

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



**ITEM: 3.15
(ID # 18051)**

MEETING DATE:
Tuesday, February 01, 2022

FROM : RUHS-PUBLIC HEALTH:

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM – PUBLIC HEALTH: Ratify and Approve Grant Agreement Number DD22008 with the State of California Office of Traffic Safety for Be-Wiser Teen Impaired and Distracted Driving-Train the Trainer Program for the Performance Period of October 1, 2021, to September 30, 2022, All Districts. [\$237,000-100% Federal Funds] (4/5 vote required, Budget Adjustment).

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve the grant agreement number DD22008 (Agreement) with the State of California Office of Traffic Safety (OTS) for the Be-Wiser Teen Impaired and Distracted Driving- Train the Trainer Program in the amount of \$237,000 for the period of performance of October 1, 2021, through September 30, 2022; and
2. Authorize the Chair of the Board to sign 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; and
4. Approve and direct the Auditor-Controller to make the budget adjustments as specified in the attached schedule A.

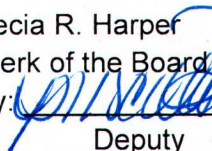
ACTION:4/5 Vote Required, Policy


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

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$67,000	\$59,250	\$ 237,000	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Federally Funded			Budget Adjustment: Yes	
			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) received funding from the Office of Traffic Safety (OTS) to establish a peer-to-peer traffic safety education and awareness program. Trained student leaders will conduct meaningful bilingual awareness campaigns to educate youth on the dangers of poor choices and the consequences surrounding impaired and distracted driving.

Impact on Residents and Businesses

Program will benefit County Residents by helping reduce the number of residents killed or injured due to teen impaired and distracted driving.

Additional Fiscal Information

Total cost of the program is in the amount of \$237,000. The annual amount distribution from OTS will be as follows:

County Fiscal Year		Grant Fiscal Year	
Year	Amount	Year	Amount
21/22	\$177,750	21/22	\$237,000
22/23	\$59,250		
Total	\$237,000	Total	\$237,000

In this Agreement, the award amount has been increased by \$67,000 from \$170,000 to \$237,000 for the agreement term of October 1, 2021 to September 30, 2022.

Contract History and Price Reasonableness

On October 20, 2020, Item 3.19, the Board of Supervisors approved Agreement #DD21001 with the State of California, Office of Traffic Safety for the Be Wiser-Teen Impaired and Distracted Driving- Train the Trainer Program for the performance period of October 1, 2020 through September 30, 2021, in the amount of \$170,000. The State has forward Agreement #DD22028 for additional funding for federal fiscal year 21/22.

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

ATTACHMENTS:

- A. Grant Agreement No. DD22028
- B. Schedule A
- C. Signature page for County Counsel



**SCHEDULE A
RUHS - Public Health
Budget Adjustment
Fiscal Year 21/22**

INCREASE IN APPROPRIATIONS:


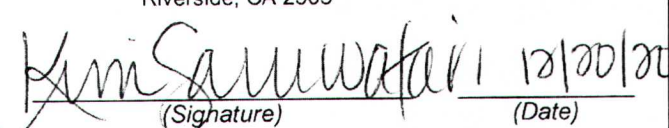
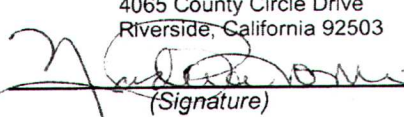
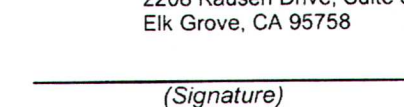
10000	-	4200100000	-	510040	Regular Salaries	\$	33,587	
10000	-	4200100000	-	518100	Budgeted Benefits	\$	16,135	
10000	-	4200100000		523700	Office Supplies	\$	1,200	
10000	-	4200100000		527180	Operational Supplies	\$	4,151	
10000	-	4200100000		523800	Printing/Binding	\$	3,500	
10000	-	4200100000		523820	Subscriptions	\$	3,024	
10000	-	4200100000	-	526700	Rent-Lease Bldgs	\$	5,403	
							TOTAL INCREASE IN APPROPRIATIONS:	\$ 67,000

INCREASE IN ESTIMATED REVENUE:

10000	-	4200100000	-	767280	Fed-Federal Revenue	\$	67,000	
							TOTAL INCREASE IN ESTIMATED REVENUES:	\$ 67,000

 Heydee Koury, Sr Accountant - Auditor	1/25/2022	 Jacqueline Ruiz, Sr. Management Analyst	1/26/2022
--	-----------	---	-----------

1. GRANT TITLE BE WISER TEEN IMPAIRED AND DISTRACTED DRIVING – TRAIN THE TRAINER 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 The Riverside University Health System - Public Health (RUHS - PH), Injury Prevention Services (IPS) seeks to reduce the number of residents killed or injured due to teen impaired and distracted driving. This will be achieved by expanding on the existing Be Wiser Program. The expansion will include: 1) enhancing the train the trainer component for high school students to prepare them in providing traffic safety presentations for their peers, 2) broaden the middle school curriculum to teach the concept of responsible passenger behavior and its translation to safe driving behavior, 3) provide training to staff and parents on the dangers of alcohol, drug impaired and distracted driving, 4) conduct meaningful bilingual awareness campaigns educating youth and the community, on the dangers of poor choices and the consequences surrounding impaired and distracted driving.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$237,000.00	
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 *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: Julisa Alviso-Silva TITLE: Program Chief II EMAIL: jalvizo@ruhealth.org PHONE: (951) 358-7171 ADDRESS: 4065 County Circle Drive Riverside, CA 92503  _____ (Signature)	B. AUTHORIZING OFFICIAL ADDRESS: Kim Saruwatari Director of Public Health ksaruwatari@ruhealth.org (951) 358-7036 4065 County Circle Drive Riverside, CA 2503  _____ (Signature)
C. FISCAL OFFICIAL ADDRESS: Yadira Romo Fiscal Manager yromo@ruhealth.org (951) 358-5996 4065 County Circle Drive Riverside, California 92503  _____ (Signature)	D. AUTHORIZING OFFICIAL OF OFFICE OF TRAFFIC SAFETY ADDRESS: Barbara Rooney Director barbara.rooney@ots.ca.gov (916) 509-3030 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758  _____ (Signature)

FEB 01 2022 3.15

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, Riverside CA City: 92501 ZIP+4: Riverside 92501-3609
--	---

10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
402DD-22	20.600	0521-0890-101	2021	21/21	BA/21	\$237,000.00
					AGREEMENT TOTAL	\$237,000.00
					AMOUNT ENCUMBERED BY THIS DOCUMENT	\$237,000.00
<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	\$237,000.00
OTS ACCOUNTING OFFICER'S SIGNATURE		DATE SIGNED				

1. PROBLEM STATEMENT

As young children transition into teenagers, they become more independent and create experiences of their own. This transition is also time for them to prepare for the physical independence of becoming licensed drivers. Although education and training are required for every teen to obtain their driver's license, the requirements are only the minimum guidelines. In order for the youth to have opportunities to access traffic safety education, it's important for them to have appropriate exposure to safe driving behaviors, continuous practice, and safe messaging – as it is key to developing the next generation of skilled drivers. Without these interventions, the youth could be at risk for harming themselves or others.

Riverside County (RC) is the fourth most populated county in California, being home to more than 2.4 million residents 24.9% of that total population are youth under 18 years of age Geographically, Riverside County stretches 200 miles across and over 7,200 square miles with twenty-eight incorporated cities and 23 school districts. Many traffic challenges can present themselves due to having a broad region such as Riverside County and new drivers will be the ones affected.

According to the Insurance Institute for Highway Safety (IIHS), teenagers drive the fewest miles, but their numbers of accidents and deaths are disproportionately high. Based on police-reported accidents of all severities, the accident rate for 16-19-year-olds is nearly 4 times the rate for drivers 20 and older. Risk is highest at age 16. From this, it can be concluded that our youth are more likely to engage in reckless driving behaviors and are vulnerable to higher collision rates. Teens are susceptible to engaging in reckless driving behaviors such as speeding and tailgating, due to their inexperience and inability to recognize dangerous situations compared to older drivers. Many teen accidents are due to making critical errors like lack of scanning, speeding, and other distractions.

On September 8th, 2020, a 19-year-old Temecula youth in a pickup slammed into a minivan and sedan as they were stopped at a red light. The teen hit the two vehicles from behind at about 50 mph, killing a 53-year-old Hemet man and injured five others, including an infant and child. The teen admitted that he was distracted and failed to observe the stopped traffic in front of him. This tragic event not only impacts the victim and but will forever change the life of this young driver as well.

IIHS reported that in 2018, 2,476 teenagers (ages 13-19) died in the United States from car crash injuries. With all this said, IIHS determined that the risk is highest at the age of sixteen. In addition, studies have shown that the presence of passengers increases crash risk among teenage drivers. Data received from the Statewide Integrated Traffic Records System (SWITRS) indicates that between 2017 – 2018, RC experienced 1,086 motor vehicle collisions by an alcohol-impaired driver between 15 – 30 years of age, resulting in approximately 1,737 injuries and death. More disturbing is the fact that approximately 122 of these collisions were caused by a driver 19 years of age and younger. This data indicates that at a local level, teen impaired and distracted driving continue to be an issue of dire concern.

Occupant safety is of great concern considering teens often have the lowest seat belt use rates. For example, the National Occupant Protection Use Survey (NOPUS) Controlled Intersection study from 2016-2018 found that seat belt use among teens and young adults (16-24 years of age) was approximately 87% each year compared to seat belt use among adults (25 years of age or older) was 90% higher for each year during the same period. In 2019, 43% of U.S high school students did not always wear a seat belt when riding in a car driven by someone else.

Additionally, among teen drivers and passengers 16-19 years of age who died in car crashed in 2018, nearly half were unrestrained at the time of the crash. Within 2018, provisional RC data shows that 11 collisions occurred indicating that a seat belt was not used. Almost 30% of these collisions resulted in fatalities. In addition, 2018 RC data also shows that 1356 collisions occurred due to unsafe speed among drivers 16 – 24 years. Educating youth to understand the critical consequences of unsafe driving behavior is imperative if we want to see a positive change in their future driving behavior.

In addition, California has joined many other states and legalized the use of marijuana. **Proposition 64**, the Adult Use of Marijuana Act, went into effect November 9, 2016, making it legal for individuals 21 and older to use and grow marijuana for personal use. While smoking is permitted in a private home or at a business licensed for on-site marijuana consumption, smoking remains illegal while driving a vehicle, anywhere that prohibits smoking tobacco and in all public places. This law has left many law enforcement and public health professionals concerned about the increase in access to our younger population, people's safety, and the rate of drug impaired driving collisions. People who drive immediately after using marijuana may increase their risk of getting into a crash by 25 to 35 percent (Attachment I). The impairing effect rises rapidly and remains for some time. According to 2015-2017 data obtained by the WestEd, California Healthy Kid's Survey (CHKS), Biennial State (CHKS), and the California Department of Education estimates 7% of 7th graders, 20% of 9th graders, and 29% of 11th graders in California public schools used alcohol or drugs in the previous 30 days. Alcohol or drug use in the past month was 44% among students in non-traditional programs—one and a half times the estimate for 11th graders. Statewide, 11% of 11th graders binge drank at least once in the previous month, and 13% had either driven when they had been drinking, or had ridden with a driver who had been drinking, at least once in their lifetimes. E-cigarette use typically was more common than cigarette smoking: 31% of 11th graders had used e-cigarettes at least once, compared with 11% who had smoked cigarettes. Lifetime marijuana use among California 11th graders was 31% in 2015-2017, down from 41% in 2011-2013, with percentages ranging from 13% to 56% across counties with data.

According to the National Institute on Drug Abuse, Marijuana significantly impairs judgment, motor coordination, and reaction time, and studies have found a direct relationship between blood THC concentration and impaired driving ability. NHTSA reports that marijuana increases a crash risk by 1.25 times. When marijuana is combined with alcohol, the risk of having an auto crash is much greater. Unfortunately, Riverside County residents are already seeing the negative effects of drug impaired driving. In 2020, an 18-year-old Riverside County male was arrested on suspicion of driving under the influence of drugs (marijuana), gross vehicular manslaughter, and reckless driving causing injury or death after causing a collision that resulted in the death of a 17-year-old youth. There was also an 18-year-old male passenger whose condition is unknown at this time. It is incidents' such as these and many others that remind us that early intervention is in fact the key to prevention.

There have been many efforts made to educate the community at large on the laws associated with impaired driving. Unfortunately, many youth fail to recognize these efforts. As part of a previous teen traffic safety program, Riverside University Health System – Public Health (RUHS-PH) surveyed 819 students across twelve middle and high schools and found that 42% had never received any education at school about safe driving. We also asked the students what they thought the three most common distractions were to teen drivers. Talking on the phone landed third place at 64.71%, looking at social media came in at second place at 78.48%, and texting hit number one at 97.43%. Continuous education on current laws and consequences associated with teen impaired and distracted driving is critical if we want to increase awareness and affect positive change among our youth.

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.

B. Objectives:

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.
2. BE WISER: Update and expand the Be Wiser training curriculum that will assist students to develop and implement awareness campaigns addressing the topics of impaired and distracted driving by December 31, 2022.
3. BE WISER: Obtain commitment from a service club or group of students at 12 select middle and high school sites to implement Be Wiser program activities by December 31, 2022.

Target Number

1

1

12

4. BE WISER: Engage with 8 community social media pages to increase public awareness about the dangers of drowsy, drunk, drugged, and distracted driving to reach 800 by September 30, 2022.	8
5. BE WISER: Conduct 6 Train-the-Trainer (TTT) presentations for select high school sites that will provide student peer educators the knowledge and skills to provide presentations to 100 students on campus on traffic safety September 30, 2022.	6
6. BE WISER: Conduct 6 trainings for select middle school sites that will provide 100 student advocates with the knowledge base and skills to create and implement Peer to Peer traffic safety education awareness campaigns by June 30, 2022.	6
7. BE WISER: 7. Conduct 2 peer-led social media awareness campaigns at each of the 12 selected middle school and high school campuses, addressing the topics of drugged, drowsy, drunk and distracted to reach 7200 students by September 30, 2022.	24
8. BE WISER: Conduct 12 staff briefings at selected middle and high schools to increase awareness of teen drunk, drugged, and distracted driving risks, laws, and available resources to reach 100 staff by September 30, 2022.	12
9. Conduct a post retrospective evaluation at each of the participating 16 middle and high school campuses, assessing student's attitudes and behavior towards impaired and distracted driving, unsafe speed and occupant protection by September 30, 2022. Conduct a post retrospective evaluation at each of the 12 selected middle and high school campuses, assessing student's attitudes and behavior towards impaired and distracted driving by September 30, 2022.	16
10. SOS: Create a Speeding and Occupant Protection curriculum that will assist students to develop and implement awareness campaigns addressing the topics of dangers of speeding while driving and occupant protection by December 31, 2021.	1
11. SOS: Conduct 4 trainings for select middle and high school sites that will provide 120 student advocates with the knowledge base and skills to create and implement Occupant Protection and Dangers of Driving while speeding campaigns on campus by June 30, 2022.	4
12. SOS: Conduct 2 social media or onsite campus campaigns with each participating school site focusing on occupant protection and dangers of speeding while driving by September 30, 2022.	8
13. SOS: Conduct 1 outreach tabling event with each of the participating campuses focusing on occupant protection and dangers of speeding while driving by September 30, 2022.	4
14. SOS: Obtain commitment from 4 middle and high school campuses to participate in the Speeding and Occupant Protection Program by January 31, 2022.	4
3. METHOD OF PROCEDURE A. Phase 1 – Program Preparation (1st Quarter of Grant Year) <ul style="list-style-type: none"> • Develop operational plans to implement the “best practice” strategies outlined in the objectives section. • All training needed to implement the program should be conducted this quarter. • All grant related purchases needed to implement the program should be made this quarter. • Complete and route all necessary forms to the RUHS - PH 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 middle and high school campuses. • Create Speeding and Occupant Safety (SOS) curriculum that assists students to develop and implement awareness campaigns addressing the dangers of speeding while driving and importance of occupant safety. • Develop all program forms and evaluation tools. • Obtain commitment from 4 middle and high schools to participate in the Speeding and Occupant Safety Program (SOS) to address the dangers of excessive speeding and importance of occupant safety. • Identify at each school site a liaison that will communicate with Public Health on all SOS activities. 	

- Identify pool of student educators and advocates on each campus that will be responsible for developing and implementing their school's educational awareness campaigns.
- Identify pool of student leaders and advocates on each campus that will be responsible for developing and implementing their school's educational awareness campaigns.
- Develop an educational plan to train high school peer educators on the Be Wiser curriculum
- Update Be Wiser training curriculum that assists students to develop and implement awareness campaigns that addresses the dangers of impaired and distracted driving.
- Develop all program forms and evaluation tools.
- Obtain commitment from 12 middle and high schools to participate in the Be Wiser program located county-wide.
- Identify a liaison at each site that will communicate with Public Health on all Be Wiser activities.
- Create acknowledgement form that shows agreement to piloting the program at the site.
- Create activity verification forms to keep in a created filing system.
- Identify pool of student educators and advocates on each campus that will be responsible for developing and implementing their school's educational awareness campaigns.
- To obtain commitment from local law enforcement agency to provide Be Wiser technical support, resources and/or participation on each middle school and high school campus.
- Create a master calendar that schedules all awareness campaigns.
- Create a master document that contains all contact information of the school and the liaison on site.
- 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 that captures 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.

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)

- Establish a youth awareness program at selected middle and high schools that will educate youth on the dangers of impaired and distracted driving conducted by student educators and advocates and Public Health county-wide.
- Conduct a Be Wiser train the trainer session at each selected high school to peer educators who will provide traffic safety presentations to their student body on impaired and distracted driving. These peer educators will also take the lead creating awareness campaigns regarding the dangers of impaired and distracted driving. 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 impaired and distracted driving.
- Conduct a Be Wiser training at each selected middle school to student advocates who will take the lead creating awareness campaigns regarding the dangers of impaired and distracted driving. 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 impaired and distracted driving.
- Conduct 2 Be Wiser awareness campaigns at each participating school that are planned around student life events that traditionally encourage under age alcohol consumption as; Homecoming, Prom, Winter Formal, Spring Break and/or Graduation. Each awareness campaign will impact a minimum of 300 students on each campus for a total of 7,200 students impacted countywide.
- Conduct a total of 12 staff briefings at the selected participating schools to increase awareness of the risk factors associated with drunk, drugged, distracted driving, and available resources.

- Engage with 8 social media sites to bring awareness of the risk factors associated with drunk, drugged, and distracted driving.
- Utilize media campaigns to create widespread awareness surrounding teen drunk, drugged, and distracted driving.
- Compile all evaluations forms on Be Wiser program activities.
- Maintain all demographic and statistical data related to grant activities.
- Establish a SOS program at 4 middle and high schools in Riverside County.
- Conduct one-part training at 4 select middle and high school sites and provide training to youth on the dangers of reckless driving, excessive speeding and importance of occupant safety.
- Host a tabling event at each of the selected high school and middle school sites sharing traffic safety information with high school and middle school youth.
- Organize 2 peer-led social media or onsite campus campaigns at each of the selected high school and middle sites focusing on occupant safety and the dangers of speeding while driving.
- Compile all evaluation forms on Speeding and Occupant Safety program activities.
- Maintain all demographic and statistical data related to grant activities.

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.

State of California – Office of Traffic Safety
GRANT AGREEMENT
 Schedule B

GRANT NUMBER DD22008

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
402DD-22	20.600	State and Community Highway Safety	\$237,000.00
TOTAL AMOUNT			

COST CATEGORY	FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
---------------	-------------	-------------------	-------	---------------------

A. PERSONNEL COSTS				
Program Director	402DD-22	\$44.38	520	\$23,078.00
Benefits - Program Director	402DD-22	\$23,078.00	1	\$11,087.00
Health Education Assistant A	402DD-22	\$21.53	1,040	\$22,391.00
Benefits - Health Education Assistant A	402DD-22	\$22,391.00	1	\$10,757.00
Health Education Assistant B	402DD-22	\$21.53	1,040	\$22,391.00
Benefits - Health Education Assistant B	402DD-22	\$22,391.00	1	\$10,757.00
Health Services Assistant A	402DD-22	\$22.86	1,040	\$23,774.00
Benefits - Health Services Assistant A	402DD-22	\$23,774.00	1	\$11,421.00
Health Services Assistant B	402DD-22	\$22.86	1,040	\$23,774.00
Benefits - Health Services Assistant B	402DD-22	\$23,774.00	1	\$11,421.00
Secretary I	402DD-22	\$28.52	520	\$14,830.00
Benefits - Secretary I	402DD-22	\$14,830.40	1	\$7,125.00
Overtime				
Category Sub-Total \$0.00				

B. TRAVEL EXPENSES				
In State Travel	402DD-22	\$5,000.00	1	\$5,000.00
Category Sub-Total \$5,000.00				
Category Sub-Total \$0.00				

C. CONTRACTUAL SERVICES				
Category Sub-Total \$0.00				
Category Sub-Total \$0.00				

D. EQUIPMENT				
Category Sub-Total \$0.00				
Category Sub-Total \$0.00				

E. OTHER DIRECT COSTS				
Office Supplies	402DD-22	\$4,600.00	1	\$4,600.00
Educational Campaigns	402DD-22	\$8,000.00	1	\$8,000.00
Printing and Duplication	402DD-22	\$8,000.00	1	\$8,000.00
Office Space	402DD-22	\$7,290.00	1	\$7,290.00
Communications	402DD-22	\$4,680.00	1	\$4,680.00
Multi-media Subscriptions	402DD-22	\$3,024.00	1	\$3,024.00
Simulation Googles	402DD-22	\$3,600.00	1	\$3,600.00
Category Sub-Total \$39,194.00				

F. INDIRECT COSTS				
Category Sub-Total \$0.00				
Category Sub-Total \$0.00				

GRANT TOTAL	\$237,000.00
-------------	--------------

BUDGET NARRATIVE

PERSONNEL COSTS

Program Director - Act as a liaison between RUHS-PH administration, schools, local law enforcement agencies, community organizations and OTS. The PC will have oversight and assist in all grant related activities.

1 x \$44.38 x 520 = \$23,078

Benefits - Program Director - Social Security/FICA/OASDI 6.04%
 Medicare 1.43%
 Long Term Disability 0.16%
 Short Term Disability 0.59%
 Life 0.09%
 OPT 0.02%
 M401A 0.15%
 Retirement 24.44%
 MPT 0.35%
 Unemployment 0.20%
 Retirement Health 0.17%
 Flex 14.40%
TOTAL BENEFIT RATE 48.04%

Health Education Assistant A - Work directly on grant funded activities. This includes but is not limited to developing educational materials such as brochures, flyers, TTT peer educator content and PowerPoint presentations, setting up meetings with school personnel and law enforcement agencies, leading student trainings and preparing informational material to help promote the program.

1 x \$21.53 x 1070 = \$22,391

Benefits - Health Education Assistant A - Benefit Rate - Health Education Assistant -
 Social Security/FICA/OASDI 6.04%
 Medicare 1.43%
 Long Term Disability 0.16%
 Short Term Disability 0.59%
 Life 0.09%
 OPT 0.02%
 M401A 0.15%
 Retirement 24.44%
 MPT 0.35%
 Unemployment 0.20%
 Retirement Health 0.17%
 Flex 14.40%
TOTAL BENEFIT RATE 48.04%

Health Education Assistant B - Work directly on grant funded activities. This includes but is not limited to developing educational materials such as brochures, flyers, TTT peer educator content and PowerPoint presentations, setting up meetings with school personnel and law enforcement agencies, leading student trainings and preparing informational material to help promote the program.

1 x \$21.53 x 1070 = \$22,391

Benefits - Health Education Assistant B - Benefit Rate - Health Education Assistant -
 Social Security/FICA/OASDI 6.04%
 Medicare 1.43%

Long Term Disability 0.16%
Short Term Disability 0.59%
Life 0.09%
OPT 0.02%
M401A 0.15%
Retirement 24.44%
MPT 0.35%
Unemployment 0.20%
Retirement Health 0.17%
Flex 14.40%
TOTAL BENEFIT RATE 48.04%

Health Services Assistant A - Provide clerical support to the program staff, and assist in completing grant related activities. This includes but is not limited to filing, ordering supplies, educational materials, and answering correspondence for grant staff.

1 x \$22.86 x 1040 = \$23,774

Benefits - Health Services Assistant A - Benefit Rate - Health Services Assistant –
Social Security/FICA/OASDI 6.04%
Medicare 1.43%
Long Term Disability 0.16%
Short Term Disability 0.59%
Life 0.09%
OPT 0.02%
M401A 0.15%
Retirement 24.44%
MPT 0.35%
Unemployment 0.20%
Retirement Health 0.17%
Flex 14.40%
TOTAL BENEFIT RATE 48.04%

Health Services Assistant B - Provide clerical support to the program staff, and assist in completing grant related activities. This includes but is not limited to filing, ordering supplies, educational materials, and answering correspondence for grant staff.

1 x \$22.86 x 1040 = \$23,774

Benefits - Health Services Assistant B - Benefit Rate - Health Services Assistant –
Social Security/FICA/OASDI 6.04%
Medicare/1.43%
Long Term Disability 0.16%
Short Term Disability 0.59%
Life 0.09%
OPT 0.02%
M401A 0.15%
Retirement 24.44%
MPT 0.35%
Unemployment 0.20%
Retirement Health 0.17%
Flex 14.40%
TOTAL BENEFIT RATE 48.04%

Secretary I - Provide administrative assistance with budget tracking, routing documents, and tracking inventory of grant related materials.

1 x \$28.52 x 520 = \$14,830

Benefits - Secretary I - Benefit Rate - Secretary I –
 Social Security/FICA/OASDI 6.04%
 Medicare 1.43%
 Long Term Disability 0.16%
 Short Term Disability 0.59%
 Life 0.09%
 OPT 0.02%
 M401A 0.15%
 Retirement 24.44%
 MPT 0.35%
 Unemployment 0.20%
 Retirement Health 0.17%
 Flex 14.40%
 TOTAL BENEFIT RATE 48.04%

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

-

EQUIPMENT

-

OTHER DIRECT COSTS

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 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.

Educational Campaigns - Costs of purchasing, developing or printing brochures, pamphlets, fliers, coloring books, posters, signs, and banners associated with grant activities, and traffic safety conference and training materials. Training kits such as notebooks, binders, calendars with program activity dates and program material. Items shall include a traffic safety message and if space is available the OTS logo. Additional items may be purchased if approved by OTS.

Printing and 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 activities. Reimbursement will be claimed on actual cost basis and proportional to grant related use of the space.

2.50 x (\$243) x 12

Communications - Costs of telephone, cell phone, mail/messenger service (excludes overnight priority mail), information technology (IT)-RCIT Device Access, and other communications services. Reimbursement will be claimed on actual cost basis and proportional to grant related use.

2.50 x (\$156) x 12

Multi-media Subscriptions - Cost of subscription services for computer programs to assist with the development of traffic safety content through newsletters, videos, social media messaging and other program publications. All purchase require pre-approval from OTS.

Simulation Goggles - Purchase vision impaired simulation goggles for newly added schools. A maximum of Two (2) sets for each school site to utilize for student led activities. Replacement goggles may be purchased for current schools with permission from OTS.

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.

INSTRUCTIONS FOR ADDING OR UPDATING GEMS USERS

1. Each agency is allowed a total of **FIVE (5) GEMS Users**.
2. GEMS Users listed on this form will be authorized to login to GEMS to complete and submit Quarterly Performance Reports (QPRs) and reimbursement claims.
3. Complete the form if adding, removing or editing a GEMS user(s).
4. The Grant Director must sign this form and return it with the Grant Agreement.

GRANT DETAILS	
Grant Number:	DD22008
Agency Name:	Riverside County Public Health Department
Grant Title:	BE WISER TEEN IMPAIRED AND DISTRACTED DRIVING – TRAIN THE TRAINER PROGRAM
Agreement Total:	\$237,000.00
Authorizing Official:	Kim Saruwatari
Fiscal Official:	Yadira Romo
Grant Director:	Julisa Alviso-Silva

CURRENT GEMS USER(S)

- 1. Rebecca Antillon**
Title: Program Coordinator II
Phone: (951) 358-7171
Email: rantillon@ruhealth.org
Media Contact: No

- 2. Valerie Guerrero**
Title: Health Education Assistant II
Phone: (951) 358-7190
Email: vaguerrero@ruhealth.org
Media Contact: No

- 3. Priscilla Hinostroza**
Title: Admin Services Assistant
Phone: (951) 358-7171
Email: phinostroza@ruhealth.org
Media Contact: No

- 4. Erin Malone**
Title: Program Coordinator
Phone: (951) 358-7171
Email: emalone@ruhealth.org
Media Contact: No

- 5. Rene Serna**
Title: Accountant II
Phone: (951) 358-5451
Email: reserna@ruhealth.org
Media Contact: No

Complete the below information if adding, removing or editing a GEMS user(s)

GEMS User 1		Add as a media contact? Yes <input type="checkbox"/>	No <input type="checkbox"/>
Add/Change <input type="checkbox"/>	Remove Access <input type="checkbox"/>		
Name		Job Title	
Email address		Phone number	
GEMS User 2		Add as a media contact? Yes <input type="checkbox"/>	No <input type="checkbox"/>
Add/Change <input type="checkbox"/>	Remove Access <input type="checkbox"/>		
Name		Job Title	
Email address		Phone number	
GEMS User 3		Add as a media contact? Yes <input type="checkbox"/>	No <input type="checkbox"/>
Add/Change <input type="checkbox"/>	Remove Access <input type="checkbox"/>		
Name		Job Title	
Email address		Phone number	
GEMS User 4		Add as a media contact? Yes <input type="checkbox"/>	No <input type="checkbox"/>
Add/Change <input type="checkbox"/>	Remove Access <input type="checkbox"/>		
Name		Job Title	
Email address		Phone number	
GEMS User 5		Add as a media contact? Yes <input type="checkbox"/>	No <input type="checkbox"/>
Add/Change <input type="checkbox"/>	Remove Access <input type="checkbox"/>		
Name		Job Title	
Email address		Phone number	
Form completed by:		Date:	
As a signatory I hereby authorize the listed individual(s) to represent and have GEMS user access.			
Signature		Name	
		Grant Director	
Date		Title	

Grant Number

DD22028

8.E. Approval Signature continued for Grant Number DD22028 Authorizing Official

COUNTY OF RIVERSIDE



**Jeff Hewitt, Chair
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 

Date 1/19/22

**Esen Sainz,
Deputy County Counsel**