

- Alcohol Enforcement
- Motorcycle Enforcement
- ✓ Seat Belt Enforcement
- Speed Enforcement
- Comprehensive Alcohol Risk Reduction (CARD) Project
- Bicycle Enforcement
- Pedestrian Safety Enforcement
- TRaCS
- Child Passenger Safety Enforcement
- General

Proposed Project Title: Seat Belt Enforcement 2013
Type of Municipality: County
Applicant Agency/County: Milwaukee County

Enforcement Area: Milwaukee County
Agency Federal Employer ID (FEIN): 39-600572
DUNS Number

Agency Head or Authorizing Official

First Name: David
Last Name: Clarke Jr.
Title: Sheriff
Address: 821 W. State Street
City: Milwaukee
State: Wisconsin
Zip Code: 53233

Project Coordinator

First Name: Daniel
Last Name: Hughes
Title: Captain
Address: 821 W. State Street
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In 2011, 52% of persons killed and 25% of persons sustaining incapacitating injuries in Wisconsin crashes were NOT wearing safety belts. Many of these people were ejected from their vehicle. Statewide safety belt use was 79.2% in 2010, however Wisconsin safety belt use still remains about six percentage points lower than the national average. It has been estimated that safety belt use by motor vehicle occupants in Wisconsin prevents more than 200 traffic related fatalities and more than 8,000 serious injuries annually (2011 data is preliminary).

Click-it or Ticket (CIOT) Enforcement Grant Recipients are targeted based upon seatbelt usage. The intention is to encourage extraordinary seat-belt enforcement in areas of the state with low seatbelt usage.

Additional Justification

I agree to the terms and conditions above.

1. To increase the percentage of vehicle occupants wearing safety belts within the municipality. (Pre - surveys will be completed just prior to the National CIOT Mobilization.) Post Survey results will be completed just after the National CIOT Mobilization, and the information entered in the 2013 CIOT Funded Agency CIOT Report.

CIOT Enforcement Grantees will complete both the pre CIOT-observational survey and the post CIOT-observational surveys, and enter the survey information in the space provided on the Funded Agency Activity Report form. Please use whole numbers only.

Evaluation: Agency Safety Belt Observational Surveys – Pre/Post Enforcement Mobilization (CIOT only)

2. To adopt a zero tolerance policy for unrestrained occupants during all motor vehicle stops.

Evaluation: Activity Report - Citations

3. During past deployments, Grantees have typically initiated a recorded traffic stop about every 45 minutes. To maintain or exceed historical activity levels during grant-funded activity Grantee will, on average, initiate a recorded traffic stop every 45 minutes.

Evaluation: Activity Report - Contacts

4. During past grant-funded deployments, Grantees typically maintain an agency ratio of three citations to one written warning.

Evaluation: Activity Report - Citations/Warnings

5. To make contacts with local media, community groups or other groups to increase public awareness of information related to seatbelt related crashes, and subsequent enforcement efforts a minimum of once during every quarter of grant approval. Creating partnerships with community groups, public and private, to enforce public awareness of this campaign is strongly encouraged.

An Agencies failure to meet project Objectives may affect their consideration for future grant awards.

Objectives/Evaluation

I agree to the terms and conditions above.

All policies listed below should be made available to the Bureau of Transportation Safety upon request.

1. Biased-Based Policing Policy:

Grantee agency certifies that it has a written departmental policy on biased based policing or that it will initiate development of one during the grant period.

2. IACP Pursuit Policy:

Grantee agency certifies that it has a written departmental policy on pursuits that is in compliance with the IACP's policy, or that it will initiate development of one during the grant period.

3. Fatal Crash Driver BAC Testing Policy:

Grantee agency certifies that it has a written departmental policy on the BAC testing of all drivers involved in alcohol-related, fatal vehicle crashes, or that it will initiate one during the grant period. Currently all killed drivers in fatal crashes are required to be tested under s.346.71 (2). Surviving drivers involved in fatal crashes can be tested if there exists probable cause to suspect drug / alcohol impairment [s.343.305 (3) (a) and (am)], the driver is operating a CMV (FMCSR 382.303), or if conditions exist that are pursuant to Act 413 [343.305 (3) (ar)]. Agencies will encourage all surviving drivers to willingly submit to a BAC test regardless of circumstance.

4. Fleet Safety Belt Use Policy:

Grantee agency certifies that it has a written departmental policy on the use of safety belts by employees, or that it will initiate development of one during the grant period.

5. Title VI Compliance:

Grantee must comply with Title VI of the Civil Rights Act of 1964 and Presidential Executive Order 13166 regarding language access and "Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons".

6. Additional Requirements

I agree to the terms and conditions above.

2013 Federal Grant Period:

Grant activities are funded for one federal fiscal year. Funded fiscal year 2013 activities may begin no earlier than October 1, 2012 and end no later than September 30, 2013. Activity for this project can begin no earlier than the date the contract is signed by the BOTS Director, or his/her designee.

1. Work Plan /Calendar:

The Work Plan/Calendar contained within this contract is a term of the contract. It describes timing and level of enforcement activity. At a minimum, during the term of this contract:

A. Grantee will implement at least one deployment per month as planned in the Work Plan/Calendar.

The Agencies must participate in Highly Visible Enforcement (HVE) saturation patrols during the timeframes listed below, at high-risk locations, supported by publicity.

- December 7th – 16th, 2012 (Booze and Belts)
- March 4th – 20th, 2013 (St Patrick's Day)
- May 20th – June 2nd, 2013 (CIOT National Mobilization – minimum of 4 deployments)
- July 1st – 17th, 2013 (Summer Heat)
- Aug 16th – Sept 2nd, 2013 (Alcohol Crackdown – minimum of 4 deployments)

(HVE is defined as 3 or more squads deployed simultaneously in targeted area, supported by media)

This can be a collaborative effort in combination with another LEA.

NOTE:

During CIOT, Grantees will schedule a minimum of 50% of the hours of enforcement at night during each of the four (4) mandatory deployments, with a minimum of 4-hour shifts.

NHTSA Grant Funds dictate that during overtime Alcohol Enforcement, Grantees must perform enforcement during the hours of 6:00pm and 4:30am.

If grantee cannot perform the planned patrols, BOTS must be notified. Failure to perform planned activity may be considered grounds for terminating the grant.

2. Work Plan Amendments:

If Work Plan must be changed after the contract is signed, Grantee must submit an Amendment request via the WISE-Grants System, and receive approval before the changed activity occurs. Failure to perform planned activity can be considered grounds for terminating the grant. **Work Plan Amendments will not be considered after July 1, 2013.**

WORK PLAN/CALENDAR

Please enter data for all the required HVE saturation patrols listed under table A. You should not enter 0 in any required field within the Work Plan/Calendar. If you enter a value for any non required box, the remainder of the row should be completed. If you enter a zero for any column the calculation in column D will produce a 0 for that row.

Month	Enforcement Type	(A) Deployments	(B) Hours per Deployment	(C) Officers per Deployment	(D) Total Officer Hours (AxB)xC = D
October	Saturation/HVE	7	4	3	84

November	Saturation/HVE	7	4	3	84
December	Booze & Belts HVE	6	4	3	72
	OTHER				0
January	Saturation/HVE	6	4	3	72
February	Saturation/HVE	7	4	3	84
March	St. Patrick's HVE	6	4	3	72
	OTHER				0
April	Saturation/HVE	6	4	3	72
May	CIOT HVE	6	4	3	72
	OTHER				0
June	CIOT HVE	7	4	3	84
	OTHER				0
July	Summer Heat HVE	6	4	3	72
	OTHER				0
August	Alcohol Crackdown HVE	5	4	3	60
	OTHER				0
September	Alcohol Crackdown HVE	7	4	3	84
	OTHER				0
TOTAL		76	48	36	912

WORK PLAN ITEMS -- Required:

1. Saturation Patrols and Sustained Enforcement Deployments:

Grantee will assign only sworn, SFST-trained officers in patrols. Part-time officers may be assigned only if the grant funded activity and their resulting weekly total hours do not exceed 39 hours.

2. Total Hours: Grantee agrees to implement 76 deployments for a total of 912 enforcement hours.

3. OT Hours & Rate: Grantee's estimate of funded overtime hours is based upon an estimated average hourly wage/fringe rate of \$54.48

4. State / National Mobilization Activity/Crackdown Reports: Grantee will complete the Mobilization Reports and submit them to the Grantor no later than:

- "Booze & Belts Mobilization Activity Report due by Jan 15, 2013.
- "St Patrick's Day Mobilization Activity Report due by Mar 15, 2013.
- "Click It or Ticket" Safety Belt Mobilization Activity Report due by June 15, 2013.
- "Summer Heat" Mobilization Activity Report due by July 15, 2013.
- Alcohol Crackdown Activity Report due by Sept 15, 2013.

5. Additional Items:

✓ I agree to the terms and conditions above.

1. Budget Plan:

The Budget spreadsheet within this contract is a term of the contract. Eligible cost items for this project include: Wage, Fringe, Low-cost Equipment and High-cost Equipment. Grantee must complete the Federal Share AND Estimated Local Match columns.

2. Equipment Purchase:

The Equipment Purchase Form within this contract is a term of this contract, if either High-cost or Low-cost Equipment is purchased. "High-cost" Equipment is defined in the General Terms; other equipment is considered 'low-cost'.

3. Budget/Equipment Amendments:

If Grantee requests to change the budget or equipment purchased, Grantee must submit an Amendment request via the WISE-Grants System, and receive approval before the changes can occur. Budget and/or Equipment Purchase Amendments will not be considered after July 1, 2013.

Budget

Item	Federal Grant	Local Match	Totals
Wage/Fringe	\$49,685.76	\$12,500.00	\$62,185.76
Travel/Mileage	Ineligible		\$0
Training	Ineligible		\$0
Contractual Services	Ineligible		\$0
Equipment	\$0	\$0	\$0
Materials & Supplies	Ineligible		\$0
Other	Ineligible		\$0
Total	\$49,685.76	\$12,500.00	\$62,185.76

1. Relationship to work plan:

All budget items must relate to activities described in the Work Plan. Reimbursement will be based on actual costs, NOT budgeted rates. Only project activities and expenses described in the approved work plan and budget, incurred during the grant period, are eligible for reimbursement. Expenses incurred that are not specified in the budget or work plan will not be reimbursed.

2. Document Requirements:

Grantee will document hours, wage and fringe rate, and all match costs. Fringe benefit shall be actual costs. Payment for salaries and wages shall be supported by a time and attendance report, or equivalent records, which shall be kept on file at the agency for three years from the date the project closes. Grantor reserves the right to perform monitoring activities, to include ongoing review and audit of department records.

3. Match Requirements:

A local match of at least 25% of the grant total is required. The match budget line may consist of estimates of program match.

Equipment Purchase

Item	Federal Grant	Local Match	Totals
			\$0
			\$0
			\$0

			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Total	\$0	\$0	\$0

4. Equipment Requirements:

Grantee must specify make, model and purchase price of each piece of equipment to be purchased.

No more than one-half (50% Rule) of the grant funds may be allocated to equipment, not to exceed \$4,999.00. If equipment costs exceed the cap of \$ 4,999.00, NHTSA approval would need to be obtained prior to purchase, and any amount in excess of \$4,999.00 would be Local Match. Grantor will mark the equipment and maintain a proprietary interest until the total equipment value falls below \$4,999.00.

Note: The 50% Rule relates to reimbursed grant funds, not to the initial grant award.

For example: The Grantee receives a grant of \$10,000.00 and budgets \$5,001.00 for Wage and Fringe and \$4,999.00 for Equipment. The Grantee utilizes only \$2,500.00 for Wage and Fringe. Then, the total grant amount is reduced to \$5,000.00, of which no more than 50%, or \$2,500.00 (not \$4,999.00) can be used to purchase said equipment.

Important!

While equipment may be ordered/purchased once the Grant is approved by BOTS, actual reimbursement for said equipment will not occur until grantee has worked the minimum hours needed to insure that the 50% rule is met.

For example: An Agency budgets \$15,000.00 for enforcement and \$4,500.00 for Equipment, \$4,500.00 in OT Enforcement must take place before the equipment purchase will be reimbursed.

Grantor reserves the right to monitor the use of all equipment purchased using Highway Safety Funds.

Grantee will make the equipment available for viewing by grantor upon notice.

Approved Equipment:

Alcohol/drug-testing, and alcohol enforcement devices must comply with standards and specifications established by NHTSA or other nationally recognized standard-setting agencies.

NOTE: NHTSA Guidelines do not allow the purchase of Speed Enforcement Equipment with Alcohol Grant Funds

5. Signatures:

The original hard copy signature of agency head or authorizing official must be faxed or mailed to the Place of Delivery listed in the DELIVERABLES Section. An electronic grant submission through the WISE-Grants System will initiate the grant approval process, but no reimbursement will be made until the original signature page is received at the Place of Delivery

I agree to the terms and conditions above.

Forms: Deliverables will only be accepted through the WISE-Grants System. Questions about grant submissions should be referred to either the State Program Manager, or the area's Regional Program Manager.

1. **Project Match Report:**

Grantee will complete the Project Match Report form provided by Grantor AFTER all project activity is complete, but no later than November 1, 2013.

2. **Earned Media Event Documentation:**

Documentation (hard-copy, faxed and/or electronic copies of media materials) of each earned media event must be submitted to BOTS. An electronic link to a print article, news online or other format is acceptable documentation.

3. **Place of Delivery:**

All Electronic Project Deliverables shall be submitted via the WISE-Grants System

Hard copy Signatures and questions about the Traffic Safety Program or this project should be addressed to:

Wisconsin State Patrol, BOTS
P.O. Box 7936
MADISON, WI 53707-7936
FAX: (608) 267-0441

Additional Deliverables:

I agree to the terms and conditions above.

A-133 Audit: Grantee government subdivisions are responsible for obtaining audits in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-8507) and revised OMB Circular A-133. If grantee municipality (government subdivision) is subject to an AB-133 audit, the Grantor must be notified of the audit and subsequent results, may take corrective action within six months and may require independent auditors to have access to grantee's records and financial statements. *(Note: Circular A-133 may be obtained by contacting the Financial Standards and Reporting Branch, Office of the Federal Financial Management, Office of Management and Budget, Washington, DC 20503, telephone, (202) 395-3993.)*

Amendment: To change the Project Budget, Grantee must contact Grantor, either via e-mail or written correspondence, to justify the request and describe how it will affect project activity and objectives. Grantee must complete a Contract Amendment Form for approval by the Grantor. Grantor must approve the change prior to implementation. Highway Safety Projects may be amended using the approved Project Amendment Form available from the State Highway Safety Office. Amendment requests must be approved in writing before any changes in activity or expenditures can be made.

Project Amendments have a deadline of July 1, 2013.

Correspondence: All correspondence to the Grantor regarding this project shall include the Grant Number. Any change in Project Coordinator, Financial Officer, Authorizing Official, addresses, or telephone numbers requires written notification to Grantor. **To: Wisconsin State Patrol, BOTS, P.O. Box 7936, Madison WI 53707**

Equipment: High-cost equipment, defined as "tangible, non-expendable personal property having an acquisition cost of \$5,000 or more," with a useful life of greater than 2 years that is purchased in whole or in part by Grantee using Highway Safety Funds, must be justified in the Project Narrative/Work Plan and approved by the NHTSA Regional Office in writing. Each item will be tagged, inventoried, and monitored until the federal interest is released. Low-cost equipment, defined as items of "tangible, non-expendable personal property having an acquisition cost of less than \$5,000" and budgeted as Materials & Supplies, will also be monitored. Grantee must inform BOTS when equipment is no longer used for the purpose for which it was acquired.

Print and Audio Visual Materials: Grantee shall submit all materials developed under this contract to the State Highway Safety Office for approval of content and style prior to final production and release. All video materials intended for general public viewing must be close-captioned. Contractor may not copyright any portion of materials produced under this contract. Contractor shall credit the Wisconsin Department of Transportation Bureau of Transportation Safety and the National Highway Traffic Safety Administration on all such materials.

Program Income: Program income is gross income derived by Grantee from grant-supported activities. Grantee will report program income on Reimbursement Claims, stating whether the income is retained or credited as a reduction in Federal Share of project expenditures. If retained, such income may be used only for highway safety activities and is subject to audit by Grantor.

Reimbursement: All Highway Safety Projects are based on the cost reimbursement basis; i.e., state or local funds shall be expended before federal reimbursement is made.

Eligible Costs: Grantor shall reimburse Grantee only for the actual hours worked and for other eligible costs, only if the costs are incurred in performing tasks identified in the Project Narrative/ Work Plan. Personnel costs shall be reimbursed on the basis of hourly salary and fringe rate(s) that have been verified and approved by Grantor or on the basis of percentage of annual salary and fringe dedicated to project activity as described in the Project Narrative/ Work Plan and documented in Project Activity Reports.

Documentation: Documentation of costs shall be maintained for three years following final reimbursement. Reimbursement Claim cost detail shall include a list of all personnel whose time is claimed; current billing period and year-to-date wages and fringe benefits paid to each person listed; all travel listed individually and broken out by transportation/mileage, meals, lodging, and related costs; all materials and supplies and contractual services, itemized, required to complete project activity. Employee time records for actual hours worked or percent of time dedicated to project activity are to be maintained by Grantee and made available to Grantor upon request with reasonable notice. Each budget item identified as 'Other' shall be claimed separately.

Supplanting: The replacement of routine and/or existing state or local expenditures with the use of federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of a state or local agency is considered to be supplanting and is not allowable. The Grantee shall not use grant funds to supplant state or local funds, or other resources that would otherwise have been made available for this program.

Termination: This grant may be terminated upon Grantor's determination that Grantee has materially failed to comply with terms

of this Agreement. Termination may be considered among the criteria for subsequent grant awards.

✓ I agree to the terms and conditions above.*

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

INSTRUCTIONS FOR CERTIFICATION:

1. By signing and submitting this proposal, the prospective low tier participant is providing the certification set out below.
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 the transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "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 transaction. (See below)
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 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 Non-procurement list.
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 suspended, debarred, ineligible, or voluntarily excluded from participation in this on, in addition to other remedies available to the Federal government, the department of agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

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

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from 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 statement in this certification, such prospective participants shall attach an explanation to this proposal.

SIGNED:

Rainie D. Clark Jr.

(Agency Head or Authorizing Official), (Date), (Agency Name)

(Director, Bureau of Transportation Safety), (Date)