

Application Information

Application No: 21-002699

Application Type:	STEP	Agency (City or County):	San Pablo	Department (Police Dept, DA Office, etc):	San Pablo Police Department
Authorized Representative:	Celeste Taylor	DUNS Number:	603930710	DUNS Expiration Date:	10/28/2020
DUNS Registered Address:	13880 San Pablo Avenue	DUNS City:	San Pablo	DUNS ZIP+4:	94806-3704

Application Summary

Grants Made Easy Application Titles and Descriptions are pre-populated. For General Grants, provide the Application Title and Application Description.

Application Title:

Selective Traffic Enforcement Program (STEP)

Application Description:

Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving alcohol and other primary crash factors. The funded strategies may include impaired driving enforcement, enforcement operations focusing on primary crash factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian crashes, and educational programs. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.

Problem Statement:

There are 61 licensed alcohol outlets in the City of San Pablo. The majority of problem alcohol establishments are concentrated in areas that have both the highest crime rate and the greatest number of off-sale premises. The proposed project will focus on increasing the traffic safety enforcement activity within the City of San Pablo.

Historically, the San Pablo Police Department has a concerning number of DUI arrests which is part due to the number of alcohol establishments in town. In 2019 without a sole dedicated DUI enforcement team or officer, the San Pablo Police Department arrested 63 individuals for DUI and responded to 7 DUI collisions.

The City of San Pablo experienced the following trends from 2016 – 2018:

- Injury collisions increased 8 percent from 103 in 2017 to 112 in 2018; and increased 2 percent from 112 in 2018 to 115 in 2019.
- Injury Hit and Run collisions increased 14 percent from 21 in 2017 to 24 in 2018; and increased 33 percent from 24 in 2018 to 32 in 2019.
- Non-Injury Collisions increased 17 percent from 631 in 2017 to 742 in 2018; and decreased 13 percent from 742 in 2018 to 645 in 2019.
- Non-Injury Hit and Run Collisions increased 14 percent from 422 in 2017 to 484 in 2018; and decreased 3 percent from 484 in 2018 to 465 in 2019.

The City of San Pablo is located in the San Francisco Bay Area, 20 miles north east of San Francisco on the western side of Contra Costa County. It comprises an area of approximately 2.6 square miles. The city encompasses a mixture of commercial and business districts as well as densely populated urban areas which consist of large affordable housing complexes, single family residences, and multi-building apartment complexes.

Our major traffic corridor is the San Pablo Avenue, which is a four lane boulevard with a median strip for its entire length (7.39 miles). San Pablo Avenue is a major thoroughfare used as an alternate route for commuters who travel Interstate 80, and a return route from other popular social night life activities within the Bay Area.

The City of San Pablo is centrally located for many college students and is also home to Contra Costa Community College. Contra Costa College serves approximately 7,000 students each semester. This notably increases vehicle, pedestrian, and bicycle traffic who utilize San Pablo City streets and public transportation resources to continue to their destinations. Many college aged students are in their early twenties and are participating in college parties and related functions and events where alcohol and marijuana is used. When students traverse the area from these related functions, a percentage of them make the poor decision to drive under the influence. Our Department responds to a high volume of alcohol and drug related issues such as motorists Driving Under the Influence, DUI collisions, Hit and Run Collisions, Physical Altercations and Domestic Disputes.

Currently there is not a sufficient number of officers with specialized training in Standardized Field Sobriety Testing (SFST), Advanced Roadside Impaired Driving Enforcement (ARIDE), Drug Abuse Recognition (DAR) and Basic Collision Investigation; and not a single officer possesses a Drug Recognition Expert Certification (DRE).

Traffic Data Summary:

City Applicants: Complete the table below using the most current local data and update the 20XX years in the table (do not use the OTS Rankings or SWITRS).

County or State Applicants: Complete the table below using SWITRS data and update the 20XX years in the table.

Crash Type	2017				2018				2019			
	Crashes		Victims		Crashes		Victim		Crashes		Victims	
Fatal	1		1		2		2		0		0	
Injury	103		146		112		171		115		160	
	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured
Alcohol - Involved	0	1	0	2	1	11	1	20	0	7	0	16
Hit & Run	0	21	0	25	0	24	0	28	0	12	0	14
Nighttime (2100-0259 hours)	0	13	0	17	1	14	1	18	0	0	12	14
Top 3 Primary Crash Factors									Fatal	Injury	Killed	Injured
#1 -	Right of Way Violations (44%)								1	148	1	171
#2 -	Unsafe Speed Violations (30%)								2	102	2	117
#3 -	Improper Turning Violations (20%)								0	67	0	74

Proposed Solution

Strategies:

Proven, evidence based strategies will be used on an overtime basis to reduce the number of persons injured and killed in crashes involving alcohol, speed, and other primary collision factors. The San Pablo Police Department will use DUI enforcement, pedestrian safety enforcement, distracted driving enforcement, other special enforcement operations and public awareness campaigns to meet our goals and objectives for this grant.

Speed violations, Right of Way Violations, and Improper Turning Violations are San Pablo's top Primary Collision Factors (PCF) for injury and fatal traffic collisions. Specifically, Unsafe Speed and Pedestrian Right of Way violations are the largest complaints received from the community to our Department and City Staff. Speed enforcement remains one of the top priorities of the San Pablo Police Department. In 2019 the City of San Pablo authorized our Department to staff, equip and train two fully operation Motor Unit officers. Since then we have conducted several Speed Enforcement Campaigns, if awarded this grant our Department will be able to increase the level of enforcement through DUI Saturations operations and DUI Checkpoints.

In order to fully effect the efficacy of the DUI grant we would also increase the number of officers trained in DUI investigations. The SPPD currently deploys five patrol teams consisting of 4-5 officers per team. Included in this grant is the goal of sending ten (10) patrol officers to NHTSA-SFST and NHTSA-ARIDE training. The goal is to send two (2) officers from each patrol team to these courses so the expertise is spread across the patrol division. In addition, the grant also includes the goal to send two (2) officers to Drug Recognition Expert School (DRE). In order to facilitate more frequent SFST instruction, this grant also includes the goal of sending two (2) officers to SFST Instructor training. This would provide the San Pablo Police Department the ability to utilize two (2) SFST instructors to train personnel during departmental advanced officer trainings.

DUI checkpoints and DUI Saturation Patrols will be conducted in areas experiencing a high number of alcohol related arrests and/or collisions utilizing SFST and ARIDE trained personnel.

To aide our Traffic Officers through their investigations, we have included in this grant the request to purchase Collision Reconstruction Mapping Software. The requested mapping technology will augment our investigative efficiency and accuracy in major Injury collisions by providing state of the art measuring technology.

Agency Qualifications:

Our Traffic Division is staffed by 1 Lieutenant, 1 Sergeant and 3 officers. Three of these officers have received Commercial Truck Enforcement training and routinely participate in Commercial Truck Enforcement Operations with CHP and other allied agencies. Two parking enforcement Technicians and two Cadets work with our Traffic Division to handle many parking related issues. The San Pablo Police Department hopes to add one additional Motor Officer in the near future dependent on departmental needs.

In addition to current traffic staffing, there are three former traffic unit officers that assist in our traffic safety goals and activities. Non-traffic personnel have also supplemented traffic personnel in past traffic operations and prior OTS Grant operations.

Except for our Traffic Unit we do not have any additional officers who are ARIDE or DRE trained. With this grant we plan on sending two officers to ARIDE and two officers to SFST training.

Our Department employs a Support Services Manager who will oversee grant administration and reimbursement claims.

Program Sustainability:

Federal funding is SPPD's best option in our efforts to combat the traffic safety problems which have disrupted daily life in San Pablo. Our Department will be looking to expand the Traffic Division to include 3 additional traffic officers. Doing so will raise the number of Traffic Officers to 6 and ensure each patrol shift is allocated at least 1 Traffic Officer to handle traffic related issues and maintain a high level of enforcement.

Our Department is currently at full staffing, and we do not foresee issues in filling all grant funded operations and assignments.

Goals

Description

Reduce the number of persons killed in traffic crashes.

Reduce the number of persons injured in traffic crashes.

Reduce the number of pedestrians killed in traffic crashes.

Reduce the number of pedestrians injured in traffic crashes.

Reduce the number of bicyclists killed in traffic crashes.

Reduce the number of bicyclists injured in traffic crashes.

Reduce the number of persons killed in alcohol-involved crashes.

Reduce the number of persons injured in alcohol-involved crashes.

Reduce the number of persons killed in drug-involved crashes.

Reduce the number of persons injured in drug-involved crashes.

Reduce the number of persons killed in alcohol/drug combo-involved crashes.

Reduce the number of persons injured in alcohol/drug combo-involved crashes.

Reduce the number of motorcyclists killed in traffic crashes.

Reduce the number of motorcyclists injured in traffic crashes.

Reduce hit & run fatal crashes.

Reduce hit & run injury crashes.

Reduce nighttime (2100 - 0259 hours) fatal crashes.

Reduce nighttime (2100 - 0259 hours) injury crashes.

Custom Description

Objectives

Included	Target Number	Description
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Yes	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.
Yes	11	Participate and report data (as required) in the following campaigns, National Walk to School Day, National Teen Driver Safety Week, NHTSA Winter Mobilization, National Distracted Driving Awareness Month, National Motorcycle Safety Month, National Bicycle Safety Month, National Click it or Ticket Mobilization, NHTSA Summer Mobilization, National Child Passenger Safety Week, and California's Pedestrian Safety Month.
Yes	12	Develop (by December 31) and/or maintain a "HOT Sheet" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated HOT sheets should be distributed to patrol and traffic officers monthly.
Yes	4	Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training.
Yes	2	Send law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.
Yes	1	Send law enforcement personnel to the Drug Recognition Expert (DRE) training.
No	0	Send law enforcement personnel to the DRE Recertification training.
Yes	1	Send law enforcement personnel to SFST Instructor training.
No	0	Send law enforcement personnel to DRE Instructor training.
Yes	4	Conduct DUI/DL Checkpoints. A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the Summer Mobilization. To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release and conduct social media activity for each checkpoint. 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 checkpoints 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 checkpoints that begin prior to 1800 hours. When possible, DUI/DL Checkpoint screeners should be DRE- or ARIDE-trained.
Yes	6	Conduct DUI Saturation Patrol operation(s).
Yes	2	Conduct Court Sting operation(s) to cite individuals driving from court after having their driver's license suspended or revoked.
Yes	2	Conduct Warrant Service operation(s) targeting multiple DUI offenders who fail to appear in court.
Yes	1	Conduct Stakeout operation(s) that employ police officers to observe the "worst of the worst" repeat DUI offender probationers with suspended or revoked driver licenses.
Yes	1	Conduct Traffic Enforcement operation(s), including but not limited to, primary crash factor violations.
Yes	1	Conduct highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.
Yes	1	Conduct highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or crashes resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary crash factor violations by motorcyclists and other drivers.
Yes	2	Conduct Nighttime (1800-0559) Click It or Ticket enforcement operation(s).
Yes	2	Conduct highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle crashes resulting from violations made by pedestrians, bicyclists, and drivers.
Yes	1	Conduct Traffic Safety educational presentation(s) with an effort to reach community members. Note: Presentation(s) may include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts and child passenger safety.
Yes	1	Conduct Know Your Limit campaigns with an effort to reach members of the community.
Yes	4	Conduct highly visible collaborative DUI Enforcement operations
Yes	4	Conduct highly visible collaborative Traffic Enforcement operations

Included	Target Number	Custom Description
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Method of Procedure

Phase 1 - Program Preparation:

- The department will develop operational plans to implement the “best practice” strategies outlined in the objectives section.
- All training needed to implement the program should be conducted this quarter.
- All grant related purchases needed to implement the program should be made this quarter.
- In order to develop/maintain the “Hot Sheets,” research will be conducted to identify the “worst of the worst” repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The Hot Sheets may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. Hot Sheets should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high crash locations.

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.

Phase 2 - Program Operations:

- The department will work to create media opportunities throughout the grant period to call attention to the innovative program strategies and outcomes.

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.
- Press releases reporting the immediate and time-valued 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.
- 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

Phase 3 - Data Collection:

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.

Budget

Personnel Costs

Positions - If requesting hours for positions, enter them as straight time or overtime (for Enforcement Overtime, please use section below) and include the amount of hours that they will spend on grant operations. Example: One position getting paid 100% by the grant working a full year at \$41.00 per hour would be entered as Straight time, 2080 Units, \$41.00 Unit cost or Rate, and 100 Percent Paid by Grant. This gives a total of \$85,280.00 for the year.

Benefits – If requesting benefits for positions, enter all benefits as a separate line item for each position. Start the Item Name with the word 'Benefits', enter the corresponding salary or overtime total amount in the Unit Cost or Rate, and enter the Benefits Rate to have the system calculate Benefit Costs. (Unit Cost) X (Benefits Rate) = Benefit Costs. To properly relate benefits to the correct position use the Display Order, for example use 100.0 for the position Display Order and 100.1 for Benefits Display Order.

Display Order	Cost Category	Item Name	Position Type	Benefit Rate	Unit Cost or Rate	Units	Percent Paid by Grant	Calculated Cost to Grant
1.0	A. Personnel Costs	Officer	Straight time		\$55.38	120	100.00%	\$6,645.60
2.0	A. Personnel Costs	Officer	Straight time		\$55.38	80	100.00%	\$4,430.40
3.0	A. Personnel Costs	Officer	Straight time		\$55.38	144	100.00%	\$7,974.72
4.0	A. Personnel Costs	Officer	Straight time		\$55.38	80	100.00%	\$4,430.40
Display Order	Cost Category	Enforcement Activity		Item Name		Unit Cost or Rate	Units	Calculated Cost to Grant
5.0	A. Personnel Costs	DUI/DL Checkpoints		DUI/DL Checkpoints		\$83.07	144	\$11,962.08
6.0	A. Personnel Costs	DUI Saturation Patrols		DUI Saturation Patrols		\$83.07	192	\$15,949.44
7.0	A. Personnel Costs	Traffic Enforcement		Traffic Enforcement		\$83.07	60	\$4,984.20
8.0	A. Personnel Costs	Court Stings		Court Stings		\$83.07	48	\$3,987.36
9.0	A. Personnel Costs	Warrant Service Operations		Warrant Service Operations		\$83.07	36	\$2,990.52
10.0	A. Personnel Costs	Pedestrian and Bicycle Enforcement		Pedestrian and Bicycle Enforcement		\$83.07	96	\$7,974.72
11.0	A. Personnel Costs	Know Your Limit		Know Your Limit		\$83.07	8	\$664.56
12.0	A. Personnel Costs	Collaborative DUI Enforcement		Collaborative DUI Enforcement		\$83.07	24	\$1,993.68
13.0	A. Personnel Costs	Collaborative Traffic Enforcement		Collaborative Traffic Enforcement		\$83.07	24	\$1,993.68

Personnel Costs: \$75,981.36

Travel Expenses

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
500.0	B. Travel Expenses	Travel Expenses	\$0.00	1	\$0.00

Travel Expenses: \$0.00

Contractual Services

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
400.0	C. Contractual Services	Contractual Services	\$0.00	1	\$0.00

Contractual Services: \$0.00

Equipment (must have Unit Cost of at least \$5000)

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
1.0	D. Equipment	Traffic Crash Reconstruction System	\$10,990.00	1	\$10,990.00

Equipment: \$10,990.00

Other Direct Costs

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
600.0	E. Other Direct Costs	Other Direct Costs	\$0.00	1	\$0.00

Other Direct Costs: \$0.00

Indirect Costs

Item Name should indicate the % and the Cost Category for Indirect Costs e.g. 15% of Salaries and Benefits. Use the Percent Paid by Grant for the Indirect Rate and the Unit Cost or Rate field to indicate the total amount for which Indirect Costs will be claimed. The system will calculate the Cost to Grant.

Display Order	Cost Category	Item Name	Indirect Rate	Amount Subject to Indirect	Calculated Cost to Grant
	F. Indirect Costs	Indirect costs	10.00%	\$75,981.00	\$7,598.10

Indirect Costs: \$7,598.10

Total Requested Funding: \$94,569.46

Narrative Review

Review and update Narrative for Budget Items

Cost Category	Item	Narrative
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F. Indirect Costs	Indirect costs	Indirect costs of grant administration to include administrative salaries for grant submission, monitoring, IT support, and supplies. Amount subject to Indirect cost is 10% of the total amount of salaries requested \$75,981.
A. Personnel Costs	Officer	Non-overtime hours for law enforcement operations conducted by appropriate department personnel. Hours may include wages or authorized absences, such as annual leave and sick leave, provided they are accrued during the grant term. Example: \$65.00 x 50 = \$3,250
D. Equipment	Traffic Crash Reconstruction System	System to diagram and record a traffic crash scene and perform calculations. Costs may include laptop, software, electronic transit, electronic distance measuring device and accessories.
A. Personnel Costs	Officer	Non-overtime hours for law enforcement operations conducted by appropriate department personnel. Hours may include wages or authorized absences, such as annual leave and sick leave, provided they are accrued during the grant term. Example: \$65.00 x 50 = \$3,250
A. Personnel Costs	Officer	Non-overtime hours for law enforcement operations conducted by appropriate department personnel. Hours may include wages or authorized absences, such as annual leave and sick leave, provided they are accrued during the grant term. Example: \$65.00 x 50 = \$3,250
A. Personnel Costs	Officer	Non-overtime hours for law enforcement operations conducted by appropriate department personnel.
A. Personnel Costs	DUI/DL Checkpoints	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
A. Personnel Costs	DUI Saturation Patrols	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
A. Personnel Costs	Traffic Enforcement	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
A. Personnel Costs	Court Stings	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
A. Personnel Costs	Warrant Service Operations	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
A. Personnel Costs	Pedestrian and Bicycle Enforcement	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
A. Personnel Costs	Know Your Limit	Overtime for grant funded traffic safety presentations or campaigns conducted by appropriate department personnel.
A. Personnel Costs	Collaborative DUI Enforcement	Overtime for grant funded Collaborative DUI Enforcement operations conducted by appropriate department personnel
A. Personnel Costs	Collaborative Traffic Enforcement	Overtime for grant funded Collaborative Traffic Enforcement operations conducted by appropriate department personnel
C. Contractual Services	Contractual Services	N/A
B. Travel Expenses	Travel Expenses	N/A
E. Other Direct Costs	Other Direct Costs	N/A

Upload Documents (Optional)

Please try to include all information in the application itself, but if necessary, upload additional documents here

Document Name	Update Date/Time
Application Report 2020-01-30 01:04:38.pdf	1/29/2020 5:04 PM
FFY 21 OTS Budget.pdf	1/29/2020 12:49 PM
pix4d_Quotation-US-002503.pdf	1/28/2020 11:56 AM

Evaluation, Support, and Submittal

Evaluation, Support, and Submittal

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.

Administrative Support:

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

Total Requested Funding:

\$94,569.46