

<b>1. GRANT TITLE</b> FY24/25 CTFGP Law Enforcement - Napa Police Department	
<b>2. NAME OF ORGANIZATION/AGENCY</b> Napa Police Department	
<b>3. ORGANIZATION/AGENCY SECTION TO ADMINISTER GRANT</b> Traffic Bureau	
<b>4. PROJECT PERFORMANCE PERIOD</b> From: 07/01/2024 To: 06/30/2025	<b>5. PURCHASE ORDER NUMBER</b>
<b>6. GRANT OPPORTUNITY INFORMATION DESCRIPTION</b> Law Enforcement grants provide financial assistance to allied agencies for the education, prevention, and the enforcement of laws related to driving under the influence of alcohol and other drugs, including cannabis and cannabis products. The intent of the program is to educate the public regarding the dangers of impaired driving, enforce impaired driving laws on the roadway, and improve the Organization/Agency's effectiveness through training and development of new strategies.	
<b>7. FUNDS ALLOCATED UNDER THIS GRANT AGREEMENT SHALL NOT EXCEED \$196,123.89</b>	
<b>8. TERMS AND CONDITIONS</b> The Grantee agrees to complete the Project, as described in the Project Description. The Grantee's Grant Application, and the California Code of Regulations, Title 13, Division 2, Chapter 13, Sections 1890.00-1890.27, are hereby incorporated into this Grant Agreement by reference.  The parties hereto agree to comply with the Terms and Conditions of the following attachments: <ul style="list-style-type: none"><li>• Schedule A – Project Description, Problem Statement, Goals and Objectives, and Method of Procedure</li><li>• Schedule B – Detailed Budget Estimate</li><li>• Schedule B-1 – Budget Narrative</li></ul> We, the officials named below, hereby swear, under penalty of perjury under the laws of the State of California, that we are duly authorized to legally bind the Grant recipient to the above-described Grant Terms and Conditions. IN WITNESS WHEREOF, this Grant Agreement is executed by the parties hereto.	
<b>9. APPROVAL SIGNATURES</b> <b>A. AUTHORIZED OFFICIAL OF ORGANIZATION/AGENCY</b> Name: Jennifer Gonzales Title: Chief of Police Phone: (707) 257-9550  Address: 1539 1st Street Napa, CA 94559  E-Mail: <a href="mailto:jgonzales@cityofnapa.org">jgonzales@cityofnapa.org</a>  _____ (Signature) _____ (Date)	<b>B. AUTHORIZED OFFICIAL OF CHP</b> Name: Andrew Beasley Phone: (916) 843-4360 Title: Captain Fax: (916) 322-3169  Address: 601 North 7th Street Sacramento, CA 95811  E-Mail: <a href="mailto:ABeasley@chp.ca.gov">ABeasley@chp.ca.gov</a>  _____ (Signature) _____ (Date)
<b>C. ACCOUNTING OFFICER OF CHP</b> Name: C. M. Jones Phone: (916) 843-3531 Title: Commander Fax: (916) 322-3159  Address: 601 North 7th Street Sacramento, CA 95811  E-Mail: <a href="mailto:Catrina.Jones@chp.ca.gov">Catrina.Jones@chp.ca.gov</a>  _____ (Signature) _____ (Date)	<b>10. AUTHORIZED FINANCIAL CONTACT TO RECEIVE REIMBURSEMENT PAYMENTS</b>  Name: Liz Lozano Title: Management Analyst II Phone: 707-257-9550  Address: City of Napa PO Box 660 Napa, CA 94559-0660

## TERMS AND CONDITIONS

Grantee shall comply with the California Code of Regulations, Title 13, Division 2, Chapter 13 Section 1890, et seq. and all other Terms and Conditions noted in this Grant Agreement. Failure by the Grantee to comply may result in the termination of this Grant Agreement by the California Highway Patrol (hereafter referred to as State). The State will have no obligation to reimburse the Grantee for any additional costs once the Grant Agreement has been terminated.

### A. EXECUTION

1. The State (the California Highway Patrol) hereby awards, to the Grantee, the sum of money stated on page one of this Grant Agreement. This funding is awarded to the Grantee to carry out the Project set forth in the Project Description and the terms and conditions set forth in this Grant Agreement.
2. The funding for this Grant Agreement is allocated pursuant to California Revenue and Taxation Code Section 34019(f)(3)(B). The Grantee agrees that the State's obligation to pay any sum under this Grant Agreement is contingent upon availability of funds disbursed from the California Cannabis Tax Fund to the State. If there is insufficient funding, the State shall have the option to either: 1) terminate this Grant Agreement; whereby, no party shall have any further obligations or liabilities under this Grant Agreement, or 2) negotiate a Grant Agreement Amendment to reduce the grant award and scope of work to be provided under this Grant Agreement.
3. The Grantee is not to commence or proceed with any work in advance of receiving notice that the Grant Agreement is approved. Any work performed by the Grantee in advance of the date of approval by the State shall be deemed volunteer work and will not be reimbursed by the State.
4. The Grantee agrees to provide any additional funding, beyond what the State has agreed to provide, pursuant to this Grant Agreement, and necessary to complete or carry out the Project, as described in this Grant Agreement. Any modification or alteration of this Grant Agreement, as set forth in the Grant Application submitted by the Grantee and on file with the State, must be submitted in writing thirty (30) calendar days in advance to the State for approval.
5. The Grantee agrees to complete the Project within the timeframe indicated in the Project Performance Period, which is on page one of this Grant Agreement.

### B. PROJECT ADMINISTRATION

1. The Grantee shall submit all reimbursements, progress, performance, and/or other required reports concerning the status of work performed in furtherance of this Grant Agreement on a quarterly basis, or as requested by the State.
2. The Grantee shall provide the State with a final report showing all Project expenditures, which includes all State and any other Project funding expended, within sixty (60) calendar days after completion of this Grant Agreement.
3. The Grantee shall ensure all equipment which is purchased, maintained, operated, and/or developed is available for inspection by the State.
4. Equipment purchased through this Grant Agreement shall be used for the education, prevention, and enforcement of impaired driving laws, unless the Grantee is funding a portion of the purchased price not dedicated to impaired driving and that portion is not part of the Project costs. Equipment purchased under this Grant Agreement must only be used for approved Project-related purposes, unless otherwise approved by the State in writing.
5. Prior to disposition of equipment acquired under this Grant Agreement, the Grantee shall notify the State via e-mail, and by telephone, by calling the California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit at (916) 843-4360.

## TERMS AND CONDITIONS

### C. PROJECT TERMINATION

1. Grantee or the State may terminate this Grant Agreement at any time prior to the commencement of the Project. Once the Project has commenced, this Grant Agreement may only be terminated if the party withdrawing provides thirty (30) calendar days written notice of their intent to withdraw.
  - a. If by reason of force majeure the performance hereunder is delayed or prevented, then the term end date may be extended by mutual consent for the same amount of time of such delay or prevention. The term "force majeure" shall mean any fire, flood, earthquake, or public disaster, strike, labor dispute or unrest, embargo, riot, war, insurrection or civil unrest, any act of God, any act of legally constituted authority, or any other cause beyond the Grantee's control which would excuse the Grantee's performance as a matter of law.
  - b. Grantee agrees to provide written notice of an event of force majeure under this Grant Agreement within ten (10) calendar days of the commencement of such event, and within ten (10) calendar days after the termination of such event, unless the force majeure prohibits Grantee from reasonably giving notice within this period. Grantee will give such notice at the earliest possible time following the event of force majeure.
2. Any violations of law committed by the Grantee, misrepresentations of Project information by the Grantee to the State, submission of falsified documents by the Grantee to the State, or failure to provide records by the Grantee to the State when requested for audit or site visit purposes may be cause for termination. If the Project is terminated for the reasons described in this paragraph, the State will have no obligation to reimburse the Grantee for any additional costs once the Grant Agreement has been terminated.
3. The State may terminate this Grant Agreement and be relieved of any payments should the Grantee fail to perform the requirements of this Grant Agreement at the time and in the manner herein provided. Furthermore, the Grantee, upon termination, shall return grant funds not expended by the Grantee as of the date of termination.
4. If this Grant Agreement is terminated, the State may choose to exclude the Grantee from future Grant Opportunities.

### D. FINANCIAL RECORDS

1. The Grantee agrees the State, or their designated representative, shall have the right to review and to copy all records and supporting documentation pertaining to the performance of this Grant Agreement. Grantee agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated or required by law. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Furthermore, the Grantee agrees to include a similar right for the State to audit all records and interview staff in any subcontract related to performance of this Grant Agreement.

### E. HOLD HARMLESS

1. The Grantee agrees to indemnify, defend, and save harmless the State, its officials, agents and employees from any and all claims and losses accruing or resulting to any and all Grantee's staff, contractors, subcontractors, suppliers, and other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Grant Agreement, and from any and all claims and losses accruing or resulting to any person, agency, firm, corporation who may be injured or damaged by the Grantee in performance of this Grant Agreement.

## TERMS AND CONDITIONS

### F. NONDISCRIMINATION

1. The Grantee agrees to comply with State and federal laws outlawing discrimination, including, but not limited to, those prohibiting discrimination because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (including cancer or genetic characteristics), sexual orientation, political affiliation, position in a labor dispute, age, marital status, and denial of statutorily-required employment-related leave. (GC 12990 [a-f] and CCR, Title 2, Section 8103.)

### G. AMERICANS WITH DISABILITIES ACT

1. The Grantee assures the State it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

### H. DRUG-FREE WORKPLACE

1. The Grantee shall comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
  - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
  - b. Establish a Drug-Free Awareness Program to inform employees about:
    - i. The dangers of drug abuse in the workplace.
    - ii. The person's or Organization/Agency's policy of maintaining a drug-free workplace.
    - iii. Any available counseling, rehabilitation, and employee assistance programs.
    - iv. Penalties that may be imposed upon employees for drug abuse violations.
  - c. Every employee who works on the Project will:
    - i. Receive a copy of the company's drug-free workplace policy statement.
    - ii. Agree to abide by the terms of the company's statement as a condition of employment on the Grant Agreement.
2. Failure to comply with these requirements may result in suspension of payments under this Grant Agreement, or termination of this Grant Agreement, or both, and Grantee may be ineligible for award of any future Grant Agreements if the department determines that any of the following has occurred:
  - a. The Grantee has made false certification or violated the certification by failing to carry out the requirements, as noted above. (GC 8350 et seq.)

### I. LAW ENFORCEMENT AGENCIES

1. All law enforcement Organization/Agency/Agency Grantees shall comply with California law regarding racial profiling. Specifically, law enforcement Organization/Agency/Agency Grantees shall not engage in the act of racial profiling, as defined in California Penal Code Section 13519.4.

## TERMS AND CONDITIONS

### J. LABOR CODE/WORKERS' COMPENSATION

1. The Grantee is advised and made aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Grantee affirms to comply with such provisions before commencing the performance of the work of this Grant Agreement, (refer to Labor Code Section 3700).

### K. GRANT APPLICATION INCORPORATION

1. The Grantee agrees the Grant Application and any subsequent changes or additions approved or required by the State is hereby incorporated into this Grant Agreement.

### L. STATE LOBBYING

1. The Grantee is advised that none of the funds provided under this Grant Agreement may be used for any activity specifically designed to urge or influence a state or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a state official, whose salary is supported by this Grant Agreement, from engaging in direct communications with the state or local legislative officials, in accordance with customary state and/or local practice.

### M. REPRESENTATION AND WARRANTIES

1. The Grantee represents and warrants that:
  - a. It is validly existing and in good standing under the laws of the State of California, has, or will have the requisite power, authority, licenses, permits, and the like necessary to carry on its business as it is now being conducted and as contemplated in this Grant Agreement, and will, at all times, lawfully conduct its business in compliance with all applicable federal, state, and local laws, regulations, and rules.
  - b. It is not a party to any Grant Agreement, written or oral, creating obligations that would prevent it from entering into this Grant Agreement or satisfying the terms herein.
  - c. If the Grantee is a Nonprofit Organization/Agency, it will maintain its "Active" status with the California Secretary of State, maintain its "Current" status with the California Attorney General's Registry of Charitable Trusts, and maintain its federal and State of California tax-exempt status. If the Grantee subcontracts with a Nonprofit as part of this Grant Agreement, the Grantee shall ensure the Nonprofit will maintain its "Active" status with the California Secretary of State, maintain its "Current" status with the California Attorney General's Registry of Charitable Trusts, and maintain its federal and State of California tax-exempt status.
  - d. All of the information in its Grant Application and all materials submitted are true and accurate.

### N. AIR OR WATER POLLUTION VIOLATION

1. Under the state laws, the Grantee shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

## TERMS AND CONDITIONS

### O. GRANTEE NAME CHANGE

1. Grantee agrees to immediately inform the State, in writing, of any changes to the name of the person within the Organization/Agency/Agency with delegated signing authority.
2. An Amendment is required to change the Grantee's name, as listed on this Grant Agreement. Upon receipt of legal documentation of the name change, the State will process the Amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said Amendment.

### P. RESOLUTION

1. A county, city, district, or other local public body shall provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body, which by law, has authority to enter into a Grant Agreement, authorizing execution of the Grant Agreement.

### Q. PAYEE DATA RECORD FORM STD. 204

1. This form shall be completed by all non-governmental Grantees.

### R. FINANCIAL INFORMATION SYSTEM FOR CALIFORNIA GOVERNMENT AGENCY TAXPAYER ID FORM

1. This form shall be completed by all Grantees.

### S. CONFLICT OF INTEREST

1. This section serves to make the Grantee aware of specific provisions related to current or former state employees. If Grantee has any questions regarding the status of any person rendering services or involved with the Grant Agreement, the Grantee shall contact the State (California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit) immediately for clarification.
2. Current State Employees:
  - a. No officer or employee shall engage in any employment, activity, or enterprise, from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any state agency, unless the employment, activity, or enterprise is required, as a condition of regular state employment.
  - b. No officer or employee shall contract on their own behalf, as an independent Grantee, with any state agency to provide goods or services.
3. Former State Employees:
  - a. For the two-year period from the date they left state employment, no former state officer or employee may enter into a contract in which they engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to this Grant Agreement while employed in any capacity by any state agency.
  - b. For the 12-month period from the date they left state employment, no former state officer or employee may enter into a contract with any state agency if they were employed by that state agency in a policy-making position in the same general subject area as the proposed Grant Agreement within the 12-month period prior to their leaving state service.
4. The authorized representative of the Grantee Organization/Agency, named within this Grant Agreement, warrants their Organization/Agency and its employees have no personal or financial interest and no present or past employment or activity, which would be incompatible with

## TERMS AND CONDITIONS

participating in any activity related to this Grant Agreement. For the duration of this Grant Agreement, the Organization/Agency and its employees will not accept any gift, benefit, gratuity or consideration, or begin a personal or financial interest in a party who is associated with this Grant Agreement.

5. The Grantee Organization/Agency and its employees shall not disclose any financial, statistical, personal, technical, media-related, and/or other information or data derived from this Grant Agreement, made available for use by the State, for the purposes of providing services to the State, in conjunction with this Grant Agreement, except as otherwise required by law or explicitly permitted by the State in writing. The Grantee shall immediately advise the State of any person(s) who has access to confidential Project information and intends to disclose that information in violation of this Grant Agreement.
6. The Grantee will not enter into any Grant Agreement or discussions with third parties concerning materials described in paragraph five (5) prior to receiving written confirmation from the State that such third party has a Grant Agreement with the State, similar in nature to this one.
7. The Grantee warrants that only those employees who are authorized and required to use the materials described in paragraph 5 will have access to them.
8. If the Grantee violates any provisions in the above paragraphs, such action by the Grantee shall render this Grant Agreement void.

### T. EQUIPMENT-USE TERMS

1. The Grantee agrees any equipment purchased under this Grant Agreement shall be used for impaired driving efforts.
2. Law Enforcement Projects:
  - a. Oral Fluid Drug Screening Devices and Cannabis/Marijuana Breath Testing Equipment - The Grantee agrees to ensure all personnel using road-side drug testing equipment, including oral fluid drug testing devices and/or cannabis/marijuana breath testing devices, purchased with grant funds from this Grant Agreement, are trained to recognize alcohol and drug impairment. At a minimum, personnel using these devices should receive Standardized Field Sobriety Testing training. These personnel are also encouraged to attend Advanced Roadside Impaired Driving Enforcement and Drug Recognition Evaluator training. Prior to using these devices, the Grantee agrees to obtain permission from their local prosecutor's office, establish a policy ensuring appropriate use, and require the staff using these devices to receive appropriate training, which may include training from the manufacturer. This will help ensure the equipment is used appropriately. The Grantee shall advise the State (California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit) of any legal challenges or other items of significance that may affect the use or legal acceptance of these devices. Additionally, the State may request additional information about the performance of these devices, including information about their use, accuracy, and feedback from personnel using the devices.
  - b. Law Enforcement Vehicles – The Grantee agrees any law enforcement vehicles purchased with Grant funds, from this Grant Agreement, will be primarily used for the enforcement of driving under the influence laws and/or providing public education, related to the dangers of driving under the influence. Additionally, any vehicle purchased using funds from this Grant Agreement shall comply with all California Vehicle Code and California Code of Regulation requirements. The State may require the Grantee to mark these vehicles with a decal and/or emblem, indicating the vehicle is used for driving under the influence enforcement.

## Schedule A

### Napa Police Department

**All grant awards, including any adjustments to requested funding, were made by the Cannabis Grants Unit based on the merits of the Grant Application, scale of operation, and in accordance with the Request for Application (RFA) requirements and associated regulations. As a result, not all Project activities and items detailed in Schedule A are applicable. Refer to Schedule B - Detailed Budget Estimate for approved Budget line items and Project activities. Project activities and items that are not clearly identified/specified in the Grant Agreement must be submitted to and approved by CGU prior to purchase.**

#### **Project Description**

The City of Napa proposes to us Cannabis Tax Fund Grant (CTFG) funding to increase the knowledge of our officers in Drug impaired DUI enforcement, alcohol DUI enforcement and cannabis DUI enforcement while increasing the hours of specialized high visibility enforcement (HVE). The department has a high number of SFST and ARIDE trained officers. We will use CTFG funds to send four ARIDE/DRE trained officers to the annual California Narcotic Officer's Association Annual Training Institute, International Association of Chief's of Police Traffic Safety Conference, and one Traffic Bureau Sergeant to the Lifesaver's conference. All these conferences offer advanced training specifically related to impaired driving detection, trends, science, and equipment. For enforcement efforts, we propose to deploy two cars marked with "DUI Enforcement" for DUI Saturation patrols once a week and conducting DUI Checkpoints using alternative methods to include Low Staffing Checkpoints, Phantom Checkpoints and Roving Checkpoints.

Phantom Checkpoints are also referred to as "Flexible Checkpoints" or "Mock Checkpoints." This strategy involves setting up but not fully staffing a checkpoint or stopping vehicles on the line, rather it gives the appearance of a checkpoint adding a deterrent. Phantom checkpoints can be set up in addition to a low staffing checkpoint or a full checkpoint to increase the deterrent effect. NHTSA found no adverse effects and potential positive effects of using these types of checkpoints when they were used by the Illinois State Police in 2017.

Determining the Effectiveness of Flexible Checkpoints (nhtsa.gov)

Roving Checkpoints or also referred to as Highly Mobile Sobriety Checkpoints involves setting up a low staffing checkpoints for a shorter time (1 to 2 hours) at a location, then moving the low staffing checkpoint to another location. This was used effectively by the Jefferson County Sheriff's Department and highlighted in the NHTSA publication, "CREATING IMPAIRED DRIVING GENERAL DETERRENCE: EIGHT CASE STUDIES OF SUSTAINED, HIGH-VISIBILITY, IMPAIRED-DRIVING ENFORCEMENT.

EXAMINING SUSTAINED, HIGH VISIBILITY, IMPAIRED DRIVING, GENERAL DETERRENCE, ENFORCEMENT STRATEGIES (nhtsa.gov)

Both Phantom Checkpoints and Roving Checkpoints are not supported by OTS current funding. They can be used in conjunction with each other such as identifying several phantom locations for the evening and setting up cones, signage, and cars at each location. The checkpoint team can then move to each location for several hours. When the checkpoint team moves on, the location becomes a phantom checkpoint. With this grant funding, Napa PD intends to utilize these alternative options for greater deterrent to DUI.

#### **Problem Statement & Proposed Solution**

The City of Napa has a documented problem with DUI driving and DUI collisions. In 2022 the public works department commissioned a Local Roadway Safety Plan. The plan analyzed data from 2016 to 2020 and found DUI collisions made up 20% of all Fatal and Severe injury collisions. The report recommends additional enforcement for DUI detection. Information from UC Berkeley's Transportation Injury Mapping System shows 15.8% of all injury collisions in are DUI related (1997 to 2022). This is higher than the statewide average of 11.2%. For the most recent data our online crash reporting system, Crossroads, shows DUI (Alcohol and Drug) collisions were the highest in 2023 with 48 alcohol involved collisions, 4 drug involved collisions and 1 alcohol/drug combo collision for a total of 53. The data shows a total of 42 for 2022, 39 for 2021 and 40 for 2020.

DUI Collisions increased in 2023 even while DUI arrests also increased from 183 in 2022 to 220 in 2023. The increase in arrests may be attributed to increased funding from the California Office of Traffic Safety for

## Schedule A

specific DUI enforcement. However, OTS has strict criteria for funding that require minimum staffing and procedures. It is always a challenge to prepare and staff these large details in advance. Most of our DUI arrests can be attributed to a small number of officers in the department. DUI detections and investigations can be time consuming and complex, especially when a search warrant is required for testing. Officers with specialized training and dedicated to DUI detection have been found to have higher detection and arrest rates for DUI. We have seen success with providing advanced DUI training and conference officers.

### **Performance Measures/Scope of Work**

#### Training

1. Send 4 ARIDE/DRE trained officers to the California Narcotic Officer's Association Annual Training Institute November 21-26, 2024. Aim is to increase knowledge of drug impairment, drug trends and expert knowledge for court. Officers should return more confident in their expertise and refocused on drug impaired driving. [www.cnoa.org/ati](http://www.cnoa.org/ati)
2. Send 4 ARIDE/DRE trained officers to the International Association of Chiefs of Police Impaired Driving and Traffic Safety Conference, August 16-18, 2024, in Washington, DC. Aim is to increase knowledge of DUI detection, DUI trends and expert knowledge for court. Officers should return more confident in their expertise and refocused on DUI enforcement. The IACP IDTS was previously the Drug Recognition Annual Training conference. This is the premier advanced training for DRE's and Impaired driving enforcement nationwide. This training is not available anywhere else. [www.theiacp.org/IDTSconference](http://www.theiacp.org/IDTSconference)
3. Send 1 Traffic Bureau Sergeant to the Lifesaver's Conference on Traffic Safety 2025 (location and date TBD). Aim is to increase knowledge of best practices across the country in impaired driving, trends in traffic safety and technology to address impaired driving. Sergeant should return with strategic information for future planning. The Lifesavers conference is one of the largest gatherings of traffic safety professionals across the country. Representatives from NHTSA, State Traffic Safety Offices, Law Enforcement, Educators and Engineers. This invaluable training is not available anywhere else. [www.lifesaversconference.org](http://www.lifesaversconference.org)
4. Funding to pay overtime to officers training or to backfill the vacancies created when officers/sergeants attend training. The AIM is to minimize the disruption to patrol and traffic safety during training.

#### DUI Enforcement Activities

1. Weekly DUI Saturation patrol (2 officers, 2 cars, 6 hours) (Q1 = 13, Q2 = 13, Q3 = 13, Q4 = 13): Having one high visibility enforcement each week we will be able to have dedicated specialized enforcement on a regular basis that will be easily staffed. This will provide several benefits. It will allow officers time to focus on DUI enforcement, building their skills and confidence. The patrols bring attention to other officers who may dedicate additional discretionary time to DUI detection. The public will also see DUI patrols more frequent. The cars will be equipped with "DUI ENFORCEMENT" markings during DUI patrols to further the deterrent effect. Patrols will be focused on times and days where DUI collisions are occurring. Saturation officers will log all stops, SFST s and arrests. Aim is to reduce DUI collisions or prevent DUI collisions from increasing (53 in 2023).
2. Conduct 4 alternative DUI/DL Checkpoint Deployments (Low Staffing, Phantom, and Roving) (Q1 = 1, Q2 = 1, Q3 = 1, Q4 = 1). Checkpoint includes pre and post detail publicity. Napa PD will count each car that is screened in the checkpoint and all drivers contacted in secondary. Information regarding the number of DUI arrests and other violations would be documented and reported. Aim is to reduce DUI collisions or prevent DUI collisions from increasing (53 in 2023).

The effectiveness of this performance will be measured by the number of DUI/DUID related collisions and the number of DUI/DUID drivers arrested during this grant period compared to the number of DUI/DUID drivers arrested during the same time from one year prior. It is the hope of the Napa Police Department to reduce the number of DUI/DUID related arrests and collisions by a minimum of 10% during this grant period compared to last year (July 2023-June 2024).

### **Project Performance Evaluation**

The Napa Police Department utilizes the Crossroads Collision reporting system. We will use the data from impaired collisions during the grant period and compare them with prior years to determine the effect and success of the programming. For all activities, we will document officer's actions for contacts, stops, arrests,

## Schedule A

etc. These data points will be compared with prior year information from our records management system.

The Napa Police Department communicates internally with the department members and with the public through multiple channels.

Internally, a DUI BOLO is prepared each month and disseminated through email and on department digital displays. Grant objectives, results and activities would also be displayed throughout the department. Officers involved in training will conduct in-person briefings to bring back trends and information from grant-funded training.

Externally, the department utilizes pre and post press releases, Instagram and Facebook to provide information about grant activities. There is also an opportunity to receive feedback through our social media portals. The Traffic Bureau maintains a web page with contact information listed. The grant will be listed on our web page with information on impaired driving. The Traffic Bureau gives community presentations throughout the year where feedback will be solicited.

### **Program Sustainability**

Should grant funding be drastically reduced or rescinded, the Napa Police Department would have to request additional funds be allocated for former grant activities. This is dependent on City Finances and City Council.

The training and experience portion of the grant activities will continue after funding has ended. The advanced training officers receive will build confidence and expertise, which will be shared with other officers every day. Officers conducting DUI saturation patrols or checkpoints will have opportunities to focus on DUI enforcement and build their skills. These skills and confidence will last beyond the grant period and extend to the department.

Lessons learned from alternative DUI/DL checkpoint deployments could be continued using other funding sources or requested from the Office of Traffic Safety.

### **Administrative Support**

The Napa Police Department has extensive experience with Traffic Safety Grants. The Traffic Bureau Sergeant administers 4 OTS grants and assisted the Napa County Probation Department in obtaining their DUI grant in FFY 2023/2024. In FFY 2022/2023 the Napa Police Department utilized over 90% of the funds allocated and completed most of their objectives. The department has the staff to report and administer the grant. Our Administration Management Analyst is available to exercise financial support while the Traffic Bureau Sergeant administers the day-to-day operations. We utilize electronic time reporting with the ability to track grant activity hours. The City of Napa executive staff and Napa City Council support the mission of the Traffic Bureau "To Reduce Injury and Fatal Collisions in the City of Napa."

## Schedule B

### Detailed Budget Estimate

Award Number	Organization/Agency	Total Amount
17940	Napa Police Department	\$196,123.89

Cost Category	Line Item Name	Total Cost to Grant
<b>Other Direct Costs</b>	CNOA Conference - Registration Fee	\$2,400.00
	Lifesavers Conference - Registration Fee	\$700.00
	IACP IDTS Conference - Registration Fee	\$2,300.00
	<b>Category Sub-Total</b>	<b>\$5,400.00</b>
<b>Personnel</b>	Backfill	\$44,896.00
	DUI Saturation Patrols	\$72,303.89
	DUI Checkpoints	\$56,040.00
	<b>Category Sub-Total</b>	<b>\$173,239.89</b>
<b>Travel</b>	IACP IDTS Conference - Travel	\$7,815.20
	Lifesavers Conference - Travel	\$2,653.80
	CNOA Conference - Travel	\$7,015.00
	<b>Category Sub-Total</b>	<b>\$17,484.00</b>

<b>Grant Total</b>	<b>\$196,123.89</b>
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## **Schedule B-1 Budget Narrative**

### **Napa Police Department**

Prior to engaging in grant-funded Saturation Patrols, DUI Checkpoints, or other enforcement activities in areas where the grantee does not have primary traffic jurisdiction, the grantee should consult with the agency having primary traffic jurisdiction.

#### **Other Direct Costs**

##### **IACP IDTS Conference - Registration Fee**

\$2,300.00

\$575 for 4 Officers/Sergeants = \$2300

##### **Lifesavers Conference - Registration Fee**

\$700.00

Registration \$700 for 1 Sergeant

##### **CNOA Conference - Registration Fee**

\$2,400.00

CNOA registration \$600 for 4 officers \$2400.

#### **Personnel**

##### **DUI Saturation Patrols**

\$72,303.89

52 DUI Saturation Patrols = \$72,303.89 2 Officers per patrol / Officer = OT 99.99 per hour 6 hours per patrol / 312 hours per Officer / 624 hours total / \$62,393.76\*Benefit rate of .158832

##### **DUI Checkpoints**

\$56,040.00

4 DUI/DL Checkpoints = \$56,040 1 Sergeant, 10 Officers, 1 Dispatcher, 2 Community Service Officers, 1 Translator, 2 Public Works Street Workers / Sergeant = OT 122.88 per hour 8.5 hours per detail, Officer = OT 99.99 per hour 8 hours per detail, Dispatcher = 81.89 per hour 8 hours per detail, Community Service Officer = OT 60.12 per hour 8 hours per detail, Translator = 60.85 per hour 8 hours per detail, PW Street Worker = OT 58.89 per hour 8 hours per detail / 34 hours per Sergeant, 320 hours per Officer, 32 hours per Dispatcher, 64 hours per CSO, 32 hours per translator, 64 hours per PW Street worker / 546 hours total / \$48,359.04\*Benefit rate of .158832

Public Works Street Workers provide, traffic cone setup and teardown, barricades, lights and required signage at each location. They transport the traffic control equipment, set it up and tear it down for each checkpoint location.

##### **Backfill**

\$44,896.00

1 CNOA Conferences = \$19,600.48 3 Officers 1 Sergeant / Sergeant = 122.88 per hour, 40 hours for conference, Officer = \$99.99 per hour 40 hours for conference / 120 hours per Officer, 40 hours for Sergeant / 160 hours total / \$16,914.00\*Benefit rate of .15832

1 IACP IDTS Conferences = \$19,600.48 3 Officers 1 Sergeant / Sergeant = 122.88 per hour, 40 hours for conference, Officer = \$99.99 per hour 40 hours for conference / 120 hours per Officer, 40 hours for Sergeant / 160 hours total / \$16,914.00\*Benefit rate of .15832

1 Lifesavers Conferences = \$5695.89 1 Sergeant / Sergeant = 122.88 per hour, 40 hours for conference / 40 hours for Sergeant / 40 hours total / \$4,915.20\*Benefit rate of .15832

**Travel**

**IACP IDTS Conference - Travel**

\$7,815.20

Travel and Per Diem for 4 officers/sergeants to attend IACP IDTS conference.

IACP IDTS Training = \$10115.12 Washington, DC 4 Officers Mileage = \$43.55 each way / 2 ways = \$87.10 Flights \$500 round trip / Per diem = \$59 per day / 5 days = \$295 Lodging = \$182 per night + taxes / 1 night = \$214

**Lifesavers Conference - Travel**

\$2,653.80

1 Sergeant to attend Lifesavers Conference. Location has not been announced. Estimated costs.

Lifesavers Training = \$2653.80 Location TBD, 1 Sergeant Mileage = \$43.55 each way / 2 ways = \$87.10 Flights \$500 round trip / Per diem = \$59 per day / 5 days = \$295 Lodging = \$182 per night + taxes / 1 night = \$214

**CNOA Conference - Travel**

\$7,015.00

4 officers/sergeants to attend CNOA annual training institute.

CNOA Training = \$10215.20 Indian Wells, CA 4 Officers Mileage = \$30 each way / 2 ways = \$60 Flights \$300 Per diem = \$59 per day / 5 days = \$236 Lodging = \$145 per night + taxes / 1 night = \$320