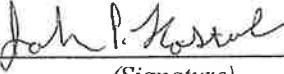
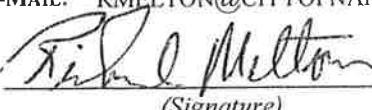
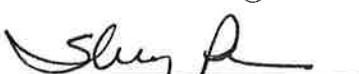


1. GRANT TITLE Avoid DUI Campaign	4. GRANT PERIOD From: 10/1/2012 To: 9/30/2013
2. NAME OF APPLICANT AGENCY City of Napa	3. AGENCY UNIT TO HANDLE GRANT Police Department
5. GRANT DESCRIPTION To reduce alcohol-involved fatalities and injuries and raise general public awareness regarding the consequences of impaired driving, increased DUI enforcement and intensive media campaigns will be conducted on a county-wide basis. Participating law enforcement agencies throughout the county, including the Department of Alcoholic Beverage Control and the California Highway Patrol will conduct DUI enforcement activities during the NHTSA Summer and Winter Holiday Mobilizations, Memorial Day and Independence Day weekends, as well as special events with identified DUI problems. Activities include DUI/Driver's License Checkpoints, DUI saturation patrols, multi-agency DUI task force operations, warrant sweeps, and court sting operations targeting repeat DUI offenders. All grant funded operations will use law enforcement personnel specially trained to detect and apprehend drug impaired drivers.	
6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: \$140,000.00	
The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement: <ul style="list-style-type: none"> • Page 2 (OTS-38a) • Schedule A (OTS-38b) – Problem Statement, Goals and Objectives and Method of Procedure • Schedule B (OTS-38d) – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) • Schedule B-1 (OTS-38f) – Budget Narrative and Sub-Budget Narrative (if applicable) • Schedule C (OTS-38g) – Quarterly Evaluation Data Form (if applicable) • Exhibit A – Federal Certifications and Assurances • Exhibit B* - OTS Grant Program Manual 	
Items shown with an asterisk (), are hereby incorporated by reference and made a part of this agreement as if attached hereto. These documents can be viewed at: www.ots.ca.gov/Grants//Grant_Administration/Program_Manual.asp .	
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.	
7. APPROVAL SIGNATURES	
A. GRANT DIRECTOR NAME: JOHN KOSTELAC TITLE: TRAFFIC COORDINATOR ADDRESS: 1539 FIRST STREET NAPA, CA 94559 E-MAIL: JKOSTELAC@CITYOFNAPA.ORG  (Signature) 9-11-12 (Date)	B. AUTHORIZING OFFICIAL OF APPLICANT AGENCY NAME: RICHARD MELTON TITLE: CHIEF OF POLICE ADDRESS: 1539 FIRST STREET NAPA, CA 94559 E-MAIL: RMELTON@CITYOFNAPA.ORG  (Signature) 09/11/2012 (Date)
C. FISCAL OR ACCOUNTING OFFICIAL NAME: SHIRLEY PERKINS TITLE: ADMINISTRATIVE OFFICER ADDRESS: 1539 FIRST STREET NAPA, CA 94559 E-MAIL: SPERKINS@CITYOFNAPA.ORG  (Signature) 9/11/12 (Date)	D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS NAME: POLICE ADMINISTRATION ADDRESS: 1539 FIRST STREET NAPA, CA 94559

SCHEDULE A

GRANT NO: AL1305

GRANT DESCRIPTION	PAGE 1
PROBLEM STATEMENT	
<p>An annual review of fatal driving under the influence (DUI) collisions reveals that DUI incidents are typically at their highest during the winter holiday period (Christmas and New Years), the end of summer vacation/Labor Day period, and also Memorial Day and Independence Day weekends. Other times with high incident of DUI crimes and collisions include Halloween, Super Bowl Sunday, Cinco de Mayo and local festivals/events with identified DUI problems. Significant progress has been made in reducing the frequency of fatal DUI collisions when law enforcement agencies coordinate awareness campaigns and enforcement efforts with local, regional and national efforts. Nationwide, traffic deaths have declined dramatically; however, DUI deaths have not dropped at the same rate which indicates the need to continue to coordinate efforts between law enforcement, community-based-organizations, and media outreach.</p>	
PERFORMANCE MEASURES	
GRANT GOALS	
<ol style="list-style-type: none"> 1. To reduce the number of persons killed in traffic collisions. 2. To reduce the number of persons injured in traffic collisions. 3. To reduce the number of persons killed in alcohol-involved collisions during holiday enforcement periods. 4. To reduce the number of persons injured in alcohol-involved collisions during holiday enforcement periods. 5. To reduce the number of persons killed in drug-involved collisions during holiday enforcement periods. 6. To reduce the number of persons injured in drug-involved collisions during holiday enforcement periods 7. To reduce the number of persons killed countywide in alcohol-involved collisions. 8. To reduce the number of persons injured countywide in alcohol-involved collisions. 	
GRANT OBJECTIVES	
<ol style="list-style-type: none"> 1. To issue a press release announcing the kick-off of the grant by November 15 of the first grant year. The press releases and media advisories, alerts, and materials should be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release. 2. To include, when appropriate, that an at fault driver was suspected of or was in fact drug impaired (if possible not the drug involved, e.g., marijuana, prescription drugs, etc.) when reporting to the media the details from a crash or crash investigation. 3. To send all grant-related activity press releases, media advisories, alerts and general public materials to the OTS Public Information Officer (PIO) at pio@ots.ca.gov, with a copy to your OTS Coordinator. If an OTS template-based press release is used, the OTS PIO and Coordinator should be copied when the release is distributed to the press. If an OTS template is not used, or is substantially changed a draft press release should first be sent to the OTS PIO for approval. Drafts should be sent for approval as 	

SCHEDULE A

GRANT NO: AL1305

GRANT DESCRIPTION	PAGE 2
<p>early as possible to ensure adequate turn-around time. Optimum lead time would be 10-20 days prior to the operation. Media communications reporting the results of grant activities such as ENFORCEMENT OPERATIONS are exempt from the recommended advance approval process, but still should be copied to the OTS PIO and Coordinator when the release is distributed to the press. Activities such as warrant or probation sweeps and court stings that could be compromised by advanced publicity are exempt from pre-publicity, but are encouraged to offer embargoed media coverage and to report the results.</p>	<ol style="list-style-type: none"> 4. To use the following standard language in all press, media, and printed materials: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration. 5. To email the OTS Public Information Officer at pio@ots.ca.gov, and copy your OTS Coordinator, at least 30 days in advance a short description of any significant grant related traffic safety event or program so that OTS has enough notice to arrange for attendance and/or participation in the event. 6. To submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.), which is meant for general public use, to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the production or duplication. 7. To include the OTS logo, space permitting, on grant funded print materials; consult your OTS Coordinator for specifics relating to this grant. 8. To conduct the following enforcement operations during Halloween (October 27 through October 31, 2012). <ul style="list-style-type: none"> • 6 DUI Saturation Patrols 9. To conduct the following enforcement operations and public awareness efforts during the NHTSA Winter Holiday Mobilization (December 14, 2012 through January 1, 2013). <ul style="list-style-type: none"> • 1 DUI/Driver's License Checkpoint • 10 DUI Saturation Patrols • 1 Multi-Agency DUI Task Force Operation • 1 Court Sting Operation • 1 Warrant Service Operation • 1 Media Event 10. To conduct the following enforcement operations during Super Bowl Sunday (February 3, 2013). <ul style="list-style-type: none"> • 6 DUI Saturation Patrols 11. To conduct the following enforcement operations during St. Patrick's Day (March 17, 2013). <ul style="list-style-type: none"> • 6 DUI Saturation Patrols 12. To conduct the following enforcement operations during Cinco de Mayo (May 3 through May 5, 2013). <ul style="list-style-type: none"> • 6 DUI Saturation Patrols

SCHEDULE A

GRANT NO: AL1305

GRANT DESCRIPTION	PAGE 3
13. To conduct the following enforcement operations during the NHTSA Memorial Day Holiday (May 24 through May 27, 2013).	
<ul style="list-style-type: none"> • 1 DUI/Driver's License Checkpoint • 6 DUI Saturation Patrols 	
14. To conduct the following enforcement operations during the NHTSA Independence Day Holiday (July 4 through July 7, 2013).	
<ul style="list-style-type: none"> • 1 DUI/Driver's License Checkpoint • 6 DUI Saturation Patrols 	
15. To conduct the following enforcement operations and public awareness efforts during the NHTSA Summer Holiday Mobilization (August 16 through September 2, 2013).	
<ul style="list-style-type: none"> • 1 DUI/Driver's License Checkpoint • 10 DUI Saturation Patrols • 1 Multi-Agency DUI Task Force Operation • 1 Court Sting Operation • 1 Warrant Service Operation • 1 Media Event 	
16. To conduct the following enforcement operations during county fairs, festivals, and other community events with identified DUI problems.	
<ul style="list-style-type: none"> • 1 DUI Saturation Patrol 	
17. To increase DUI arrests during each NHTSA holiday/mobilization enforcement period:	
<ul style="list-style-type: none"> • Winter Holiday Mobilization • Memorial Day Weekend • Independence Day • Summer Holiday Mobilization 	
18. To conduct Avoid public information campaigns during each Winter Holiday Mobilization, Summer Holiday Mobilization, Memorial Day, Independence Day, Halloween, Super Bowl Sunday, St. Patrick's Day, Cinco de Mayo, county fairs, festivals and other community events with identified DUI problems.	
19. To submit operational data for the following NHSTA Holiday Mobilization Campaigns to the OTS Avoid Coordinator within 45 days after each mobilization. Note: This data is important as it is forwarded to NHTSA for national campaign reporting.	
<ul style="list-style-type: none"> • Winter Holiday Mobilization • Memorial Day Weekend • Independence Day • Summer Holiday Mobilization 	

SCHEDULE A

GRANT NO: AL1305

PAGE 4

GRANT DESCRIPTION

20. To conduct an annual MADD/Avoid DUI Recognition Seminar to disseminate DUI information and enforcement strategies to enforcement agencies along with MADD to recognize members efforts to lower deaths and injuries by September 30.

21. To host a 16-hour, POST-certified “Advanced Roadside Impaired Driving Enforcement” training course.

NOTE: *Nothing in this “agreement” shall be interpreted as a requirement, formal or informal, that a particular police officer issue a specified or predetermined number of citations in pursuance of the goals and objectives hereunder.*

NOTE: *To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release for each checkpoint operation. For combination DUI/DL checkpoints, departments should issue press releases that mention DL’s will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoint operations should read “DUI/Driver’s License Checkpoint Ahead.” OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoint operations that begin prior to 1800 hours.*

METHOD OF PROCEDUREPhase 1 – Program Preparation (1st Quarter of the Grant Year)

Develop a Memorandum of Understanding (MOU) with each participating agency that details enforcement activities to be conducted and personnel, number of hours required, and rate of compensation for each position.

If appropriate a supervisor(s) should attend OTS-sponsored “DUI Checkpoints – Planning and Management” eight-hour, POST-certified training by December 31 (this is waived if the supervisor has already attended the training). Officers are encouraged to attend this training as well.

Form an “Avoid Committee” comprised of representatives of all agencies participating in the program to coordinate and develop DUI operational plans, schedules and media efforts by October 30 of each grant year.

Hold the first Avoid Committee meeting and designate a committee chair and a steering sub-committee elected by committee members, by October 30 of each grant year. The steering sub-committee shall be comprised of at least three members representing local, county and state law enforcement. The steering sub-committee will approve all public information concepts and materials, and create all enforcement operational plans.

Develop an Enforcement Operational Plan for each phase of the campaign by:

- October 15th for the Fall and Winter DUI Enforcement Schedules.
- March 1st for the Spring and July Enforcement Schedules.
- July 1st for the Summer Enforcement Schedules.

SCHEDULE A

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GRANT DESCRIPTION	PAGE 5
Gain commitment from law enforcement executives in the county on the campaigns and encourage them to emphasize DUI enforcement during all phases with officers on regular patrols and by allocating overtime hours to extra units, participating in forming special teams, conducting DUI checkpoints and contributing to all public information elements of the campaigns.	
Maintain judicial support of the program by communicating program goals and activities to the court.	
Collaborate with Alcoholic Beverage Control, District Attorney's Offices, and community based organizations to gain program support.	
Encourage that at least 50% of sworn police department personnel conducting DUI enforcement with grant funding have received NHTSA-CERTIFIED Standardized Field Sobriety Testing (SFST) training.	
Prepare complete press information for allied agencies and broadcast reporters during each campaign period including a main press release, campaign calendar, departmental plans and fact sheet. The material will emphasize the campaign's serious, aggressive enforcement and the high cost of DUI in terms of money, criminal consequences and human misery. The information for each campaign period will be completed by December 1; May 15; June 15 and August 1.	
Partner, where applicable, with other County Avoid programs with regional Avoid media efforts to maximize the overall goal of the Avoid Grants – Enforcement and Public Awareness.	
<u>Phase 2 – Program Operations (2nd, 3rd and 4th Quarters of the Grant Year)</u>	
Schedule and conduct enforcement and public information campaigns for each campaign period according to the Operational Plan.	
<u>Phase 3 – Data Gathering & Reporting – (Throughout Grant Period)</u>	
Measure the grant's impact on crime by tracking non-traffic-related arrests that initiate from DUI checkpoints and/or other grant supported activities or operations. Some of the crime statistics to be collected include narcotic arrests, confiscated weapons, stolen vehicles recovered, criminal misdemeanor arrests, criminal felony arrests, and felony warrant arrests.	
Following each of the Winter and Summer NHSTA Holiday Mobilization Campaigns, the collection of required data from all grant funded DUI activities will be recorded and the NHTSA Mobilization Data Sheet will be completed and forwarded via fax or email to the OTS Avoid Coordinator (it will then be reported to NHTSA for inclusion in their National Mobilization campaign statistics).	
Agencies are required to collect and report quarterly, appropriate data that supports the progress of goals and objectives.	
Statistical data relating to the grant goals and objectives will be collected, analyzed, and incorporated in Quarterly Performance Reports (QPRs). QPRs for the quarter ending September 30 will include year-to-date	

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GRANT DESCRIPTION	PAGE 6
comparisons of goals and objectives. A separate quarterly data reporting form will be completed each quarter and submitted as part of the QPR.	
Reports will compare actual grant accomplishments with the planned accomplishments. They will include information concerning changes made by the Grant Director in planning and guiding the project efforts.	
Reports shall be completed and submitted in accordance with OTS requirements specified in the Grant Program Manual.	
<u>METHOD OF EVALUATION</u>	
Using the data compiled during the grant, the Grant Director will prepare the Executive Summary to accompany the final QPR. The Executive Summary will: (1) briefly state the original problem; (2) specify the most significant goals and objectives; (3) highlight the most significant activities that contributed to the success of the program and the strategies used to accomplish the goals; and (4) describe the program's accomplishments as they relate to the goals and objectives.	
<u>ADMINISTRATIVE SUPPORT</u>	
This program has full support of the City of Napa. Every effort will be made to continue the activities after the grant conclusion.	

SCHEDULE B
DETAILED BUDGET ESTIMATE
GRANT NO. AL1305

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION
164 AL	20.608	MINIMUM PENALTIES FOR REPEAT OFFENDERS FOR DRIVING WHILE INTOXICATED

COST CATEGORY	FISCAL YEAR ESTIMATES			TOTAL COST TO GRANT
	CFDA	FY-1 10/1/12 thru 9/30/13		
A. PERSONNEL COSTS				
Positions and Salaries				
Overtime				
DUI/DL Checkpoints	20.608	\$ 12,350.00		\$ 12,350.00
DUI Saturation Patrols	20.608	\$ 63,000.00		\$ 63,000.00
Multi-Agency Task Force Operations	20.608	\$ 5,500.00		\$ 5,500.00
Warrant Service Operations	20.608	\$ 3,600.00		\$ 3,600.00
Court Sting Operations	20.608	\$ 4,034.00		\$ 4,034.00
Grant Management	20.608	\$ 7,500.00		\$ 7,500.00
Benefits @ 0.0757	20.608	\$ 7,266.00		\$ 7,266.00
Category Sub-Total		\$ 103,250.00	\$ -	\$ 103,250.00
B. TRAVEL EXPENSE				
In-State	20.608	\$ 3,000.00		\$ 3,000.00
Category Sub-Total		\$ 3,000.00		\$ 3,000.00
C. CONTRACTUAL SERVICES				
Allied Agency Operations	20.608	\$ 33,750.00		\$ 33,750.00
Category Sub-Total		\$ 33,750.00		\$ 33,750.00
D. EQUIPMENT				
None				\$ -
Category Sub-Total		\$ -		\$ -
E. OTHER DIRECT COSTS				
None				\$ -
Category Sub-Total		\$ -		\$ -
F. INDIRECT COSTS				
None				\$ -
Category Sub-Total		\$ -		\$ -
GRANT TOTAL		\$ 140,000.00		\$ 140,000.00