Overview

STATE OF SOUTH CAROLINA
DEPARTMENT OF PUBLIC SAFETY
HIGHWAY SAFETY GRANT APPLICATION

The South Carolina Department of Public Safety, Office of Highway Safety and Justice Programs (OHSJP) administers the federally-funded State and Community Highway Safety Program (commonly referred to as Section 402), and coordinates highway safety activities throughout the state. Each year, South Carolina receives approximately three million dollars in Section 402 funding. SC uses these and other federal monies to fund sustainable grant proposals aimed at reducing collisions and traffic-related fatalities and injuries. Applicant’s proposals must demonstrate a measurable impact on highway and traffic safety; be cost effective; and contain a method of evaluation that substantiates both performance and impact. Highway Safety grant funds are awarded to qualified applicants to create new or expand existing highway safety programs, with the intention that such initiatives continue when grant funding is discontinued. State agencies; non-profit 501(c) 3 organizations, political subdivisions (city and state), and state, local and federally-recognized Indian tribal governments are eligible to apply. The usual grant funding cycle is from October 1 - September 30. The submission deadline is in February of each year.

Version: 3.1
Application Deadline: 2018-11-19
Application #: AH17142
Grant #: TESTGRANT#
Award Date: 2019-10-01
State Start Date: 2017-10-01
State End Date: 2018-09-30
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<tr>
<th><strong>Project Details</strong></th>
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<tbody>
<tr>
<td><strong>Project Title:</strong></td>
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<tr>
<td><strong>Project Location:</strong></td>
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<td><strong>Project Summary (max. 300 characters):</strong></td>
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<tr>
<td><strong>Program Area:</strong></td>
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<tr>
<td><strong>Type of Application:</strong></td>
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<td><strong>Year of Funds:</strong></td>
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<tr>
<td><strong>Plan to apply for additional years of funding after first year?</strong></td>
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Agency Details

Agency Name: Dexter County Sheriff's Office

Address: 444 Main St.

City: Dexter

State: SC

9 Digit Zip: 29444-4

(Area) Phone #: (803) 555-5546

(Area) Fax #: (803) 555-4545

County: Richland

Other county/county
this project will serve:

Organization Type: County

Other (specify):

U.S. Congressional District: 06
## Budget

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<tr>
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<td>Other (List applicable other fringes in budget narrative)</td>
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<tr>
<td>Description</td>
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<td>Quantity</td>
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<tr>
<td><em>(Itemize include mileage, airline cost, lodging, parking, per diem)</em></td>
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<tr>
<td>Description</td>
<td>Cost</td>
<td>Quantity</td>
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<tr>
<td>Description</td>
<td>Cost</td>
<td>Quantity</td>
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<td>------------------------------------------------</td>
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<tr>
<td>Enforcement mileage at up to IRS mileage rate</td>
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**EQUIPMENT (items >= $1000):**

(Itemize - DO NOT use brand names. DO NOT include leased or rented items)

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<thead>
<tr>
<th>Item</th>
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**OTHER (items < $1000):**

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<tr>
<td>Traffic cones (Up to $25 each)</td>
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<tr>
<td>Traffic safety vest</td>
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<tr>
<td>Decals (OHSJP Required)</td>
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<tr>
<td>Installation labor</td>
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<tr>
<td>Thermal paper</td>
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<tr>
<td>Laptop mount/docking station</td>
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</tr>
<tr>
<td>Siren/siren speaker/siren control</td>
<td>500</td>
<td>1</td>
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<tr>
<td><strong>TOTAL OTHER:</strong></td>
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**TOTAL PROJECT COST:** $118,514 $118,514
Budget Narrative

BUDGET DESCRIPTION: List items under each Budget Category Heading. Explain exactly how each item listed in your budget (both grantor and match) will be utilized. It is important that the necessity of these items, as they relate to the operation of the program, be established. Please provide descriptions only. No dollar amounts should be provided.

PT Project Activity Hours within the range of 1,560-2,496 regular hours per year and allowable fringe benefits, to be adjusted proportionally to activity hours worked.

Fringe benefits requested include FICA, Retirement, Workers Compensation Insurance, Health and Dental Insurance. Health Insurance costs include Life and LTD insurance.

Approved Trainings:
DataMaster DMT
SFST
Speed Measurement Device Operator
Traffic Collision Investigation-At Scene-Phase I
Traffic Collision Investigation-Technical-Phase II
Traffic Collision Investigation-Reconstruction-Phase III

Travel: Mileage reimbursement at up to the current IRS mileage rate for travel associated with project activities, including the aforementioned approved trainings.

***Equipment/Other items are only reimbursable up to 90% of the state contract price for all vehicles and equipment installed in the vehicle.

Equipment:
Police Vehicle with OHSJP approved factory accessories: The vehicles will be used exclusively during project activity hours such as enforcement, education, and specialized activities such as checkpoints or saturation patrols.

Lightbar and accessories: A lightbar will be added to the roof of the patrol vehicle to allow the Officer to stop motorists. A lightbar is a standard piece of police equipment for marked patrol cars. It will also provide 360 degree visibility of the vehicle while the Officer is conducting traffic stops during project activity hours, thereby giving the Officer a safer work environment and promoting high visibility enforcement.

In-car Radar and accessories: An in-car radar will allow officers to monitor motorists' speeds, enforce speeding violations, and provide evidence in Court during project activity hours.

In-car Radio and accessories: An in-car radio is essential for officer safety during project activity hours. The in-car radio will allow officers to communicate with the Dispatch Center as well as other Officers on the road.

MDT/Laptop and accessories: The use of laptop computers in police vehicles has provided Officers with quick access to important information about violators, location of other Officers, etc. during project activity hours.

Other:

Traffic Cones: To be used during public safety checkpoints and traffic control during regular project activity hours.

Traffic Safety Vest: A reflective traffic vest used for safety purposes while participating in checkpoint activities.

Decals: The vehicles will be marked with agency decals and the required Target Zero and SC LEN decals to promote high visibility enforcement.

Installation Labor: Installation of All Equipment and accessories: The installation of all purchased equipment by trained professionals will ensure their proper functionality and a lengthy service life for the equipment.

Thermal Paper: Specialty paper used for traffic citations issued during project activity hours.

In-car Laptop Docking Station: Cradles, docks, telescopic and swivel mounts needed for installing the laptop in the traffic vehicle.
Siren/Siren Speaker/Siren Control to be used during a traffic safety stop.
PROBLEM STATEMENT: First, define the problem exactly as it exists in your particular community. Describe the nature and magnitude of the problem using valid, updated statistical data; cite the source and date of your information. Sufficient data should be provided to prove the problem is significant and should be addressed. Include a discussion and analysis of trends in traffic-related incidents, their scope and characteristics. Data should be presented covering the past three (3) years. Second, include a discussion on your existing efforts and level of activities (current resources and programs) in dealing with the problem and why new or additional intervention/activity is needed.

Dexter County is located in the coastal region of South Carolina and ranks in the top five counties in the state for traffic-related fatalities according to the 2019 Highway Safety Funding Guidelines document. Dexter County is growing at a tremendous pace. Data provided by the Dexter County Chamber of Commerce states that the 2010 Census indicated there were 120,937 residents residing in Dexter County, representing a 39.9% increase since 2000; however, the 2015 population indicators estimate that the number of residents has increased by 12.2% to 135,725. At this rate of increase, the population could be as high as more than 160,000 by 2020. With this growth, the area is experiencing increases in road travel and registered vehicles on the roadways, as well as a corresponding rise in traffic collisions and violations of traffic laws. The majority of collisions within Dexter County are related to speed violations.

In addition to the permanent residents, Dexter County attracts tourists and seasonal residents. There are numerous entertainment and sporting events occurring in the county throughout the year, which increase the traffic volume. The county annually hosts a Barbecue Festival which attracts tens of thousands of attendants over a four day period during the month of July. The county also holds motorcycle rallies in the months of May and October, which bring hundreds of thousands of bikers into the county.

The traffic problem in Dexter has increased in the last few years as evidenced by the following statistics:
2017 - 3,322 total collisions - 38 fatalities - 1,387 persons injured.
2016 - 3,114 total collisions - 24 fatalities - 1,314 persons injured.
2015 - 2,962 total collisions - 17 fatalities - 1,209 persons injured.

As seen from the above chart, Dexter County has experienced a 12.2% increase in total traffic collisions from 2015 to 2017, an alarming 124% increase in traffic fatalities from 2015 to 2017, and a 14.7% increase in traffic-related injuries from 2015 to 2017. In 2017, there were 166 DUI-related traffic collisions in Dexter County, an increase of 10.7% over the 150 DUI-related traffic collisions in 2015. In 2017, Dexter County experienced 13 DUI-related traffic fatalities, an increase of 44% over the 9 DUI-related traffic fatalities in 2015.

From the perspective of state law enforcement, the number of citations for traffic violations has been on the rise in Dexter County. In 2015, the South Carolina Highway Patrol made 316 DUI arrests, issued 10,425 speeding citations, and issued 725 safety belt citations in Dexter County. In 20016, 389 DUI arrests were made, 11,441 speeding citations were given and 814 safety belt citations were issued. In 2017, those numbers increased to 420 DUI arrests, 12,794 speeding citations, and 1,233 safety belt citations.

The Dexter County Sheriff’s Office currently has 173 sworn officers; however, the Sheriff's Office does not currently have a Traffic Unit and rarely is involved with traffic enforcement. While the Sheriff's Office recognizes the traffic problem facing the county, the calls for service keep all of the available officers busy. Budget cutbacks at the state level have resulted in a reduction in the number of state troopers assigned to Dexter County. Establishing a Traffic Unit will enable the Dexter County Sheriff's Office to dedicate two officers to spend 100% of their time on traffic enforcement activity. The two additional officers should have a significant impact on the traffic collisions occurring in the county and reduce the negative traffic statistics relating to collisions, injuries and fatalities being experienced in Dexter County.

PROGRAM GOAL(S): Describe the broad, long-term goals of the program and indicate the change(s) or outcome(s) anticipated.

1) To decrease fatal traffic collisions in Dexter County by 10%, from 38 in 2018 to 34, by the end of the grant period.

2) To decrease the total number of traffic collisions in Dexter County by 5%, from 3,322 in 2018 to 3,156, by the end of the grant period.

3) To decrease the total number of traffic-related injuries in Dexter County by 5%, from 1,387 in 2018 to 1,318, by the end of the grant period.
4) To decrease the total number of alcohol-related traffic collisions in Dexter County by 10%, from 166 in 2018 to 149, by the end of the grant period.

5) To decrease the total number of alcohol-related traffic fatalities in Dexter County by 20%, from 13 in 2018 to 10, by the end of the grant period.

**IMPACT INDICATOR(S):** State how accomplishments of the program goal(s) listed above will be measured.

1) Statistics shall be obtained from the SCDPS to verify that fatal traffic collisions in the jurisdiction of Dexter County are decreasing by the end of the grant period.

2) Statistics shall be obtained from the SCDPS to verify that the total number of traffic collisions in the jurisdiction of Dexter County is decreasing by the end of the grant period.

3) Statistics shall be obtained from the SCDPS to verify that the total number of traffic-related injuries in the jurisdiction of Dexter County is decreasing by the end of the grant period.

4) Statistics shall be obtained from the SCDPS to verify that the total number of alcohol-related traffic collisions in the jurisdiction of Dexter County is decreasing by the end of the grant period.

5) Statistics shall be obtained from the SCDPS to verify that the total number of alcohol-related traffic fatalities in the jurisdiction of Dexter County is decreasing by the end of the grant period.

**SPECIFIC OBJECTIVE(S):** Objectives are quantifiable statements of the activities/tasks that will be implemented to fulfill project goals. They must be stated in measurable terms for the specific time periods.

1) The officer(s) assigned to perform grant project activity hours will participate in 12 checkpoints within his/her agency’s jurisdiction during the grant year. Six checkpoints must occur within the first half of the grant year, and the remainder must be completed by the end of the grant year.

2) To have an appropriate, corresponding increase in citations for violations such as failure to yield right-of-way, following too closely, disregarding sign/signal, improper turn, and improper lane change by September 30, 2020, due to enhanced traffic enforcement efforts over the course of the grant period.

3) To have an appropriate, corresponding increase in speeding citations by September 30, 2020, due to enhanced enforcement efforts over the course of the grant period.

4) To have an appropriate, corresponding increase in citations for safety belt and child restraint violations by September 30, 2020, due to enhanced enforcement efforts over the course of the grant period.

5) To have an appropriate, corresponding increase in DUI arrests by September 30, 2020 due to enhanced traffic enforcement efforts over the course of the grant period.

6) To conduct a minimum of 12 traffic safety presentations on topics including, but not limited to, the dangers of speeding, the dangers of distracted driving, the dangers of driving while impaired, and the importance of using appropriate occupant restraint devices for area middle schools, high schools, colleges/universities, businesses, military installations, churches and civic groups by September 30, 2020.

7) To issue monthly press releases to the local media outlets or social media posts detailing the activities of the Traffic Unit.

8) The officer assigned to the grant will participate actively in the local Law Enforcement Network. Active participation is defined as the following: submission of a signed Participation Statement for the 2020 Target Zero Challenge; attendance at a minimum of 50% of the local LEN meetings; and timely submission of required Target Zero Challenge reports, which are due by the 10th of the month for the previous month, and 10 days following the completion of the four (4) campaigns required for the Target Zero challenge (Christmas/New Year’s and Labor Day Sober or Slammer campaigns, Buckle Up, South Carolina, and Operation Southern Shield).

**PERFORMANCE INDICATOR(S):** State exactly how each objective will be measured. Performance indicators must be matched to each program objective listed above.

1) The subgrantee, to include the officer(s) assigned to perform grant project activity hours, shall conduct a minimum of one public safety checkpoint per month by September 30, 2020 and maintain statistics of the team’s performance.

2) The subgrantee shall maintain statistics on citations for the grant-funded officer(s) for violations such as failure to yield right-of-way, following too closely, disregarding sign/signal, improper turn, and improper lane change over the course of the grant period.

3) The subgrantee shall maintain statistics on speeding citations over the course of the grant period by the grant-funded officer(s) as well as other traffic enforcement officers within the department.

4) The subgrantee shall maintain statistics on citations for safety belt and child restraint violations over the course of the grant period.

5) The subgrantee shall maintain statistics on DUI arrests over the course of the grant period.

6) The subgrantee shall conduct 12 traffic safety presentations to area schools, businesses, military installations, and faith-based
or civic organizations by September 30, 2020. The officer(s) will maintain logs of presentations including location, date, time, and number of attendees. The officer(s) will also provide supporting documentation which may include scheduling confirmations, sign-in sheets, pictures, handouts, etc. Documentation shall be maintained in grant files.

7) The subgrantee shall issue monthly press releases and/or social media posts to the local media outlets detailing the activities of the Traffic Unit. Copies of the press releases shall be maintained in grant files.

8) The officer(s) assigned to perform grant project activity hours will attend monthly Law Enforcement Network meetings and participate in training.

PROJECT NARRATIVE: Provide a comprehensive step-by-step description of the project, indicating the tasks and activities to be employed to address the outlined in the Problem Statement. Detail what will be accomplished, how activities will be implemented, and who will perform the tasks. Each specific objective should be addressed, including an explanation of how it will be achieved.

The following Implementation Plan provides a description of the project, the tasks to be undertaken, and how each task will be accomplished. This Implementation Plan identifies tasks that will be utilized to complete the project objectives.

Traffic Enforcement Activities
The officer(s) assigned to perform grant project activity hours will expend 100% of his or her time in the enforcement of traffic laws in Dexter County. This will be accomplished through: evaluation and identification of high collision areas, patrolling roadways with heavy traffic flow, issuing citations for traffic violations, and implementing traffic safety checkpoints and saturation efforts throughout Dexter County. Enforcement activities will be documented throughout the grant period.

Special Enforcement Activities
The officer(s) assigned to perform grant project activity hours will actively participate in special traffic enforcement efforts, to include serving as active members of the LEN, participating in the countywide implementation of traffic safety checkpoints and saturation efforts, working with other LEN members in multi-jurisdictional traffic enforcement activity and concentrating enforcement activities where collisions and/or specific types of violations are occurring. Special Enforcement activity will be conducted during the entire grant period.

The officer(s) assigned to perform grant project activity hours will conduct specialized saturation patrols and checkpoints in support of the Target Zero Challenge of the SC Department of Public Safety based on the schedule outlined by the Office of Highway Safety and Justice Programs. This will include additional nights of enforcement activity during two DUI mobilization crackdowns during the Christmas/New Year’s holidays of 2019-2020 and during the days leading up to and including the Labor Day holiday of 2020. The officer(s) assigned to perform grant project activity hours will also fully participate in enforcement, education and media activities associated with the state’s occupant protection enforcement crackdown leading up to and including Memorial Day 2020. Other national campaign emphases, including National Child Passenger Safety Week in September 2020 and Operation Southern Shield enforcement events in the summer of 2020, will be observed.

Routine officer work schedules will vary in an attempt to address all of the traffic safety problems being experienced in the county. At least one week out of each month, the officer(s) assigned to perform grant project activity will work nights, including weekend nights, to concentrate its efforts on impaired driving enforcement.

Preventive and Awareness Educational Outreach
The officer(s) assigned to perform grant project activity hours will conduct educational presentations on traffic safety issues for schools, businesses, and faith-based or civic organizations within Dexter County. The presentations will include a thorough explanation of the traffic problems being experienced in the county and the countermeasures being implemented by the Dexter County Sheriff’s Office’s Traffic Unit. The Project Director will work with the Traffic Unit to schedule the presentations in advance. Special attention will be given to schools and churches during prom and graduation seasons.

Media for Public Education
The Public Information Officer (PIO) of the Dexter County Sheriff’s Office, in coordination with the Project Director and Sheriff, will send out monthly press releases and/or social media posts to announce the grant award initially and to keep the public informed of the activity of the officer(s) assigned to perform grant project activity hours. The PIO will also develop and implement public awareness/education campaigns to reach out to all citizens of Dexter County with traffic safety messaging and to alert all citizens of the work of the Traffic Unit. These campaign efforts will utilize Dexter County’s existing communication tools (i.e. utility bill inserts, government cable channel, website, social media sites, and local media outlets). Special enforcement operations will be announced in advance, and the results of these operations will be provided to the media. Media notification will continue throughout the entire grant period. The Dexter County Sheriff’s Office’s Traffic Unit will also support any OHSJP media initiatives associated with major statewide enforcement campaigns.

Local Judge Coordination
The officer(s) assigned to perform grant project activity hours will work with local judges and magistrates by the end of the first quarter of the grant period to inform them of the goals and objectives of the grant and to seek their support in impacting the
traffic problems being experienced in Dexter County. Judges and magistrates will be notified to expect an increase in the number of defendants coming through the system with traffic-related violations. Documentation to substantiate this meeting and other communications will be maintained in grant files.

Reporting Activity
Monthly Enforcement Data Report Forms and all supporting documentation will be submitted each month for the grant funded activity. Additionally, the officer(s) assigned to perform grant project activity hours will maintain daily logs of contacts made during the course of patrolling for review by the OHSJP when necessary. The Project Director will submit Quarterly Progress reports and a Final Narrative Report for the project and Requests for Payment according to schedule. The Dexter County Sheriff's Office will report monthly to the SCDPS data required by law which is collected from non-arrest and non-citation traffic stops, to include gender, race and age of individuals stopped.

PROJECT EVALUATION: The purpose of evaluating a project is to assess how well it has been implemented in your jurisdiction and to assess the extent to which the activities funded have achieved the project's goals. In this section, describe the plan or process for assessing the impact on the highway safety problem(s) in your jurisdiction. The completed evaluation report should be included in the Final Narrative Report submitted for the project.

The project will be evaluated by determining the degree to which the goals and objectives of the grant were met. Statistical information will be compared to the year prior, and the objectives will be evaluated to determine if they were met and to what degree. The Project Director will evaluate the project periodically throughout the grant period to determine any shortfalls or obstacles. Strategies will be updated to ensure the goals and objectives will be met.

PROJECT CONTINUATION: Explain how the project activity will be continued after federal funding assistance is no longer available.

The increased traffic enforcement operations, coupled with the public awareness/education campaigns developed as a result of this project, are essential to alleviate the dangerous traffic problems that are currently plaguing the streets of Dexter County. Once the grant is awarded, the Sheriff will begin working with the County Council to garner their support for the project and their commitment to future funding to support the continuation of the project. The Sheriff will keep the Council informed of the success of the Traffic Unit and the difference they are making.

MEDIA PLAN: Discuss your plans for announcing the award of this grant to your community through media outlets available to you. Also, please discuss how you plan to keep the public informed of grant activities throughout the entire project period.

Upon notification of the grant award, Dexter County Sheriff's Office will send out a press release/press conference announcing the DPS Highway Safety Grant Award and the benefits it will bring to the community. The Dexter County Sheriff's Office will use the following media outlets to announce the program funded by the grant award, for monthly public awareness efforts that explain the ongoing Traffic Enforcement Unit's (TEU) activities, and educational Traffic Safety outreach throughout the grant period: 1) The Herald and Sea Pines Observer newspapers; 2) CN2 TV Station; 3) Surfside TV Stations; 4) City of Stone Hill Public Access Channel; 5) WRHI Radio Station.
**Program Narrative - Counts**

**TOTAL PROJECT AREA POPULATION:** Provide the most current population figures for the area served by this project. The population of the project area may be larger than the population of the recipient unit of government (e.g. the project is a multi-jurisdictional effort) or smaller (e.g. the project targets a specific segment of the jurisdiction). Cite the source of the information presented.

- **Total Population for county(ies) or City/Town:** 135725
- **Cite source of information:** County (2015 Census estimate)

**AGENCY INFORMATION:** (For Law Enforcement Agencies **ONLY**) Provide agency staff information, as well as the current level of enforcement activity for the entire department for the three previous calendar years.

- **# of sworn officers in agency:** 173
- **# of non-sworn staff in agency:** 21
- **Total # of personnel in agency:** 194

**NUMBER BY CALENDAR YEAR**

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<th>CY:</th>
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<tr>
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<tr>
<td>Safety Belt Violations</td>
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<tr>
<td>Child Restraint Violations</td>
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<tr>
<td>All Other Traffic Violations</td>
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<td>Traffic Crashes Investigated</td>
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### Implementation Schedule

**IMPLEMENTATION SCHEDULE**

The Implementation Schedule is intended to give our office a proposed list of activities planned, when they are to be implemented, and the person responsible. Exact dates are not necessary in the "Implementation Proposed Time Frame" section. The "Implementation Actual Time Frame" section will be used to reflect the actual activities, dates, etc. when submitting your Progress Report after the grant is approved.

<table>
<thead>
<tr>
<th>Implementation Tasks</th>
<th>Person Responsible</th>
<th>Implementation Proposed (Proposed Quarters)</th>
<th>Implementation Actual Time Frame (Actual Dates)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assign Officers to grant</td>
<td>Project Director/Sheriff</td>
<td>✔ ☐ ☐ ☐ ☐</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Purchase equipment</td>
<td>Project Director</td>
<td>✔ ☐ ☐ ☐ ☐</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Determine Enforcement Locations</td>
<td>Project Director</td>
<td>✔ ✔ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Schedule Presentations</td>
<td>Project Director</td>
<td>✔ ☐ ✔ ☐</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Conduct Presentations</td>
<td>Officers</td>
<td>✔ ✔ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Conduct Checkpoints</td>
<td>Officers</td>
<td>✔ ✔ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Saturation Patrols</td>
<td>Officers</td>
<td>✔ ✔ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Submit Reports</td>
<td>Project Director</td>
<td>✔ ✔ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Statewide Campaigns</td>
<td>Officers</td>
<td>✔ ✔ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>LEN Participation</td>
<td>Officers</td>
<td>✔ ✔ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Prepare for Continuation Grant</td>
<td>Project Director</td>
<td>☐ ☐ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Meet with Judges</td>
<td>Project Director/Officers</td>
<td>✔ ☐ ☐ ☐</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Issue press releases/social media posts</td>
<td>Project Director/PIO</td>
<td>✔ ✔ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Submit Data Reports on Non-arrest and non-citation stops</td>
<td>Agency</td>
<td>✔ ✔ ✔ ✔</td>
<td>☐ ☐ ☐ ☐ ☐</td>
</tr>
</tbody>
</table>
Acceptance of Audit Requirements

ACCEPTANCE OF AUDIT REQUIREMENTS

PLEASE NOTE: State Agencies whose annual audit is covered by the State Auditor's Office do not have to complete this form.

We agree to have an audit conducted in compliance with 2 CFR 200.501, if required. If a compliance audit is not required, at the end of each audit period we will certify in writing that we have not expended the amount of federal funds that would require a compliance audit ($750,000). If required, we will forward for review and clearance a copy of the completed audit(s), including the management letter, if applicable, to:

Grants Administration Accountant - D2
S.C. Department of Public Safety
10311 Wilson Blvd., PO Box 1993
Blythwood, SC 29016

The following is information on the next organization-wide audit which will include this agency: (Use your Agency's fiscal year)

1. *Audit Period: Beginning
   Ending

2. Audit or written certification will be submitted to the Office of Highway Safety and Justice Programs by:
   (Date)

NOTE: The audit or written certification must be submitted to the Office of Safety and Justice Programs, S.C. Department of Public Safety, no later than the ninth month after the end of the audit period.

Additionally, we have or will notify our auditor of the above audit requirements prior to performance of the audit for the period listed above. We will also ensure that, if required, the entire grant period will be covered by a compliance audit which in some cases will mean more than one audit must be submitted. We will advise the auditor to cite specifically that the audit was done in accordance with 2 CFR 200.501.

Any information regarding the CFR audit requirements will be furnished by the Office of Safety and Justice Programs, S.C. Department of Public Safety, upon request.

*NOTE: The Audit Period is the organization's fiscal or calendar year to be audited.

Failure to complete this form will result in your grant award being delayed and/or cancelled.
Terms & Conditions

Terms and Conditions

1. Availability of Federal Funds:
   This grant award is contingent upon the availability of funds approved by the statutory governing body for those funds. For federal funds, availability is controlled by the United States Congress.

2. Applicable Federal Regulations:

3. Allowable Costs:
   The allowability of costs incurred under any grant shall be determined in accordance with the cost principles outlined in 2 CFR Part 200 and NHTSA policy and guidance to determine necessary, reasonable, allocable, and allowable costs consistent with policies, rules, and regulations conforming to limitations or exclusion of costs as set forth in the applicable Super Circular referenced above.

4. Audit Requirements:
   According to the Office of Management and Budget (OMB) 2 CFR Subpart F §200.501 – Audit Requirements, a non-federal entity that expends $750,000.00 or more during the non-federal entity’s fiscal year in Federal awards must have a single audit conducted in accordance with OMB 2 CFR Subpart F §200.514. Please see OMB 2 CFR Subpart F §200.502, Basis for determining Federal awards expended - to ensure all expended funds are accounted for. A copy of the audit must be made available to the Office of Highway Safety and Justice Programs within the earlier of 30 calendar days after receipt of the auditor’s report(s) or nine months after the end of the audit period. In addition, all grant contractors are subject to a financial and compliance audit by state and/or federal auditors. All documents associated with the grant project must be made available at any time for inspection by the Office of Highway Safety and Justice Programs or their designated representatives. The OMB 2 CFR Subpart F §200.333, provides information on “Retention requirements for records”. All financial records, supporting documents, statistical records, and all other non-federal entity records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or, until any outstanding audits are completed. The Office of Highway Safety and Justice Programs will only pay the grant portion of compliance audit costs and only if a compliance audit is required. Funding for accounting services is not allowed.

5. Non-Discrimination:
   During the performance of this contract/funding agreement, the subgrantee agrees:
   a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time. These include but are not limited to:
      i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat.252), (prohibits discrimination on the basis of race, color, or national origin) and 49 CFR Part 21;
      ii. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
      iv. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794 et seq), (prohibits discrimination on the basis of disability) and 49 CFR part 27;
      v. The Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 et seq), (prohibits discrimination on the basis of age);
      vi. The Civil Rights Restoration Act of 1987 (Pub. L. 100-259), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities” to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);
      vii. Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12111-121189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
      viii. Executive Order 13166, Improving Access to Services for Persons with Limited English Proiciency (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087 to 74100).
      ix. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (prevents discrimination against minority populations by discouraging programs, policies and activities, and activities with disproportionately high and adverse human health or environmental effects on minority and low income populations); and
      x. The Drug Abuse Office and Treatment Act of 1972 (Pub. L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
      xi. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (Pub. L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; and
      xii. Sections 523 and 527 of the Public Health Service Act of 1912, as amended (42 U.S.C. 290dd-3 and 290ee-3), relating to confidentiality of alcohol and drug abuse.
   a. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR part 21 and herein;
   b. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
   c. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a
contract or funding agreement, in whole or in part; and
d. To insert this clause, including paragraphs a through e, in every subcontract and subagreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.
e. The Subgrantee assures that in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin or sex against a recipient of funds, the recipient will immediately forward a copy of the findings to the Office of Highway Safety and Justice Programs.

6. Minority Business Enterprise (MBE) Obligation:
A grant contractor shall make every effort to consult vendors representing minority and women's business enterprises before expending federal highway safety funds. A minority and women's business enterprise is defined as a small business, which is owned and controlled by socially and economically disadvantaged individuals. "Socially and economically disadvantaged individual" means a citizen of the United States or person lawfully residing in the United States or its possessions who is a minority or woman regardless of race or ethnicity or any other individual found disadvantaged by the Small Business Administration.

7. Conflict Of Interest:
Personnel and other officials connected with this grant shall adhere to the requirements given below:
a. Advice: No official or employee of a state or unit of local government or of nongovernment grantees/subgrantees shall participate personally through decision, approval, disapproval, recommendation, the rendering of advice, investigation, or otherwise in any proceeding, application, request for a ruling or other determination, contract, grant, cooperative agreement, claim, controversy, or other particular matter in which these funds are used, where to his knowledge he or his immediate family, partners, organization other than a public agency in which he is serving as officer, director, trustee, partner, or employee or any person or organization with whom he is negotiating or has any arrangement concerning prospective employment, has a financial interest.
b. Appearance: In the use of these grant funds, officials or employees of state or local units of government and non-governmental grantees/subgrantees shall avoid any action which might result in, or create the appearance of:
   1. Using his or her official position for private gain;
   2. Giving preferential treatment to any person;
   3. Losing complete independence or impartiality;
   4. Making an official decision outside official channels; or
   5. Affecting adversely the confidence of the public in the integrity of the government or the program.

8. Bonding:
It is strongly recommended that all officials identified on this grant who have authority to obligate, expend or approve expenditures be bonded for an amount no less than the total amount of the grant, including match.

9. §200.444 General Costs of Government:
A. For state, local governments, and Indian Tribes, the general costs of government are unallowable (except as provided in §200.474 Travel costs). Unallowable costs include:
   1. Salaries and expenses of the Office of the Governor of a state or the chief executive of a local government or the chief executive of an Indian tribe;
   2. Salaries and other expenses of a state legislature, tribal council, or similar local governmental body, such as a county supervisor, city council, school board, etc., whether incurred for purposes of legislation or executive direction;
   3. Costs of the judicial branch of a government;
   4. Costs of prosecutorial activities unless treated as a direct cost to a specific program if authorized by statute or regulation (however, this does not preclude the allowability of other legal activities of the Attorney General as described in §200.435 Defense and prosecution of criminal and civil proceedings, claims, appeals and patent infringements); and
   5. Costs of other general types of government services normally provided to the general public, such as fire and police, unless provided for as a direct cost under a program statute or regulation.
B. For Indian tribes and Councils of Governments (COGs) (see §200.64 Local government), up to 50% of salaries and expenses directly attributable to managing and operating Federal programs by the chief executive and his or her staff can be included in the indirect cost calculation without documentation.


10. Project Implementation:
The subgrantee agrees to implement this project within 90 days following the grant award effective date or be subject to automatic cancellation of the grant. Evidence of project implementation must be detailed in the first progress report.

11. Written Approval of Changes:
Any changes to the subgrant, which are mutually agreed upon, must be approved, in writing, by the Office of Highway Safety and Justice Programs prior to implementation or obligation and shall be incorporated in written amendments to the grant. This procedure for changes to the approved subgrant is not limited to budgetary changes, but also includes changes of substance in project activities and changes in the project director or key professional personnel identified in the approved application. Request for grant revisions transferring funds from one budget line item to another should be submitted as soon as it becomes apparent that there is a need for a change; however, budget revision requests will not be accepted after June 30th of the funding cycle.

12. Budget Revision Requirements:
The major budget categories are: Personnel, Contractual Services, Travel, Equipment, and Other. A budget revision will not be required unless:
a. The expended amount in a major budget category exceeds the amount budgeted for that major budget category by 10%;
b. The quantity of Personnel or Equipment is in excess of the quantity budgeted;
c. Or an item to be purchased is not listed in the grant budget;
d. The Final grant revisions are requested to be submitted by the June 30th day before the close of the project year listed on the grant award documents. Revisions submitted after this date must have thorough justification as to why the revision is needed for the success of the project. Revisions must be completed online via GMIS. Every change made to the original application or subsequent revisions, is considered a revision and will require you to create a revision, and justify the revision. Should you need assistance, please contact the appropriate Program Staff;
e. Retroactive approval of revisions will not be granted; costs incurred in such situations will not be reimbursed;
f. Revision requests for new or different activities not related to the scope of the original approved grant will not be considered.

13. Contract Approval Requirements:
The Subgrantee must receive approval of all contract agreements for services and products from the Office of Highway Safety and Justice Programs prior to execution. The contract will require review and approval by appropriate staff. Every contract will identify by name all researchers, agents or vendors providing the service or product stipulated. If written
approval of the contract is given, an executed copy of the contract must be submitted to the Office of Highway Safety and Justice Programs prior to payment or within 30 days of signature, whichever comes first. In addition to the above requirements, consultant contractors (both individual and consulting firm) will be required to file quarterly progress and fiscal reports. Such reports will include an accounting of all financial transactions completed during the reporting period as well as a description of the actual services performed, hours billed, and the total costs of services performed. Individual consultant costs must be within the prevailing rates, as required by the federal oversight agency. The current federally-approved contractor costs must not exceed the maximum of $650.00 per day or $81.25 per hour.

15. **Dual Employment Compensation:**
Dual employment compensation must be approved by the Office of Highway Safety and Justice Programs prior to contracting with consultants. An appropriate dual employment compensation form must be completed and submitted to the Office of Highway Safety and Justice Programs.

16. **Solo Source Procurement:**
*All purchase must be approved by the Office of Highway Safety and Justice Programs.* Use of solo source procurement is discouraged. Solo source purchases will be awarded only under exceptional circumstances and must follow precisely the procedure set forth in the South Carolina Consolidated Procurement Code. Solo source purchases will require the explicit prior written approval of the Office of Highway Safety and Justice Programs.

17. **Bidding Requirements:**
*All purchase must be approved by Office of Highway Safety and Justice Programs* The subgrantee must comply with proper competitive bidding procedures as required by 2 CFR 200. *Bids must be submitted to the Office of Highway Safety and Justice Programs for review and approval prior to acceptance of any quote/bid on any item, including those bids in the aggregate, whose total cost requires a bid.* Provide a copy of all bids submitted; the bid selected; and the criteria used for selection. If other than the low bid was selected, provide justification. This includes state agencies. *Note that approved budgeted items purchased through State Purchasing (General Services) under a state contract are still required to be submitted to the Office of Highway Safety and Justice Programs for approval.* Include the state contract number and the contract ending date on the invoice when it is submitted with the Request for Payment.

1. **Purchases $2,500 and less:**
   a. Purchases not exceeding $2,500 may be accomplished without securing competitive quotations. If the prices are considered typical and reasonable, the purchase is not required to be distributed equitably among qualified suppliers. When practical, a quotation must be solicited from other than the previous supplier before placing a repeat order. Subgrantee grant budget items equal to or less than $2,500 will be evaluated by the Office of Highway Safety and Justice Programs Financial staff at the time of grant budget approval or revision, and only fair and reasonable costs will be approved for inclusion in the subgrantee grant budget.

2. **Purchases from $2,500.01 to $4,999.99:**
   a. This documentation must include three (3) written quotes. The award must be made to the lowest responsive and responsible sources.

3. **Purchases from $5,000 to $10,000**
   a. Include at least one in the SC Business Opportunities publication or through a means of central electronic advertising. Award must be made to the lowest responsive and responsible source or when a Request for Proposal is used, the highest ranking offer. Submit to the Office of Highway Safety and Justice Programs for approval prior to obligated grant funds.

18. **Personnel:**
All personnel funded under this grant must be identified by name and date of hire. Any changes in personnel, reassignments or terminations must be reported by the subgrantee agency in writing within 30 days from the date of hire, or the date the change occurs. Costs for personnel can only be reimbursed for the time spent directly on the implementation of the project (if benefits are included, this encompasses accrued annual and sick leave). All Requests for Payment (RFP) must include timesheets for grant-funded personnel. Payment will not be processed without submission of timesheets. Time sheets may be used, or a timesheet can be provided by Office of Highway Safety and Justice Programs upon request. The timesheets must include the time period requested for reimbursement. These records must be available for review when a monitoring visit is made by the Office of Highway Safety and Justice Programs.

19. **Use of Grant-Funded Traffic Officers:**
The purpose of funding traffic safety units is to increase the level of traffic enforcement in a community. Subgrantees funded for traffic safety enforcement units must ensure that the level of enforcement for traffic-related offenses is increased at a rate and potential enforcement levels experienced prior to the establishment of the grant-funded unit. In other words, the grant-funded traffic officers are not to replace existing personnel who are performing traffic enforcement duties. Existing personnel should continue traffic enforcement efforts. Progress reports must reflect the activity level of existing personnel separate from grant-funded personnel. Grant-funded traffic officers are not permitted to provide any type of escort services (funeral processions, parades, etc.) since their primary responsibility is traffic law enforcement and traffic safety education. They may only perform those tasks specified in the approved grant agreement.

20. **Travel Costs:**
Travel costs for lodging must not exceed the federal rate established by the General Services Administration. These rates vary by location and season and are updated annually at [www.gsa.gov](http://www.gsa.gov). Attendees will only be reimbursed up to the maximum allowable rate for lodging, excluding taxes and surcharges. If travel costs are included in the grant application, a copy of the agency's policies and procedures manual or its Board's signed minutes, which provides mileage rates, must be submitted with the application. Meals will be covered at the state rate of $25 per day for in-state travel and $32 per day for out-of-state travel. **Out-of-State Travel:** The subgrantee must receive prior approval from the Office of Highway Safety and Justice Programs on all out-of-state travel not specified in this agreement. Lodging costs are required and must itemize room charges and taxes by date. Reimbursement for checked baggage fees is limited to only one (1) checked bag and must be within the airlines' size & weight restrictions (with receipt). The Office of Highway Safety and Justice Programs will not reimburse any overweight and oversized baggage fees if your bag exceeds weight or size limits. Hotels that are booked through websites like Expedia, Kayak and Travelocity are not allowed and will not be reimbursed. The most economical means of transportation must be utilized. Fares for taxis, bus, or light rail service to and/or from an airport are reimbursable with a valid receipt. The Office of Highway Safety and Justice Programs will not reimburse any
amounts for tips. A rental car should only be used when other forms of transportation are not available and prior approval from the Office of Highway Safety and Justice Programs must be granted. Documentation is required for reimbursement of the rental fee and gas. Car rental insurance is not reimbursable.

21. **Training Approval:**
When grant funds are used to pay for the training of grant-funded personnel (e.g., registration, lodging, meals, or mileage) prior written approval by the Office of Highway Safety and Justice Programs must be obtained. A copy of the agenda must also be submitted to the Office of Highway Safety and Justice Programs.

22. **Obligation of Grant Funds:**
Grant funds must not be obligated prior to the effective date of award or approved revision or subsequent to the termination date of the grant period. No obligations are allowed after the end of the grant period and the final request for payment must be submitted no later than 45 calendar days after the end of the grant period.

23. **Utilization and Payment of Grant Funds:**
Funds shall be expended only for purposes and activities covered by the subgrantee's approved project plan and budget. Items must be in the subgrantee's approved grant budget in order to be eligible for reimbursement. Payments will be adjusted to correct previous overpayments and disallowances or under payments resulting from audit. Claims for reimbursement must be submitted no more frequently than once a month and no less than once a quarter. Grants failing to meet this requirement, without prior written approval, are subject to cancellation. Claims for reimbursement must be fully documented as detailed in the Request for Payment Instructions.

24. **Records and Documentation of Receipts and Expenditures:**
Subcontractor's accounting procedures must provide for accurate and timely recording of receipt of funds by source, of expenditures made from such funds, and of unexpended balances. These records must contain information pertaining to grant awards, obligations, unobligated balances, assets, liabilities, expenditures and program income. Controls must be established which are adequate to ensure that expenditures charged to the subgrant activities are for allowable purposes. Additionally, effective control and accountability must be maintained for all grant cash, real and personal property, and other assets. Accounting records must be supported by such source documentation as cancelled checks, paid bills, payrolls, time and attendance records, contract documents, grant award documents, etc.

25. **Financial Responsibility:**
The financial responsibility of subcontractors must be such that the subcontractor can properly discharge the public trust which accompanies the authority to expend public funds. Adequate accounting systems should meet the following criteria:

a. Accounting records should provide information needed to adequately identify the receipt of funds under each grant and the expenditure of funds for each grant.

b. Entries in accounting records should refer to subsidiary records and/or documentation which support the entry and which can be readily located.

c. The accounting system should provide accurate and current financial reporting information.

d. The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency and encourage adherence to prescribed management policies.

26. **Reports:**
The subgrant shall submit, at such times and in such form as may be prescribed, such reports as the Office of Highway Safety and Justice Programs may reasonably require, including quarterly financial reports, progress reports, final financial reports and evaluation reports. The subgrant shall provide a final narrative report on project performance within 30 days after the close of the grant period.

27. **Program Income:**
All program income generated by this grant during the project must be reported to the Office of Highway Safety and Justice Programs quarterly (on the quarterly fiscal report) and must be put back into the project or be used to reduce the grantor participation in the program. The use or planned use of all program income must have prior written approval from the Office of Highway Safety and Justice Programs.

28. **Cash Depositories:**
Subcontractors are required to deposit grant funds in a federally insured banking institution and the balance exceeding insurance coverage must be collateralized.

29. **Retention of Records:**
Records for non-expendable property purchased totally or partially with grantor funds must be retained for three (3) years after its final disposition. All other pertinent grant records including financial records, supporting documents and statistical records shall be retained for a minimum of three (3) years after the final expenditure report. However, if any litigation, claim or audit is started before the expiration of the three-year period, then records must be retained for three (3) years after the litigation, claim or audit is resolved.

30. **Property Control:**
Effective control and accountability must be maintained for all personal property. Subcontractors must adequately safeguard all such property and must assure that it is used solely for authorized purposes. Subcontractors should exercise caution in the use, maintenance, protection and preservation of such property:

a. **Title:** Subject to the obligations and conditions set forth in 2 CFR 200.313, and 2 CFR 439 title to non-expendable property acquired in whole or in part with grant funds shall be vested in the subgrantee. Non-expendable property is defined as any item having a useful life of more than one year and an acquisition cost of $1,000 or more per unit.

b. **Property Control Record Form:** At the time the final request for payment is submitted, the subgrantee must file with the Office of Highway Safety and Justice Programs the copy of the Property Control Record Form (provided by the Office of Highway Safety and Justice Programs) listing all such property acquired with grant funds. The subgrantee agrees to be subject to a biennial audit by the Office of Highway Safety and Justice Programs and/or its duly authorized representatives for verification of the information contained in the Property Control Record Form.

c. **Use and Disposition:** Equipment shall be used by the subgrantee in the program or project for which it was acquired as long as needed, whether or not the program or project continues to be supported by federal funds. When use of the property for project activities is discontinued, the subgrantee shall request, in writing, disposition instructions from the Office of Highway Safety and Justice Programs prior to actual disposition of the property. Theft, destruction, or loss of property shall be reported to the Office of Highway Safety and Justice Programs immediately.

31. **Performance:**
This grant may be terminated or fund payments discontinued by the Office of Highway Safety and Justice Programs where it finds a substantial failure to comply with the provisions of the Act governing these funds or regulations promulgated, including those grant conditions or other obligations established by the Office of Highway Safety and Justice Programs. In the event the subgrantee fails to perform the services described herein and has previously received financial assistance from the Office of Highway Safety and Justice Programs, the subgrantee shall reimburse the Office of Highway Safety and Justice Programs the full amount of the payments made. However, if the services described herein are partially performed, and the subgrantee has previously received financial assistance, the subgrantee shall proportionately reimburse the Office of Highway Safety and Justice Programs for payments made.

32. **Deobligation of Grant Funds:**
All grants must be deobligated within forty-five (45) calendar days of the end of the grant period. Failure to deobligate the grant in a timely manner will result in an automatic deobligation of the grant by the Office of Highway Safety and Justice Programs.

33. Copyright:
Except as otherwise provided in the terms and conditions of this grant, the subgrantee or a contractor paid through this grant is free to copyright any books, publications or other copyrightable materials developed in the course of or under this grant. However, the federal awarding agency and/or Office of Highway Safety and Justice Programs (Office of Highway Safety and Justice Programs) reserve a royalty-free, non-exclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for federal government and/or Office of Highway Safety and Justice Programs purposes:
   a. the copyright in any work developed under this grant or through a contract under this grant, and;
   b. any rights of copyright to which a subgrantee or subcontractor purchases ownership with grant support.

The federal government's rights and/or the Office of Highway Safety and Justice Programs' rights identified above must be conveyed to the publisher and the language of the publisher's release form must ensure the preservation of these rights.

34. Produced Materials/Publications:
Materials produced as part of the grant shall indicate that the project is sponsored by the Office of Highway Safety and Justice Programs of the South Carolina Department of Public Safety. All public awareness/education materials developed as a part of a highway safety grant are to be submitted in draft to the Office of Highway Safety and Justice Programs for written approval prior to final production and/or distribution. Prior to submission of the final request for payment, the subgrantee shall submit to the Office of Highway Safety and Justice Programs two copies of all materials produced as part of the grant.

35. Closed Captioning of Public Service Announcements:
Any television public announcement that is produced or funded in whole or in part by any agency or instrumentality of Federal Government shall include closed captioning of the verbal content of such announcement.

36. Confidential Information:
Any reports, information, data, etc., given to or prepared or assembled by the subgrantee under this grant which the Office of Highway Safety and Justice Programs requests to be kept confidential shall not be made available to any individual or organization by the subgrantee without prior written approval of the Office of Highway Safety and Justice Programs.

37. Disclosure of Federal Participation:
In compliance with Section 623 of Public Law 102-141, the subgrantee agrees that no amount of this award shall be used to finance the acquisition of goods and services for the Project to apply to a procurement for goods or services that has an aggregate value of $500,000 or more unless the subgrantee:
   a. specifies in any announcement of the awarding of the contract for the procurement of the goods and services involved the amount of Federal funds that will be used to finance the acquisition, and;
   b. expresses the amount announced pursuant to paragraph (a) as a percentage of the total cost of the planned acquisition.

38. Cost Assumption:
The applicant agrees to the assumption of the cost of the project after the federal funding period has expired.

39. Political Activity: (Hatch Act):
The subgrantee will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508) which limits the political activities of federal employees whose principal employment activities are funded in whole or in part with Federal funds.

40. Equipment Purchase:
All equipment purchases must be specifically itemized in the budget proposal. If not included in the original budget proposal, expressed written approval from the Office of Highway Safety and Justice Programs is required prior to any purchase. Upon receipt of any equipment purchased with Federal funds, the contractor must complete an "Equipment Inventory Log" and submit it to the Office of Highway Safety and Justice Programs. The "Equipment Inventory Log" is located on the Office of Highway Safety and Justice Programs website. The subgrantee must appropriately maintain any equipment purchased under the grant contract. Office of Highway Safety and Justice Programs staff will provide an OHSIP inventory tag to be placed on all equipment purchases.

41. Equipment Use:
Facilities and equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the state; or the state, by formal agreement with appropriate officials of a political subdivision or state agency, shall cause such facilities and equipment to be used and kept in operation for highway safety purposes.

42. Observance of National Safety Week:
All subgrantees shall assist the Office of Highway Safety and Justice Programs in activities associated with Sober or Slammer/Christmas/New Year's (December and January); Buckle Up South Carolina (May); Operation Southern Shield (July); Sober or Slammer/Labor Day (September); and the observance of National Child Passenger Safety Week (September).

Specialized Equipment/Occupant Protection Device Purchases:
The purchase of police traffic radar and speed measuring devices negotiated must provide for a certification by the manufacturer that the device will meet recommended U.S. DOT standards. The contractor must also agree to assume any costs required to bring each device in compliance with the recommended standards.

Child restraint devices purchased with Highway Safety grant funds must meet Federal Motor Vehicle Safety Standard 213. Bicycle helmets purchased with Highway Safety grant funds must meet ANSI standards or those of the Snell Memorial Foundation.

44. Purchasing Deadlines Required to Meet Federal Fiscal Year Close-Out:
Purchases in excess of $5,000 in the unit or aggregate and requiring approval of specifications/bid awards must be submitted through standard approval process prior to August 1st each year. All grant-funded expenditures must be requested, purchased, invoiced, and delivered prior to September 30th.

45. Fiscal Regulations:
The fiscal administration of grants shall be subject to such further rules, regulations and policies concerning accounting and records, payment of funds, cost allowability, submission of financial reports, etc., as may be prescribed by the Office of Highway Safety and Justice Programs Guidelines or "Special Conditions" placed on the grant award.

46. Compliance Agreement:
The subgrantee agrees to abide by all Terms and Conditions including "Special Conditions" placed upon the grant award by the Office of Highway Safety and Justice Programs. Failure to comply could result in a "Stop Payment" being placed on the grant and/or repayment by the subgrantee of costs deemed unallowable.

47. Suspension or Termination of Funding:
The Office of Highway Safety and Justice Programs may suspend, in whole or in part, and/or terminate funding or impose another sanction on a subgrantee for any of the following reasons:
   1. Failure to adhere to the requirements, standard conditions or special conditions.
2. Proposing or implementing program changes to the extent that, if originally submitted, the application would not have been approved for funding.
3. Failure to submit reports.
4. Filing a false certification in this application or other report or document.
5. Other good cause shown.

48. **Buy America Act:**
The contractor will comply with the provisions of the Buy America Act (23 U.S.C. §313), which contains the following requirements: Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

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

50. **Federal Funding Accountability and Transparency Act (FFATA):**
The Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act – Pub.L. 109-282, as amended by section 6202(a) of Pub.L. 110-251) requires the Office of Management and Budget (OMB) to maintain a single searchable website that contains information on all federal spending awards. The site is www.USAspending.gov. The Transparency Act requires every grant/sub-grant/contract/sub-contract equal to or greater than $25,000.00 awarded by the Office of Highway Safety and Justice Programs to be accounted for on the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) at www.fsrs.gov. All contractors awarded federal funding equal to or greater than $25,000.00 will be required to submit specific information requested by the Office of Highway Safety and Justice Programs to comply with the Transparency Act.

51. **Policy on Using Grant Funds to Check for Helmet Usage:**
The grantee must not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

52. **Policy on Seat Belt Use:**
In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information on how to implement such a program, or statistics on the potential benefits and cost-savings to your company or organization, please visit the Buckle Up America section on NHTSA’s Web site at www.nhtsa.gov. Additional resources are available from the Network of Employers for Traffic Safety (NETS), a public-private partnership headquartered in the Washington, DC metropolitan area, and dedicated to improving the traffic safety practices of employers and employees. NETS is prepared to provide technical assistance, a simple, user-friendly program kit, and an award for achieving the President’s goal of 90 percent seat belt use. NETS can be contacted at 1 (888) 221-0045 or visit www.trafficsafety.org.

53. **Policy on Banning Text Messaging While Driving:**
In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashed caused by distracted driving, including policies to ban text messaging while driving company-owned or -rented vehicles, Government-owned, leased or rented vehicles, or privately-owned when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner consistent with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

54. **Indirect Costs:**
Indirect costs are those that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. Indirect costs have been determined as appropriate, indirect costs are those remaining to be allocated to benefitted cost objectives. A cost may not be allocated to a Federal award as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been assigned to a Federal award as a direct cost. Indirect costs are normally charged to Federal awards by the use of an indirect cost rate. A separate indirect cost rate(s) or IDCR is usually necessary for each department or agency of the governmental unit claiming indirect costs under Federal awards.

2 C.F.R. §200.31(a)(4) and 2 C.F.R. §200.414(4) states...if a subrecipient does not have a federally negotiated indirect cost rate, the pass-through entity may either negotiate a rate with the subrecipient or apply the de minimis indirect cost rate of 10% of modified total direct costs (MTDC). The pass-through entity may not force or entice the subrecipient without a federally negotiated indirect cost rate to accept a rate lower than the de minimis rate of 10%.

55. **Active DUNS number, Central Contractor Registration (CCR) registration, and South Carolina State Vendor ID are required for Federal reporting purposes and reimbursement:**
A DUNS number is required during the application process: A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point-of-contact information, and registration is required only once. The DUNS number will be used throughout the grant life cycle. Obtain a DUNS number by calling 1-866-705-5711 or by applying online at https://fed.gov.dnb.com/webform.

a. **System for Award Management (formerly Central Contractor Registration (CCR)):** The recipient agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB). SAM is a Federal Government-owned and operated free web site that consolidates the capabilities in CCR/FedReg, ORCA, and EPLS. Future phases of SAM will add the capabilities of other systems used in Federal procurement and awards processes. If you have an active record in CCR, you have an active record in SAM. You do not need to do anything in SAM at this time, unless a change in your business circumstances requires updates to your Entity record(s) in order for you to be paid or to
receive an award or you need to renew your Entity(s) prior to its expiration. SAM will send notifications to the registered user via email 60, 30, and 15 days prior to expiration of the Entity. To update or renew your Entity records(s) in SAM you will need to create a SAM User Account and link it to your migrated Entity records. You do not need a user account to search for registered entities in SAM by typing the DUNS number or business name into the search box. https://www.sam.gov/portal/public/SAM/

b. South Carolina State Vendor Number: To ensure that your agency is registered with the state, in order to receive reimbursement for grant-eligible expenses, an agency or entity will need to go to the following link and register to obtain a SC State Vendor number. http://www.mmo.sc.gov/PS/vendor/PS-vendor-registration.htm. This information should be sent with the first Request for Reimbursement to the person listed on the cover letter in your award packet.

56. Certification Regarding Federal Lobbying, Debarment and Suspension and Drug-Free Workplace Requirements and other Responsibility Matters:

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under applicable Federal Law and New Restrictions on Lobbying, Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants). The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Office of Highway Safety and Justice Programs determines to award the covered transaction, grant, or cooperative agreement.

57. Certification Regarding Federal Lobbying:

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subaward at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

58. Certification Regarding Debarment and Suspension: Instructions for Primary Certification (States):

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. In the event that the department or agency determined to enter into this transaction and it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.

4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and coverage sections of 2 CFR Part 180. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to maintain in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

59. Certification Regarding Debarment, Suspension, and Other Responsibility Matters—Primary Covered Transactions

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

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

60. Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursuit available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The lower tier transaction, debarment, suspension, ineligible, lower tier, participant, person, primary tier, principal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definition and Coverage sections of 2 CFR Part 180. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of these regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless it knows that the certification is erroneous.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency with which this transaction originated may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

61. Certification Regarding Debarment, Suspension Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

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

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


The State will provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

2. Establishing a drug-free awareness program to inform employees about:
   a. The dangers of drug abuse in the workplace.
   b. The grantee's policy of maintaining a drug-free workplace.
   c. Any available drug counseling, rehabilitation, and employee assistance programs.
   d. The penalties that may be imposed upon employees for drug violations occurring in the workplace.
   e. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a).

3. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
   a. Abide by the terms of the statement.
   b. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no
later than five days after such conviction.
4. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction.
5. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted:
   a. Taking appropriate personnel action against such an employee, up to and including termination.
   b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by Federal, State, or local health, law enforcement, or other appropriate agency.
6. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs of all of the paragraphs above.
Certification by Project Director

CERTIFICATION BY PROJECT DIRECTOR *

I certify that I understand and agree to comply with the general and fiscal terms and conditions of this application including special conditions; to comply with provisions of the Act governing these funds and all other federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of Project Director as they relate to the fiscal terms and conditions of this grant application; that costs incurred prior to grant approval may result in expenses being absorbed by the subgrantee; and, that the receipt of grantor funds through the State Funding Agency will not supplant state or local funds.

Prefix:  Mr.
Name:   Project Director
Suffix: 
Title:  Project Director
Agency: Some Agency
Mailing Address: Some street
City:  Blythewood
State: SC
9 Digit Zip: 29016
(Area) Phone Number: (555) 123-4567
(Area) Fax Number: (555) 123-4567
E-Mail Address: someemail@domain.com
Signature: Project Director
Bonded: yes☑ no ☐

☑ I certify that the Authorized Official and Chief Financial Officer are aware and in agreement with the grant as set forth above.
Certification by Financial Officer

CERTIFICATION BY FINANCIAL OFFICER *

I certify that I understand and agree to comply with the general and fiscal terms and conditions of this application including special conditions; to comply with provisions of the Act governing these funds and all other federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of Financial Officer as they relate to the fiscal terms and conditions of this grant application; that costs incurred prior to grant approval may result in expenses being absorbed by the subgrantee; and, that the receipt of grantor funds through the State Funding Agency will not supplant state or local funds.

Prefix: Ms.
Name: Financial Officer
Suffix: 
Title: Financial Officer
Agency: Some agency
Mailing Address: Some street
City: Blythewood
State: SC
9 Digit Zip: 29016
(Area) Phone Number: (555) 123-4567
(Area) Fax Number: (555) 123-4567
E-Mail Address: email@domain.org
Signature: Financial Officer
Bonded: yes® no®
CERTIFICATION BY OFFICIAL AUTHORIZED TO SIGN *

I certify that I understand and agree to comply with the general and fiscal terms and conditions of this application including special conditions; to comply with provisions of the Act governing these funds and all other federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized to commit the applicant to these requirements; that costs incurred prior to grant approval may result in expenses being absorbed by the subgrantee; and, that the receipt of grantor funds through the State Funding Agency will not supplant state or local funds.

The Omnibus Appropriations Act of 1996 requires that subgrantees provide assurance that subgrant funds will not be used to supplant or replace local or state funds or other resources that would have otherwise been available for law enforcement and/or criminal justice activities. In compliance with that mandate, I certify that the receipt of federal funds through the State Funding Agency shall in no way supplant or replace state or local funds or other resources that would have been made available for law enforcement and/or criminal justice activities.

Prefix: Ms.
Name: Authorized Official
Suffix:
Title: Authorized Official
Agency: Some agency
Mailing Address: Some street
City: Blythewood
State: SC
9 Digit Zip: 29016
(Area) Phone Number: (555) 123-4567
(Area) Fax Number: (555) 123-4567
E-Mail Address: email@domain.org
Signature: Authorized Official
Bonded: yes ☑ no ☐

*NOTE: THE PROJECT DIRECTOR, FINANCIAL OFFICER AND OFFICIAL AUTHORIZED TO SIGN CANNOT NOT BE THE SAME PERSON. STAFF BEING FUNDED UNDER THIS GRANT MAY NOT BE ANY OF THE ABOVE OFFICIALS WITHOUT SFA APPROVAL.