

SCHEDULE A

PROJECT NO: IN63002

PROJECT DESCRIPTION

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PROJECT GOAL

To increase seatbelt use, statewide to 93% by July 31, 2006.

PROJECT OBJECTIVES

1. To conduct Occupant Protection roll call training classes for officers and administrative personnel selected to participate in operational phase by May 14, 2006.
2. To conduct a pre-operation seat belt compliance survey between May 8 –14, 2006.
3. To conduct a 21-day (May 15 thru June 4, 2006) overtime enforcement operations specifically targeting seatbelt violations.
4. To conduct a post-operational seat belt compliance survey between June 5 – 11, 2006.
5. To mail or FAX to OTS the Mobilization Report (OTS-5c), the pre and post survey results (OTS-5b) and any pertinent local media releases (electronic or print) by June 30, 2006.
6. To mail the Project Claim Invoices (OTS-39) and Project Claim Details (OTS-39a) by August 31, 2006.

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 obligation.

METHOD OF PROCEDURE

Operational Plan

Phase I Personnel Selection and Training

(April 10 - May 5, 2006.)

It is anticipated that supervisors, selected uniformed officers, dispatchers and administrative staff/community service officers will be required.

OTS staff will provide Grant Reporting and Project Claim Training at various geographical locations in the state (schedule TBD) during March and April 2006. This training is recommended for project directors who did not receive training in 2005, but not mandatory as travel expenses and time to attend the training will **NOT** be reimbursed by OTS.

SCHEDULE A

PROJECT NO: IN63002

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Phase II Preoperational Seat Belt Surveys

(May 8 – 14, 2006.)

Preoperational seat belt compliance surveys will be conducted by existing staff (no overtime) at representative locations throughout the areas selected for enforcement. (Seat Belt Survey forms OTS 5-a & 5-b are available at www.ots.ca.gov under mini-grants/seat belt).

Phase III Overtime Enforcement Operation

(May 15 – June 4, 2006.)

Enforcement officers will be deployed on an overtime basis as directed by the supervisor. Enforcement activities will be focused on seat belt compliance. Dispatchers will be assigned to overtime shifts during the seat belt enforcement deployment. CSO or Clerical overtime will be directed to mini-grant administrative duties including, but not limited to, the collection of seat belt enforcement data and processing of personnel overtime claims.

Phase IV Post Operation Seat Belt Surveys

(June 5 – 11, 2006.)

Seat belt compliance surveys will be conducted by existing staff (no overtime) at the same locations selected in Phase II. (OTS-5a & 5-b)

Phase V Prepare and submit to OTS, Final Report for Operational Period (OTS-5c)

May 2006 Mobilization by June 30, 2006

(Final Report OTS 5c is available at www.ots.ca.gov under mini-grants/seat belt).

Phase VI Prepare and submit to OTS, Project Claim Invoice and Project Claim Detail for Enforcement

{ \$0 amount quarterly claims are **NOT** required for mini-grants. }

Operational Period (OTS-39 & OTS - 39a)

May 15 thru June 4, 2006 by August 31, 2006

(Claim forms OTS-39 & OTS 39a are available at www.ots.ca.gov under mini-grants/seat belt).

SCHEDULE B
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DETAILED BUDGET ESTIMATE
PROJECT NO: IN63002

COST CATEGORY	FISCAL YEAR ESTIMATES			TOTAL COST TO PROJECT
	FY-1 02/01/06 08/31/06			
A. PERSONNEL COSTS				
<u>Positions and Salaries</u>				
<u>Sergeant Overtime</u> (05/15/06 - 06/04/06) 160 Hrs. @ \$71.07 (includes 0% OT Benefits)	11,371.00			11,371.00
<u>Officer Overtime</u> (05/15/06 - 06/04/06) 465 Hrs. @ \$59.45 (includes 0% OT Benefits)	27,644.00			27,644.00
<u>Community Service Officer Overtime</u> (05/15/06 - 06/04/06) Hrs. @ \$ (includes % OT Benefits)				0.00
<u>Dispatcher Overtime</u> (05/15/06 - 06/04/06) Hrs. @ \$ (includes % OT Benefits)				0.00
<u>Administrative Overtime</u> (05/15/06 - 06/05/06) 20 Hrs. @ \$33.42 (includes 0% OT Benefits)	669.00			669.00
Category Sub-Total	\$39,684.00			\$39,684.00
B. TRAVEL EXPENSE	Not Applicable			
C. CONTRACTUAL SERVICES	Not Applicable			
D. NON-EXPENDABLE PROPERTY	Not Applicable			
E. OTHER DIRECT COSTS	Not Applicable			
F. INDIRECT COSTS	Not Applicable			
PROJECT TOTAL				\$39,684.00



State of California

OFFICE OF TRAFFIC SAFETY
GRANT AGREEMENT

PROJECT NUMBER
IN63002

PAGE 1 (To be completed by applicant Agency)

1. PROJECT TITLE

CALIFORNIA SEAT BELT COMPLIANCE CAMPAIGN

2. NAME OF APPLICANT AGENCY

CITY OF COSTA MESA

4. PROJECT PERIOD

Month - Day - Year

3. AGENCY UNIT TO HANDLE PROJECT

COSTA MESA POLICE DEPARTMENT

From: 02/01/06

To: 08/31/06

5. PROJECT DESCRIPTION (Summarize the project plan covering activities that address the major goals and objectives in approximately 100 words. Space is limited to six lines.)

The goal of the California Seat Belt Compliance Campaign (CSBCC) is to increase seat belt use statewide to 93% by July 2006. Through the combined efforts of state and local law enforcement, a seat belt enforcement campaign will be conducted for a twenty-one (21) day period in May and June 2006 in support of the *Click It or Ticket* national mobilization. Funds provided by this mini-grant will be utilized to increase the level of seat belt enforcement hours on an overtime basis for first line supervisors, officers, and administrative time to meet grant reporting requirements.

6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: \$ 39,684

7. APPROVAL SIGNATURES

A. PROJECT DIRECTOR

NAME: Dave Andersen PHONE: (714) 754-4967
TITLE: Lieutenant FAX: (714) 754-4808
ADDRESS: 99 Fair Drive
Costa Mesa, CA 92626

E-MAIL: dandersen@ci.costa-mesa.ca.us

(Signature)

3-27-06

(Date)

B. AUTHORIZING OFFICIAL OF APPLICANT AGENCY

NAME: John D. Hensley PHONE: (714) 754-5117
TITLE: Chief of Police FAX: (714) 754-5002
ADDRESS: 99 Fair Drive
Costa Mesa, CA 92626

E-MAIL: jhensley@ci.costa-mesa.ca.us

(Signature)

3/27/06

(Date)

C. FISCAL OR ACCOUNTING OFFICIAL

NAME: Marc Puckett PHONE: (714) 754-5037
TITLE: City Finance Director FAX: (714) 754-5037
ADDRESS: 77 Fair Drive
Costa Mesa, CA 92626

E-MAIL: mpuckett@ci.costa-mesa.ca.us

(Signature)

3-28-06

(Date)

D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS

NAME: Marc Puckett
ADDRESS: 77 Fair Drive
Costa Mesa, CA 92626

**Terms, Conditions, and Certifications Specific to the Agreement
 Between the Office of Traffic Safety and the Applicant Agency**

APPLICANT AGENCY Costa Mesa Police Department	OTS PROJECT NUMBER IN63002
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The following are included herein and constitute a part of this Agreement:

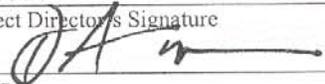
1. OTS-38 Grant Agreement	3. OTS - 38d Schedule B Detailed Budget Estimate
2. OTS-38b Schedule A Project Description	4. OTS-33 Terms, Conditions, and Certifications Specific to the Agreement Between OTS and the Applicant Agency

TERMS AND CONDITIONS

It is understood and agreed by the Project Director and Authorizing Official that any grant received as a result of this Agreement is subject to all federal and state regulations governing grants and to those controls expressed in the California Traffic Grant Program Manuals which include, but are not limited to:

1. The Project Director is responsible for submitting the Mini-grant Final Report OTS-5c by June 30, 2006 and the Project Claim Invoice OTS-39 and Project Claim Detail OTS-39a by August 31, 2006 to the Office of Traffic Safety.
2. OTS will withhold or disallow grant payments, reduce or terminate grant funds, and/or deny future grant funding anytime a grantee fails to comply with any term or condition of the grant contract or program guidelines (**Volume II, Chapter 3.9**). This may include, but is not limited to, the following:
 - a. Failure to submit acceptable and timely final reports; and
 - b. Failure to submit acceptable and timely reimbursement claims.
3. If, during the term of the grant award, federal funds become reduced or eliminated, OTS may immediately terminate or reduce the grant award upon written notice to the project director.
4. All documentation required to request a project revision (i.e., time extensions, budget category changes, and etc.) must be submitted to OTS prior to the effective date of change(s). For example: OTS will not consider a request for a grant period time extension unless all necessary paperwork is submitted prior to the existing grant termination date. Prior approval is required for all project revisions (**Volume II, Chapter 3.8**).
5. No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

We, the officials named below, hereby swear that we are duly authorized legally, to bind the contractor or grant recipient to the above described terms and conditions. Executed on the date and in the county below, and is made under penalty of perjury under the laws of the State of California.

PROJECT DIRECTOR'S NAME Dave Andersen	EXECUTED IN THE COUNTY OF Orange
Project Director's Signature > 	DATE EXECUTED 3-27-06
TITLE Lieutenant	
AUTHORIZING OFFICIAL'S NAME John D. Hensley	EXECUTED IN THE COUNTY OF Orange
AUTHORIZING OFFICIAL'S SIGNATURE > 	DATE EXECUTED 3/27/06
TITLE Chief of Police	