

<p>E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY</p> <p>NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758</p>	<p>9. DUNS INFORMATION</p> <p>DUNS #: 793165098 REGISTERED ADDRESS: 529 I Street CITY: Eureka ZIP+4: 95501-1116</p>
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
402PS-21	20.600	0521-0890-101	2020	2020	BA/20	\$120,000.00
					AGREEMENT TOTAL	\$120,000.00
					AMOUNT ENCUMBERED BY THIS DOCUMENT	\$120,000.00
<p><i>I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.</i></p>					PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT	\$ 0.00
					<p>OTS ACCOUNTING OFFICER'S SIGNATURE DATE SIGNED</p>	

1. PROBLEM STATEMENT

The City of Eureka is the largest city in Humboldt County with approximately 27,000 people (19% of county population). Eureka serves as the county seat and acts as the center for most government, health care, trade, and arts making it highly transited by visitors and population from all around the county.

According to the California Office of Traffic Safety, in 2017, when compared to 94 cities of similar size, the City of Eureka ranked 2nd for pedestrian involved collisions, 3rd for collisions involving pedestrians under age 15, and 1st for collisions involving pedestrians over the age of 65. In this same year, the City of Eureka ranked 3rd for collisions involving bicyclists and 4th for collisions involving bicyclists under the age of 15.

In the previous year, 2016, when compared to 94 cities of similar size, the City of Eureka ranked 2nd for pedestrian involved collisions, 6th for collisions involving pedestrians under age 15, and 11th for collisions involving bicyclists.

According to SWITRS, between 1/1/2015 and 12/31/2017 there were 82 collisions involving pedestrians and 56 collisions involving bicyclists, 138 total collisions. Eight of the 82 pedestrian collisions resulted in pedestrian fatalities.

Of the 138 total collisions noted above, 54 of these collisions or 40% occurred along Highway 101. Highway 101 is Eureka city main thoroughfare in where many retail, professional businesses, and government facilities are located.

According to TIMS/SWITRS, behaviors that led to collisions include:

- Motorist failing to yield the right of way to pedestrians
- Bicyclists riding in the wrong side of the road and failing to yield right of way
- Drivers not adhering to traffic signs and signals.

Unsafe behaviors observed by Eureka City School's parents include:

- Drivers not yielding to pedestrians, not adhering to traffic signs and signals, and additional bad driving habits.

The issues mentioned above are affecting City of Eureka residents. According the U.S. Census Bureau in the year of 2017, nearly 13 % of the population in the City of Eureka walked, biked, or used public transit as their main means of transportation. Moreover, according to the 2018 Humboldt County Community Health Assessment, unintentional injuries are the leading cause of preventable and premature death in the county. Nearly 1/3 of these unintentional injuries are from motor vehicle collisions.

Recent efforts to increase safety in Eureka include the development of a localized Pedestrian and Bicycle Friendly Driver program delivered to community based organizations, the passage of AB321, reducing the speed limit in school zones, as well as a cycle 1 Active Transportation Program non-infrastructure grant which concluded in April 2018. The proposed project would build upon and complement these efforts with outreach and education to motorists, bicyclists and pedestrians.

The target population served by this grant proposal are residents of the north and west sections of Eureka. North and West Eureka is home to both Alice Birney and Lafayette Elementary School districts, along with over 400 low-income and public housing units for low-income families. According to California Department of Education, 92% of Alice Birney students and 87% of Lafayette students are eligible for free and reduced price meals (FRPM). Eureka's north and west sections are also home to the majority of government facilities and community based organizations that provide low-income residents, youth and families assistance with housing, family services, food security, health services and more. Additionally, many of the retail and professional businesses in Eureka are situated in the north and west sections of the city. The locations previously mentioned are higher traffic areas that have Highway 101 running through it. Program activities will occur in multiple settings that, depending on the event, will target youth, families and/or adult individuals that walk, bike or drive in the community.

Program activities will include educating bicyclists and pedestrians on how to be safe on the road which could decrease the number of collisions as well as increase confidence among community members to feel comfortable walking and biking to local destinations.

2. PERFORMANCE MEASURES

A. Goals:

1. Reduce the number of persons killed in traffic crashes.
2. Reduce the number of persons injured in traffic crashes.
3. Reduce the number of pedestrians killed in traffic crashes.
4. Reduce the number of pedestrians injured in traffic crashes.
5. Reduce the number of pedestrians killed under age 15 in traffic crashes.
6. Reduce the number of pedestrians injured under age 15 in traffic crashes.
7. Reduce the number of pedestrians killed over age 65 in traffic crashes.
8. Reduce the number of pedestrians injured over age 65 in traffic crashes.
9. Reduce the number of bicyclists killed in traffic crashes.
10. Reduce the number of bicyclists injured in traffic crashes.
11. Reduce the number of bicyclists under age 15 killed in traffic crashes.
12. Reduce the number of bicyclists under age 15 injured in traffic crashes.
13. Increase bicycle helmet usage.

B. Objectives:

	Target Number
1. Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov , and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.	1
2. Participate in traffic safety fairs and/or community events with an effort to reach individuals.	10
3. Work closely with community-based organizations at both the neighborhood and community level with an effort to reach individuals.	5
4. Participate in the following campaigns, National Walk to School Day, National Bicycle Safety Month and California's Pedestrian Safety Month.	3
5. Conduct pedestrian and/or bicycle safety presentations at community groups with an effort to reach individuals.	2
6. Conduct pedestrian and/or bicycle safety classroom presentations with an effort to reach students.	4
7. Conduct pedestrian and/or bicycle safety courses with an effort to reach community members.	8
8. Distribute pedestrian safety equipment to children that may include reflective armbands and/or zipper pulls.	1
9. Distribute bicycle headlights and tail lights during bicycle safety community events or bicycle safety courses.	1
10. Develop bicycle and pedestrian safety educational materials to be distributed during classroom presentations, workshops, and community events.	1
11. Participate in Open Streets events with an effort to reach individuals.	2
12. Participate in Safe Routes to School coalition meetings.	6
13. Collaborate with health care providers and/or senior citizen centers to promote pedestrian safety.	2
14. Conduct pre and post-grant activities bicycle helmet usage surveys during the months of October (start of the grant) and September (end of the grant). A pre-survey will be required to determine the base year helmet use rate and a post-survey will be required to determine the operational rate.	1
15. Conduct bicycle rodeos with an effort to reach individuals.	2
16. Distribute and properly fit bicycle helmets at bicycle rodeos, workshops, and community events.	150
17. Conduct bicycle helmet inspections and make necessary adjustments at schools and community events.	1

18. Conduct community bicycle rides promoting safe bicycling in the community with an effort to reach bicyclists.	4
19. Hold quarterly meetings with countywide pedestrian and/or bicycle safety stakeholders to collaborate on events, share best practices, and leverage resources.	4
20. Collaborate with law enforcement agencies to increase knowledge and awareness of pedestrian and bicycle safety.	2
21. Conduct 10-session on-bike safety education course with an effort to reach youth. Youth will receive ten, one hour, intensive, on-bike safety education lessons in the spring afterschool program or summer setting. Bicycle safety courses will be held in both the fall and spring semesters. Each student will receive safety items such as helmets, reflective arm/leg bands and both headlights and taillights. These students will be invited to attend two, culminating community skill rides in order to demonstrate their newly acquired safety skills on the road and celebrate their graduation from safety course.	3
22. Conduct pop-up events at bus stops to distribute safety tips and safety items to pedestrians and bus riders.	1

3. METHOD OF PROCEDURE

A. Phase 1 – Program Preparation (1st Quarter of Grant Year)

- Coordinate staffing and hire as needed.
- Develop operational plans to implement the “best practice” strategies outlined in the objectives section.
- Conduct all training needed to implement the program.
- Purchase all grant related supplies and materials needed to implement the program.
- Conduct pre-grant activities bicycle helmet usage survey.
- Schedule activities and events outlined in the objectives section, coordinate logistics.
- Develop bicycle and pedestrian safety educational materials.

Media Requirements

- Issue a press release announcing the kick-off of the grant by November 15, but no earlier than October 1. If unable to meet the November 15 date, communicate reasons to your OTS Coordinator. The kick-off press releases and any related media advisories, alerts, and materials must be emailed for approval to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, 14 days prior to the issuance date of the release.

B. Phase 2 – Program Operations (Throughout Grant Year)

- Event outreach - publicize and encourage participation.
- Conduct bicycle and pedestrian presentations and courses.
- Participate in community events outlined in the objectives section and coordinate logistics.
- Conduct community bicycle rides and rodeos.
- Participate in Safe Routes to School coalition meetings.

Media Requirements

- 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. The following requirements are for grant-related activities and are different from those regarding any grant kick-off release or announcement.
 - If an OTS-supplied, template-based press release is used, there is no need for pre-approval, however, the OTS PIO and Coordinator should be copied when at the same time as the release is distributed to the press.
 - If an OTS-supplied template is not used, or is substantially changed, a draft press release shall be sent to the OTS PIO for approval. Optimum lead-time would be 10 days prior to the release distribution date, but should be no less than 5 working days prior to the release distribution date.
- 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.

- Email the OTS PIO 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 OTS has sufficient notice to arrange for attendance and/or participation in the event.
- Submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval 14 days prior to the production or duplication.
- Space permitting, include the OTS logo, on grant-funded print materials; consult your OTS Coordinator for specifics and format-appropriate logos.
- Contact the OTS PIO or your OTS Coordinator, sufficiently far enough in advance of need, for consultation when deviation from any of the above requirements might be contemplated.

C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)

1. Prepare and submit invoice claims (due January 30, April 30, July 30, and October 30)
2. Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30)
 - Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
 - Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
 - Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
 - Collect, analyze and report statistical data relating to the grant goals and objectives.

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the “Final Evaluation” section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant’s accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

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

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
402PS-21	20.600	State and Community Highway Safety	\$120,000.00

COST CATEGORY	FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
A. PERSONNEL COSTS				
Positions and Salaries				
<u>Straight Time</u>				
Health Education Specialist	402PS-21	\$26.16	1,040	\$27,206.00
Benefits - Health Education Specialist @54%	402PS-21	\$27,204.00	1	\$14,690.00
Health Education Specialist	402PS-21	\$23.73	714	\$16,943.00
Benefits - Health Education Specialist @54.93%	402PS-21	\$16,943.00	1	\$9,307.00
Senior Health Education Specialist	402PS-21	\$31.57	624	\$19,700.00
Benefits - Senior Health Education Specialist @51%	402PS-21	\$19,700.00	1	\$10,047.00
Health Education Specialist	402PS-21	\$31.91	208	\$6,637.00
Benefits - Health Education Specialist @43.65%	402PS-21	\$6,637.00	1	\$2,897.00
<u>Overtime</u>				
				\$0.00
Category Sub-Total				\$107,427.00
B. TRAVEL EXPENSES				
In State Travel	402PS-21	\$1,998.00	1	\$1,998.00
				\$0.00
Category Sub-Total				\$1,998.00
C. CONTRACTUAL SERVICES				
				\$0.00
Category Sub-Total				\$0.00
D. EQUIPMENT				
				\$0.00
Category Sub-Total				\$0.00
E. OTHER DIRECT COSTS				
Bicycle Helmets	402PS-21	\$1,500.00	1	\$1,500.00
Bicycle Safety Items	402PS-21	\$1,000.00	1	\$1,000.00
Pedestrian Safety Items	402PS-21	\$250.00	1	\$250.00
Educational Materials	402PS-21	\$7,500.00	1	\$7,500.00
Printing/Duplication	402PS-21	\$325.00	1	\$325.00
Category Sub-Total				\$10,575.00
F. INDIRECT COSTS				
				\$0.00
Category Sub-Total				\$0.00
GRANT TOTAL				\$120,000.00

GRANT AGREEMENT

Schedule B-1

BUDGET NARRATIVE

PERSONNEL COSTS

Health Education Specialist - As a League Certified Instructor and the primary lead in implementing grant activities, the Health Education Specialist coordinates community education and awareness campaigns, and contributes to program evaluation and reporting. This position is responsible for planning and implementing program activities such as collaborating with local agencies and schools, providing education and promoting safety messaging.

Benefits - Health Education Specialist @54% - Total Benefit Rate of 54%

- Health Insurance 14.95%
- Life Insurance 0.08
- Dental Insurance 1.60%
- SUI (unemployment) 0.21%
- Retirement 26.74%
- FICA/Medicare 8.54%
- Worker's Compensation 1.88%

Health Education Specialist - Will assist the primary Health Education Specialist to coordinate community education and awareness campaigns, and contribute to program evaluation and reporting. This position is responsible for planning and implementing program activities such as collaborating with local agencies and schools, providing education and promoting safety messaging.

Benefits - Health Education Specialist @54.93% - Total Benefit Rate of 54.93%

- Health Insurance 14.86%
- Life Insurance 0.08
- Dental Insurance 1.59%
- SUI (unemployment) 0.26%
- Retirement 28.53%
- FICA/Medicare 7.60%
- Worker's Compensation 2.01%

Senior Health Education Specialist - Directs the overall operation of the project. Responsible for coordination of staff. Keeps track of timelines and deliverables and implementation of activities in the Scope of Work. This position ensures necessary reports/documentation are submitted to the Office of Traffic Safety.

Benefits - Senior Health Education Specialist @51% - Total Benefit Rate of 51%

- Health Insurance 10.40%
- Life Insurance 0.06
- Dental Insurance 1.16%
- SUI (unemployment) 0.26%
- Retirement 29.46%
- FICA/Medicare 7.65%
- Worker's Compensation 2.01%

Health Education Specialist - Will assist the primary Health Education Specialist to coordinate community education and awareness campaigns, and contribute to program evaluation and reporting. This position is responsible for planning and implementing program activities such as collaborating with local agencies and schools, providing education and promoting safety messaging.

Benefits - Health Education Specialist @43.65% - Total Benefit Rate of 43.65%

- Health Insurance 10.32%
- Life Insurance 0.06
- Dental Insurance 1.12%
- SUI (unemployment) 0.16%

Retirement 23.59%
FICA/Medicare 6.57%
Worker's Compensation 1.83%

TRAVEL EXPENSES

In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. All conferences, seminars or training not specifically identified in the Budget Narrative must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.

CONTRACTUAL SERVICES

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EQUIPMENT

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OTHER DIRECT COSTS

Bicycle Helmets - Helmets to be distributed during bicycle rodeos and other bicycle safety related events. Cost per helmet not to exceed a maximum average price of \$10, excluding shipping, handling and tax.

Bicycle Safety Items - Safety items such as bicycle headlights/taillights, reflectors, and reflective arm and leg bands to be distributed during bicycle rodeos and other bicycle safety related events. Additional items may be purchased if approved by OTS.

Pedestrian Safety Items - Such as reflective armbands, tape and/or zipper pulls to distribute at training and safety events to increase safety and visibility. Additional items may be purchased if approved by OTS.

Educational Materials - costs of purchasing, developing or printing brochures, pamphlets, fliers, coloring books, posters, signs, and banners associated with grant activities, and traffic safety conference and training materials. Items shall include a traffic safety message and if space is available the OTS logo.

Printing/Duplication - Costs include the purchase of paper, production, printing and/or duplication of materials associated with daily grant operations.

INDIRECT COSTS

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STATEMENTS/DISCLAIMERS

There will be no program income generated from this grant.

Salaries may include wages, salaries, special compensations, or authorized absences such as annual leave and sick leave provided the cost for the individual employee is (a) reasonable for the services rendered, and (b) follows an appointment made in accordance with state or local laws and rules and meets federal requirements.

Any non-grant funded vacancies created by reassignment to a grant-funded position must be filled at the expense of the grantee agency.

COVID 19 Disclaimer:

The California Office of Traffic Safety (OTS) recognizes the need for flexibility in response to the COVID-19 pandemic; its effect on public health and the need for potential changes of activities in the FFY 2021 grant-funded projects. If there are COVID-19 impacts, the grantee must contact the OTS Coordinator immediately to discuss the impacts on the grant-funded project. If it is determined an alternate work plan is needed, the alternate work plan must substantially meet the goals and objectives of this grant and is subject to OTS approval. If an alternative work plan is not submitted, or submitted and not approved, no further claims will be paid on the grant and the grant may be subject to cancellation.

CERTIFICATIONS AND ASSURANCES FOR HIGHWAY SAFETY GRANTS
(23 U.S.C. Chapter 4; Sec. 1906, Pub. L. 109-59, As Amended By Sec. 4011, Pub. L. 114-94)

The officials named on the grant agreement, certify by way of signature on the grant agreement signature page, that the Grantee Agency complies with all applicable Federal statutes, regulations, and directives and State rules, guidelines, policies and laws in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but are not limited to, the following:

GENERAL REQUIREMENTS

- 23 U.S.C. Chapter 4 – Highway Safety Act of 1966, as amended
- Sec. 1906, Pub. L. 109-59, as amended by Sec. 4011, Pub. L. 114-94
- 23 CFR part 1300 – Uniform Procedures for State Highway Safety Grant Programs
- 2 CFR part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR part 1201 – Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination (“Federal Nondiscrimination Authorities”). These include but are not limited to:

- **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, national origin) and 49 CFR part 21;
- **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);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 *et seq.*), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (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, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (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;
- **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 with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (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 74087-74100).

The Subgrantee-

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of,

or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;

- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:

“During the performance of this contract/funding agreement, the contractor/funding recipient agrees—

- a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
- b. 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;
- c. 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;
- d. 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
- e. To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

POLITICAL ACTIVITY (HATCH ACT)
(applies to subrecipients as well as States)

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

CERTIFICATION REGARDING FEDERAL LOBBYING
(applies to subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. 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 sub-award 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.

RESTRICTION ON STATE LOBBYING

(applies to subrecipients as well as States)

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 preclude a State official whose salary is supported with NHTSA funds from engaging 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.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to subrecipients as well as States)

Instructions for Primary Tier Participant Certification (States)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

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

5. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary 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, 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 tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant 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 1200.

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 is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).

9. 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.

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, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Tier Covered Transactions

(1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions 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 records, 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 tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Participant 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 1200.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered in to. 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 pursue available remedies, including suspension 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, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. 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 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 with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant 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 1200.

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 is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).

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, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension 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 participating in covered transactions 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.

BUY AMERICA ACT

(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, 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. In order to use Federal

funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

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 and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at www.trafficsafety.org. The NHTSA website (www.nhtsa.gov) also provides information on statistics, campaigns, and program evaluations and references.

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 crashes 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 vehicles 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 commensurate 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.

INSTRUCTIONS FOR ADDING OR UPDATING GEMS USERS

1. Each agency is allowed a total of **FIVE (5) GEMS Users**.
2. GEMS Users listed on this form will be authorized to login to GEMS to complete and submit Quarterly Performance Reports (QPRs) and reimbursement claims.
3. Complete the form if adding, removing or editing a GEMS user(s).
4. The Grant Director must sign this form and return it with the Grant Agreement.

GRANT DETAILS

Grant Number:	PS21005
Agency Name:	Humboldt County Public Health Department
Grant Title:	Pedestrian and Bicycle Safety Program
Agreement Total:	\$120,000.00
Authorizing Official:	Michele Stephens
Fiscal Official:	Jessica Bradbury
Grant Director:	Mellody Mallick

CURRENT GEMS USER(S)

1. **Arel Cupp**

Title: Health Education Specialist I

Phone: (707) 441-5089

Email: acupp@co.humboldt.ca.us

Media Contact: Yes

2. **Mellody Mallick**

Title: Health Education Specialist II

Phone: (707) 441-5549

Email: mmallick@co.humboldt.ca.us

Media Contact: Yes

3. **Mike Moehnke**

Title: Senior Fiscal Assistant

Phone: (707) 441-5548

Email: mmoehnke@co.humboldt.ca.us

Media Contact: No

Complete the below information if adding, removing or editing a GEMS user(s)

GEMS User 1		Add as a media contact?		Yes	No
Add/Change	Remove Access				
Name			Job Title		
Email address			Phone number		
GEMS User 2		Add as a media contact?		Yes	No
Add/Change	Remove Access				
Name			Job Title		
Email address			Phone number		
GEMS User 3		Add as a media contact?		Yes	No
Add/Change	Remove Access				
Name			Job Title		
Email address			Phone number		
GEMS User 4		Add as a media contact?		Yes	No
Add/Change	Remove Access				
Name			Job Title		
Email address			Phone number		
GEMS User 5		Add as a media contact?		Yes	No
Add/Change	Remove Access				
Name			Job Title		
Email address			Phone number		
Form completed by:			Date:		
As a signatory I hereby authorize the listed individual(s) to represent and have GEMS user access.					
Signature			Name		
			Grant Director		
Date			Title		