

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



ITEM: 3.37
(ID # 30328)

MEETING DATE:
Tuesday, June 02, 2026

FROM : RUHS-PUBLIC HEALTH

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM – PUBLIC HEALTH: Approve Funding Allocations from the State of California Office of Traffic Safety (OTS) Child Passenger Safety Program for the Period of Performance of October 1, 2026, through September 30, 2027. All Districts [Total amount \$421,386; up to \$84,277 in additional compensation - 100% Federal]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve Funding Allocations from the State of California Office of Traffic Safety for Child Passenger Safety Program (“Program”) for a total amount not to exceed \$421,386 for the period of performance of October 1, 2026, through September 30, 2027; and
2. Authorize the Director of Public Health, or designee, based on availability of fiscal funding and as approved as to form by County Counsel, to: (a) sign all certifications, assurances, or reports to implement the Program including, but not limited to, signing the Program Grant Agreement when it becomes available; (b) sign subsequent amendments to the Grant Agreement, including modifications to the statement of Work, that stay within the intent of the Grant Agreement; and (c) sign subsequent amendments to the Grant Agreement that do not exceed the sum total of twenty percent (20%) of the total aggregate amount.

Continued on page 2

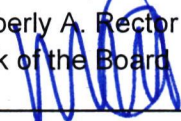
ACTION:A-30, Policy


Kim Saruwatari, Director of Public Health 5/14/2026

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: June 2, 2026
xc: RUHS-PH

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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

RECOMMENDED MOTION: That the Board of Supervisors:

3. Authorize the Director of Public Health, or designee, to be charged with the responsibility of administering and implementing the OTS Child Passenger Safety Program including to:
 - a. Accept additional funding for future opportunities through September 30, 2028;
 - i. Sign and execute future Passenger Safety Agreements with State of California Office of Traffic Safety, as approved as to form by County Counsel, as a result of receiving additional funds in amounts not to exceed 120% of the current Contract aggregate amount; and
 - ii. Sign future amendments to agreements of motion 3(a) (i) thereto, as approved as to form by County Counsel, that (a) make modifications to the scope of work that stay within the intent of the agreement and (b) make changes to the compensation provisions that do not exceed 20% of the total agreement amount on an annual basis.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$316,040	\$421,386	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Federal			Budget Adjustment: No	
			For Fiscal Year: 26/27 – 27/28	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Child Passenger Safety Program is funded by the National Highway Transportation Safety Administration (NHTSA), and the grant is administered by the State of California, Office of Traffic Safety. The goal of the program is to incorporate best practice strategies to be conducted to reduce the number of injuries and fatalities from crashes involving children under the age of eight years old.

RUHS-Public Health – Injury Prevention Services (IPS) has been awarded funding from the California Office of Traffic Safety (OTS) to implement occupant protection activities throughout the County. Through this grant, IPS will continue to collaborate with local law enforcement agencies and community partners to deliver bilingual educational programs, car seat safety check events, and interactive activities for parents, caregivers, children, and mature drivers.

The Child Passenger Safety Program will focus on promoting the proper use of car seats, booster seats, and seat belts, reducing preventable injuries and fatalities, and increasing overall traffic safety across Riverside County.

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

Impact on Residents and Businesses

The Child Passenger Safety Program will benefit County residents by ensuring that children are using car seats, booster seats, and seatbelts correctly and ensuring that mature drivers are correctly restrained in their vehicle. This will reduce the number of injuries and death due to misuse or lack of correct restraints. By providing child passenger safety education, community events, and access to no-cost car seats, this grant will help reduce preventable injuries and fatalities among children across our County. Families will gain the knowledge and resources needed to keep their children safe while traveling, removing financial and educational barriers that too often put young lives at risk. A safer community benefits everyone; residents experience improved health and well-being, while businesses and local agencies see reduced costs associated with emergency response, medical care, and lost productivity. This investment in prevention strengthens public safety, supports working families, and fosters a healthier, more resilient County for all.

Additional Fiscal Information

This funding is awarded to RUHS-PH by the State of California. Future funding will be reported to Auditor Controller Office (ACO) on an annual basis.

County Fiscal Year

Fiscal Year	Amount
FY26/27	\$316,040
FY27/28	\$105,346
Total	\$421,386

Contract History and Price Reasonableness

RUHS-PH submitted a grant application to the State of California Office of Traffic Safety for Child Passenger Safety Program on January 29, 2026. Funding has not yet been awarded, RUHS-PH is currently under consideration. As this is a competitive grant opportunity, no additional vendor quotations were required. At this time, the Board is being asked to authorize the Public Health Director to sign the Grant Agreement when it becomes available.

ATTACHMENTS:

ATTACHMENT A: Grant Application #27-007024 with the State of California


Douglas Ordóñez Jr.


5/25/2026


Gregg Gu, Chief of Deputy County Counsel 5/15/2026

Application Information

Application No: 27-007024

Application Type:	Child Passenger Safety	Agency (City or County):	Riverside County	Department (Police Dept, DA Office, etc):	Riverside County Public Health Department
Authorized Representative:	Kim Saruwatari	Additional Contact Email:	emalone@ruhealth.org	DUNS/SAM Number:	CERTDD6LKE95
DUNS/SAM Expiration Date:		DUNS/SAM Registered Address:	4080 Lemon St. FL 11	DUNS/SAM City:	Riverside
DUNS/SAM ZIP+4:	92501-3609				

Application Summary

Grants Made Easy Application Titles and Descriptions are pre-populated. For General Grants, provide the Application Title and Application Description.

Application Title:

Child Passenger Safety Program

Application Description:

Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving children under the age of sixteen years old. The funded strategies may include education, child safety seat check-ups, community events, presentations, and training. Other countermeasures may include education on how to install and fit a child safety seat, how to meet the 5-step test, properly fitting child safety seats, providing educational materials, and the distribution of child safety seats. Efforts should be conducted in at-risk communities and coordinated in collaboration with community-based organizations.

Problem Statement

Describe the problem(s) to be addressed utilizing current data-driven evidence. Be specific and focus on the issue that is relevant and significant within your community.

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

Problem Statement:

Riverside County, founded in 1893, is one of 58 counties in the state of California. It covers 7,303 square miles in the southern part of the state and is the fourth most populous county in California. The County is located inland from Los Angeles County and bordered by Orange County to the west, San Bernardino County to the north, San Diego, and Imperial Counties to the south, and the Colorado River and the state of Arizona to the east. The County spans approximately 180 miles from east to west and 40 miles from north to south.

Of its population exceeding 2.4 million people, Riverside County is comprised of 28 incorporated cities, 65 unincorporated communities, and 12 federally recognized Native American reservations. Given its population size, Riverside County is the 10th most populous county in the nation. As of 2022, the County's population is estimated to be at 2,473,902, making it the fourth most populated county in California with only the counties of Los Angeles, San Diego, and Orange having larger populations.

The Riverside County Office of Education serves 23 school districts, catering to over 431,000 students. Over 65% of the student population (287,042 students) are considered socioeconomically disadvantaged.

Riverside County's law enforcement system is comprised of multiple agencies that collectively provide traffic safety enforcement and community services across the county. This includes city police departments serving incorporated cities, the Riverside County Sheriff's Department, which provides law enforcement services in unincorporated areas and contract cities, and the California Highway Patrol, which is responsible for traffic enforcement on state highways and freeways. Together, these agencies cover Riverside County's diverse geographic and population needs and serve as key partners in implementing coordinated traffic safety education, enforcement, and injury prevention efforts countywide.

Riverside University Health System-Public Health (RUHS-Public Health) implements programs and distributes resources throughout the entire county, reaching urban, suburban, rural, and tribal communities. Leveraging its countywide infrastructure, partnerships with schools, healthcare providers, law enforcement, community-based organizations, and local government, RUHS-Public Health ensures that educational programs, child safety seats, training courses, and outreach initiatives are accessible to residents across all regions. This broad reach allows RUHS-Public Health to provide coordinated services, address diverse community needs, and maximize the impact of traffic safety and injury prevention programs countywide.

RUHS-Public Health is dedicated to protecting and improving the health of residents and visitors through creating healthy communities, promoting healthy behaviors, connecting and investing in people and improving access to care for all.

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

Problem Statement:

Riverside County continues to experience increasing motor vehicle crash related fatalities and injuries, demonstrating a significant and ongoing traffic safety problem that impacts residents across the lifespan. Young passengers remain at elevated risk due to the premature transition out of booster seats, as vehicle seat belts are engineered for adult occupants and do not provide adequate protection for children who do not pass the 5-Step Belt Fit Test. Law enforcement officers are key partners in traffic safety; however, additional training is needed to ensure officers can accurately identify improper use of child safety seats and seat belts and provide consistent education in the field. Pregnant individuals also represent a high-risk population, as improper seat belt use significantly increases the likelihood of injury to both the pregnant person and the unborn child during a crash.

Older drivers face age-related changes that may affect vision, mobility, and reaction time, increasing crash risk and the need for targeted education and vehicle-fit interventions. Children with special needs encounter unique transportation challenges, including limited access to adaptive child safety seats and a lack of specialized education and installation support. Traffic safety disparities persist among at-risk and underserved populations, where social determinants of health, language barriers, and limited access to resources contribute to higher injury risk. Compounding these issues is a consistently high child safety seat misuse rate countywide, highlighting the need for continued development and retention of Child Passenger Safety (CPS) Technicians, Instructors, and Instructor Candidates. Addressing these problems requires a coordinated, evidence-based public health approach that aligns with OTS priority areas, targets high-risk populations, and implements proven countermeasures to reduce preventable injuries and fatalities throughout Riverside County.

PROBLEM 1 - Riverside County is experiencing an increase in fatalities and injuries, resulting in a public health crisis.

When comparing years 2021-2023 data to years 2022-2024, Riverside County motor vehicle crash injuries increased from 7,643 to 8,127, representing an increase of 484 injuries (6.33%). During the same periods, fatalities rose from 123 to 129, an increase of 6 deaths (4.88%), indicating a continued upward trend in both injury and fatal crash outcomes.

Motor vehicle crash injury data show an overall increase in injuries among young passengers in Riverside County, particularly among older children and teens. While injuries among children under 8 years remained unchanged at 1,039 between 2021–2023 and 2022–2024, injuries increased among children ages 8–12 years from 1,198 to 1,310, an increase of 112 injuries (9.35%), and among teens ages 14–17 years from 1,931 to 2,021, an increase of 90 injuries (4.66%). These trends indicate a growing injury burden among school-aged children and adolescents, highlighting the need for targeted passenger safety education and intervention.

Among children and youth under 16 years in Riverside County, motor vehicle crash injuries increased from 3,285 (2021–2023) to 3,438 (2022–2024), an increase of 153 injuries (4.66%). Fatalities remained unchanged at 36 during both periods, indicating stable fatality counts despite a rise in injuries.

Motor vehicle crash data indicate a concerning increase in injuries among unrestrained children in Riverside County, despite relatively stable or declining fatalities. Among children under 16 years, unrestrained crash injuries rose from 142 to 167 between 2021–2023 and 2022–2024, an increase of 25 injuries (17.61%), while fatalities remained unchanged at 9. Similarly, injuries among unrestrained children under 8 years increased from 75 to 81 (8.0%), with fatalities remaining stable at 3. The most pronounced increase occurred among children ages 8–12 years, where unrestrained injuries rose from 35 to 44, an increase of 9 injuries (25.71%), despite a decrease in fatalities from 5 to 4. These trends underscore the ongoing risk posed by improper or non-use of child safety seats and highlight the need for targeted education, enforcement, and access to child passenger safety resources.

Among Riverside County drivers ages 65 and older, motor vehicle crash injuries increased from 7,643 (2021–2023) to 8,127 (2022–2024), representing an increase of 484 injuries (6.33%). During the same periods, fatalities rose from 123 to 129, an increase of 6 deaths (4.88%), indicating a growing crash burden and heightened safety risk for older drivers. ATTACHMENT A

PROBLEM 2 – Transitioning children out of their booster seats before they are ready can pose serious dangers, as seatbelts are designed to protect adults, not smaller, growing bodies.

Despite sustained education and enforcement initiatives aimed at promoting proper use of child safety seats and seat belts, many families are not practicing safe behaviors nor adhering to the mandatory child safety seat and seat belt law. RUHS-Public Health continues to document a high number of caregivers who lack awareness of child passenger safety laws, particularly for older children who still require booster seats to ensure proper seat belt fit.

As children grow, caregivers may assume that transitioning out of their car seat alone is enough for safety; however, without a booster seat, many older children are improperly positioned seatbelt use, placing them at an increased risk for severe injury in the event of a motor vehicle crash. Booster seats are proven to improve seat belt across the chest and hips, significantly reducing injury risk. Raising awareness about these laws and the critical need for booster seats are essential to improving compliance and reducing preventable injuries among older child passengers.

RUHS-Public Health coordinates a year-round low-cost car seat and booster seat program to support families across Riverside County. Many caregivers initially assume only their younger children need a child safety seat, but upon attending workshops or participating in child safety seat checkup events, they often learn that older children may still require a booster for proper seat belt fit and protection. This is a common occurrence at our checkup events and workshops; for example, at a checkup event this past October, families came seeking seats for their younger children and over half discovered that their older children also needed booster seats. The RUHS-Public Health CPS program provided booster seats for these older children, and over the past two years, more than 500 booster seats have been distributed, helping ensure children remain safely restrained as they grow.

PROBLEM 3 – Law enforcement officers need training on the 5-Step Belt Fit Test for proper seat belt fit.

RUHS-Public Health consistently observes that many children are advanced out of booster seats too early, increasing the risk of injury in motor vehicle crashes. Fortunately, California is updating its booster seat law to incorporate the 5-Step Belt Fit Test, which helps caregivers determine whether a child is ready to transition from a booster seat to a seat belt alone. Law enforcement officers play a critical role in education, enforcement, and community engagement related to this law. However, many officers have not yet received training on the 5-Step Belt Fit Test, creating a gap in consistent enforcement and public education. Without proper training, families may receive inconsistent or incorrect guidance regarding child safety seat requirements.

PROBLEM 4 – Pregnant people are at increased risk for injury in motor vehicle crashes, and proper seat belt use is critical for protecting both the parent and the unborn child.

Pregnant people are at increased risk for injury in motor vehicle crashes, and proper seat belt use is critical for protecting both the parent and the unborn child. Despite guidance from healthcare providers and traffic safety authorities, prenatal counseling about proper seat belt use is not consistently provided, and incorrect seat belt fit remains common among expectant parents. Throughout Riverside County, RUHS-Public Health Child Passenger Safety Technicians have consistently observed pregnant people misusing the seat belt, particularly with the lap belt positioned over the abdomen, at car seat checkup events.

Riverside County's countywide low-cost car seat program has experienced a notable increase in referrals from pregnant people. In 2025, the program received over 500 referrals, while the current annual budget only allows for approximately 750 car seats total, covering both pregnant and non-pregnant referrals. This trend highlights growing demand and the need for additional resources to ensure all families, including expectant parents, have access to appropriate child passenger safety seats.

PROBLEM 5 – Advancing age can lead to impairments that impact driving ability.

As the population ages, the number of older drivers on our roads is steadily increasing, presenting both opportunities and significant safety challenges. Older adults often face physical and cognitive changes which include reduced visual acuity, increased frailty, restricted movement, and impairments in cognitive function that can compromise their ability to operate vehicles safely. These age-related changes can impair navigation of complex traffic environments, increase the risk of crashes and injuries, and pose a threat to both older drivers and the broader community.

Data from the Insurance Institute for Highway Safety highlights that drivers aged 70 and older experience higher fatal crash rates per mile traveled compared to middle-aged drivers. This increased risk is primarily attributable to their heightened vulnerability to injury during crashes, emphasizing the need for targeted interventions to enhance safety.

Among Riverside County drivers ages 65 and older, motor vehicle crash injuries increased from 7,643 (2021–2023) to 8,127 (2022–2024), representing an increase of 484 injuries (6.33%). During the same periods, fatalities rose from 123 to 129, an increase of 6 deaths (4.88%), indicating a growing crash burden and heightened safety risk for older drivers. ATTACHMENT A

Personalized assessments conducted by trained RUHS-Public Health CarFit technicians have discovered common issues among older drivers include improper steering wheel distance (75%), inadequate side mirror views (30%), incorrect seat height (30%), and head restraint misalignment (19%). Notably, 90% of these issues are resolved through a 20-minute assessment, leading to safer driving conditions.

Research from the AAA Foundation for Traffic Safety highlights the importance of maintaining mobility among older adults, revealing that those who cease driving are nearly twice as likely to experience depression and almost five times more likely to enter long-term care facilities. These findings highlight the critical need for programs that support safe driving and prolong independence among older adults.

PROBLEM 6 – Transporting children with special needs presents unique challenges.

Transportation resources and education for children with special needs in Riverside County remain limited, creating a significant safety gap. Many families lack access to adaptive child safety seats or cannot obtain insurance approval, leaving children reliant on conventional seats that may or may not fully meet their physical, medical, or behavioral needs. Even when adaptive child safety seats are provided by Durable Medical Equipment providers, instruction on proper installation and use is often not included, leaving caregivers without the guidance necessary to safely secure their children. This lack of consistent education and accessible equipment increases the risk of injury and highlights the urgent need for programs that provide both resources and professional support to ensure safe, equitable transportation for all children.

RUHS-Public Health consistently receives calls from families seeking guidance on safely transporting children with special needs and properly using and installing child safety seats. Caregivers frequently report uncertainty about whether standard or adaptive child safety seats meet their child's unique needs and require hands-on instruction to ensure correct installation and safe travel.

Many children with behavioral conditions can benefit from the use of a chest clip guard designed by Merritt Manufacturing, which has been approved for use with conventional Evenflo car seats commonly used in the Riverside County program. RUHS-Public Health staff consistently identify children who would benefit from this device, highlighting a clear need to purchase these chest clip guards to ensure all eligible children have access. Providing this device, along with proper installation guidance, enhances child safety seat effectiveness and safety for children with behavioral conditions while maintaining the accessibility and consistency of conventional car seats in the program. ATTACHMENT B

PROBLEM 7 – Health disparities in traffic safety are a significant concern, particularly for at-risk communities and highlight the need for targeted interventions and education.

Families with limited proficiency in English

Families with limited English proficiency often face barriers in accessing essential child passenger safety information, including proper use and installation of car seats. Language barriers can lead to misunderstandings, reduced confidence in using car seats, and lower rates of correct use, placing children at higher risk of injury in traffic crashes. Providing multilingual educational materials, visual guides, and in-person support is critical to ensuring that all families can protect their children. Targeted outreach to these communities will improve correct child safety seat use and promote equitable child safety outcomes across Riverside County.

Tribal Communities

Motor vehicle crashes are the leading cause of death among American Indian and Alaskan Native populations, with a disproportionate impact on children and adolescents ages 0 to 19, who are two to five times more likely to be involved in a crash compared with individuals from other racial and ethnic groups. Contributing factors include low seat belt and child safety seat use. According to NHTSA, seat belt use in Indian Country was 76% in 2020, compared with the national average of 90%. Additionally, studies indicate that only 23% to 79% of American Indian children ages seven and younger are properly restrained. Culturally responsive strategies, community engagement, and targeted education can help improve vehicle occupant protection and health outcomes in these communities.

At-risk Populations that Experience High Rates of Preterm Births and High Percentages of Low Birth Weights

The RUHS-Public Health Child Passenger Safety Program is committed to partnering with at-risk populations in Riverside County, particularly communities with high rates of preterm births and low birth weight infants. These infants are at greater risk for injury in motor vehicle crashes, making proper car seat use and education essential. Through targeted outreach, distribution of age- and size-appropriate car seats, and culturally responsive education, the program seeks to increase correct child safety seat use among caregivers of medically vulnerable infants. By focusing on these high-risk populations, the program aims to reduce preventable injuries, promote infant health and safety, and achieve measurable improvements in child passenger safety outcomes within the community.

PROBLEM 8 – Continued Child Passenger Safety (CPS) Technician, Instructor, and Instructor Candidate Development is needed to combat high child safety seat misuse rate.

RUHS-Public Health conducts approximately 18 child safety seat checkup events annually across Riverside County and consistently documents high rates of child safety seat misuse while distributing more than 1,000 child safety seats each year. To ensure families receive accurate education and proper installation support, continued investment in CPS Technician, Instructor, and Instructor Candidate development is essential. The RUHS-Public Health Program Coordinator serves as a Lead Instructor for CPS Certification, Renewal, and Update Courses, provides continuing education units for technicians, and is a Safe Travel for All Children (STAC) Instructor Mentor, one of only two in California. In addition, RUHS-Public Health conducts quarterly stakeholder meetings with Southern California OTS CPS grant recipients to share resources, coordinate training opportunities, and promote consistent, evidence-based practices across the region. Due to high demand, the Lead Instructor maintains a waiting list of interested agencies for upcoming CPS trainings, underscoring the need for sustained training capacity and continued grant support.

3. Define the target population the grant intends to serve and how they are affected by the problem(s). If the target population includes any at-risk populations, please include how this traffic safety grant will serve them.

Problem Statement:

RUHS-Public Health aims to promote occupant protection among several target populations throughout Riverside County including:

- Elementary School Students and Caregivers
- Law Enforcement and Youth Explorer Programs
- Pregnant People
- Older Drivers and CarFit Technicians
- Children with Special Transportation Needs
- At-Risk Families
- CPS Technicians, Instructors and Instructor Candidates

TARGET POPULATION – Elementary School Students and Caregivers

The elementary school student population in Riverside County includes two key sub-groups with distinct child passenger safety needs. The first group consists of children who are still in their booster seats but require ongoing education for themselves and their caregivers about the importance of remaining in a booster until the seat belt fits correctly. The second group includes children who were removed from their booster seats too early and fail to pass the 5-Step Belt Fit Test, placing them at increased risk of injury in a crash. These children and their families need targeted education and resources to encourage returning to a booster seat and ensuring proper seat belt use. Addressing the needs of both sub-populations is critical to promoting safe travel behaviors, preventing premature transition out of boosters, and reducing preventable injuries among young passengers.

Outreach conducted at schools, libraries, and community events revealed that caregivers often rely on age or height rather than the 5-Step Belt Fit Test when determining booster seat readiness. Over the past two years, RUHS-Public Health conducted the 5-Step Belt Fit Test for over 2,000 students. As a result, RUHS-Public Health consistently reports many children are transitioned out of their booster seats and experience poor seat belt fit. Ensuring children stay in booster seats until they are physically ready for a properly fitted seatbelt is a critical strategy for reducing preventable injuries.

TARGET POPULATION – Law Enforcement & Youth Explorer Programs

RUHS-Public Health has identified a need to train local law enforcement officers on the proper use of the 5-Step Belt Fit Test, so they can provide accurate guidance during car seat inspections, traffic stops, and community events. Without proper training, law enforcement may experience inconsistent enforcement and public guidance, which may limit community awareness and compliance with the updated child passenger safety law.

In addition to law enforcement, a hands-on training with the youth Explorer Program will empower Explorers to educate families, promote proper seat belt use, and support child passenger safety throughout their community. This collaboration strengthens the community's traffic safety efforts and develops the next generation of public safety leaders.

TARGET POPULATION – Pregnant People

According to the California Integrated Vital Records System, the number of live births throughout Riverside County showed modest variation over time, with 27,427 births in 2021, increasing to 27,883 in 2022, declining to 26,442 in 2023, and then rising again to 27,105 in 2024. Overall, birth counts remained relatively stable across the four-year period.

From 2021–2023, Riverside County's teen birth rate was 10.0 live births per 1,000 females ages 15–19, exceeding the California rate of 8.9. This higher rate indicates a greater local burden and highlights the need for targeted education and prevention efforts.

The infant mortality rate during 2020–2022 was 4 deaths per 1,000 live births, which is higher than the California rate of 3.7, indicating a continued disparity. However, the rate meets the Healthy People 2030 target of 5.0 and is improving over time, reflecting positive progress in infant health outcomes. ATTACHMENT C

Pregnant people are at increased risk of injury in motor vehicle crashes when seat belts are improperly positioned. If the lap belt rides across the abdomen instead of under the belly, it can compress the uterus and internal organs, potentially causing placental abruption, preterm labor, or fetal injury. Shoulder belts worn under the arm or behind the back reduce child safety seat effectiveness and increase the risk of maternal chest, spinal, or internal trauma. Misplaced belts may also discourage seat belt use due to discomfort, further increasing crash-related risk.

Prenatal seat belt checks and workshops will provide pregnant people with the knowledge, hands-on guidance, and confidence needed to wear seat belts correctly, protecting both themselves and their unborn child.

TARGET POPULATION – Older Drivers

Of its population exceeding 2.4 million people, Riverside County's older adults make up approximately 21.9% of the total. Riverside County is one of six California counties projected to experience a 248.2% increase in adults ages 65 and older between 2010 and 2060. During this time, the 85+ population sub-group is expected to increase by 712%, placing Riverside County amongst the six counties with the largest older adult population growth rates in California. Between 2020 and 2030, the older adult population is expected to increase by 50% in the age groups of 50 to 64 years and 65 to 74 years, and by 91% for those over 100 years of age.

Older adults in Riverside County play a vital role in the social and economic health of the community. According to the Riverside County Community Assessment Survey, 39% of older adults participate in volunteer work, and older residents contribute an estimated \$14.8 billion annually through paid and unpaid work. The majority of this contribution involves helping family and friends (81%), caring for other older adults (27%), and remaining in the workforce through part-time (11%) and full-time employment (24%). Safe mobility is essential to sustaining these activities. ATTACHMENT D

Older driver safety initiatives, including CarFit events and targeted education, directly support the ability of older adults to continue driving safely and confidently. By addressing age-related changes in vision, mobility, and reaction time, these activities reduce crash risk while helping older drivers maintain independence. Improved vehicle fit, seat belt positioning, and access to safety resources allow older adults to continue volunteering, caregiving, and working to benefit families, neighborhoods, and the local economy.

By preventing injuries and preserving safe driving ability, these interventions help older adults remain active, engaged, and connected. In turn, Riverside County benefits from sustained volunteerism, caregiving support, and workforce participation, while reducing healthcare costs and the societal impact of crash-related injuries. Investing in older driver safety is therefore an investment in both public health and the long-term vitality of the County's aging population.

TARGET POPULATION – Children with Special Needs

Without proper guidance, caregivers may struggle with installation or use of adaptive and conventional child safety seats, resulting in inconsistent protection. This not only places the child at greater risk of injury but can also limit their mobility, independence, and access to education, therapy, and social activities. RUHS-Public Health will provide targeted support to two key sub-populations of children with special needs. For children who receive insurance coverage for an adaptive child safety seat, RUHS-Public Health Certified CPS Technicians will provide hands-on education and installation guidance at the time the child safety seat is delivered to Medical Therapy Units, ensuring caregivers know how to use the seat safely and correctly. For children who do not qualify for insurance coverage but can safely use a conventional child safety seat or booster seat, CPS Technicians will assess each child's needs and provide individualized instruction on proper installation and use of the available child safety seat.

By addressing both groups, RUHS-Public Health ensures that all children with special needs—regardless of insurance coverage—have access to the resources, guidance, and training necessary to travel safely and reduce the risk of injury in a motor vehicle crash.

TARGET POPULATION – AT-RISK FAMILIES

Many at-risk families in Riverside County face barriers to accessing child safety seats due to financial constraints or limited awareness in their importance, placing children at a higher risk of injury in crashes. These families often face barriers to accessing child safety seats and may lack awareness to training on proper installation and use, placing children at increased risk of injury in crashes. This grant will provide these families with low-cost car seats, multilingual education, and culturally tailored training to ensure correct installation and use. By directly addressing these barriers, the program will improve child passenger safety and reduce preventable injuries in high-risk communities.

AT-RISK FAMILIES – FOSTER YOUTH

Foster youth consistently experience poorer educational outcomes than nearly all other student groups, including lower academic performance, post-secondary success, and attendance rates. To address these disparities, the Riverside County Office of Education launched the Foster Youth Success Initiative during the 2024-2025 school year to support foster students' long-term stability and success.

Frequent changes in placements and caregivers place foster youth at increased risk for transportation-related injuries due to inconsistent use of seat belts, car seats, and booster seats. Limited financial resources and lack of awareness regarding proper child safety seat use further elevate the risk of injury in motor vehicle crashes.

During the 2023-2024 school year, 29,825 foster youth were enrolled in California public schools, including 2,934 in Riverside County. For the school year 2022-2023, only 60 percent of foster youth graduate from high school statewide, compared to 86 percent of non-foster youth according to California Department of Education.

AT-RISK FAMILIES – TRIBAL COMMUNITIES

Engaging tribal communities in child passenger safety is critical and must be approached with cultural sensitivity and competence. California is home to 109 federally recognized Indian Tribes, with twelve reservations located in Riverside County and approximately 52,000 residents identifying as American Indian.

Evidence-based strategies to reduce motor vehicle injuries and fatalities can be effectively adapted for tribal communities. RUHS-Public Health has established partnerships with tribal communities in Riverside County and has strengthened regional capacity by providing CPS Technician Certification training and support to staff from the Indian Health Council serving both Riverside and San Bernardino Counties. These collaborative efforts have supported the implementation of child safety seat checkups, resources fairs, and booster seat education events with distribution of no cost booster seats. RUHS-Public Health will continue these efforts through the proposed activities to improve child passenger safety and reduce traffic-related injuries and deaths.

TARGET POPULATION – CPS Technicians, Instructors and Instructor Candidates

CPS Technicians, Instructors, and Instructor Candidates benefit significantly from ongoing professional development and training opportunities that strengthen their technical skills, confidence, and ability to serve families effectively. Regular certification, update, and enhancement courses ensure that CPS professionals remain current on evolving best practices, new child safety seat technologies, and updated laws and recommendations. Mentorship and instructor candidate development build local training capacity, reduce reliance on external resources, and support long-term program sustainability.

This grant will support CPS workforce development by funding certification courses, update trainings, enhancement courses such as Safe Travel for All Children, and mentoring opportunities for Instructor Candidates. Grant-supported activities will also facilitate peer learning through stakeholder meetings, office hours, and collaborative events, allowing CPS professionals to share best practices and troubleshoot complex cases. By investing in CPS Technicians, Instructors, and Instructor Candidates, the program will expand regional capacity, improve the quality and consistency of education provided to caregivers, and ensure that more families across southern California receive accurate, hands-on guidance for the safe transportation of children.

Traffic Data Summary:

City Applicants: Complete the table below using the most current local data and update the 20XX years in the table (do not use the OTS Rankings).

County or State Applicants: Complete the table below using TIMS data and update the 20XX years in the table.

Crash Type	2022				2023				2024			
	Crashes		Victims		Crashes		Victims		Crashes		Victims	
Fatal	324		342		299		324		264		279	
Injury	10,028		14,809		10,184		14,853		10,342		14,866	
	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured
Under Age 16	13	881	14	1,135	11	911	14	1,150	7	921	8	1,153

Source: 2021-2024 SWITRS (2024 is provisional as of December 2025.)

Proposed Solution

Strategies:

RUHS-Public Health will implement a comprehensive, multi-strategy approach to improve traffic safety across the lifespan, supporting law enforcement and Youth Explorer Programs, elementary school students and caregivers, certified CPS professionals, older drivers, pregnant people, children with special needs, and other at-risk populations through targeted education, training, and resource distribution. As a countywide public health agency with established partnerships across healthcare, education, law enforcement, and community-based organizations, RUHS-Public Health is uniquely positioned to deliver coordinated and equitable services across urban, suburban, rural, and tribal communities.

The proposed strategies align with evidence-based recommendations and countermeasures from the American Academy of Pediatrics and have been demonstrated effective through National Highway Traffic Safety Administration reviews. Additionally, the strategies complement the California Office of Traffic Safety Strategic Plan, California Strategic Highway Safety Plan, Inland Empire Master Plan for Aging, California Master Plan for Aging, and the Riverside County Office on Aging Area Plan on Aging and are supported by strong local partnerships as evidenced by the attached letters of support. ATTACHMENT E

Strategy Overview

- Strategy 1. Support Law Enforcement and Youth Explorer Programs
- Strategy 2. Support Elementary School Students and Caregivers
- Strategy 3. Support Certified CPS Technicians, Instructors, and Instructor Candidates
- Strategy 4. Support Older Drivers and CarFit Technicians
- Strategy 5. Support Pregnant People
- Strategy 6. Support Children with Special Needs
- Strategy 7. Support At Risk Populations
- Strategy 8. Support Awareness Campaigns and Community Events
- Strategy 9. Evaluate Interventions and Adjust as Needed

Strategy 1. Support Law Enforcement and Youth Explorer Programs

It is necessary for new and existing law enforcement officers to have a full understanding of current laws, how to identify violators and provide referrals to local resources. RUHS-Public Health, with its network of CPS Technicians and Instructors, is uniquely positioned to deliver hands-on training, ensuring that law enforcement personnel are prepared to support families and enforce the updated booster seat law correctly. Integrating a 5-Step Belt Fit Test Training for law enforcement and youth Explorer programs will directly increase correct booster seat use, enhance community compliance with California law, and reduce preventable injuries among children.

RUHS-Public Health will conduct 5-Step Belt Fit Test Training Workshops for law enforcement officers and Explorer program participants and certify officers as CPS Technicians to provide ongoing community education. Law enforcement personnel will be equipped with materials and protocols to educate caregivers during traffic stops and community safety events, and RUHS-Public Health will coordinate car seat check events in collaboration with local agencies. Additionally, RUHS-Public Health will partner on public awareness campaigns highlighting law enforcement's commitment to child passenger safety, maintain a referral system for families in need of no cost child safety seats, and provide technical assistance to support law enforcement agencies in implementing CPS programs effectively.

RUHS-Public Health will conduct CPS Technician Certification Courses and Update Courses to expand local capacity for child passenger safety education. Priority registration will be offered to law enforcement personnel to ensure officers are equipped with the knowledge and skills necessary to provide accurate guidance to caregivers during traffic stops, community events, and outreach activities.

Additionally, RUHS-Public Health will conduct court-ordered child passenger safety workshops for caregivers who receive a citation for a child passenger safety violation, supporting local law enforcement agencies by providing an effective educational alternative that reinforces compliance with California child passenger safety laws. By offering a consistent, countywide education option, this program reduces the burden on law enforcement agencies, promotes voluntary compliance, decreases repeat violations, and strengthens collaboration between public health and law enforcement to improve child passenger safety outcomes throughout Riverside County.

Strategy 2. Support Elementary School Students and Caregivers

Research shows that the formative years of a child's life are crucial in instilling long lasting safety behaviors. Continuous exposure to safety and injury prevention education through first-hand testimonials, activities, visual aids and open discussions largely affect a child's behavior. Children whose caregivers follow safety rules are nearly twice as likely to follow the same safety precautions. Having accurate information about transporting children and appropriate expectations for their behavior helps caregivers better understand and care for children. It is imperative that safety information is available to caregivers that is relevant to their life and their child's life.

Activities such as Traffic Safety Bingo, 5-Step Belt Fit Challenge Tests, bilingual caregiver workshops, parent safety advocate trainings, and booster seat distribution will increase knowledge and awareness of proper seat belt and booster seat use among students and caregivers. These activities will help identify children in need of booster seats, promote correct use of child safety seats, and build community capacity through trained parent advocates. Collectively, these interventions are expected to reduce preventable injuries and fatalities, improve traffic safety behaviors, and ensure culturally competent outreach reaches all families in Riverside County.

RUHS-Public Health will partner with the Riverside County Department of Education to identify school sites to implement and conduct on-campus program activities. Educational activities and campaigns will engage students and caregivers to creatively promote booster and seatbelt usage among their school community.

Strategy 3. Support CPS Technicians, Instructors, and Instructor Candidates

RUHS-Public Health continues to document high rates of child safety seat misuse, underscoring the need to expand and strengthen the CPS workforce in Riverside County. To increase the number of CPS Technicians and Instructors and support ongoing professional development, RUHS-Public Health will conduct CPS Certification Courses, Update Courses with pre-approved CEUs, and one-day renewal testing for expired technicians, with targeted outreach to community-based organizations, law enforcement, and injury prevention professionals. RUHS-Public Health will also mentor Technician Instructor candidates, host quarterly countywide CPS stakeholder meetings to share best practices and coordinate resources, collaborate with traffic safety partners to expand community reach, and offer monthly virtual Office Hours to provide technical assistance and ongoing support.

Strategy 4. Support Older Drivers and CarFit Technicians

RUHS-Public Health will implement an evidence-based older driver safety strategy using the nationally recognized CarFit Program, developed by the American Society on Aging in collaboration with American Automobile Association, American Association of Retired Persons and the American Occupational Therapy Association. The CarFit Program is designed to improve vehicle fit, increase proper use of safety features, and reduce injury risk.

RUHS-Public Health will expand CarFit capacity by conducting 1½-day CarFit Technician trainings for law enforcement, public health staff, nonprofit organizations, senior volunteers, and community partners. Trained CarFit technicians will deliver free, community-based CarFit events, individual assessments, and workshops, in collaboration with local law enforcement, senior and community centers, and the Riverside County Office on Aging.

The Riverside County Office on Aging provides over 20 different programs and services, either directly or through contracted providers, which support older adults and adults with disabilities to remain independent and living in their homes and communities. Additionally, there are 48 designated community senior centers and focal points throughout the County.

Strategy 5. Support Pregnant People

Pregnant people are often unaware of proper seat belt positioning, which increases the risk of injury to both mother and unborn child. To address this gap, RUHS-Public Health CPS Technicians have recently completed specialized training in conducting prenatal vehicle seat belt checks. This additional expertise enables our team to systematically assess and educate pregnant individuals on proper seat belt positioning during routine car seat checkup events, ensuring that pregnant individuals receive personalized guidance that reduces risk for both them and their unborn children.

To support pregnant people, RUHS-Public Health will conduct prenatal seat belt checks using the Prenatal Seat Belt Check Form developed by the Hudson Center for Prenatal Vehicle Safety. RUHS-Public Health will train CPS Technicians and Instructors as Prenatal Vehicle Safety Educators, provide hospitals with educational toolkits for use during maternity tours, and conduct healthcare provider trainings to reinforce proper seat belt fit. These activities will be implemented in collaboration with Riverside County WIC offices, local hospitals, Maternal Child Adolescent Health Programs, and teen programs supporting pregnant individuals, ensuring education and resources reach a wide spectrum of pregnant people and new mothers across the county.

Strategy 6. Support Children with Special Needs

To support children with special needs, RUHS-Public Health will implement a multi-faceted strategy focused on safe transportation and proper child safety use. Staff will conduct the Safe Travel for All Children (STAC) CPS enhancement course, which emphasizes adaptive transportation solutions for children with medical, physical, or behavioral needs. RUHS-Public Health will purchase and distribute chest clip guards to children who require additional support to maintain proper harness positioning, identifying eligible children during individualized child safety seat checkups. These efforts will be coordinated in partnership with nine Medical Therapy Units throughout Riverside County, where children receive physical and occupational therapy, as well as with the County Medical Center for patients with complex conditions such as low birth weight or children in hip spica casts following a trauma. The program will also provide ongoing support to CPS Technicians who have completed the STAC enhancement training, ensuring families receive expert guidance on safe travel for children with special needs.

Strategy 7. Support At Risk Communities

RUHS-Public Health will implement culturally responsive child passenger safety education by tailoring outreach materials to be culturally sensitive, relevant, and accessible to the communities served. To reduce health disparities, efforts will address social determinants of health, including economic challenges and transportation barriers, that impact families' ability to obtain and use child safety seats. RUHS-Public Health will collaborate with the Riverside County Office of Education Foster Youth Success Initiative, the Riverside County Black Infant Health Program, and local tribal communities to engage at-risk families through tailored program activities.

Strategy 8. Support Awareness Campaigns and Community Events

Community events and campaigns are one of the most widely used tools to promote and improve road safety and are an important component of road safety strategies in jurisdictions around the world. These initiatives have long been used to increase awareness of traffic laws and new legislation, safe driving practices, as well as to educate the public about issues related to road safety.

RUHS-Public Health will engage the community through interactive outreach and awareness activities to promote traffic safety across the lifespan. Staff will participate in community events, health fairs, and senior expos, offering hands-on demonstrations such as the 5-Step Belt Fit Test, Safe Kids Spot the Tot, and the Safe Kids Temperature Display to address proper child safety seat usage and heatstroke prevention. RUHS-Public Health will conduct targeted awareness campaigns during National Child Passenger Safety Week and National Heatstroke Prevention Day, while also promoting older driver safety resources including the Driver Planning Agreement, CDC's MyMobility Plan, and the National Safety Council's mycardoeswhat.org website. Educational materials and campaign messaging will be disseminated to community partners to expand reach and reinforce safe driving behaviors countywide.

Strategy 9. Evaluate Interventions and Adjust as Needed

Evaluating traffic safety programs is crucial for ensuring their effectiveness in reducing crashes and promoting safe driving behaviors. By assessing these programs, organizations and authorities can identify which strategies are working and which need improvement, allowing for data-driven adjustments that enhance overall safety outcomes. Evaluation helps determine whether educational campaigns, enforcement initiatives, or engineering solutions are making a measurable impact on reducing traffic violations, injuries, and fatalities. Regular evaluation ensures that programs remain relevant and adapt to changing traffic patterns, technologies, and driver behaviors. Ultimately, thorough evaluation enables the continuous improvement of traffic safety efforts, making roads safer for everyone.

RUHS-Public Health will implement a continuous quality improvement process by routinely evaluating awareness activities through surveys, participant feedback, and outcome assessments. Evaluation findings will be used to identify gaps, measure effectiveness, and guide timely adjustments to program strategies, ensuring activities remain responsive to community needs and aligned with traffic safety priorities.

Agency Qualifications:

RUHS-Public Health Injury Prevention Services Branch has more than 31 years of experience developing, implementing, and managing comprehensive injury prevention and traffic safety programs. The agency has a proven track record of successfully administering state and federally funded grants, meeting reporting requirements, and achieving program objectives on time and within budget.

RUHS-Public Health maintains extensive partnerships with local law enforcement agencies, community-based organizations, hospitals, schools, and colleges/universities throughout Riverside County. These collaborations enhance program reach and support coordinated efficient efforts to reduce motor vehicle collisions and traffic-related injuries. In recent years, programs have successfully adapted to provide both virtual and in-person education, ensuring accessibility for diverse audiences.

Programmatic Experience and Capacity

RUHS-Public Health administers multiple traffic safety and injury prevention initiatives, demonstrating the capacity to manage the proposed grant activities concurrently.

This includes:

Occupant Protection / Child Passenger Safety (CPS): CPS Technician, Instructor, and Instructor Candidate development, child safety seat distribution, checkups, education workshops, special needs consultations, NHTSA CPS Certification, Renewal, and Update Courses, and senior driver CarFIT program

Pedestrian and Bicycle Safety / Active Transportation: Safe Routes for All helmet distribution, pedestrian and

bicycle safety curricula, bicycle rodeos, Pedestrian Safety Ambassador Program, Walk Audits, National Safety Campaigns and Senior Pedestrian Safety Education

Teen Impaired and Distracted Driving Program: Curriculum development and updates addressing impaired and distracted driving, Train-the-Trainer presentations, Virtual and in-person peer educator trainings, Peer-to-peer traffic safety education, Awareness and social media campaigns, Outreach events, Parent and school staff presentations, Youth Traffic Safety Summit

College Impaired and Distracted Driving Program: Recruitment of local colleges and universities, Traffic safety educational presentations, Training and support of peer health educators, Digital newsletters and social media campaigns, Development and distribution of college toolkits, Program evaluation, Coordination of the Riverside County Traffic Safety College Collaborative

This breadth of programming demonstrates the agency's infrastructure, experience, and administrative capacity to effectively manage the proposed grant.

Staffing Capacity and Qualifications

Staffing levels are appropriate to successfully complete all proposed activities.

RUHS–Public Health employs experienced programmatic and fiscal staff with clearly defined roles:

Program Chief (In-Kind): Over 25 years of public health experience; provides fiscal oversight and facilitates contract execution.

Program Director (In-Kind): Over 25 years of program management experience; provides technical assistance and ensures grant objectives and deliverables are met.

Program Coordinator: Over 24 years of experience coordinating and implementing traffic safety programs; Certified CPS Technician Instructor; Safe Travel for All (STAC) Instructor Mentor; Prenatal Vehicle Safety Educator Endorsement; CarFit Event Coordinator and Technician

Health Education Assistants: Bilingual staff with more than 10 years of experience delivering traffic safety education and outreach; Certified CPS Technicians; completed STAC enhancement course; Prenatal Vehicle Safety Educator Endorsement; CarFit Technicians

Fiscal Accountant (In-Kind): Over 5 years of experience preparing and submitting Office of Traffic Safety claims and managing grant fiscal reporting.

When needed, staff receive ongoing training through internal professional development and external traffic safety-related training to ensure program quality and compliance.

Procurement and Contracting

All grant agreements, contracts, and procurement activities are supported by RUHS–Public Health's established contract and administrative unit. Grant agreements and acceptance of funds require approval by the Riverside County Board of Supervisors following Public Health administrative approval. The estimated timeframe for contract approval and signature is 8–10 weeks.

Procurement requests are initiated by program staff and reviewed by the fiscal unit in accordance with county procurement policies. The estimated timeframe for receipt of grant-related items is 4–6 weeks.

Community Collaboration and Engagement

Provide a description of the community collaboration and engagement activities that will be conducted and/or participated in by your department to address traffic safety. Community collaboration and engagement allows for the appropriate department personnel to engage in conversations to both share information and receive input from the community members regarding traffic safety.

Community Collaboration and Engagement:

RUHS-Public Health Injury Prevention Services Branch has more than 31 years of experience in the development and coordination of injury prevention programs. In August 2019, Riverside County Public Health became the 16th health department in California to receive accreditation from the Public Health Accreditation Board, demonstrating its commitment to quality improvement, accountability, and evidence-based public health practice.

RUHS–Public Health has established and maintained long-standing partnerships with community-based organizations throughout Riverside County, as well as with the Riverside County Department of Public Social Services, Riverside County Office of Education, Riverside County Office on Aging, Riverside County Medical Therapy Units, the WIC Program, the Riverside County Sheriff's Department, and local law enforcement agencies. These collaborations support the shared goal of reducing injuries and deaths caused by motor vehicle collisions in Riverside County. The Program Coordinator and Health Education Assistants play a pivotal role in maintaining these partnerships and facilitating ongoing communication, coordination, and shared planning across agencies.

Community collaboration and engagement activities will be conducted to both educate the public and actively engage community members in conversations about child passenger safety and safe driving practices. Through in-person and virtual interactions, RUHS–Public Health staff will share evidence-based traffic safety information while also gathering feedback from participants regarding transportation challenges, safety concerns, and service needs. Input received from community members and partners will be used to inform outreach strategies, program locations, and service delivery throughout the grant period.

Planned collaboration and engagement activities include:

Education and Awareness Campaigns

- Dissemination of occupant protection campaign kits to community partners
- Interactive seat belt fit tests conducted at community events

Public Workshops (In-Person and Virtual)

- Child passenger safety–focused workshops for caregivers
- Senior driver–focused workshops conducted at local senior centers

Community Events

- Participation in senior-focused and family-oriented community events to provide traffic safety education and resources

School-Based Programs

- Interactive seat belt fit tests for students and families
- Bilingual workshops presented in collaboration with PTA and ELAC groups

Senior Volunteer Engagement – National CarFit Program

- CarFit Technician trainings conducted by a multi-agency instructor team led by RUHS–Public Health
- Recruitment and engagement of older adults to participate in CarFit trainings and serve as CarFit Technicians

Support for Child Passenger Safety Technicians and Instructors

- Conducting Child Passenger Safety Technician trainings using a multi-agency instructor team
- Hosting child safety seat check-up events in collaboration with community partners
- Providing Continuing Education Unit (CEU) update trainings to support CPS Technician certification maintenance

Through these collaborative and engagement-driven activities, RUHS–Public Health will foster meaningful partnerships, promote community input, and support a shared culture of traffic safety across Riverside County.

Goals

Description

- Reduce the number of persons killed in traffic crashes.
- Reduce the number of persons injured in traffic crashes.
- Reduce the number of vehicle occupants killed under age sixteen.
- Reduce the number of vehicle occupants injured under age sixteen.
- Increase child safety seat usage.
- Reduce child safety seat misuse.

Custom Description

- Reduce the number of vehicle occupants injured over age 65,
- Reduce the number of vehicle occupants killed over age 65.

Objectives

Target Number	Description
1	Issue a news release announcing the kick-off of the grant by December 31st. The kick-off news releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov , and copied to your OTS Coordinator, for approval 7 days prior to the issuance date of the release.
2	Participate in National Child Passenger Safety Week and National Heatstroke Prevention Day.
1	Collaborate with traffic safety stakeholders (government organizations, health care agencies, law enforcement agencies, and/or community-based organizations) to reach individuals.

Included	Target Number	Description
Yes	12	Conduct highly publicized child safety seat checkups at community locations such as shopping centers, car dealerships or preschools to educate and empower parents and caregivers to properly install and use an appropriate car seat for their child. Car seat checks must be conducted by NHTSA-Certified Child Passenger Safety Technicians (CPST).
Yes	2	Conduct NHTSA Child Passenger Safety Technician Certification courses.
Yes	1	Conduct NHTSA Child Passenger Safety Technician Renewal courses.
Yes	5	Certify, recertify or renew staff as NHTSA Child Passenger Safety Technicians.
Yes	65	Conduct child safety seat education classes with an effort to reach low-income residents, professionals transporting children, caregivers, and parents.
Yes	8	Participate in traffic safety fairs and/or community events with an effort to reach individuals.
Yes	150	Distribute OTS funded child safety seats at no-cost to families in need who receive child safety seat education. Car seat distributions must be conducted by NHTSA-Certified Child Passenger Safety Technicians (CPST).
Yes	150	Purchase OTS funded child safety seats.
Yes	4	Participate in quarterly meetings with countywide child passenger safety stakeholders to collaborate on events, share best practices, and leverage resources.
Yes	10	Conduct "roll call" training sessions on occupant protection, including child passenger safety.
Yes	4	Conduct court- referred classes for individuals who receive a child passenger safety citation.
Yes	2	Conduct NHTSA Child Passenger Safety Technician CEU courses.
Yes	50	Conduct individual child safety seat checkup by appointment to promote correct usage, with an effort to reach parents or caregivers. Car seat checks must be conducted by NHTSA-Certified Child Passenger Safety Technicians (CPST).
Yes	4	Identify grant funded, straight time personnel. Include any vacancies or staff changes that have occurred. For any vacancies, include the status of filling the vacancy.
No	0	Execute subcontracts referenced in the budget. Prior to finalizing the subcontract, grantee should work with the OTS to ensure all costs in the sub contract are allowable. Upon execution of subcontract, upload a copy of the subcontract and request a revision to the grant budget to add new budget line items for associated costs under contractual services. If not yet executed, provide ETA.
Yes	6	Participate in highly publicized child safety seat checkups hosted by other agencies at community locations such as shopping centers, car dealerships or preschools to educate and empower parents and caregivers to properly install and use an appropriate car seat for their child. Car seat checkers must: be NHTSA-certified Child Passenger Safety Technicians (CPST); check for car seat recalls, use a standardized form to collect child safety seat misuse data, record corrections made, record seats installed, and have access to car seat instructions and resource materials.

Included	Target Number	Custom Description
Yes	500	Distribute OTS funded child safety seats (backless booster seats) at no-cost to families in need who receive child safety seat education.
Yes	500	Purchase child safety seats (backless booster seats).
Yes	12	Conduct On-Campus program events and activities at participating schoolcampuses.
Yes	500	Conduct 5-Step Restraint Belt-Fit Tests for correct seat belt fit with school-agedchildren.
Yes	10	Conduct5-StepRestraint Belt FitTest Trainingfor law enforcement and Explorer Programs.
Yes	50	Conduct prenatal seatbeltchecksutilizingthe Prenatal Seat Belt Check Form developed by the Hudson Center for Prenatal Vehicle Safety.
Yes	15	IdentifyCPS Technicians/Instructorsto complete the Prenatal Vehicle Safety Educator training.
Yes	1	Obtain commitment from senior centers/organizations toparticipateinCarFitProgram.
Yes	12	ConductCarFitCommunity Events and/or Workshops to assess aging drivers for proper seating, line of sight and mobility options while driving a vehicle.
Yes	25	ConductCarFitIndividual Assessments with an effort to reach older drivers. Assessments must be conducted by a certifiedCarFitTechnician orCarFitInstructor.
Yes	1	Conduct CarFit Technician training for safety professionals working with older drivers.
Yes	1	ConductCarFitEvaluation for the effectiveness of the program's activities.
Yes	1	Conduct Safe Travel for All (STAC) Child Passenger Safetyenhancement course focused on children with special transportation concerns.
Yes	25	Purchase Chest Clip Guards for children with special needs.
Yes	25	Distribute Chest Clip Guard during individual child safety seat checkup with children with special needs.
Yes	1	MentorNHTSA-Certified Child Passenger Safety TechnicianInstructorCandidate.
Yes	10	Conduct virtual office hours.

Method of Procedure

Phase 1 - Program Preparation:

- Develop operational plans to implement the "best practice" strategies outlined in the objectives section.
- Conduct all training needed to implement the program, in the first quarter.
- Purchase all grant related supplies and materials to implement the program, in the first quarter.
- Items with a unit cost of \$5,000 or more (including tax and shipping) must comply with the Buy America Act.

Media Requirements

- Issue a news release approved by the OTS PIO announcing the kick-off of the grant by December 31 and after the grant is signed and executed, but no sooner than October 1, the start of the grant year. The kick-off release must be approved by the OTS PIO. If you are unable to meet the December 31 deadline to issue a kick-off press release, communicate the reasons to your OTS grant coordinator and OTS PIO.

Phase 1 - Program Preparation Addendum:

Administrative

Complete and route all necessary forms to Public Health Administration and Riverside County Board of Supervisors for approval of grant agreement
Create news release; obtain approval from OTS PIO and Public Health PIO
Develop a filing system to monitor all grant activities to ensure adequate reporting to funding sources
Develop a database to capture all statistical information and track objective progress relevant to grant activities
Purchase all necessary materials and supplies to conduct all grant related activities
Establish inventory process to accurately track purchases
Develop and update all program forms and evaluation tools
Create a master calendar that schedules all activities

Support Awareness Campaigns and Community Events

Create flyers and social media posts to promote events
Develop tool kits with materials to promote National Child Passenger Safety Week and National Heatstroke Prevention Day
Register to participate in community events

Support Elementary School Students and Caregivers

Conduct a search for current, appropriate educational and resource materials
Obtain commitment from schools and community-based organizations/facilities to participate in the program
Identify a liaison from each participating school to communicate with Public Health on all program activities
Revise bilingual parent workshop curriculum

Support Law Enforcement

Confirm and update contact list for law enforcement agencies and Explorer Programs
Revise curriculum for Roll Call Training
Create 5-Step Test Workshop curriculum for law enforcement
Revise curriculum for court-referred classes

Support Pregnant People

Recruit CPS Technicians/Instructors to complete Prenatal Vehicle Safety Educator training
Promote upcoming Prenatal Vehicle Safety Educator trainings
Identify hospitals to promote educational materials
Develop hospital tool kit
Identify programs working with pregnant people to promote prenatal seat belt checks

Support Older Drivers

Identify a liaison from each participating senior site or program to communicate with Public Health on all program activities
Obtain commitment to participate in the program
Identify all target areas where CarFit training and CarFit events will be conducted
Create a master calendar that schedules all activities
Identify personnel and outside agencies interested in CarFit Technician Training
Register CarFit Technician training, workshops, and events through national CarFit Program
Recruit CarFit Technicians to volunteer at CarFit events
Develop referral system for CarFit appointments
Develop registration system for senior centers and community-based organizations/facilities for workshops
Create flyers and social media posts to promote events
Develop recruitment flyers to promote CarFit technician training, CarFit workshops, and CarFit events
Review curriculum and materials for the CarFit program
Review curriculum for CarFit Workshop

Support Children with Special Needs

Recruit CPS Technicians/Instructors interested in Safe Travel for All course
Submit registration paperwork to the National Center
Schedule assessments for children with special needs in need of a Chest Clip Guard

Support At Risk Communities

Revise bilingual parent workshop curriculum
Identify children in need of a no cost child safety seat
Recruit CPS Technicians/Instructors to attend checkup events
Schedule checkup events and individual appointments

Support CPS Technicians, Instructors, and Instructor Candidates

Register CPS Certification and Renewal Courses with Safe Kids Worldwide
Submit CEU Pre-Approval Form to Safe Kids Worldwide and develop CEU Certificate

Confirm and update contact list for local Child Passenger Safety Technicians
Create contact list of stakeholders
Identify "expired" technicians in need of CPS Renewal Course
Recruit CPS technicians and instructors to volunteer at checkup events
Identify personnel and outside agencies interested in Certification training
Develop curriculum and agenda for CPS Update Courses
Conduct CPS Instructor meetings to discuss courses and potential Instructor Candidates

Develop master calendar of virtual office hours

Phase 2 - Program Operations:

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 grant coordinator. Optimum lead time would be 7 days before the scheduled release but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- Send all PowerPoint presentations, online presentations and trainings for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator. Certified training courses are EXEMPT from the approval process.
- The OTS PIO is responsible for the approval of the design and content of materials. The agency understands OTS PIO approval is not authorizing approval of budget expenditure or cost. Any cost approvals must come from the OTS grant coordinator.
- Pre-approval is not required when using any OTS-supplied template for media advisories, news releases, social media graphics, videos or posts, or any other OTS-supplied educational material. However, copy the OTS PIO at pio@ots.ca.gov and your OTS grant coordinator when any material is distributed to the media and public, such as a news release, educational material, or link to social media post.
- If an OTS-supplied template, educational material, social media graphic, post or video is substantially changed, the changes shall be sent to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator.
- News releases, social media posts and alerts on platforms such as NextDoor and Nixle reporting immediate and time-sensitive grant activities (e.g. enforcement operations, day of event highlights or announcements, event invites) are EXEMPT from the OTS PIO approval process. The OTS PIO and your OTS grant coordinator should still be notified when the grant-related activity is happening (e.g. car seat checks, bicycle rodeos, community presentations, DUI checkpoints, etc.).
- Enforcement activities such as warrant and probation sweeps, court stings, etc. that are embargoed or could impact operations by publicizing in advance are EXEMPT from the PIO approval process. However, announcements and results of activities should still be copied to the OTS PIO at pio@ots.ca.gov and your OTS grant coordinator with the embargoed date and time or with "INTERNAL ONLY: DO NOT RELEASE" message in subject line of email.
- Any earned or paid media campaigns for TV, radio, digital or social media that are part of a specific grant objective, using OTS grant funds, or designed and developed using contractual services by a subgrantee, requires prior approval.
- Social media posts highlighting state or national traffic safety campaigns (Distracted Driving Month, Motorcycle Safety Awareness Month, etc.), enforcement operations (DUI checkpoints, etc.), or any other grant-related activity such as Bicycle rodeos, presentations, or events, are highly encouraged but do not require prior approval.
- Submit a draft or rough-cut of all digital, printed, recorded or video material (brochures, posters, scripts, artwork, trailer graphics, digital graphics, social posts connected to an earned or paid media campaign grant objective) to the OTS PIO at pio@ots.ca.gov and copy your OTS grant coordinator for approval prior to the production or duplication.
- Use the following standard language in all press, media, and printed materials, space permitting: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Space permitting, include the OTS logo on all grant-funded print materials, graphics and paid or earned social media campaign grant objective; consult the OTS PIO and copy your OTS grant coordinator for specifics, format-appropriate logos, or if space does not permit the use of the OTS logo.

- Email the OTS PIO at pio@ots.ca.gov and copy your OTS grant coordinator at least 21 days in advance, or when first confirmed, a short description of any significant grant-related traffic safety event or program, particularly events that are highly publicized beforehand with anticipated media coverage so the OTS has sufficient notice to arrange for attendance and/or participation in the event. If unable to attend, email the OTS PIO at pio@ots.ca.gov and your OTS grant coordinator brief highlights and/or results, including any media coverage (broadcast, digital, print) of the event within 7 days following significant grant-related event or program. The OTS PIO and your OTS grant coordinator should still be notified in advance when the grant-related activity is happening (e.g. car seat checks, bicycle rodeos, community presentations, DUI checkpoints, etc.).
- Any news releases, work plans, scripts, storyboards, artwork, graphics, videos or any educational or informational materials that received OTS PIO approval in a prior grant year needs must be resubmitted for approval in the current grant year.
- For additional guidance, refer to the [OTS Grants Materials Approval Process Guidelines and FAQs](#).
- Email the OTS PIO at pio@ots.ca.gov or your OTS grant coordinator for consultation when changes from any of the above requirements might be warranted.

Phase 2 - Program Operations Addendum:

Administrative

Distribute approved news release

Support Awareness Campaigns and Community Events

Distribute tool kits

Post campaign materials

Participate in community events

Support Elementary School Students and Caregivers

Distribute booster seats

Conduct 5-Step Test Events

Conduct elementary school activities

Support Law Enforcement

Conduct Roll Call Training

Conduct 5-Step Test Workshop

Conduct court-referred classes

Support Pregnant People

Track number of CPS Technicians/Instructors who have completed Prenatal Vehicle Safety Educator training

Distribute hospital tool kits

Conduct prenatal seat belt checks

Support Older Drivers

Conduct CarFit Workshops

Conduct CarFit Trainings

Conduct CarFit Events

Conduct Individual CarFit assessments

Participate in senior focused community events

Support Children with Special Needs

Conduct Safe Travel for All course

Submit completed course paperwork and evaluations to the National Center

Conduct assessments for children with special needs in need of a Chest Clip Guard

Support At Risk Communities

Conduct workshops

Conduct checkup events and individual appointments

Distribute child safety seats

Support CPS Technicians, Instructors, and Instructor Candidates

Conduct CPS Certification Courses

Conduct CPS Renewal Course

Conduct CPS Update Courses

Mentor Instructor Candidate

Conduct stakeholder meetings

Conduct virtual office hours

Phase 3 - Data Collection:

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.

Phase 3 - Data Collection Addendum:

n/a

Budget

Personnel Costs

Hourly Rates - When requesting hours for personnel, enter them as straight time or overtime (for Enforcement Overtime, please use section below) and include the amount of hours that they will spend on grant operations. Example: Personnel getting paid 100% by the grant working a full year at \$41.00 per hour would be entered as Straight time, 2080 Units, \$41.00 Unit cost or Rate, and 100% Percent Paid by Grant. This gives a total of \$85,280.00 for the year.

Benefits – If requesting benefits for personnel, enter all benefits as a separate line item for each. Start the Item Name with the word 'Benefits', enter the corresponding straight time or overtime total amount in the Unit Cost or Rate, and enter the Benefits Rate to have the system calculate Benefit Costs. $(\text{Unit Cost}) \times (\text{Benefits Rate}) = \text{Benefit Costs}$. To properly relate benefits to the correct personnel line item use the Display Order field, for example use 100.0 for Display Order for the personnel line item and 100.1 for Display Order for the associated Benefits.

Display Order	Cost Category	Item Name	Position Type	Benefit Rate	Unit Cost or Rate	Units	Percent Paid by Grant	Calculated Cost to Grant
100.0	A. Personnel Costs	Program Coordinator	Straight time		\$50.18	1,768	100.00%	\$88,718.24
100.1	A. Personnel Costs	Benefits - Program Coordinator	Straight time	54.93%	\$88,718.24	1	100.00%	\$48,732.93
101.0	A. Personnel Costs	Health Education Assistant - A	Straight time		\$34.48	1,040	100.00%	\$35,859.20
101.1	A. Personnel Costs	Benefits - Health Education Assistant - A	Straight time	54.93%	\$35,859.20	1	100.00%	\$19,697.46
102.0	A. Personnel Costs	Health Education Assistant - B	Straight time		\$28.50	1,040	100.00%	\$29,640.00
102.1	A. Personnel Costs	Benefits - Health Education Assistant - B	Straight time	54.93%	\$29,640.00	1	100.00%	\$16,281.25
103.0	A. Personnel Costs	Health Education Assistant - C	Straight time		\$29.64	1,040	100.00%	\$30,825.60
103.1	A. Personnel Costs	Benefits - Health Education Assistant - C	Straight time	54.93%	\$30,825.60	1	100.00%	\$16,932.50
104.0	A. Personnel Costs	Health Education Assistant - D	Straight time		\$28.50	520	100.00%	\$14,820.00
104.1	A. Personnel Costs	Benefits - Health Education Assistant - D	Straight time	54.93%	\$14,820.00	1	100.00%	\$8,140.63

Display Order	Cost Category	Enforcement Activity	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
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Personnel Costs: \$309,647.81

Travel Expenses

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
200.0	B. Travel Expenses	In State Travel	\$3,000.00	1	\$3,000.00

Travel Expenses: \$3,000.00

Contractual Services

Do not include brand names or names of specific organizations.

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
300.0	C. Contractual Services	Contractual Services	\$0.00	1	\$0.00

Contractual Services: \$0.00

Equipment (must have Unit Cost of at least \$10,000 including tax and shipping)

Do not include brand names or names of specific organizations.

Please include an equipment quote in the Upload Documents Tab.

NOTE : When creating a new "Equipment" budget item, the *Standard Language Item* drop down list may not be available. When this is the case, complete only the required fields and save the budget item. Once saved, select the *Edit* button (pencil icon); the *Standard Language Item* drop down list will be available for selection. Alternatively, if not requesting a *Standard Language Item*, please utilize the *Custom Narrative* field to enter an appropriate narrative.

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
400.0	D. Equipment	Equipment	\$10,000.00	0	\$0.00
		Equipment:	\$0.00		

Other Direct Costs (must have Unit Cost of less than \$10,000, including tax and shipping)

Do not include brand names or names of specific organizations.

NOTE : When creating a new "Other Direct Cost" budget item, the *Standard Language Item* drop down list may not be available. When this is the case, complete only the required fields and save the budget item. Once saved, select the *Edit* button (pencil icon); the *Standard Language Item* drop down list will be available for selection. Alternatively, if not requesting a *Standard Language Item*, please utilize the *Custom Narrative* field to enter an appropriate narrative.

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
500.0	E. Other Direct Costs	Consultant - CarFit Education Program	\$4,000.00	1	\$4,000.00
501.0	E. Other Direct Costs	Consultant - Occupant Protection Program	\$1,000.00	1	\$1,000.00
502.0	E. Other Direct Costs	CPST Co-Instructors	\$12,600.00	1	\$12,600.00
503.0	E. Other Direct Costs	STAC Co-Instructor	\$1,400.00	1	\$1,400.00
504.0	E. Other Direct Costs	Child Safety Seats - Convertible Seats	\$100.00	150	\$15,000.00
505.0	E. Other Direct Costs	Child Safety Seats - Booster Seats	\$25.00	500	\$12,500.00
506.0	E. Other Direct Costs	CarFit Event Supplies	\$2,000.00	1	\$2,000.00
507.0	E. Other Direct Costs	Chest Clip Guard	\$61.00	25	\$1,525.00
508.0	E. Other Direct Costs	CPS Instruction, Inspection and Training Supplies	\$2,000.00	1	\$2,000.00
509.0	E. Other Direct Costs	CarFit Educational Materials	\$500.00	1	\$500.00
510.0	E. Other Direct Costs	Child Passenger Safety Educational Materials	\$1,000.00	1	\$1,000.00
511.0	E. Other Direct Costs	Office Supplies	\$250.00	1	\$250.00

Other Direct Costs: \$53,775.00

Indirect Costs

NOTE - Entry for Indirect Cost is different than prior years. Please read instructions carefully.

Item Name should indicate the % and the types of costs subject to the Indirect Cost Rate e.g. 15% of Salaries and Benefits. Enter one Unit Cost equal to the estimated Indirect Costs.

Indirect Cost Rate must be supported by a federally approved indirect cost rate letter and uploaded to the application.

Display Order	Cost Category	Item Name	Units	Unit Cost or Rate	Calculated Cost to Grant
600.0	F. Indirect Costs	Indirect Costs	1	\$54,963.42	\$54,963.42

Indirect Costs: \$54,963.42

Total Requested Funding: \$421,386.23

Narrative Review

Review and update Narrative for Budget Items

Cost Category	Item	Narrative	Custom Narrative
A. Personnel Costs	Program Coordinator		<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>
A. Personnel Costs	Benefits - Program Coordinator		<p>Benefits - PC @ 54.93% - Claimed amounts must reflect actual benefit costs for straight time hours charged to the grant.</p>
A. Personnel Costs	Health Education Assistant - A		<p>Health Education Assistant A - Participates in all grant-funded activities, including, but not limited to, setting up meetings, assisting with training and meetings, co-teaching presentations, preparing informational materials, ordering educational/outreach supplies, and monitoring/maintaining all grant-funded inventory. Claim should reflect actual costs up to the rate specified.</p>
A. Personnel Costs	Benefits - Health Education Assistant - A		<p>Benefits - HEA (A) @ 54.93% - Claimed amounts must reflect actual benefit costs for straight time hours charged to the grant.</p>
A. Personnel Costs	Health Education Assistant - B		<p>Health Education Assistant B - Participates in all grant-funded activities, including, but not limited to, setting up meetings, assisting with training and meetings, co-teaching presentations, preparing informational materials, ordering educational/outreach supplies, and monitoring/maintaining all grant-funded inventory. Claim should reflect actual costs up to the rate specified.</p>
A. Personnel Costs	Benefits - Health Education Assistant - B		<p>Benefits - HEA (B) @ 54.93% - Claimed amounts must reflect actual benefit costs for straight time hours charged to the grant.</p>
A. Personnel Costs	Health Education Assistant - C		<p>Health Education Assistant C - Participates in all grant-funded activities, including, but not limited to, setting up meetings, assisting with training and meetings, co-teaching presentations, preparing informational materials, ordering educational/outreach supplies, and monitoring/maintaining all grant-funded inventory. Claim should reflect actual costs up to the rate specified.</p>

A. Personnel Costs	Benefits - Health Education Assistant - C	Benefits - HEA (C) @ 54.93% - Claimed amounts must reflect actual benefit costs for straight time hours charged to the grant.
A. Personnel Costs	Health Education Assistant - D	Health Education Assistant D - Participates in all grant-funded activities, including, but not limited to, setting up meetings, assisting with training and meetings, co-teaching presentations, preparing informational materials, ordering educational/outreach supplies, and monitoring/maintaining all grant-funded inventory. Claim should reflect actual costs up to the rate specified.
A. Personnel Costs	Benefits - Health Education Assistant - D	Benefits - HEA (D) @ 54.93% - Claimed amounts must reflect actual benefit costs for straight time hours charged to the grant.
B. Travel Expenses	In State Travel	Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. All conferences, seminars or training not specifically identified in the Budget Narrative must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.
C. Contractual Services	Contractual Services	n/a
D. Equipment	Equipment	n/a
E. Other Direct Costs	Consultant - CarFit Education Program	Consultant - CarFit Education Program - Cost of Occupational/Physical Therapy practitioners to provide specialized educational services and assessments at CarFit events and trainings for older drivers.
E. Other Direct Costs	Consultant - Occupant Protection Program	Consultant - Occupational Protection Program - Cost of impact speaker to conduct presentations during student assemblies at participating school campuses. Selection and cost of impact speakers require OTS PIO approval.
E. Other Direct Costs	CPST Co-Instructors	CPST Co-Instructors - Cost of CPST instructor fees during NHTSA Child Passenger Safety Technician Certification course, CPS Update Courses or CPS Renewal Course. Co-Instructor: \$700/day
E. Other Direct Costs	STAC Co-Instructor	STAC Co-Instructor - Cost of STAC instructor fees during Safe Travel for All course. Co-Instructor: \$700/day

E. Other Direct Costs	Child Safety Seats - Convertible Seats	Child Safety Seats - Convertible Seats - Unit cost not to exceed \$125 per seat including sales tax, shipping and handling. Seats to be distributed at no cost during CPS checkups, appointments, fitting stations and traffic safety presentations. Infant only seats are not an allowable expense.
E. Other Direct Costs	Child Safety Seats - Booster Seats	Child Safety Seats - Backless Booster Seats - Unit cost is \$25 including sales tax, shipping and handling. Seats to be distributed at no cost during CPS checkups, appointments, fitting stations and traffic safety presentations. Infant only seats are not an allowable expense.
E. Other Direct Costs	CarFit Event Supplies	CarFit Event Supplies - Costs associated with CarFit supplies such as pop-up tents, tablecloths, cones, plastic storage bins, rolling carts, and clipboards for conducting CarFit events and trainings. Cost may not include furniture such as but not limited to tables and chairs. Additional items may be purchased if approved by OTS
E. Other Direct Costs	Chest Clip Guard	The Chest Clip Guard by Merritt Manufacturing is a supplemental safety device designed to enhance the effectiveness of conventional child safety seats for children with behavioral challenges who may struggle with maintaining proper harness positioning. This device helps prevent the harness straps from being loosened or unbuckled during transport, improving overall restraint security without modifying the certified car seat. The Chest Clip Guard is approved for use with select conventional car seats, including Evenflo models commonly used in our program, and supports safer transportation for children who might otherwise be at increased risk due to behavioral or developmental conditions.
E. Other Direct Costs	CPS Instruction, Inspection and Training Supplies	CPS Instruction, Inspection and Training Supplies - Supplies to conduct child passenger safety seat education, training, and inspections at check-up events, classes, and individual appointments. Costs may include LATCH manuals, demonstration dolls, traffic cones, pop-up tents, pool noodles, child safety seat clips, tote carriers, Personal Protective Equipment, and event signage. Costs may not include furniture such as but not limited to tables and chairs. Additional items may be purchased if approved by OTS.
E. Other Direct Costs	CarFit Educational Materials	CarFit Educational Materials - Educational materials focused on older drivers - 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.

E. Other
Direct
Costs

Child
Passenger
Safety
Educational
Materials

Child Passenger Safety Educational Materials - Educational materials focused on child passenger safety - 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.

E. Other
Direct
Costs

Office
Supplies

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.

F. Indirect
Costs

Indirect Costs

Indirect Cost - de minimis rate of 15% applied to Personnel, Travel, and Other Direct Costs

Upload Documents (Optional)

Document Name	Update Date/Time
Application Report 2026-01-30 23:33:52.pdf	1/30/2026 3:33 PM
RUHS-Public Health_Child Passenger Safety Attachments.pdf	1/30/2026 3:21 PM

Evaluation, Support, and Submittal

Evaluation, Support, and Submittal

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.

Administrative Support:

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

Total Requested Funding:

\$421,386.23