

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



ITEM: 3.51
(ID # 23739)

MEETING DATE:
Tuesday, December 12, 2023

FROM : RUHS-PUBLIC HEALTH:

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM – PUBLIC HEALTH: Ratify and Approve Grant Agreement No. PS24027 with the State of California, Office of Traffic Safety (OTS) for the Pedestrian and Bicycle Safety Program for the Period of Performance of October 1, 2023, through September 30, 2024. All Districts. [Total aggregate award amount: \$240,137 - 100% Federal].

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve Grant Agreement No. PS24027 with the State of California Office of Traffic Safety (OTS) for the Pedestrian and Bicycle Safety Program in the amount of \$240,137 for the period of performance of October 1, 2023, through September 30, 2024;
2. Authorize the Director of Public Health, or designee, the Program Chief of Public Health Fiscal, and the Program Chief of Public Health's Injury Prevention Branch, to sign the Agreement on behalf of the County; and
3. Authorize the Director of Public Health, or designee, based on the availability of fiscal funding and as approved as to form by County Counsel, to sign all reports, certifications, forms, and subsequent amendments to the Grant Agreement that exercise the options of the agreement, including modifications of the statement of work that stay within the intent of the Grant Agreement.

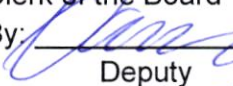
ACTION:A-30, Policy


Kim Saruwatari, Director of Public Health 12/6/2023

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: December 12, 2023
xc: RUHS-Public Health

Kimberly A. Rector
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	\$180,000	\$60,137	\$240,137	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Federal			Budget Adjustment: No	
			For Fiscal Year: 23/24 – 24/25	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Pedestrian and Bicycle Safety program is funded by the National Highway Transportation Safety Administration (NHTSA) grant administered by the State of California, Office of Traffic Safety (OTS). The goal of the program is to raise awareness about traffic rules, rights and responsibilities of those driving, walking, or bicycling.

Riverside University Health System - Public Health's (RUHS-PH's) Injury Prevention Services branch (IPS) has received funding from OTS to collaborate with local school districts, law enforcement and senior centers to provide pedestrian and bicycle safety education in an effort to reduce pedestrian related injuries and fatalities in children and adults.

The state requires the official agency signatory identified in their Grant Electronic Management System (GEMS) to sign the agreement, which for the County of Riverside is the Director of Public Health, or designee. In addition, the agreement requires the signatory of the Fiscal official and Grant Director, which for the County of Riverside is the Program Chief of Public Health Fiscal and the Program Chief of Public Health's Injury Prevention Program. Only the individuals identified in GEMS will be able to sign agreements and amendments, as well as log into GEMS for all matters relating to the OTS grant, including, but not limited to, completing and submitting Quarterly Performance Reports (QPRs) and reimbursement claims.

Impact on Residents and Businesses

The program will benefit County residents by educating and encouraging children, families, and older adults to walk, bike and drive safely to avoid pedestrian and bicycle injuries and fatalities. Teens and young adults will be trained as traffic safety educators giving them leadership opportunities while improving their awareness of pedestrian and bicycle related hazards.

Additional Fiscal Information

The total amount awarded to RUHS-PH from OTS for this program is \$240,137. There is no impact to County General Funds. The table below outlines how the funds will be distributed within the County budget fiscal year. Any remaining amount not spent in FY 23/24 will roll over to FY 24/25.

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

County Fiscal Year		Grant Fiscal Year	
Year	Amount	Year	Amount
FY 23/24	\$180,000	FY 23/24	\$240,137
FY 24/25	\$60,137		
Total	\$240,137	Total	\$240,137

Contract History and Price Reasonableness

For over 20 years, RUHS-PH has received grant funding, on an annual basis, from the OTS to address concerns related to traffic safety within Riverside County. The continued funding will provide pedestrian and bicycle safety education to residents within Riverside County with the goal of helping to reduce the number of pedestrian-related injuries and fatalities in children and adults.

ATTACHMENTS:

ATTACHMENT A. Grant Agreement No. PS24027 with the State of California, Office of Traffic Safety



Douglas Ordóñez Jr. 12/6/2023



Gregg Gu, Chief Deputy County Counsel 12/6/2023

State of California – Office of Traffic Safety
GRANT AGREEMENT

WHEN DOCUMENT IS FULLY EXECUTED RETURN

CLERK'S COPY GRANT NUMBER

Riverside County Clerk of the Board, Stop # 1824027

Court Office Box 1147, Riverside, Ca 92502-1147

Thank you.

1. GRANT TITLE Pedestrian and Bicycle Safety Program	
2. NAME OF AGENCY Riverside County	3. Grant Period From: 10/01/2023 To: 09/30/2024
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 pedestrians and bicyclists. The funded strategies may include classroom education, bicycle rodeos, community events, presentations, and workshops. These countermeasures should be conducted in communities with high numbers of pedestrian and/or bicycle related crashes including underserved communities, older adults, and school-aged children. Coordinated efforts such as Safe Routes to School initiatives, Safe System Approach, and working with community based organizations are highly encouraged to prevent fatalities and injuries of vulnerable non-motorized road users.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$240,137.00	
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	
A. GRANT DIRECTOR NAME: Julisa Alvizo-Silva TITLE: Program Chief II EMAIL: jalvizo@ruhealth.org PHONE: (951) 358-7171 ADDRESS: 4065 County Circle Drive Riverside, CA 92503 _____ (Signature) (Date)	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 92503 _____ (Signature) (Date)
C. FISCAL OFFICIAL NAME: Yadira Romo TITLE: Program Chief II EMAIL: yromo@ruhealth.org PHONE: (951) 358-5996 ADDRESS: 4065 County Circle Drive Riverside, California 92503 _____ (Signature) (Date)	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 _____ (Signature) (Date)

FORM APPROVED COUNTY COUNSEL
 BY: KATHERINE S. WILKINS DATE: 11/29/23

9/13/2023 1:25:37 PM

DEC 12 2023 3.51

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, Floor 11 CITY: Riverside ZIP+4: 92501-3609
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
<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>					AGREEMENT TOTAL	\$240,137.00
					AMOUNT ENCUMBERED BY THIS DOCUMENT	
OTS ACCOUNTING OFFICER'S SIGNATURE DATE SIGNED					PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT	
					\$ 0.00	
TOTAL AMOUNT ENCUMBERED TO DATE					\$240,137.00	

1. PROBLEM STATEMENT

Riverside County consists of 28 cities and 13 Native American tribal entities and is approximately home to 2.47 million residents and rising, making Riverside County the fourth most populated county in the state. A large portion of the area is considered unincorporated land that covers 7,303 square miles, and communities within these areas are considered disadvantaged. In fact, one in five children in the County of Riverside is at or below 100 percent of the federal poverty level, resulting in one in eight families currently living in poverty. Riverside County's population has been predicted to increase over the next year. Notably, data indicates that the County experienced a 0.94 percent (22,854) increase in residential population between 2021 and 2022.

As the number of residents and visitors increases each year, Riverside County has encountered an increase in the rate of pedestrian and bicycle injuries and fatalities. According to 2020 OTS Crash Rankings, Riverside County rates 23rd in California for the highest traffic crashes. Thus, demonstrating the need for a curriculum involving safety education through flexible, attainable, and diverse interventions to reduce the rate of crashes affecting pedestrians and bicyclists. The Pedestrian and Bicycle Safety Program aims to decrease this rate of crashes among persons under the ages of 15 and over 65 to create safe, healthy, and thriving communities.

On a state level, there is a downward trend in the recent data of crashes involving pedestrians and bicyclists, the need for education is still desired within the community as it continues to flourish and becomes home to diverse races, ethnicities, and backgrounds. Alternatively, pedestrians and bicyclists are one of six California Strategic Highway Safety Plan challenge areas that have been identified because they represent the greatest opportunity to reduce fatalities and serious injuries across the state. The possible solutions that can be created include ever-changing transportation landscaping that can accommodate all types of road users in addition to education on how to safely navigate around traffic.

Data from the U.C. Berkeley's Transportation Injury Mapping System supports an ongoing problem in the number of crashes involving pedestrians and bicyclists. Most recent data from 2021 in Riverside County reports a total of 246 pedestrian-injured victims reflecting an increase compared to the previous year (234). The number of severely injured pedestrians also increased to 57 compared to the previous year (54) and 63 fatalities. In addition, the number involving bicyclists also increased, with 178 reported in 2021 compared to 151 the previous year. The number of fatalities remained the same (9), and 30 were severely injured.

Brain injuries of any degree can have a wide-ranging physical and psychological effects. These injuries can result in long-term complications or death. The U.S. Department of Health and Human Services Healthy People 2030 initiative reported an increase in fatal traumatic brain injuries reflecting the status as getting worse. Records from HP 2030 demonstrate there are 17.1 deaths per 100,000, and there is a directive to decrease this value. In fact, the Riverside Community Hospital (RCH) Emergency Department reports severe traffic safety issues regarding pedestrians and cyclists. During 2019 and 2020, RCH treated 357 trauma patients of all ages for pedestrian and bicycle injuries in the Emergency Department, 20 of which were fatal. It should be noted that the trauma data does not reflect minor injuries that were also treated in and out of the Emergency Department. Additionally, RCH trauma data highlights a trend in transportation with the growing availability and use of skateboards, scooters, electric scooters, and electric bicycles. Notably, RCH treated a total of 53 trauma patients of all ages related to skateboard and scooter injuries. A full 70 percent of the trauma injuries treated involved the patient's scalp, head, and/or face, indicating the need for education and encouragement on proper helmet fit and usage for Riverside County residents.

Furthermore, Riverside University Health System – Medical Center (RUHS – MC) reports traumatic brain injuries among persons under the ages of 15 and over 65 within the last three years. Results show, nearly 20 percent of total fatalities were among pedestrians 15 or younger. Considerably, the number of bicyclists 15 or younger wearing a helmet and suffering a traumatic brain injury has increased by nearly 12.5 percent. Also, there was a 15 percent increase in the number of bicyclists over 65 who suffered a traumatic brain injury while wearing a helmet. It should be noted that the severity of the injury mentioned was greatly

lessened because the patient was wearing a helmet at the time of the crash. RUHS – MC describes the possible contributing factors to the increase in brain injury due to the absence or misuse of helmets while riding a bicycle along with the lack of traffic safety education.

Younger children are the most vulnerable road users and the most lamentable victims. On Halloween 2022, a young girl was trick-or-treating with her family in Palm Desert when she darted across the street and was hit by an oncoming vehicle. Although she sustained minor injuries, this incident was avoidable. It is important to note that young children have not fully developed their sense of reasoning or perception. Thus, the need for early pedestrian and bicycle safety education is essential for developing good traffic safety behaviors that will carry on into adulthood.

For many older adults, quality of life is synonymous with maintaining independence, but as our aging population grows, cognitive abilities such as reflex response and reaction time decrease. For the first time in U.S. history, older adults are projected to outnumber children by 2035. Between the years 2010 through 2060, the Riverside County Office on Aging estimates more than a 200 percent increase in adults aged 60 and older and more than a 400 percent increase in adults aged 85 and older. Therefore, providing pedestrian and bicyclist safety education is imperative. Over the last three years, the rate of pedestrians over the age of 65 involved in crashes has decreased. By the end of 2019, there had been a total of 9 fatalities and 53 injuries within Riverside County for that age group. In 2020, those injuries decreased to 48. However, there were 10 fatalities that year. Yet, at the end of 2021, only 37 pedestrians over the age of 65 were reported injured.

Between 2020 and 2021, the number of crashes, types of crashes, and the victim's injury status among pedestrians involved in crashes increased from 8,278 to 9,906 in pedestrians 65 and over. On Thursday, November 17, 2022, a fatal traffic crash occurred in the city of Jurupa Valley, between a 65-year-old pedestrian and a Chevrolet Silverado pickup truck. Soon after, on Saturday, November 26, 2022, Deputy Sheriffs from the City of La Quinta reported a major injury crash involving a vehicle and a bicyclist. Unfortunately, the bicyclist succumbed to his injuries. These are only mere examples of a preventable crashes that add to the need for senior pedestrian and bicyclist safety education.

Moreover, since California's AB 2147 Freedom to Walk Act became effective on January 1, 2022, we can anticipate more persons jaywalking since it is no longer seen as illegal. This issue is even more profound considering the amount of space allocated to vehicles on roadways versus those walking or cycling. Riverside University Health System - Public Health (RUHS-Public Health) anticipates an increase in jaywalking especially among impressionable children under the age of 15, and young adults. In fact, SHSP reports that pedestrians of color have an increased risk of fatality when compared to the rate among whites. If not corrected, these behaviors can carry on into adult life. Successful injury prevention education and skill-building interventions throughout Riverside County can protect pedestrians and bicyclists and promote safe walking and biking. RUHS-Public Health is here to provide these services to low-income and disadvantaged communities. Furthermore, this program will help improve efforts to make our roadways safer and more equitable by eliminating those barriers that result in traffic injuries and fatalities. This program can also be sustained beyond grant funding by "train-the-trainer" leadership building methods, Safety Tool Kits, bilingual traffic safety education, partnering with other state and federal agencies and private partners, leveraging resources and knowledge across these associations and becoming the hub for traffic safety policies, countermeasures, and best practices throughout Riverside County.

2. PERFORMANCE MEASURES

A. Goals:

1. Reduce the number of persons killed in traffic crashes.
2. Reduce the number of persons injured in traffic crashes.
3. Reduce the number of pedestrians killed in traffic crashes.
4. Reduce the number of pedestrians injured in traffic crashes.
5. Reduce the number of pedestrians killed under age 15 in traffic crashes.
6. Reduce the number of pedestrians injured under age 15 in traffic crashes.
7. Reduce the number of pedestrians killed over age 65 in traffic crashes.
8. Reduce the number of pedestrians injured over age 65 in traffic crashes.
9. Reduce the number of bicyclists killed in traffic crashes.
10. Reduce the number of bicyclists injured in traffic crashes.

11. Reduce the number of bicyclists under age 15 killed in traffic crashes.
12. Reduce the number of bicyclists under age 15 injured in traffic crashes.
13. Increase bicycle helmet usage.

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 traffic safety fairs and/or community events with an effort to reach individuals.	12
3. Work closely with community-based organizations at both the neighborhood and community level with an effort to reach individuals.	1
4. Participate in the following campaigns: National Walk to School Day, National Bicycle Safety Month, California's Pedestrian Safety Month and National Pedestrian Safety Month.	4
5. Distribute pedestrian/bicycle safety items at no cost to youth or community members in need, during bicycle rodeos, presentations, workshops, trainings, and community events to increase safety and visibility.	1
6. Distribute crossing guard safety kits at no cost to schools.	6
7. Conduct Walking School Buses at schools with an effort to reach students.	3
8. Develop bicycle and pedestrian safety educational materials to be distributed during classroom presentations, workshops, and community events.	1
9. Conduct pedestrian Walking Field Trips with an effort to reach adults.	1
10. Collaborate with health care providers and/or senior centers to promote pedestrian safety.	6
11. Conduct pedestrian safety presentations with an effort to reach older adults.	6
12. Conduct pre and post-grant activities bicycle helmet usage surveys during the months of October (start of the grant) and September (end of the grant). A pre-survey will be required to determine the base year helmet use rate and a post-survey will be required to determine the operational rate. Upload completed survey to GEMS.	2
13. Distribute and properly fit bicycle helmets at no cost to community members in need, at bicycle rodeos, schools, workshops, and community events.	433
14. Purchase bicycle helmets.	433
15. Hold quarterly meetings with countywide pedestrian and/or bicycle safety stakeholders to collaborate on events, share best practices, and leverage resources.	4
16. Collaborate with law enforcement agencies to increase knowledge and awareness of pedestrian and bicycle safety.	1
17. Conduct pedestrian Walking Field Trips or on-foot safety training with an effort to reach youth.	1
18. Identify straight time personnel and report on activities completed. Include any vacancies or staff changes that have occurred.	4
19. Conduct a Walk with Me pedestrian safety education course, which incorporates a Safety City skills simulation, with an effort to teach young children about pedestrian safety in communities identified as high-risk by the OTS Crash Rankings, to be led by RUHS-Public Health staff and/or PedBikeIT trainees. When reporting, include date/location, total number of students trained at each location, including total number of reflective safety items distributed.	4
20. Conduct an On-Campus PedBike Safety Campaign to promote safe pedestrian and bicyclist behavior in an effort to reach middle school leadership clubs in order to promote the use of Go Safely media materials in communities identified as high-risk by the OTS Crash Rankings, to be led by RUHS-Public Health staff. Participants will also receive pedestrian and bicyclist safety items and be encouraged to participate in other pedestrian and bicycle safety program activities. When reporting, include date/location, type/length of activity at each location, and	1

total number of students reached at each location, including total number of reflective safety items and/or helmets distributed.	
21. Conduct a Bike Skills Workshop event, in which participants learn about bike anatomy, bike safety and maintenance, with an effort to reach elementary/middle school-aged students and new cyclists in communities identified as high-risk by the OTS Crash Rankings, to be led by an LCI consultant. Participants will also receive bike safety items and be encouraged to participate in other pedestrian and bicycle safety program activities. When reporting, include date/location and total number of individuals trained, including total number of reflective safety items and/or helmets distributed.	2
22. Conduct a presentation promoting the RUHS-Public Health Good Ticket Reward program for school administrators and/or crossing guards who promoting safe pedestrian behavior in communities identified as high-risk by the OTS Crash Rankings, to encourage engagement in pedestrian and bicycle safety conversations with students, to be led by RUHS-Public Health staff. When reporting, include date/location of each presentation and whether the school administration committed to using the program.	3
23. Conduct Land Use and Planning Awareness (LUPA) presentations for high school-aged students to raise awareness about land use and planning. After each presentation, conduct a "build your own city" activity led by RUHS-Public Health staff. When reporting, include date/location, total number of participants, and any major findings from the activities regarding individual transportation modes and safety concerns.	2
24. Conduct a 2-part Pedestrian and Bicycle Safety Education Instructor Training (PedBikeIT) course for high school students, and other individuals, interested in conducting Walk with Me courses and other pedestrian and bicyclist safety education training events in communities identified as high-risk by the OTS Crash Rankings, to be led by RUHS-Public Health staff. When reporting, include date/location, total number of individuals completing each course, and whether the Safety City skills simulation was incorporated.	1
25. Conduct quarterly Crosswalk Safety Education and Training presentations with an effort to teach to school crossing guards about pedestrian safety in communities identified as high-risk by the OTS Crash Rankings, to be led by RUHS-Public Health staff and/or PedBikeIT trainees. When reporting, include date/location, total number of individuals trained, and number of crossing guard kits distributed at each location.	4
<p>3. METHOD OF PROCEDURE</p> <p>A. Phase 1 – Program Preparation (1st Quarter of Grant Year)</p> <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 in the first quarter. • All grant related purchases needed to implement the program should be made in the first quarter. <p><u>Media Requirements</u></p> <ul style="list-style-type: none"> • 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. <ol style="list-style-type: none"> 1. Complete and route all necessary forms to the Riverside County administration and Board of Supervisors for approval of grant activities. 2. Develop a filing system to monitor all grant activities to ensure adequate reporting to funding sources. 3. Develop a database to capture all statistical information and track objective progress relevant to grant activities. 4. Purchase all necessary materials and supplies to conduct all grant-related activities. 	

5. Obtain commitment from identified cities, local law enforcement agencies, schools, and community organizations/facilities to assist with implementation of Pedestrian and Bicycle Instructor Trainings (PedBikeIT), Safe Walk for Seniors, and Pedestrian/Bicycle Rodeos along with other grant activities.
6. Update all educational and evaluation material for trainings and presentations.
7. Assure materials are bilingual, including trainer materials, worksheets, and pre/post-surveys.
8. Conduct pre- bicycle helmet usage surveys at various schools and locations in high-risk areas.
9. Begin to schedule trainings and presentations for after school programs, law enforcement, and community partners.
10. Recruit partners and school sites that will participate in International Walk to School Day 2023.
11. Create a contact list for PIOs/Webmasters for social media messaging sharing and research social media toolkits.

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

Media Requirements

The following requirements are for all grant-related activities:

- Send all media advisories, alerts, videos, graphics, artwork, posters, radio/PSA/video scripts, storyboards, digital and/or print educational materials for grant-related activities to the OTS PIO at pio@ots.ca.gov 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.
1. Promote safe walking/bicycling environment for students, neighborhood communities, seniors and persons with disabilities by conducting a PedBike IT training, and Safe Walk for Seniors presentations, at various venues within Riverside County.
 2. Conduct Safe Walk for Seniors presentation and distribute reflective items to increase walking and biking safety.
 3. Provide interactive safety education presentations and material to implement the Walk with Me Pedestrian Safety Educational Courses to Pre-K – Elementary school students and provide pedestrian and bicycle safety skills.
 4. Participate in Health and Traffic Safety Fairs.
 5. Identify student-leadership groups and supply them with materials for the student-led On-Campus Safety Campaign.
 6. Engage the community by conducting Pedestrian/Bicycle Rodeos.
 7. Distribute properly fitted helmets and disseminate educational material.
 8. Participate in National Safety Campaigns by utilizing social media and other online platforms.
 9. Provide Crossing Guard Kits and Crosswalk Safety Education Training at identified school sites.
 10. Implement a Walking School Bus at targeted school sites.
 11. Coordinate and hold quarterly Active Transportation Network.
 12. Track all activities in appropriate spreadsheets for reporting.

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

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

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the “Final Evaluation” section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary

of the grant's accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

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

GRANT AGREEMENT

PS24027

Schedule B

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
402PS-24	20.600	State and Community Highway Safety	\$240,137.00

COST CATEGORY	FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
A. PERSONNEL COSTS				
<u>Straight Time</u>				
Program Coordinator	402PS-24	\$35.60	1,560	\$55,536.00
Benefits - Program Coordinator @ 55.23%	402PS-24	\$55,536.00	1	\$30,673.00
Health Education Assistant A	402PS-24	\$24.13	1,040	\$25,095.00
Benefits - Health Education Assistant A @ 55.23%	402PS-24	\$25,095.00	1	\$13,860.00
Health Education Assistant B	402PS-24	\$24.13	1,040	\$25,095.00
Benefits - Health Education Assistant B @ 55.23%	402PS-24	\$25,095.00	1	\$13,860.00
Administrative Services Assistant	402PS-24	\$23.64	520	\$12,293.00
Benefits - Administrative Services Assistant @ 55.23%	402PS-24	\$12,293.00	1	\$6,789.00
<u>Overtime</u>				
				\$0.00
Category Sub-Total				\$183,201.00
B. TRAVEL EXPENSES				
In State Travel	402PS-24	\$4,000.00	1	\$4,000.00
				\$0.00
Category Sub-Total				\$4,000.00
C. CONTRACTUAL SERVICES				
				\$0.00
Category Sub-Total				\$0.00
D. EQUIPMENT				
				\$0.00
Category Sub-Total				\$0.00
E. OTHER DIRECT COSTS				
LCI Consultant	402PS-24	\$8,000.00	1	\$8,000.00
Bicycle Helmets	402PS-24	\$15.00	433	\$6,495.00
Pedestrian/Bicycle Safety Items	402PS-24	\$9,791.00	1	\$9,791.00
Pedestrian/Bicycle Safety City Supplies	402PS-24	\$8,000.00	1	\$8,000.00
Safety Patrol/Crossing Guard Kits	402PS-24	\$2,500.00	1	\$2,500.00
Multi-Media Subscriptions	402PS-24	\$150.00	1	\$150.00
Educational Materials	402PS-24	\$5,500.00	1	\$5,500.00
Office Supplies	402PS-24	\$500.00	1	\$500.00
Office Space	402PS-24	\$7,200.00	1	\$7,200.00
Communications	402PS-24	\$4,800.00	1	\$4,800.00
Category Sub-Total				\$52,936.00
F. INDIRECT COSTS				
				\$0.00

Category Sub-Total				\$0.00
GRANT TOTAL				\$240,137.00

BUDGET NARRATIVE

PERSONNEL COSTS

Program Coordinator - Acts as a liaison between RUHS-Public Health and its partners and participates in all grant-funded activities. Responsible for the day-to-day implementation of the program. Ensures program deliverables are met, trains and supervises program staff, completes required reporting, reviews and approves developed materials, and coordinates directly with OTS Program Coordinator and PIO. Claim should reflect actual costs up to the rate specified.

1 Staff x 6.667 Hours/Day x 234 Days = 1,560 Units

Benefits - Program Coordinator @ 55.23% - Claimed amounts must reflect actual benefit costs for straight time or overtime hours charged to the grant.

Health Education Assistant A - Participates in all grant-funded activities, including, but not limited to, setting up meetings, assisting with training and quarterly meetings, co-teaching bilingual parent presentations, preparing informational materials, ordering safety equipment and educational/outreach supplies, and monitoring/maintaining all grant-funded inventory. Claim should reflect actual costs up to the rate specified.

1 Staff x 4.444 Hours/Day x 234 Days = 1,040 Units

Benefits - Health Education Assistant A @ 55.23% - Claimed amounts must reflect actual benefit costs for straight time or overtime hours charged to the grant.

Health Education Assistant B - Participates in all grant-funded activities, including, but not limited to, setting up meetings, assisting with training and quarterly meetings, co-teaching bilingual parent presentations, preparing informational materials, ordering safety equipment and educational/outreach supplies, and monitoring/maintaining all grant-funded inventory. Claim should reflect actual costs up to the rate specified.

1 Staff x 4.444 Hours/Day x 234 Days = 1,040 Units

Benefits - Health Education Assistant B @ 55.23% - Claimed amounts must reflect actual benefit costs for straight time or overtime hours charged to the grant.

Administrative Services Assistant - Provides administrative assistance for all grant-funded programs which includes, but is not limited to, working 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. Claim should reflect actual costs up to the rate specified.

1 Staff x 2.222 Hours/Day x 234 Days = 520 Units

Benefits - Administrative Services Assistant @ 55.23% - Claimed amounts must reflect actual benefit costs for straight time or overtime hours charged to the grant.

TRAVEL EXPENSES

In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the California Traffic Safety Conference. 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

LCI Consultant - Cost of a League of American Bicyclists certified technician/consultant fees for technical services performed during Bike Skills Workshop, Bike Rodeo, and Bike Month events.

Bicycle Helmets - Helmets to be distributed at no cost during bicycle rodeos and other bicycle safety related events. Cost per helmet not to exceed an average price of \$15, including shipping, handling and tax. More expensive helmets may be purchased if approved by OTS.

Pedestrian/Bicycle Safety Items - Cost may include reflective arm and leg bands, tape, zipper pulls, bicycle headlights/taillights, and reflectors to be distributed at no cost during bicycle rodeos, presentations, workshops, trainings, and community events to increase safety and visibility. Additional items may be purchased if approved by OTS.

Pedestrian/Bicycle Safety City Supplies - Cost may include the purchase of various traffic safety exhibit supplies, including miniature safety city components, traffic signals, cones, chalk, and event signage, allowing children to experience traffic situations as pedestrians and/or bicyclists. Additional items may be purchased if approved by OTS.

Safety Patrol/Crossing Guard Kits - Cost may include reflective vests, whistles, and traffic controls such as handheld stop signs, portable crosswalk signage, traffic cones, barricades, bollards/chains, and pick up/drop off signage. Additional items may be purchased if approved by OTS.

Multi-Media Subscriptions - Cost may include 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.

Educational Materials - 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. Items shall include a traffic safety message and if space is available the OTS logo. Additional items may be purchased if approved by OTS.

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, flash drives, 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.

Office Space - Cost includes rent and utilities associated with grant goals and objectives. Charges to the grant will be in accordance with the following formula or rate: 2.0 FTE x 12 months x \$300. Reimbursement will be claimed on an actual cost basis and proportional to the grant-related use of the space.

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: 2.0 FTE x 12 months x \$200.

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.

Benefits for personnel costs can only be applied to straight time or overtime hours charged to the grant.

Certifications and Assurances for Fiscal Year 2024 Highway Safety Grants (23 U.S.C. Chapter 4 or Section 1906, Public Law 109-59, as amended by Section 25024, Public Law 117-58)

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

GENERAL REQUIREMENTS

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

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

NONDISCRIMINATION

(applies to all subrecipients as well as States)

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

- *Title VI of the Civil Rights Act of 1964* (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (entitled *Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- 28 CFR 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- *The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- *Federal-Aid Highway Act of 1973*, (23 U.S.C. 324 et seq.), and *Title IX of the Education Amendments of 1972*, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- *Section 504 of the Rehabilitation Act of 1973*, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- *The Age Discrimination Act of 1975*, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);
- *The Civil Rights Restoration Act of 1987*, (Pub. L. 100-209), (broadens scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- *Titles II and III of the Americans with Disabilities Act* (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- Executive Order 12898, *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations* (preventing 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);
- Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency* (requiring that recipients of Federal financial assistance provide meaningful access for applicants and beneficiaries who have limited English proficiency (LEP));
- Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities through the Federal Government* (advancing equity across the Federal Government); and
- Executive Order 13988, *Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation* (clarifying that sex discrimination includes discrimination on the grounds of gender identity or sexual orientation).

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

GENERAL ASSURANCES

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

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

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

SPECIFIC ASSURANCES

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

1. The Recipient agrees that each "activity," "facility," or "program," as defined in § 21.23(b) and (c) of 49 CFR part 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:
"The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."
3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT Order 1050.2A) in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

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

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

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

The Subgrantee will provide a drug-free workplace by:

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

POLITICAL ACTIVITY (HATCH ACT)

(applies to all 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 all subrecipients as well as States)

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

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

INSTRUCTIONS FOR PRIMARY TIER PARTICIPANT CERTIFICATION (STATES)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or

otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate the transaction for cause or default.

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

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

INSTRUCTIONS FOR LOWER TIER PARTICIPANT CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or

otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

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

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

BUY AMERICA

(applies to subrecipients as well as States)

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

CERTIFICATION ON CONFLICT OF INTEREST

(applies to subrecipients as well as States)

GENERAL REQUIREMENTS

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

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

DISCLOSURE REQUIREMENTS

No State or its subrecipient, including its officers, employees, or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

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

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to all 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.

State of California – Office of Traffic Safety
GRANT AGREEMENT

WHEN DOCUMENT IS FULLY EXECUTED RETURN

CLERK'S COPY GRANT NUMBER

Riverside County Clerk of the Board, Stop **PS23027**
 Post Office Box 1147, Riverside, Ca 92502-1147

1. GRANT TITLE Pedestrian and Bicycle Safety Program	
2. NAME OF AGENCY Riverside County	3. Grant Period From: 10/01/2023 To: 09/30/2024
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 pedestrians and bicyclists. The funded strategies may include classroom education, bicycle rodeos, community events, presentations, and workshops. These countermeasures should be conducted in communities with high numbers of pedestrian and/or bicycle related crashes including underserved communities, older adults, and school-aged children. Coordinated efforts such as Safe Routes to School initiatives, Safe System Approach, and working with community based organizations are highly encouraged to prevent fatalities and injuries of vulnerable non-motorized road users.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$240,137.00	
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	
A. GRANT DIRECTOR NAME: Julisa Alvizo-Silva TITLE: Program Chief II EMAIL: jalvizo@ruhealth.org PHONE: (951) 358-7171 ADDRESS: 4065 County Circle Drive Riverside, CA 92503 <i>Julisa Alvizo-Silva</i> _____ (Signature) Jan 12, 2024	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 92503 <i>Rachelle Román</i> _____ (Signature) 1/21/2024 (Date)
C. FISCAL OFFICIAL NAME: Yadira Romo TITLE: Program Chief II EMAIL: yromo@ruhealth.org PHONE: (951) 358-5996 ADDRESS: 4065 County Circle Drive Riverside, California 92503 <i>Yadira Romo</i> _____ (Signature) Jan 12, 2024 (Date)	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 _____ (Signature) _____ (Date)





FORM APPROVED COUNTY COUNSEL
 BY: *KATHERINE S. WILKINS* DATE: 11/29/23

9/13/2023 1:25:37 PM


DEC 12 2023 3.51

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, Floor 11 CITY: Riverside ZIP+4: 92501-3609
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
				AGREEMENT TOTAL		\$240,137.00
				AMOUNT ENCUMBERED BY THIS DOCUMENT		\$240,137.00
<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		\$240,137.00
OTS ACCOUNTING OFFICER'S SIGNATURE			DATE SIGNED			

1. GRANT TITLE Pedestrian and Bicycle Safety Program	
2. NAME OF AGENCY Riverside County	3. Grant Period From: 10/01/2023 To: 09/30/2024
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 pedestrians and bicyclists. The funded strategies may include classroom education, bicycle rodeos, community events, presentations, and workshops. These countermeasures should be conducted in communities with high numbers of pedestrian and/or bicycle related crashes including underserved communities, older adults, and school-aged children. Coordinated efforts such as Safe Routes to School initiatives, Safe System Approach, and working with community based organizations are highly encouraged to prevent fatalities and injuries of vulnerable non-motorized road users.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$240,137.00	
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. IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.</p>	
8. Approval Signatures	
A. GRANT DIRECTOR NAME: Julisa Alvizo-Silva TITLE: Program Chief II EMAIL: jalvizo@ruhealth.org PHONE: (951) 358-7171 ADDRESS: 4065 County Circle Drive Riverside, CA 92503  <small>Julisa Alvizo-Silva (Dec 12, 2023 11:10 PST)</small> _____ (Signature)	B. AUTHORIZING OFFICIAL ADDRESS: Kim Saruwatari Director of Public Health ksaruwatari@ruhealth.org (951) 358-7036 4065 County Circle Drive Riverside, CA 92503  <small>Kim Saruwatari (Jan 25, 2024 10:32 PST)</small> _____ (Signature)
C. FISCAL OFFICIAL ADDRESS: Yadira Romo Program Chief II yromo@ruhealth.org (951) 358-5996 4065 County Circle Drive Riverside, California 92503  <small>Yadira Romo (Dec 18, 2023 10:11 PST)</small> _____ (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)
_____ (Date)	_____ (Date)

<p>E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY</p> <p>NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758</p>	<p>9. SAM INFORMATION</p> <p>SAM #: CERTDD6LKE95 REGISTERED ADDRESS: 4080 Lemon Street, Floor 11 CITY: Riverside ZIP+4: 92501-3609</p>
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
402PS-24.1	20.600	0521-0890-101	2022	43/22	BA/22	\$81,647.00
402PS-24	20.600	0521-0890-101	2023	12/23	BA/23	\$158,490.00
					AGREEMENT TOTAL	\$240,137.00
					AMOUNT ENCUMBERED BY THIS DOCUMENT	
					\$240,137.00	
<p><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></p>					PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT	
					\$ 0.00	
OTS ACCOUNTING OFFICER'S SIGNATURE			DATE SIGNED	TOTAL AMOUNT ENCUMBERED TO DATE		
 <small>Carolyn Vu, Jan 25, 2024 10:38 PST</small>			Jan 25, 2024	\$240,137.00		

1. PROBLEM STATEMENT

Riverside County consists of 28 cities and 13 Native American tribal entities and is approximately home to 2.47 million residents and rising, making Riverside County the fourth most populated county in the state. A large portion of the area is considered unincorporated land that covers 7,303 square miles, and communities within these areas are considered disadvantaged. In fact, one in five children in the County of Riverside is at or below 100 percent of the federal poverty level, resulting in one in eight families currently living in poverty. Riverside County's population has been predicted to increase over the next year. Notably, data indicates that the County experienced a 0.94 percent (22,854) increase in residential population between 2021 and 2022.

As the number of residents and visitors increases each year, Riverside County has encountered an increase in the rate of pedestrian and bicycle injuries and fatalities. According to 2020 OTS Crash Rankings, Riverside County rates 23rd in California for the highest traffic crashes. Thus, demonstrating the need for a curriculum involving safety education through flexible, attainable, and diverse interventions to reduce the rate of crashes affecting pedestrians and bicyclists. The Pedestrian and Bicycle Safety Program aims to decrease this rate of crashes among persons under the ages of 15 and over 65 to create safe, healthy, and thriving communities.

On a state level, there is a downward trend in the recent data of crashes involving pedestrians and bicyclists, the need for education is still desired within the community as it continues to flourish and becomes home to diverse races, ethnicities, and backgrounds. Alternatively, pedestrians and bicyclists are one of six California Strategic Highway Safety Plan challenge areas that have been identified because they represent the greatest opportunity to reduce fatalities and serious injuries across the state. The possible solutions that can be created include ever-changing transportation landscaping that can accommodate all types of road users in addition to education on how to safely navigate around traffic.

Data from the U.C. Berkeley's Transportation Injury Mapping System supports an ongoing problem in the number of crashes involving pedestrians and bicyclists. Most recent data from 2021 in Riverside County reports a total of 246 pedestrian-injured victims reflecting an increase compared to the previous year (234). The number of severely injured pedestrians also increased to 57 compared to the previous year (54) and 63 fatalities. In addition, the number involving bicyclists also increased, with 178 reported in 2021 compared to 151 the previous year. The number of fatalities remained the same (9), and 30 were severely injured.

Brain injuries of any degree can have a wide-ranging physical and psychological effects. These injuries can result in long-term complications or death. The U.S. Department of Health and Human Services Healthy People 2030 initiative reported an increase in fatal traumatic brain injuries reflecting the status as getting worse. Records from HP 2030 demonstrate there are 17.1 deaths per 100,000, and there is a directive to decrease this value. In fact, the Riverside Community Hospital (RCH) Emergency Department reports severe traffic safety issues regarding pedestrians and cyclists. During 2019 and 2020, RCH treated 357 trauma patients of all ages for pedestrian and bicycle injuries in the Emergency Department, 20 of which were fatal. It should be noted that the trauma data does not reflect minor injuries that were also treated in and out of the Emergency Department. Additionally, RCH trauma data highlights a trend in transportation with the growing availability and use of skateboards, scooters, electric scooters, and electric bicycles. Notably, RCH treated a total of 53 trauma patients of all ages related to skateboard and scooter injuries. A full 70 percent of the trauma injuries treated involved the patient's scalp, head, and/or face, indicating the need for education and encouragement on proper helmet fit and usage for Riverside County residents.

Furthermore, Riverside University Health System – Medical Center (RUHS – MC) reports traumatic brain injuries among persons under the ages of 15 and over 65 within the last three years. Results show, nearly 20 percent of total fatalities were among pedestrians 15 or younger. Considerably, the number of bicyclists 15 or younger wearing a helmet and suffering a traumatic brain injury has increased by nearly 12.5 percent. Also, there was a 15 percent increase in the number of bicyclists over 65 who suffered a traumatic brain injury while wearing a helmet. It should be noted that the severity of the injury mentioned was greatly lessened because the patient was wearing a helmet at the time of the crash. RUHS – MC describes the

possible contributing factors to the increase in brain injury due to the absence or misuse of helmets while riding a bicycle along with the lack of traffic safety education.

Younger children are the most vulnerable road users and the most lamentable victims. On Halloween 2022, a young girl was trick-or-treating with her family in Palm Desert when she darted across the street and was hit by an oncoming vehicle. Although she sustained minor injuries, this incident was avoidable. It is important to note that young children have not fully developed their sense of reasoning or perception. Thus, the need for early pedestrian and bicycle safety education is essential for developing good traffic safety behaviors that will carry on into adulthood.

For many older adults, quality of life is synonymous with maintaining independence, but as our aging population grows, cognitive abilities such as reflex response and reaction time decrease. For the first time in U.S. history, older adults are projected to outnumber children by 2035. Between the years 2010 through 2060, the Riverside County Office on Aging estimates more than a 200 percent increase in adults aged 60 and older and more than a 400 percent increase in adults aged 85 and older. Therefore, providing pedestrian and bicyclist safety education is imperative. Over the last three years, the rate of pedestrians over the age of 65 involved in crashes has decreased. By the end of 2019, there had been a total of 9 fatalities and 53 injuries within Riverside County for that age group. In 2020, those injuries decreased to 48. However, there were 10 fatalities that year. Yet, at the end of 2021, only 37 pedestrians over the age of 65 were reported injured.

Between 2020 and 2021, the number of crashes, types of crashes, and the victim's injury status among pedestrians involved in crashes increased from 8,278 to 9,906 in pedestrians 65 and over. On Thursday, November 17, 2022, a fatal traffic crash occurred in the city of Jurupa Valley, between a 65-year-old pedestrian and a Chevrolet Silverado pickup truck. Soon after, on Saturday, November 26, 2022, Deputy Sheriffs from the City of La Quinta reported a major injury crash involving a vehicle and a bicyclist. Unfortunately, the bicyclist succumbed to his injuries. These are only mere examples of a preventable crashes that add to the need for senior pedestrian and bicyclist safety education.

Moreover, since California's AB 2147 Freedom to Walk Act became effective on January 1, 2022, we can anticipate more persons jaywalking since it is no longer seen as illegal. This issue is even more profound considering the amount of space allocated to vehicles on roadways versus those walking or cycling. Riverside University Health System - Public Health (RUHS-Public Health) anticipates an increase in jaywalking especially among impressionable children under the age of 15, and young adults. In fact, SHSP reports that pedestrians of color have an increased risk of fatality when compared to the rate among whites. If not corrected, these behaviors can carry on into adult life. Successful injury prevention education and skill-building interventions throughout Riverside County can protect pedestrians and bicyclists and promote safe walking and biking. RUHS-Public Health is here to provide these services to low-income and disadvantaged communities. Furthermore, this program will help improve efforts to make our roadways safer and more equitable by eliminating those barriers that result in traffic injuries and fatalities. This program can also be sustained beyond grant funding by "train-the-trainer" leadership building methods, Safety Tool Kits, bilingual traffic safety education, partnering with other state and federal agencies and private partners, leveraging resources and knowledge across these associations and becoming the hub for traffic safety policies, countermeasures, and best practices throughout Riverside County.

2. PERFORMANCE MEASURES

A. Goals:

1. Reduce the number of persons killed in traffic crashes.
2. Reduce the number of persons injured in traffic crashes.
3. Reduce the number of pedestrians killed in traffic crashes.
4. Reduce the number of pedestrians injured in traffic crashes.
5. Reduce the number of pedestrians killed under age 15 in traffic crashes.
6. Reduce the number of pedestrians injured under age 15 in traffic crashes.
7. Reduce the number of pedestrians killed over age 65 in traffic crashes.
8. Reduce the number of pedestrians injured over age 65 in traffic crashes.
9. Reduce the number of bicyclists killed in traffic crashes.
10. Reduce the number of bicyclists injured in traffic crashes.
11. Reduce the number of bicyclists under age 15 killed in traffic crashes.

12. Reduce the number of bicyclists under age 15 injured in traffic crashes.
13. Increase bicycle helmet usage.

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 traffic safety fairs and/or community events with an effort to reach individuals.	12
3. Work closely with community-based organizations at both the neighborhood and community level with an effort to reach individuals.	1
4. Participate in the following campaigns: National Walk to School Day, National Bicycle Safety Month, California's Pedestrian Safety Month and National Pedestrian Safety Month.	4
5. Distribute pedestrian/bicycle safety items at no cost to youth or community members in need, during bicycle rodeos, presentations, workshops, trainings, and community events to increase safety and visibility.	1
6. Distribute crossing guard safety kits at no cost to schools.	6
7. Conduct Walking School Buses at schools with an effort to reach students.	3
8. Develop bicycle and pedestrian safety educational materials to be distributed during classroom presentations, workshops, and community events.	1
9. Conduct pedestrian Walking Field Trips with an effort to reach adults.	1
10. Collaborate with health care providers and/or senior centers to promote pedestrian safety.	6
11. Conduct pedestrian safety presentations with an effort to reach older adults.	6
12. Conduct pre and post-grant activities bicycle helmet usage surveys during the months of October (start of the grant) and September (end of the grant). A pre-survey will be required to determine the base year helmet use rate and a post-survey will be required to determine the operational rate. Upload completed survey to GEMS.	2
13. Distribute and properly fit bicycle helmets at no cost to community members in need, at bicycle rodeos, schools, workshops, and community events.	433
14. Purchase bicycle helmets.	433
15. Hold quarterly meetings with countywide pedestrian and/or bicycle safety stakeholders to collaborate on events, share best practices, and leverage resources.	4
16. Collaborate with law enforcement agencies to increase knowledge and awareness of pedestrian and bicycle safety.	1
17. Conduct pedestrian Walking Field Trips or on-foot safety training with an effort to reach youth.	1
18. Identify straight time personnel and report on activities completed. Include any vacancies or staff changes that have occurred.	4
19. Conduct a Walk with Me pedestrian safety education course, which incorporates a Safety City skills simulation, with an effort to teach young children about pedestrian safety in communities identified as high-risk by the OTS Crash Rankings, to be led by RUHS-Public Health staff and/or PedBikeIT trainees. When reporting, include date/location, total number of students trained at each location, including total number of reflective safety items distributed.	4
20. Conduct an On-Campus PedBike Safety Campaign to promote safe pedestrian and bicyclist behavior in an effort to reach middle school leadership clubs in order to promote the use of Go Safely media materials in communities identified as high-risk by the OTS Crash Rankings, to be led by RUHS-Public Health staff. Participants will also receive pedestrian and bicyclist safety items and be encouraged to participate in other pedestrian and bicycle safety program activities. When reporting, include date/location, type/length of activity at each location, and	1

total number of students reached at each location, including total number of reflective safety items and/or helmets distributed.	
21. Conduct a Bike Skills Workshop event, in which participants learn about bike anatomy, bike safety and maintenance, with an effort to reach elementary/middle school-aged students and new cyclists in communities identified as high-risk by the OTS Crash Rankings, to be led by an LCI consultant. Participants will also receive bike safety items and be encouraged to participate in other pedestrian and bicycle safety program activities. When reporting, include date/location and total number of individuals trained, including total number of reflective safety items and/or helmets distributed.	2
22. Conduct a presentation promoting the RUHS-Public Health Good Ticket Reward program for school administrators and/or crossing guards who promoting safe pedestrian behavior in communities identified as high-risk by the OTS Crash Rankings, to encourage engagement in pedestrian and bicycle safety conversations with students, to be led by RUHS-Public Health staff. When reporting, include date/location of each presentation and whether the school administration committed to using the program.	3
23. Conduct Land Use and Planning Awareness (LUPA) presentations for high school-aged students to raise awareness about land use and planning. After each presentation, conduct a “build your own city” activity led by RUHS-Public Health staff. When reporting, include date/location, total number of participants, and any major findings from the activities regarding individual transportation modes and safety concerns.	2
24. Conduct a 2-part Pedestrian and Bicycle Safety Education Instructor Training (PedBikeIT) course for high school students, and other individuals, interested in conducting Walk with Me courses and other pedestrian and bicyclist safety education training events in communities identified as high-risk by the OTS Crash Rankings, to be led by RUHS-Public Health staff. When reporting, include date/location, total number of individuals completing each course, and whether the Safety City skills simulation was incorporated.	1
25. Conduct quarterly Crosswalk Safety Education and Training presentations with an effort to teach to school crossing guards about pedestrian safety in communities identified as high-risk by the OTS Crash Rankings, to be led by RUHS-Public Health staff and/or PedBikeIT trainees. When reporting, include date/location, total number of individuals trained, and number of crossing guard kits distributed at each location.	4
<p>3. METHOD OF PROCEDURE</p> <p>A. <u>Phase 1 – Program Preparation</u> (1st Quarter of Grant Year)</p> <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 in the first quarter. • All grant related purchases needed to implement the program should be made in the first quarter. <p><u>Media Requirements</u></p> <ul style="list-style-type: none"> • 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. <p><u>Addendum:</u></p> <ol style="list-style-type: none"> 1. Complete and route all necessary forms to the Riverside County administration and Board of Supervisors for approval of grant activities. 2. Develop a filing system to monitor all grant activities to ensure adequate reporting to funding sources. 3. Develop a database to capture all statistical information and track objective progress relevant to grant activities. 4. Purchase all necessary materials and supplies to conduct all grant-related activities. 	

5. Obtain commitment from identified cities, local law enforcement agencies, schools, and community organizations/facilities to assist with implementation of Pedestrian and Bicycle Instructor Trainings (PedBikeIT), Safe Walk for Seniors, and Pedestrian/Bicycle Rodeos along with other grant activities.
6. Update all educational and evaluation material for trainings and presentations.
7. Assure materials are bilingual, including trainer materials, worksheets, and pre/post-surveys.
8. Conduct pre- bicycle helmet usage surveys at various schools and locations in high-risk areas.
9. Begin to schedule trainings and presentations for after school programs, law enforcement, and community partners.
10. Recruit partners and school sites that will participate in International Walk to School Day 2023.
11. Create a contact list for PIOs/Webmasters for social media messaging sharing and research social media toolkits.

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

Media Requirements

The following requirements are for all grant-related activities:

- Send all media advisories, alerts, videos, graphics, artwork, posters, radio/PSA/video scripts, storyboards, digital and/or print educational materials for grant-related activities to the OTS PIO at pio@ots.ca.gov 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.

Addendum:

1. Promote safe walking/bicycling environment for students, neighborhood communities, seniors and persons with disabilities by conducting a PedBike IT training, and Safe Walk for Seniors presentations, at various venues within Riverside County.
2. Conduct Safe Walk for Seniors presentation and distribute reflective items to increase walking and biking safety.
3. Provide interactive safety education presentations and material to implement the Walk with Me Pedestrian Safety Educational Courses to Pre-K – Elementary school students and provide pedestrian and bicycle safety skills.
4. Participate in Health and Traffic Safety Fairs.
5. Identify student-leadership groups and supply them with materials for the student-led On-Campus Safety Campaign.
6. Engage the community by conducting Pedestrian/Bicycle Rodeos.
7. Distribute properly fitted helmets and disseminate educational material.
8. Participate in National Safety Campaigns by utilizing social media and other online platforms.
9. Provide Crossing Guard Kits and Crosswalk Safety Education Training at identified school sites.
10. Implement a Walking School Bus at targeted school sites.
11. Coordinate and hold quarterly Active Transportation Network.
12. Track all activities in appropriate spreadsheets for reporting.

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

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

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the “Final Evaluation” section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary

of the grant's accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

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

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT		
402PS-24	20.600	State and Community Highway Safety	\$240,137.00		
COST CATEGORY		FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
A. PERSONNEL COSTS					
<u>Straight Time</u>					
Program Coordinator	402PS-24	\$35.60	1,560	\$55,536.00	
Benefits - Program Coordinator @ 55.23%	402PS-24	\$55,536.00	1	\$30,673.00	
Health Education Assistant A	402PS-24	\$24.13	1,040	\$25,095.00	
Benefits - Health Education Assistant A @ 55.23%	402PS-24	\$25,095.00	1	\$13,860.00	
Health Education Assistant B	402PS-24	\$24.13	1,040	\$25,095.00	
Benefits - Health Education Assistant B @ 55.23%	402PS-24	\$25,095.00	1	\$13,860.00	
Administrative Services Assistant	402PS-24	\$23.64	520	\$12,293.00	
Benefits - Administrative Services Assistant @ 55.23%	402PS-24	\$12,293.00	1	\$6,789.00	
<u>Overtime</u>					
					\$0.00
Category Sub-Total					\$183,201.00
B. TRAVEL EXPENSES					
In State Travel	402PS-24	\$4,000.00	1	\$4,000.00	
					\$0.00
Category Sub-Total					\$4,000.00
C. CONTRACTUAL SERVICES					
					\$0.00
Category Sub-Total					\$0.00
D. EQUIPMENT					
					\$0.00
Category Sub-Total					\$0.00
E. OTHER DIRECT COSTS					
LCI Consultant	402PS-24	\$8,000.00	1	\$8,000.00	
Bicycle Helmets	402PS-24	\$15.00	433	\$6,495.00	
Pedestrian/Bicycle Safety Items	402PS-24	\$9,791.00	1	\$9,791.00	
Pedestrian/Bicycle Safety City Supplies	402PS-24	\$8,000.00	1	\$8,000.00	
Safety Patrol/Crossing Guard Kits	402PS-24	\$2,500.00	1	\$2,500.00	
Multi-Media Subscriptions	402PS-24	\$150.00	1	\$150.00	
Educational Materials	402PS-24	\$5,500.00	1	\$5,500.00	
Office Supplies	402PS-24	\$500.00	1	\$500.00	
Office Space	402PS-24	\$7,200.00	1	\$7,200.00	
Communications	402PS-24	\$4,800.00	1	\$4,800.00	
Category Sub-Total					\$52,936.00
F. INDIRECT COSTS					
					\$0.00
Category Sub-Total					\$0.00

GRANT TOTAL

\$240,137.00

GRANT AGREEMENT

Schedule B-1

BUDGET NARRATIVE
<p>PERSONNEL COSTS</p> <p>Program Coordinator - Acts as a liaison between RUHS-Public Health and its partners and participates in all grant-funded activities. Responsible for the day-to-day implementation of the program. Ensures program deliverables are met, trains and supervises program staff, completes required reporting, reviews and approves developed materials, and coordinates directly with OTS Program Coordinator and PIO. Claim should reflect actual costs up to the rate specified.</p> <p>1 Staff x 6.667 Hours/Day x 234 Days = 1,560 Units</p> <p>Benefits - Program Coordinator @ 55.23% - Claimed amounts must reflect actual benefit costs for straight time or overtime hours charged to the grant.</p> <p>Health Education Assistant A - Participates in all grant-funded activities, including, but not limited to, setting up meetings, assisting with training and quarterly meetings, co-teaching bilingual parent presentations, preparing informational materials, ordering safety equipment and educational/outreach supplies, and monitoring/maintaining all grant-funded inventory. Claim should reflect actual costs up to the rate specified.</p> <p>1 Staff x 4.444 Hours/Day x 234 Days = 1,040 Units</p> <p>Benefits - Health Education Assistant A @ 55.23% - Claimed amounts must reflect actual benefit costs for straight time or overtime hours charged to the grant.</p> <p>Health Education Assistant B - Participates in all grant-funded activities, including, but not limited to, setting up meetings, assisting with training and quarterly meetings, co-teaching bilingual parent presentations, preparing informational materials, ordering safety equipment and educational/outreach supplies, and monitoring/maintaining all grant-funded inventory. Claim should reflect actual costs up to the rate specified.</p> <p>1 Staff x 4.444 Hours/Day x 234 Days = 1,040 Units</p> <p>Benefits - Health Education Assistant B @ 55.23% - Claimed amounts must reflect actual benefit costs for straight time or overtime hours charged to the grant.</p> <p>Administrative Services Assistant - Provides administrative assistance for all grant-funded programs which includes, but is not limited to, working 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. Claim should reflect actual costs up to the rate specified.</p> <p>1 Staff x 2.222 Hours/Day x 234 Days = 520 Units</p> <p>Benefits - Administrative Services Assistant @ 55.23% - Claimed amounts must reflect actual benefit costs for straight time or overtime hours charged to the grant.</p>
<p>TRAVEL EXPENSES</p> <p>In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the California Traffic Safety Conference. 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.</p>
<p>CONTRACTUAL SERVICES</p> <p>-</p>
<p>EQUIPMENT</p> <p>-</p>
<p>OTHER DIRECT COSTS</p> <p>LCI Consultant - Cost of a League of American Bicyclists certified technician/consultant fees for technical services performed during Bike Skills Workshop, Bike Rodeo, and Bike Month events.</p>

Bicycle Helmets - Helmets to be distributed at no cost during bicycle rodeos and other bicycle safety related events. Cost per helmet not to exceed an average price of \$15, including shipping, handling and tax. More expensive helmets may be purchased if approved by OTS.

Pedestrian/Bicycle Safety Items - Cost may include reflective arm and leg bands, tape, zipper pulls, bicycle headlights/taillights, and reflectors to be distributed at no cost during bicycle rodeos, presentations, workshops, trainings, and community events to increase safety and visibility. Additional items may be purchased if approved by OTS.

Pedestrian/Bicycle Safety City Supplies - Cost may include the purchase of various traffic safety exhibit supplies, including miniature safety city components, traffic signals, cones, chalk, and event signage, allowing children to experience traffic situations as pedestrians and/or bicyclists. Additional items may be purchased if approved by OTS.

Safety Patrol/Crossing Guard Kits - Cost may include reflective vests, whistles, and traffic controls such as handheld stop signs, portable crosswalk signage, traffic cones, barricades, bollards/chains, and pick up/drop off signage. Additional items may be purchased if approved by OTS.

Multi-Media Subscriptions - Cost may include 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.

Educational Materials - 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. Items shall include a traffic safety message and if space is available the OTS logo. Additional items may be purchased if approved by OTS.

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, flash drives, 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.

Office Space - Cost includes rent and utilities associated with grant goals and objectives. Charges to the grant will be in accordance with the following formula or rate: 2.0 FTE x 12 months x \$300. Reimbursement will be claimed on an actual cost basis and proportional to the grant-related use of the space.

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: 2.0 FTE x 12 months x \$200.

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.

Benefits for personnel costs can only be applied to straight time or overtime hours charged to the grant.

Certifications and Assurances for Fiscal Year 2024 Highway Safety Grants (23 U.S.C. Chapter 4 or Section 1906, Public Law 109-59, as amended by Section 25024, Public Law 117-58)

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

GENERAL REQUIREMENTS

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

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

NONDISCRIMINATION

(applies to all subrecipients as well as States)

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

- *Title VI of the Civil Rights Act of 1964* ([42 U.S.C. 2000d et seq.](#), 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- [49 CFR part 21](#) (entitled *Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- [28 CFR 50.3](#) (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- *The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, ([42 U.S.C. 4601](#)), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- *Federal-Aid Highway Act of 1973*, ([23 U.S.C. 324 et seq.](#)), and *Title IX of the Education Amendments of 1972*, as amended ([20 U.S.C. 1681-1683](#) and [1685-1686](#)) (prohibit discrimination on the basis of sex);
- *Section 504 of the Rehabilitation Act of 1973*, ([29 U.S.C. 794 et seq.](#)), as amended, (prohibits discrimination on the basis of disability) and [49 CFR part 27](#);
- *The Age Discrimination Act of 1975*, as amended, ([42 U.S.C. 6101 et seq.](#)), (prohibits discrimination on the basis of age);
- *The Civil Rights Restoration Act of 1987*, (Pub. L. 100-209), (broadens scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- *Titles II and III of the Americans with Disabilities Act* ([42 U.S.C. 12131-12189](#)) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and [49 CFR parts 37](#) and [38](#);
- [Executive Order 12898](#), *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations* (preventing 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);
- [Executive Order 13166](#), *Improving Access to Services for Persons with Limited English Proficiency* (requiring that recipients of Federal financial assistance provide meaningful access for applicants and beneficiaries who have limited English proficiency (LEP));
- [Executive Order 13985](#), *Advancing Racial Equity and Support for Underserved Communities through the Federal Government* (advancing equity across the Federal Government); and
- [Executive Order 13988](#), *Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation* (clarifying that sex discrimination includes discrimination on the grounds of gender identity or sexual orientation).

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

GENERAL ASSURANCES

10/3/2023 12:26:39 PM

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

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

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

SPECIFIC ASSURANCES

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

1. The Recipient agrees that each “activity,” “facility,” or “program,” as defined in § 21.23(b) and (c) of 49 CFR part 21 will be (with regard to an “activity”) facilitated, or will be (with regard to a “facility”) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:
“The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”
3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT Order 1050.2A) in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the State highway safety agency also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review

upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

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

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

The Subgrantee will provide a drug-free workplace by:

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

POLITICAL ACTIVITY (HATCH ACT)

(applies to all 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 all subrecipients as well as States)

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

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

INSTRUCTIONS FOR PRIMARY TIER PARTICIPANT CERTIFICATION (STATES)

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

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

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

INSTRUCTIONS FOR LOWER TIER PARTICIPANT CERTIFICATION

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

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

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

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

BUY AMERICA

(applies to subrecipients as well as States)

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

CERTIFICATION ON CONFLICT OF INTEREST

(applies to subrecipients as well as States)

GENERAL REQUIREMENTS

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

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

DISCLOSURE REQUIREMENTS

No State or its subrecipient, including its officers, employees, or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

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

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to all 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:	PS24027
Agency Name:	Riverside County Public Health Department
Grant Title:	Pedestrian and Bicycle Safety Program
Agreement Total:	\$240,137.00
Authorizing Official:	Kim Saruwatari
Fiscal Official:	Yadira Romo
Grant Director:	Julisa Alvizo-Silva

CURRENT GEMS USER(S)

1. Rebecca Antillon

Title: Program Coordinator II
Phone: (951) 358-7171
Email: rantillon@ruhealth.org

Media Contact: No

2. Erin Malone

Title: Program Coordinator
Phone: (951) 358-7171
Email: emalone@ruhealth.org

Media Contact: No

3. Lorri Morris

Title: Accountant II
Phone: (951) 358-5688
Email: l.morris@ruhealth.org

Media Contact: No

4. Valerie Rodrigues

Title: Program Coordinator II
Phone: (951) 358-7190
Email: v.rodrigues@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 checked="" type="checkbox"/>	Remove Access <input type="checkbox"/>		
Valerie Rodrigues		Program Coordinator II	
Name		Job Title	
v.rodrigues@ruhealth.org		9513587171	
Email address		Phone number	
GEMS User 2		Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Add/Change <input checked="" type="checkbox"/>	Remove Access <input type="checkbox"/>		
Marta Rivas		Program Coordinator I	
Name		Job Title	
marivas@ruhealth.org		9513587171	
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: <i>Valerie Rodrigues</i>		Date: Oct 3, 2023	
As a signatory I hereby authorize the listed individual(s) to represent and have GEMS user access.			
<u><i>Julisa Alvizo-Silva</i></u> <small>Julisa Alvizo-Silva (Dec 12, 2023 11:10 PST)</small>		Julisa Alvizo-Silva	
Signature		Name	
Dec 12, 2023		Grant Director	
Date		Title	

Grant Agreement - PS24027


Final Audit Report

2024-01-31

Created:	2023-10-03
By:	Elsie Machado (elsie.machado@ots.ca.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAbpXXJl_tJFUZcKfFKNgX3z-F1vP50dZ

"Grant Agreement - PS24027" History

-  Document created by Elsie Machado (elsie.machado@ots.ca.gov)
2023-10-03 - 7:26:53 PM GMT
-  Document emailed to Valerie Rodrigues (v.rodrigues@ruhealth.org) for signature
2023-10-03 - 7:27:13 PM GMT
-  Email viewed by Valerie Rodrigues (v.rodrigues@ruhealth.org)
2023-10-03 - 7:27:41 PM GMT
-  Document e-signed by Valerie Rodrigues (v.rodrigues@ruhealth.org)
Signature Date: 2023-10-03 - 7:58:52 PM GMT - Time Source: server
-  Document emailed to jalvizo@ruhealth.org for signature
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-  Email viewed by jalvizo@ruhealth.org
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2023-12-07 - 3:52:17 PM GMT

 Signer jalvizo@ruhealth.org entered name at signing as Julisa Alvizo-Silva


2023-12-12 - 7:10:22 PM GMT

 Document e-signed by Julisa Alvizo-Silva (jalvizo@ruhealth.org)


Signature Date: 2023-12-12 - 7:10:24 PM GMT - Time Source: server

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2023-12-12 - 7:10:25 PM GMT

 Email viewed by yromo@ruhealth.org

2023-12-12 - 7:10:34 PM GMT

 Email viewed by yromo@ruhealth.org

2023-12-19 - 0:11:17 AM GMT

 Signer yromo@ruhealth.org entered name at signing as Yadira Romo

2023-12-19 - 0:11:38 AM GMT

 Document e-signed by Yadira Romo (yromo@ruhealth.org)

Signature Date: 2023-12-19 - 0:11:40 AM GMT - Time Source: server

 Document emailed to ksaruwatari@ruhealth.org for signature

2023-12-19 - 0:11:42 AM GMT

 Email viewed by ksaruwatari@ruhealth.org

2023-12-19 - 1:12:40 AM GMT

 Email viewed by ksaruwatari@ruhealth.org


2024-01-20 - 1:31:40 AM GMT

 Signer ksaruwatari@ruhealth.org entered name at signing as Kim Saruwatari

2024-01-25 - 6:32:28 PM GMT

 Document e-signed by Kim Saruwatari (ksaruwatari@ruhealth.org)

Signature Date: 2024-01-25 - 6:32:30 PM GMT - Time Source: server

 Document emailed to Carolyn Vu (Carolyn.Vu@ots.ca.gov) for signature


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 Email viewed by Carolyn Vu (Carolyn.Vu@ots.ca.gov)


2024-01-25 - 6:38:14 PM GMT


 Document e-signed by Carolyn Vu (Carolyn.Vu@ots.ca.gov)

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 Document emailed to Barbara Rooney (barbara.rooney@ots.ca.gov) for signature
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 Email viewed by Barbara Rooney (barbara.rooney@ots.ca.gov)
2024-01-31 - 9:52:12 AM GMT

 Document e-signed by Barbara Rooney (barbara.rooney@ots.ca.gov)
Signature Date: 2024-01-31 - 10:53:03 PM GMT - Time Source: server

 Agreement completed.
2024-01-31 - 10:53:03 PM GMT