaigns at local schools parking lots, community centers and senior centers. Looking ahead, we look forward to continuing to provide support and connect with parents and caregivers with more physically-distanced and virtual events, partnering with more community organizations to improve engagement through collective impact and advocating for Child Passenger Safety efforts to reinforce the importance of risk reduction.

Riverside County Profile

Riverside County is the 4th most populous county in California and is home to approximately 2.4 million residents with its population expected to increase by 1 million over the next 20 years. The county covers 7,303 square miles and includes 28 cities as well as large areas of unincorporated land and several Native American tribal entities. In Riverside County, 1 in 5 children (under 18 years of age) are at or below 100 percent of the federal poverty level with 1 in 8 families living in extreme poverty.

Problem Description # 1

According to provisional data from the Statewide Integrated Traffic Records System, there were a total of 10,636 reported crashes in Riverside County in 2019. Of this total, there were 14,958 injury victims and 283 fatalities, and over 1,000 crashes involving children under the age of 8 which resulted in 5 child fatalities and an additional 382 children injured. This was due to an increase in the number of fatal crashes involving children under the age of 8 of almost 30 percent over the previous year. For drivers aged 55 and older, there were 2,292 injury and 68 fatal crashes reported in 2019 which resulted in 42 older adults being killed and 2,318 injured. Among these figures, speed, improper turning, automobile right-of-way and traffic signal violations were the primary crash factors at fault, and although aging drivers are more likely to self-regulate their driving behavior, they are at an increased risk for serious injury or fatality when traffic crashes occur.

The Riverside County 2015 Trauma Report states that motor vehicle crashes are the leading cause of trauma incidents, accounting for 40 percent of all trauma treated in Riverside County trauma centers. Teens and young adults, aged 15 to 24, account for the highest number of motor vehicle crashes (30 percent) but maintain a low fatality rate of 1.7 percent. However, the inverse is true for those 85 years and older, accounting for fewer incidents (less than 2 percent) but maintaining the highest fatality rate of 9.5 percent.

According to the Riverside County Child Death Review Team (CDRT), of which Riverside University Health System (RUHS) - Public Health is an active member, in the 6 years between 2015 and 2020, 56 children (under 18 years of age) were killed in motor vehicle crashes. Of these 56 child fatalities, over half (57 percent) were unrestrained.

A closer look at the 6-year child fatality data reveals:

- 16 children (29 percent) were under age 8;
- 40 children (71 percent) were ages 8 to 17;
- 31 of these victims (55 percent) were between the ages of 14 and 17; and,
- 8 pregnant women experienced fetal demise following the motor vehicle crash.

Included in Riverside County's CDRT 2020 preliminary data were 6 motor vehicle crashes that killed 8 children and 1 fetus in 2020 alone. Alarmingly, 100 percent of the 8 child fatalities indicated that they were unrestrained at the time of the crash, and, of these 6 crashes, 5 involved a driver who had lost control of the vehicle.

UNRESTRAINED CHILDREN IN CRASHES INVOLVING CHILD FATALITIES. Data shows that every 2 of 6 traffic crashes involving children under 18 years of age (33 percent) involves passengers riding in a vehicle with a lack of available seat belt restraints. As a result of 2 crashes that occurred in January and June of 2020, 8 people were ejected from their vehicles upon impact, resulting in 5 child fatalities - 3 were 16 years of age, 1 was a toddler of 3, and another, a toddler of 2 - another 8 victims were injured as well, including 2 children, 3 teenagers, 1 adult, and 2 victims whose ages were unknown. Both crashes involved drivers that had lost control of their vehicle. In the January crash, 6 teenagers were riding in a sedan, equipped to restrain only 5 people, where 3 male passengers, each 16 years of age, who were ejected and killed on impact, were suspected to have been unrestrained. The 3 surviving passengers, aged 13, 14, and 18, were injured but lived. Their sedan had been intentionally rammed by another vehicle, causing the driver to lose control and collide with a tree. The adult driver is now facing 3 counts of murder. Tragically, in the June crash that killed the toddlers, child safety seats were in the SUV but not properly restrained when the driver lost control of the vehicle after making an unsafe lane change. In a vehicle only equipped to restrain 5 occupants but transporting 7, who were suspected to have been unrestrained as well, 5 of the passengers were ejected (4 children and 1 adult), including the male and female toddlers found dead at the scene after the SUV had rolled multiple times.

Research through the Centers for Disease Control and Prevention (CDC) has shown people can reduce the risk of serious injury or death from a crash by 50 percent by just wearing their seat belts correctly or properly buckling children into the appropriate child safety seat or booster seat. Although education and enforcement activities strive to reinforce this concept, many families are not practicing this behavior nor adhering to the mandatory child restraint and seat belt laws. The Riverside County 2015 Trauma Report reveals that over half (almost 56 percent) of children, aged 9 and under, were not using a protective device (child safety seat or seat belt restraint) during the crash. In addition, in motor vehicle crashes involving young adults, aged 15 to 24, nearly 20 percent indicated that the driver or passenger was not wearing a seat belt restraint. This is especially concerning since young adults make up nearly 1 in 3 of all motor vehicle crashes.

Problem Description # 2

According to the Riverside County 2015 Trauma Report, older adults experience fewer crash-related injuries. They do, however, account for a higher proportion of crash-related fatalities. Research shows that even though age is not the sole predictor of driving ability, there is ample evidence to show that age-related changes in vision, physical fitness and reflexes may cause a decline in physical and mental driving abilities that can signal a greater crash risk.

In a recent study released by the UCLA Center for Health Policy Research, as life expectancy rises throughout Riverside County, the number of grandparents over the age of 65 who are becoming primary caregivers for their grandchildren will likely expand, leaving many older adults with the added challenge of caring for a dependent. The Riverside County Office on Aging continues to support the Grandparents Raising Grandchildren Program, providing support and resources to grandparents aged 55 and older. In response to COVID-19, as a way to enable us to continue protecting the health and safety of our older adult population, RUHS - Public Health has pivoted to provide physically-distanced and virtual programs including 'Safe Walk for Seniors', virtual 'Occupant and Pedestrian Safety BINGO' and coming in 2021, the opportunity to pilot a virtual CarFit program.

By accurately assessing age-related changes, older drivers can adjust their driving habits to remain safe on the road. Our work with the Riverside County senior community is vital in helping older adults keep their independence and promote their sense of achievement that, for many, will generate a greater sense of self-worth and well-being.

Problem Description # 3

According to the CDC, the 2018 infant mortality rate of African Americans was more than twice that of Non-Hispanic white Americans, mirroring the 2019 teen birth rate of all other races/ethnicities versus Non-Hispanic whites (excluding Non-Hispanic Asians). These disparities can be linked to high poverty rates, smoking, substance abuse, community stress, a lack of strongly-targeted health education, physical environment and additional social determinants to health.

The Riverside County Death Statistical Master Files illustrate this fact. African American females living in Riverside County are 1.3 times more likely to go into preterm labor, 4 times more likely to have

complications during a pregnancy and twice as likely to give birth to a low-weight or stillborn infant. RUHS - Public Health is dedicated to changing that trend, and beginning in 2020, initiated a collaboration with the Riverside County Black Infant Health Program, and a referral system was developed to provide these expectant mothers with a no-cost child safety seat for their infant child.

In response to COVID-19, we immediately identified the need to develop an online educational module in order to continue serving the region's prenatal mothers referred to the program. The expectant mothers enrolled in the Black Infant Health Program were the first to pilot our self-guided virtual Child Passenger Safety Workshop online. Between May and December 2020, 68 women successfully completed our module or attended virtual workshops, and a total of 66 no cost-child safety seats were distributed for their newborns and siblings, and, already, within the first month of 2021, 6 women in need of 7 no-cost child safety seats have been referred to our program.

Problem Description # 4

As a result of COVID-19, EMD operations and procedures have demanded additional safety considerations. Consequently, RUHS - Public Health has been asked to support the work of our essential work partners at EMD through a two-part Child Passenger Safety training which includes a virtual training curriculum followed by a physically-distanced skills practice in preparation for emergency flooding or fire evacuations in our region.

RUHS-Public Health will implement countywide actions to address 3 of the 16 Challenge Areas outlined in the California Strategic Highway Safety Plan 2020 – 2024:

- OCCUPANT PROTECTION
- YOUNG DRIVERS
- AGING DRIVERS

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 vehicle occupants killed under age eight.
4. Reduce the number of vehicle occupants injured under age eight.
5. Increase child safety seat usage.
6. Reduce the number of adults over age 55 killed in traffic crashes.
7. Reduce the number of adults over age 55 injured in traffic crashes.

B. Objectives:

	Target Number
1. 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.	1
2. Participate in National Child Passenger Safety Week.	1
3. Conduct highly publicized child safety seat checkups at community locations such as shopping centers, car dealerships or preschools to educate and empower parents and caregivers to properly install and use an appropriate car seat for their child. Car seat checkers must: be NHTSA-certified Child Passenger Safety Technicians (CPST); check for car seat recalls, use a standardized form to collect child safety seat misuse data, record corrections made, record seats installed, and have access to car seat instructions and resource materials.	10
4. Conduct NHTSA Child Passenger Safety Technician Certification courses.	1
5. Conduct NHTSA Child Passenger Safety Technician Renewal courses.	1
6. Train personnel as NHTSA Child Passenger Safety Technicians.	5
7. Conduct child safety seat education classes with an effort to reach low-income residents, professionals transporting children, caregivers and parents.	12
8. Participate in traffic safety fairs and/or community events with an effort to reach individuals.	4
9. Distribute OTS funded child safety seats at no-cost to families in need who receive child safety seat education.	100

10. Purchase Child Safety Seats	100
11. Work closely with community-based organizations at both the neighborhood and community level with an effort to reach individuals.	1
12. Hold quarterly meetings with countywide child passenger safety stakeholders to collaborate on events, share best practices, and leverage resources.	1
13. Collaborate with law enforcement agencies to increase public knowledge and awareness of child passenger safety.	1
14. Conduct "roll call" training sessions on occupant protection, including child passenger safety.	10
15. Conduct court-referred classes for individuals who receive a child passenger safety citation.	4
16. Conduct NHTSA Child Passenger Safety Technician CEU courses.	2
17. Conduct individual child safety seat checkup by appointment to promote correct usage, with an effort to reach parents or caregivers. Car seat checkers must be NHTSA-Certified Child Passenger Safety Technicians (CPST).	50
18. Commitment from schools to implement and conduct on-campus program activities including occupant protection education assemblies, National Seat Belts Save Challenges focused on proper seatbelt restraint usage, and "crash car" demonstrations at participating school campuses.	10
19. Conduct CarFit Technician training for safety professionals working with mature older drivers.	2
20. Conduct CarFit community events and/or workshops to assess mature older drivers for proper seating, line of sight and mobility options while driving a vehicle.	4
21. Conduct hands-on trainings for essential workers transporting children.	2
22. Execute subcontract. Upload a copy of the subcontract and request a revision to add new budget line items and associated costs under contractual services. If not yet executed, provide ETA.	1

3. METHOD OF PROCEDURE

A. Phase 1 – Program Preparation (1st Quarter of Grant Year)

- Develop operational plans to implement the “best practice” strategies outlined in the objectives section.
- Finalize OTS related paperwork in order to receive funds.
- Negotiate and finalize subcontract and purchase order agreements.
- Train staff on program responsibilities and reporting procedures.
- Purchase safety supplies.
- Order educational materials needed to initiate programming.
- Create calendar of outreach, education and training events.

Specific work (tasks) to be conducted in order to accomplish the stated objectives:

- Complete and route all necessary forms to RUHS - Public Health Administration and Board of Supervisors for approval.
- Develop/revise filing system to monitor/report all grant-related activities.
- Develop/update database to capture all grant-related statistical information, track objective progress and update all program forms/evaluation tools.
- Create master calendar to schedule school assemblies, traffic safety fairs, parent workshops, community events, CarFit technician trainings, events/workshops, child safety seat checkups, NHTSA Certification courses/update trainings, and quarterly CPS meetings.
- Revise Roll Call training curriculum, obtain commitment from local law enforcement to participate in traffic safety events, confirm/update contact list and order materials.
- Establish/update process to inventory/track child safety seats.
- Develop/update referral/scheduling system for child safety seat checks and appointments, recruit volunteer CPS technicians and instructors, and create flyers/social media posts to promote events and appointments.
- Obtain commitment from nonprofit partner(s) who participate(s) in traffic safety events to incorporate a “crash car” simulation and conduct a search for current, appropriate educational

and resource materials for distribution at participating elementary, middle and high school campuses.

- Review curriculum and materials for the CarFit program and identify all target areas where CarFit training and events will be conducted, obtain commitment from cities, local law enforcement agencies, senior centers and community-based organizations/facilities to assist with CarFit events, and complete online registration and develop recruitment flyers for CarFit technician trainings, workshops and events.
- Obtain commitment from elementary, middle and high schools to participate in Seat Belt Safety Education, identify a program liaison from each school and establish contract(s) with subcontractor(s) to provide assemblies at each participating school site, and register high schools to participate in the National Seat Belts Save Challenge.
- Collaborate with the Superior Court of California, County of Riverside traffic court to develop/update referral system for CPS violators and CPS violator class curriculum.
- Conduct CPS instructor meetings to discuss courses/potential instructor candidates, and identify personnel and outside agencies interested in Certification training.
- Confirm/update contact list for local Child Passenger Safety technicians, identify "expired" technicians needing a CPS Renewal course, and register CPS Certification/Renewal courses.
- Develop/revise curriculum/agenda for CPS update course, distribute course announcement/registration form, submit CEU pre-approval form, and develop CEU Certificate.
- Develop/revise CPS training for essential workers transporting children.
- Research online educational platforms to host online CPS Parent Workshops, and update bilingual (English/Spanish) curriculum.

Media Requirements

- Issue a press release approved by the OTS PIO announcing the kick-off of the grant by November 15, but no sooner than October 1. The kick-off release must be approved by the OTS PIO and only distributed after the grant is fully signed and executed. If you are unable to meet the November 15 deadline to issue a kick-off press release, communicate reasons to your OTS coordinator and OTS PIO.

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

- Complete ordering of safety supplies.
- Coordinate distribution of safety supplies.
- Conduct outreach, education and training events.

Specific work (tasks) to be conducted in order to accomplish the stated objectives:

- Conduct child safety seat checkup events and individual appointments.
- Distribute child safety seats and educational materials to families in need.
- Provide educational materials and curriculum to law enforcement to conduct Roll Call trainings.
- Conduct traffic safety events in collaboration with Seat Belt Safety Education partners, local law enforcement and community-based organizations.
- Conduct CarFit technician training, workshops and events.
- Conduct Seat Belt Safety Education assemblies.
- Conduct National Seat Belts Save Challenge.
- Conduct court-referred classes for individuals who receive a CPS citation.
- Conduct CPS Certification/Renewal/Update Courses.
- Conduct CPS trainings for essential workers.
- Conduct bilingual CPS Parent Workshops.

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 for approval and copy your OTS 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.

- 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 Coordinator.
- Pre-approval is not required when using any OTS-supplied template for media advisories, press releases, social media graphics, videos or posts, or any other OTS-supplied educational material. However, copy the OTS PIO at pio@ots.ca.gov and your OTS coordinator when any material is distributed to the media and public, such as a press release, educational material, or link to social media post. The OTS-supplied kick-off press release templates and any kickoff press releases are an exception to this policy and require prior approval before distribution to the media and public.
- 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 for approval and copy to your OTS Coordinator. Optimum lead time would be 7 days prior to the scheduled release date, but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- Press 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 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 and your Coordinator with 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. Please send to the OTS PIO at pio@ots.ca.gov for approval and copy your grant coordinator at least 3 business days prior to the scheduled release date.
- 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 and copy your OTS 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 your OTS 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 and copy your OTS 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 press releases, work plans, scripts, storyboards, artwork, graphics, videos or any educational or informational materials that received PIO approval in a prior grant year needs to be resubmitted for approval in the current grant year.
- Contact the OTS PIO or your OTS 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 invoice claims (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
405b OP-22	20.616	Occupant Protection	\$220,000.00

COST CATEGORY	FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
A. PERSONNEL COSTS				
<u>Straight Time</u>				
Program Coordinator	405b OP-22	\$42.27	1,456	\$61,545.00
Benefits - Program Coordinator	405b OP-22	\$61,545.12	1	\$29,566.00
Health Education Assistant	405b OP-22	\$24.82	1,040	\$25,813.00
Benefits - Health Education Assistant	405b OP-22	\$25,812.80	1	\$12,400.00
Health Education Assistant	405b OP-22	\$24.82	1,040	\$25,813.00
Benefits - Health Education Assistant	405b OP-22	\$25,812.80	1	\$12,400.00
Secretary	405b OP-22	\$16.94	416	\$7,047.00
Benefits - Secretary	405b OP-22	\$7,047.04	1	\$3,385.00
<u>Overtime</u>				\$0.00
Category Sub-Total				\$177,969.00
B. TRAVEL EXPENSES				
In State Travel	405b OP-22	\$3,500.00	1	\$3,500.00
				\$0.00
Category Sub-Total				\$3,500.00
C. CONTRACTUAL SERVICES				
Seat Belt Safety Education Program	405b OP-22	\$4,500.00	1	\$4,500.00
Category Sub-Total				\$4,500.00
D. EQUIPMENT				
				\$0.00
Category Sub-Total				\$0.00
E. OTHER DIRECT COSTS				
Child Safety Seats	405b OP-22	\$75.00	100	\$7,500.00
Educational/Outreach Supplies	405b OP-22	\$6,500.00	1	\$6,500.00
Multi-Media Subscriptions	405b OP-22	\$2,631.00	1	\$2,631.00
Office Supplies	405b OP-22	\$3,000.00	1	\$3,000.00

Printing/Duplication	405b OP-22	\$3,000.00	1	\$3,000.00
Communications	405b OP-22	\$4,560.00	1	\$4,560.00
Office Space	405b OP-22	\$6,840.00	1	\$6,840.00
Category Sub-Total				\$34,031.00
F. INDIRECT COSTS				
				\$0.00
Category Sub-Total				\$0.00
GRANT TOTAL				\$220,000.00

BUDGET NARRATIVE

PERSONNEL COSTS

Program Coordinator - Program Coordinator will act as the liaison for schools, law enforcement, senior centers and subcontractor(s). The Program Coordinator will have oversight and assist in all grant-funded activities.

Benefits - Program Coordinator - TOTAL BENEFIT RATES 48.04%

- Social Security/FICA/OASDI - 6.04%
- Medicare - 1.43%
- Unemployment Insurance - 0.20%
- Long Term Disability - 0.16%
- Short Term Disability - 0.59%
- Life Insurance - 0.09%
- OPT - 0.02%
- MPT - 0.35%
- M401A - 0.15%
- Retirement - 24.44%
- Retirement Health - 0.17%
- Flex - 14.40%

Health Education Assistant - Health Education Assistant will work directly on grant-funded activities. This includes, but is not limited to, developing forms and curriculum and assisting with program training and outreach.

Benefits - Health Education Assistant - TOTAL BENEFIT RATES 48.04%

- Social Security/FICA/OASDI - 6.04%
- Medicare - 1.43%
- Unemployment Insurance - 0.20%
- Long Term Disability - 0.16%
- Short Term Disability - 0.59%
- Life Insurance - 0.09%
- OPT - 0.02%
- MPT - 0.35%
- M401A - 0.15%
- Retirement - 24.44%
- Retirement Health - 0.17%
- Flex - 14.40%

Health Education Assistant - Health Education Assistant will work directly on grant-funded activities. This includes, but is not limited to, developing forms and curriculum, and assisting with program training and outreach.

Benefits - Health Education Assistant - TOTAL BENEFIT RATES 48.04%

- Social Security/FICA/OASDI - 6.04%
- Medicare - 1.43%
- Unemployment Insurance - 0.20%
- Long Term Disability - 0.16%
- Short Term Disability - 0.59%
- Life Insurance - 0.09%
- OPT - 0.02%
- MPT - 0.35%
- M401A - 0.15%
- Retirement - 24.44%
- Retirement Health - 0.17%

Flex - 14.40%
Secretary - Secretary will work with fiscal to ensure all personnel, materials and supplies purchased through the grant are captured and tracked accordingly as well as reviewing all orders, timesheets and mileage forms.
Benefits - Secretary - TOTAL BENEFIT RATES 48.04% Social Security/FICA/OASDI - 6.04% Medicare - 1.43% Unemployment Insurance - 0.20% Long Term Disability - 0.16% Short Term Disability - 0.59% Life Insurance - 0.09% OPT - 0.02% MPT - 0.35% M401A - 0.15% Retirement - 24.44% Retirement Health - 0.17% Flex - 14.40%
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. 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 Seat Belt Safety Education Program - RUHS - Public Health will seek a contractor to assist with fulfilling the goals and objectives of this grant. Costs can only include personnel, travel, educational materials, audio/video, etc. necessary to conduct the services set forth below. Prior to finalizing the subcontract, RUHS - Public Health should work with the OTS to ensure all costs in the subcontract are allowable. Upon execution of subcontract, a revision request and copy of the contract is required in order to include the associated costs of the contract in the OTS Grant so claiming to the grant can occur. Subcontractor will provide a Victim Impact Speaker to conduct 10 school assemblies at participating schools on the consequences of non-seatbelt use.
EQUIPMENT -
OTHER DIRECT COSTS Child Safety Seats - Average cost not to exceed \$75 per seat (including booster seats) before the addition of sales tax, shipping and handling. Seats to be distributed during CPS checkups, appointments, fitting stations and traffic safety presentations. Infant only seats are not an allowable expense. Educational/Outreach Supplies - Costs associated with the dissemination of Occupant Protection (to include Mature Drivers) supplies and materials for outreach events and activities. This may include materials for an approved Seat Belt Safety Education curriculum, materials for schools to participate in the National Seat Belts Save Challenge and CarFit supplies such as canopies, A-frames, tablecloths, foam noodles/towels, adaptive equipment such as leg lifters, easy reach seat belt, handy bar, vehicle demonstration seat, cones, plastic storage bins, rolling carts, and clipboards and supplies for conducting safety campaigns and poster contests. Multi-Media Subscriptions - Cost of subscription services for computer programs such as Bitable, Adobe and Canva to assist with the development of traffic safety content through newsletters, videos, social media messaging and other program publications and subscriptions for online educational platforms. Office Supplies - Used for 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 and clips. Excludes purchase of office furnishings and fixtures

such as, but not limited to, the following: desk, chair, table, shelving, coat rack, credenza, book, filing cabinet, floor covering, office planter, storage cabinet, portable partition, picture, wall clock, draperies and hardware, and fixed lighting/lamp. Additional items may be purchased if approved by OTS.

Printing/Duplication - Costs may include the purchase of paper, production, printing and/or duplication of materials associated with daily grant operations. Costs may also include purchasing, developing or printing brochures, pamphlets, fliers, coloring books, posters, signs, and banners associated with grant activities, and traffic safety conference and training materials. Items shall include a traffic safety message and if space is available the OTS logo. Additional items may be purchased if approved by OTS.

Communications - Costs of telephone service, cellular data for a tablet or laptop, mail/messenger service (excluding overnight priority mail) and communications services. Charges to the grant will be in accordance with the following formula or rate: \$200 x 12 months x 1.9 FTE.

Office Space - Costs include rent and utilities associated with grant goals and objectives. Charges to the grant will be in accordance with the following formula or rate: \$300 x 12 months x 1.9 FTE.

INDIRECT COSTS

-

STATEMENTS/DISCLAIMERS

There will be no program income generated from this grant.

Salaries may include wages, salaries, 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.

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

CERTIFICATIONS AND ASSURANCES FOR HIGHWAY SAFETY GRANTS
(23 U.S.C. Chapter 4; Sec. 1906, Pub. L. 109-59, As Amended By Sec. 4011, Pub. L. 114-94)

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

- 23 U.S.C. Chapter 4 – Highway Safety Act of 1966, as amended
- Sec. 1906, Pub. L. 109-59, as amended by Sec. 4011, Pub. L. 114-94
- 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 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) and 49 CFR part 21;
- **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;
- **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The Subgrantee-

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of,

or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;

- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:

"During the performance of this contract/funding agreement, the contractor/funding recipient agrees—

- a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
- b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
- c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
- d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
- e. To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

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-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.

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 in to. 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 ACT
(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.

**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. The NHTSA website (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.

Grant Number

OP22021

8.E. Approval Signature continued for Grant Number OP22021 Authorizing Official

COUNTY OF RIVERSIDE



Jeff Hewitt, Chairperson
Board of Supervisors

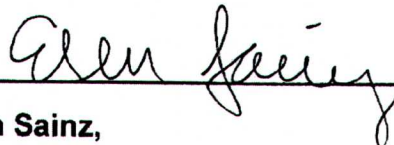
Date FEB 01 2022

ATTEST: Kecia R. Harper
Clerk of the Board

By 

Date FEB 01 2022

APPROVED AS TO FORM:
Gregory P. Priamos
County Counsel

By 

Esen Sainz,
Deputy County Counsel

Date 1/19/22