



2016 HIGHWAY SAFETY FUNDING GUIDELINES

**South Carolina Department of Public Safety
Office of Highway Safety and Justice Programs
December 3, 2014**

**Leroy Smith, Director
Phil Riley, Director,
Office of Highway Safety and Justice Programs**

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PURPOSE OF THE FUNDING GUIDELINES

The purpose of this manual, prepared by the Office of Highway Safety and Justice Programs of the South Carolina Department of Public Safety, is to outline the specific criteria to be followed in the preparation of Highway Safety grant applications and to assist potential applicants in determining whether a proposed traffic safety activity is eligible for funding in Federal Fiscal Year 2016. The manual provides direction for the state's highway safety planning process and presents concise guidelines to assist state and local agencies in obtaining federal funding support for highway safety programs. Highway Safety Funds are received on an annual basis from the National Highway Traffic Safety Administration (NHTSA) of the U. S. Department of Transportation.

Those interested in applying for FFY 2016 Highway Safety funding are strongly encouraged to attend the Funding Guidelines workshop to be held December 3, 2014. Information on the registration and location of the workshop can be found on page 3 of this manual. The deadline for registering for this workshop is December 1, 2014. **Please note that only the following entities are eligible for consideration for Highway Safety funding: 1) State agencies; 2) private, non-profit organizations listed as 501(c)3; 3) political subdivisions (city/county governments); and 4) State, local and federally recognized Indian tribal governments.**

Please note that a law enforcement applicant must be in compliance with Section 56-5-6560 of the South Carolina Code of Laws regarding the reporting of Public Contact Information to be considered eligible for funding. In addition: Applicants must not be delinquent in the submission of fines, fees, and surcharges to the State Treasurer's Office.

Federal Fiscal Year (FFY) 2016 Highway Safety Grant Applications must be received electronically in the Office of Highway Safety and Justice Programs by 5:00 p.m. on Friday, February 6, 2015. Applications received after 5:00 pm on February 6, 2015, will not be considered. The grant application must be completed using the Office of Highway Safety and Justice Programs' Grants Management Information System (GMIS), which is an online application process. The GMIS can be accessed through the South Carolina Department of Public Safety website at <http://www.scdps.gov/ohsjp> beginning November 20, 2014.

The application must be fully complete and submitted via the GMIS. Supporting documents and appendices relating to the application may be uploaded as an attachment to the application on the GMIS or hard copies may be forwarded to the following address:

**Karl Boston, Grants Administration Manager
SC Department of Public Safety
Office of Highway Safety and Justice Programs
Post Office Box 1993
Blythewood, SC 29016**

All supporting documents and appendices mailed in must reflect an application number and must be received in the Office of Highway Safety and Justice Programs by 5:00 PM on February 6, 2015. The application form plus required attachments constitute the total proposal. A multi-level review process will be used to determine the approval or disapproval of grant projects submitted. Grant award announcements will be mailed shortly before the beginning of the FFY 2016 grant funding cycle, which is **October 1, 2015.**

HIGHWAY SAFETY GRANT CYCLE
FFY 2016

- November 14, 2014: Notification of Solicitation of Applications and Availability of Funding Guidelines Mailed to Potential Applicants.
- November 20, 2014: Posting of FFY 2016 Highway Safety Funding Guidelines on the SC Department of Public Safety's website: www.scdps.gov/ohsjp/
- December 1, 2014: Deadline for Registering for OHSJP Funding Guidelines Workshop. **Please contact Ms. Katy Schumpert of the Office of Highway Safety and Justice Programs at (803) 896-9950 or toll free at 1-877-349-7187 by no later than 5:00 pm on December 1, 2014, to register for the Highway Safety Funding Guidelines workshop. Seating is limited.**
- December 3, 2014:** Highway Safety Funding Guidelines Workshop for Grant Applicants at the following location and time:

1:00 - 4:00 pm at the CSC Auditorium (Enter through SCDPS)
10311 Wilson Blvd, Columbia, SC.
- February 6, 2015: Due Date for Grant Applications. In order to be considered for funding, **all grant applications must be received electronically in the Office of Highway Safety and Justice Programs by 5:00 p.m. on Friday, February 6, 2015. Applications received after 5:00 pm on February 6, 2015, will not be considered. The grant application must be completed using the Office of Highway Safety and Justice Programs' Grants Management Information System (GMIS), which is an online application process. The GMIS can be accessed through the South Carolina Department of Public Safety website at www.scdps.gov/ohsjp/.**
- September 2015: FFY 2016 Grant Awards Issued with Funding Beginning October 1, 2015. Notification of Applicants Not Approved for Funding.

DESCRIPTION OF SOUTH CAROLINA'S TRAFFIC COLLISION PROBLEM

Preliminary statistics based on 2013 calendar year (CY) (01/01/13-12/31/13) Data: Statistics for South Carolina indicate that during 2013, 112,117 traffic collisions were reported; this is a 3.6% increase from 2012, when 108,271 collisions were reported. Collisions in CY 2013 resulted in an estimated 767 fatalities and 50,474 injuries. The number of traffic deaths was 11.1% lower than in 2012, when 863 persons were fatally injured in South Carolina traffic collisions. The estimated economic loss to the state from traffic crashes in 2013 was \$2,900,000,000. This total, however, does not reflect the human toll of pain and suffering.

Mileage Death Rate: The state's mileage death rate (MDR), or traffic fatalities per 100 million miles of travel, in 2013 was 1.57, an all-time low for the state and a 10.8% decrease from 2012. According to the most recent data available, the national mileage death rate in 2012 was 1.13. Based on 2012 figures, South Carolina's MDR of 1.76 was 64% higher than the national mileage death rate of 1.13.

2013 Collision Statistics: Breaking collision statistics down by time in CY 2013 indicated the following:

- * 1 Traffic Collision was reported every 4.7 minutes.
- * 1 Traffic Death was reported every 11.4 hours.
- * 1 Non-fatal Traffic Injury was reported every 10.4 minutes.
- * 1 Property-Damage-Only Collision was reported every 6.7 minutes.

In 2013, South Carolina had 3,630,824 licensed drivers who operated 4,192,087 registered motor vehicles on a roadway system of over 66,000 miles of streets and highways. South Carolina has the fifth largest state-maintained highway system in the nation.

DUI Involvement in Collisions: According to NHTSA's FARS data, alcohol-impaired fatalities for 2012 were 348. The SC Department of Public Safety's statistics for 2013 indicate approximately 5,876 collisions involving a driver under the influence of alcohol and/or drugs (DUI), resulting in a preliminary figure of 4,077 persons injured. FARS data also stated there were a total of 1,153 drivers involved in fatal collisions in South Carolina during 2012. Of the 1,153 drivers, 345 of these drivers or operators had a BAC of .08 or greater, which accounted for 29.9% of all drivers involved in fatal crashes. Of the 5,876 total DUI-related collisions, 5.0% were fatal crashes, 47.2% were injury crashes, and 47.7% were property-damage-only crashes. In 2013, the state experienced a 3.0% decrease in the number of DUI crashes as compared to the 6,058 which occurred in 2012.

Speed Involvement in Collisions: According to the SC Department of Public Safety's preliminary data for 2013, of the 50,474 total traffic-related injuries reported in 2013, 16,527, or 32.7%, occurred in speeding-related collisions. Injuries in speeding-related traffic crashes increased from 15,463 in 2012 to 16,527 in 2013, an increase of 6.9%, and the percentage of traffic-related injuries that occurred in speeding-related crashes increased slightly, from 30.9% in 2012 to 32.7% in 2013. Incapacitating injuries in speeding-related traffic crashes increased from 994 in 2012 to 1,024 in 2013, an increase of 3.0%. The percentage of traffic-related incapacitating injuries that occurred in speeding-related crashes also increased, from 29.3% in 2012 to 31.6% in 2013. State data also shows that South Carolina's overall speeding-related fatalities increased by 2.0%, from 291 fatalities in 2012 to 297 fatalities in 2013.

Five-Year Collision Data: In order to examine traffic collision trends over time, the Office of Highway Safety and Justice Programs’s staff reviewed collision data for the period 2009-2013. During this five-year period, the state’s MDR of 1.82 in 2009 decreased annually to a historic low of 1.57 in 2013. Collision statistics for the period are presented in the chart below.

**South Carolina Collision Statistics
2009 - 2013**

Year	# Collisions	# Deaths	# Injuries	Death Rate
2009	106,864	894	48,303	1.82
2010	107,673	809	48,707	1.65
2011	101,842	828	46,057	1.70
2012	108,271	863	50,017	1.76
2013	112,117	767	50,474	1.57

Top Contributing Factors for CY 2013 Crashes

Injury Crashes:

- * Driving Too Fast for Conditions
- * Failure to Yield Right of Way
- * Driving Under the Influence of Alcohol and/or Drugs
- * Following Too Closely
- * Disregarding Signs/Signals/Etc.

Fatal Crashes:

- * Driving Under the Influence of Alcohol/Drugs
- * Driving Too Fast for Conditions
- * Failure to Yield Right of Way
- * Wrong Side/Wrong Way
- * Lying and/or Illegally in Roadway

Total Crashes:

- * Driving Too Fast for Conditions
- * Failure to Yield Right of Way
- * Following Too Closely
- * Distracted/Inattention
- * Improper Lane Usage/Change

Location of Highest Numbers of Property-Damage-Only Crashes: During the five-year period from 2009-2013, the five counties with the highest number of property-damage-only collisions were Greenville, Charleston, Richland, Horry, and Spartanburg.

Location of Highest Numbers of Injury Crashes: The locations of the largest numbers of injury collisions during the five-year period 2009-2013 were Charleston, Greenville, Richland, Horry, and Spartanburg Counties.

Location of Highest Numbers of Fatal Crashes: The locations of the largest numbers of fatal crashes during the five-year period 2009-2013 were Greenville, Horry, Richland, Charleston, and Lexington Counties.

Driver Groups Involved in Crashes: During the five-year period, the age groups with the highest number of drivers involved in crashes (presented in order) included drivers ages 20-24, 25-29, and 15-19. Drivers under the age of 21 continued to be over-represented in traffic crashes based on the size of the category of licensed drivers in this group. Males continued to be involved in a higher percentage and number of crashes than female drivers.

An Analysis by the Office of Highway Safety and Justice Programs: Based on traffic data over a three-year period, the charts on pages 7-9 show counties in the state of South Carolina which lead the state in statistical categories regarding fatal and severe injury crashes (number fatal and severe injury, number speed-related, percentage speed-related, number DUI-related, and percentage DUI-related). Grant projects submitted for FFY 2016 impacting counties listed and ranked in the tables, which lead in the above-referenced statistical categories, will be given priority for federal funding.

All Fatal and Severe Injury Collisions
South Carolina 2009-2013

County	2009	RANK	2010	RANK	2011	RANK	2012	RANK	2013	RANK	2009 - 2013	RANK	5 yr Average	Average Rank
Abbeville	25	34	31	31	23	35	13	43	27	30	119	33	23.8	34.6
Aiken	118	10	120	9	99	10	73	15	82	12	492	11	98.4	11.2
Allendale	10	45	4	46	3	46	6	45	11	45	34	46	6.8	45.4
Anderson	168	5	136	7	149	7	165	7	149	7	767	7	153.4	6.6
Bamberg	17	42	26	35	11	44	14	42	20	36	88	43	17.6	39.8
Barnwell	24	35	16	42	31	28	21	37	18	38	110	37	22.0	36.0
Beaufort	85	14	93	14	84	13	104	11	67	16	433	14	86.6	13.6
Berkeley	163	6	118	10	133	8	192	6	188	5	794	6	158.8	7.0
Calhoun	17	42	14	44	17	41	20	39	19	37	87	44	17.4	40.6
Charleston	260	1	302	1	290	2	301	3	296	3	1449	2	289.8	2.0
Cherokee	49	23	29	32	46	24	40	26	40	26	204	26	40.8	26.2
Chester	32	33	38	28	31	28	27	33	31	29	159	30	31.8	30.2
Chesterfield	37	29	45	25	27	33	34	29	36	27	179	29	35.8	28.6
Clarendon	45	27	27	33	23	35	29	30	25	32	149	31	29.8	31.4
Colleton	80	16	60	19	66	20	68	16	57	20	331	18	66.2	18.2
Darlington	53	22	41	27	52	22	46	24	52	21	244	23	48.8	23.2
Dillon	19	40	33	30	18	40	29	30	16	39	115	35	23.0	35.8
Dorchester	99	12	99	13	97	11	114	10	77	13	486	12	97.2	11.8
Edgefield	14	44	21	37	36	26	21	37	14	43	106	38	21.2	37.4
Fairfield	21	38	18	40	29	31	28	32	23	34	119	33	23.8	35.0
Florence	108	11	116	11	96	12	103	12	93	11	516	10	103.2	11.4
Georgetown	49	23	50	23	35	27	67	18	71	14	272	21	54.4	21.0
Greenville	255	2	275	2	254	3	306	2	308	1	1398	3	279.6	2.0
Greenwood	70	19	65	17	76	17	58	20	47	23	316	19	63.2	19.2
Hampton	19	40	27	33	21	38	22	35	24	33	113	36	22.6	35.8
Horry	249	3	269	3	303	1	325	1	306	2	1452	1	290.4	2.0
Jasper	46	25	59	21	59	21	50	23	46	24	260	22	52.0	22.8
Kershaw	57	21	54	22	39	25	42	25	50	22	242	24	48.4	23.0
Lancaster	68	20	60	19	68	19	57	21	58	19	311	20	62.2	19.6
Laurens	74	18	61	18	78	16	67	18	63	17	343	17	68.6	17.4
Lee	34	32	15	43	15	43	16	41	12	44	92	41	18.4	40.6
Lexington	133	8	136	7	172	6	151	8	140	8	732	8	146.4	7.4
Marion	35	31	24	36	17	41	24	34	22	35	122	32	24.4	35.4
Marlboro	23	36	20	38	24	34	17	40	15	41	99	39	19.8	37.8
McCormick	9	46	9	45	11	44	5	46	6	46	40	45	8.0	45.4
Newberry	36	30	38	28	31	28	39	27	36	27	180	28	36.0	28.0
Oconee	38	28	48	24	52	22	57	21	27	30	222	25	44.4	25.0
Orangeburg	95	13	92	15	83	15	83	14	97	10	450	13	90.0	13.4
Pickens	81	15	101	12	73	18	87	13	70	15	412	15	82.4	14.6
Richland	222	4	199	4	184	4	198	4	203	4	1006	4	201.2	4.0
Saluda	22	37	18	40	22	37	22	35	15	41	99	39	19.8	38.0
Spartanburg	143	7	160	5	173	5	195	5	184	6	855	5	171.0	5.6
Sumter	80	16	79	16	84	13	68	16	63	17	374	16	74.8	15.6
Union	21	38	19	39	21	38	12	44	16	39	89	42	17.8	39.6
Williamsburg	46	25	43	26	29	31	37	28	41	25	196	27	39.2	27.0
York	127	9	139	6	130	9	124	9	123	9	643	9	128.6	8.4
Total	3,476		3,447		3,415		3,577		3,384		17,299			

All Fatal and Severe Injury DUI Alcohol and/or Drug Collisions
South Carolina 2009-2013

County	2009	RANK	2010	RANK	2011	RANK	2012	RANK	2013	RANK	2009-2013	RANK	Average Rank
Abbeville	6	37	9	29	3	38	6	31	10	25	34	32	32.0
Aiken	39	8	34	8	30	9	23	12	23	13	149	10	10.0
Allendale	2	44	2	45	1	45	1	44	2	41	8	46	43.8
Anderson	45	6	38	7	39	6	50	4	49	4	221	6	5.4
Bamberg	4	40	7	31	4	34	1	44	2	41	18	43	38.0
Barnwell	10	32	3	43	9	26	2	42	4	38	28	36	36.2
Beaufort	17	23	19	18	15	18	18	18	16	18	85	19	19.0
Berkeley	43	7	27	13	32	8	35	8	46	5	183	7	8.2
Calhoun	6	37	4	40	2	43	2	42	5	34	19	41	39.2
Charleston	37	10	47	5	33	7	32	9	32	8	181	8	7.8
Cherokee	16	25	9	29	13	22	14	23	8	28	60	27	25.4
Chester	12	27	15	23	9	26	8	30	8	28	52	29	26.8
Chesterfield	12	27	19	18	9	26	13	25	13	23	66	24	23.8
Clarendon	11	29	5	35	2	43	10	29	7	33	35	30	33.8
Colleton	24	15	13	25	11	24	14	23	9	27	71	23	22.8
Darlington	19	21	16	21	15	18	20	16	14	21	84	20	19.4
Dillon	5	39	5	35	4	34	5	36	5	34	24	39	35.6
Dorchester	23	17	12	26	17	17	22	14	18	16	92	18	18.0
Edgefield	3	41	4	40	15	18	6	31	1	44	29	34	34.8
Fairfield	9	33	6	33	10	25	4	38	4	38	33	33	33.4
Florence	35	11	28	12	20	15	29	10	27	11	139	11	11.8
Georgetown	17	23	12	26	7	30	13	25	15	20	64	25	24.8
Greenville	67	1	71	1	73	1	94	1	96	1	401	1	1.0
Greenwood	18	22	16	21	22	14	15	19	10	25	81	21	20.2
Hampton	3	41	3	43	4	34	5	36	1	44	16	44	39.6
Horry	57	2	56	2	54	3	88	2	60	3	315	2	2.4
Jasper	7	35	5	35	9	26	6	31	8	28	35	30	31.0
Kershaw	28	14	20	16	7	30	19	17	20	14	94	17	18.2
Lancaster	20	20	20	16	15	18	24	11	16	18	95	16	16.6
Laurens	22	18	26	14	23	12	23	12	25	12	119	14	13.6
Lee	11	29	6	33	1	45	4	38	5	34	27	37	35.8
Lexington	48	4	46	6	59	2	59	3	38	7	250	4	4.4
Marion	11	29	4	40	3	38	6	31	5	34	29	34	34.4
Marlboro	1	45	5	35	6	32	4	38	3	40	19	41	38.0
McCormick	1	45	2	45	3	38	1	44	2	41	9	45	42.6
Newberry	9	33	15	23	6	32	13	25	12	24	55	28	27.4
Oconee	14	26	19	18	12	23	21	15	8	28	74	22	22.0
Orangeburg	35	11	30	10	23	12	15	19	31	10	134	12	12.4
Pickens	33	13	32	9	27	11	15	19	19	15	126	13	13.4
Richland	54	3	53	4	50	4	50	4	65	2	272	3	3.4
Saluda	3	41	5	35	3	38	6	31	8	28	25	38	34.6
Spartanburg	46	5	56	2	43	5	39	7	41	6	225	5	5.0
Sumter	24	15	24	15	19	16	15	19	17	17	99	15	16.4
Union	7	35	7	31	3	38	4	38	1	44	22	40	37.2
Williamsburg	22	18	12	26	4	34	12	28	14	21	64	25	25.4
York	38	9	30	10	28	10	40	6	32	8	168	9	8.6
Total	974		897		797		906		855		4,429		

Speed/Too Fast for Conditions Fatal and Severe Injury Collisions
South Carolina 2009-2013

County	2009	RANK	2010	RANK	2011	RANK	2012	RANK	2013	RANK	2009-2013	RANK	Average Rank
Abbeville	12	29	11	31	10	32	10	33	16	24	59	30	29.8
Aiken	48	7	43	7	29	12	14	24	24	16	158	11	13.2
Allendale	4	46	1	46	2	46	2	46	6	39	15	46	44.6
Anderson	59	4	47	6	45	6	56	5	54	7	261	5	5.6
Bamberg	8	36	8	35	6	41	5	42	7	38	34	42	38.4
Barnwell	8	36	3	43	8	34	4	43	4	43	27	44	39.8
Beaufort	15	27	18	20	19	16	25	15	15	27	92	20	21.0
Berkeley	49	6	37	8	35	10	56	5	64	4	241	7	6.6
Calhoun	5	42	4	42	5	42	6	39	8	37	28	43	40.4
Charleston	51	5	75	2	83	1	67	3	68	3	344	3	2.8
Cherokee	20	19	12	30	16	24	18	22	17	22	83	22	23.4
Chester	10	31	13	29	8	34	8	36	13	30	52	33	32.0
Chesterfield	16	24	14	28	7	38	12	31	11	32	60	29	30.6
Clarendon	20	19	8	35	11	30	9	35	11	32	59	30	30.2
Colleton	23	18	18	20	18	19	26	13	17	22	102	18	18.4
Darlington	20	19	15	25	19	16	20	20	27	12	101	19	18.4
Dillon	7	39	16	23	4	45	8	36	1	46	36	40	37.8
Dorchester	37	11	19	19	36	9	40	10	19	21	151	12	14.0
Edgefield	5	42	11	31	16	24	8	36	6	39	46	36	34.4
Fairfield	6	41	7	40	12	28	14	24	15	27	54	32	32.0
Florence	30	15	36	9	15	26	21	17	25	14	127	16	16.2
Georgetown	10	31	10	34	7	38	24	16	22	18	73	26	27.4
Greenville	69	3	84	1	53	4	73	2	79	1	358	2	2.2
Greenwood	28	17	28	13	30	11	21	17	26	13	133	15	14.2
Hampton	5	42	11	31	5	42	14	24	12	31	47	34	34.0
Horry	71	2	68	3	76	2	78	1	75	2	368	1	2.0
Jasper	7	39	16	23	17	22	13	28	20	19	73	26	26.2
Kershaw	20	19	21	16	14	27	10	33	14	29	79	25	24.8
Lancaster	29	16	15	25	18	19	13	28	16	24	91	21	22.4
Laurens	32	14	24	15	38	8	30	11	37	10	161	10	11.6
Lee	16	24	2	45	7	38	6	39	4	43	35	41	37.8
Lexington	33	12	29	12	44	7	57	4	61	5	224	8	8.0
Marion	9	33	3	43	8	34	12	31	6	39	38	38	36.0
Marlboro	9	33	8	35	8	34	4	43	9	35	38	38	36.0
McCormick	5	42	5	41	5	42	3	45	2	45	20	45	43.0
Newberry	16	24	15	25	11	30	21	17	20	19	83	22	23.0
Oconee	9	33	20	18	19	16	13	28	11	32	72	28	25.4
Orangeburg	39	10	27	14	17	22	28	12	32	11	143	14	13.8
Pickens	33	12	33	11	29	12	26	13	25	14	146	13	12.4
Richland	87	1	55	4	47	5	56	5	61	5	306	4	4.0
Saluda	8	36	8	35	12	28	14	24	5	42	47	34	33.0
Spartanburg	40	8	51	5	61	3	50	8	51	8	253	6	6.4
Sumter	20	19	21	16	20	15	19	21	23	17	103	17	17.6
Union	12	29	8	35	10	32	6	39	9	35	45	37	34.0
Williamsburg	14	28	17	22	18	19	15	23	16	24	80	24	23.2
York	40	8	35	10	29	12	45	9	46	9	195	9	9.6
Total	1,114		1,030		1,007		1,080		1,110		5,341		

ASSISTANCE IN DEVELOPING GRANT PROPOSALS

Research Assistance

Applicants are encouraged to visit the following websites for a wealth of research information (including, but not limited to, crash statistics) for developing Highway Safety grant applications:

- National Highway Traffic Safety Administration (NHTSA): www.nhtsa.dot.gov
- Statistical Services Section of the SC Department of Public Safety's Office of Highway Safety and Justice Programs: www.scdps.gov/ohsjp/stat_services.asp

Assistance from Office of Highway Safety and Justice Programs

Applicants are strongly encouraged to contact the Office of Highway Safety and Justice Programs (OHSJP) for assistance and guidance in completing and submitting grant applications (e.g., forming appropriate project goals, objectives, evaluation measures, etc.). Listed below are contact names and program area(s) of expertise. OHSJP staff can be reached toll free at 1-877-349-7187.

Cothea Scott: Police Traffic Services/Speed Enforcement, Occupant Protection,
Pedestrian Safety, Two-wheel Vehicle Safety

Caroline Humphries: Impaired Driving Countermeasures

Lt. Doug Connelly: Traffic Records

Craig Luccy: Questions regarding the completion of the budget pages (pp. 1–5 of the Highway Safety Grant Application)

All other questions can be directed to Karl Boston, Grants Administration Manager of OHSJP.

PRIORITY EMPHASIS AREAS ELIGIBLE FOR FUNDING IN FFY 2016

Impaired Driving Countermeasures: The enforcement, adjudication, education, and systematic improvements necessary to impact impaired driving. This includes programs focusing on youth alcohol traffic safety issues. See pages 11-12 and 14-16 for additional information regarding applying for a grant under this program area.

Occupant Protection: The development and implementation of programs designed to increase usage of safety belts among all age groups and proper usage of child restraints. See pages 17-18 for additional information regarding applying for a grant under this program area.

Police Traffic Services/Speed Enforcement: The development or enhancement of traffic enforcement programs necessary to directly impact traffic crashes, fatalities, and injuries. Speeding programs are a priority; however, these programs should also include attention to DUI enforcement and occupant protection. Components of grant proposals may also include efforts to educate and improve the driving skills, attitudes and behaviors of young drivers, 20 or younger. See pages 12-13 for additional information regarding applying for a grant under this program area.

Traffic Records (Statewide Emphasis): The continued development and implementation of a statewide program (the South Carolina Collision and Ticket Tracking System, or SCCATTS) designed to enhance the collection, analysis, and dissemination of collision data, increasing the capability for identifying and alleviating highway safety problems.

Other Potential Funding Areas

Other program areas may be eligible for funding in FFY 2016 including Motorcycle Safety, Pedestrian Safety, and Bicycle Safety. Please contact Karl Boston of the Office of Highway Safety and Justice Programs at 1-877-349-7187 for information on applying for a grant in these potential funding areas.

PRIORITY EMPHASIS AREA PROGRAM DESCRIPTIONS

ENFORCEMENT PROJECTS

The following projects are eligible for funding in FFY 2016:

1. Impaired Driving (DUI) Enforcement Programs (Statewide and Community)

In order for impaired driving enforcement programs to be considered for funding, state and local crash data and traffic records analyses must be available to fully justify the requirement for an impaired driving enforcement team. Jurisdictions must have a high incidence of alcohol and/or drug-related crashes or a significant increase over the previous year in order to justify a proposal. Collision data and analyses, along with citation data, should be used to clearly indicate a major impaired driving problem and to demonstrate that increased enforcement will have a major impact on the reduction of drug and/or alcohol-related traffic crashes. The traffic officers assigned to such programs must be highly trained and skilled in order to detect a potential DUI. They must be able to administer proper field sobriety tests, videotape the suspect, supervise administration of the breath test during booking proceedings, and provide adequate case documentation for court presentation.

Proposals for either statewide or community Impaired Driving Enforcement Programs must:

- a. Describe how the enforcement effort will be initiated to increase DUI arrests and to reduce alcohol/drug-related crashes, to include an enforcement plan detailing specific days/nights of the week and hours the specialized impaired driving enforcement will be conducted. Grant-funded personnel must work only night and weekend shifts between the hours of 3:00PM and 6:00AM, except in cases when an officer is required to appear in court or scheduled to attend specialized training. Provide an enforcement plan and a sample monthly schedule of the grant-funded officers;
- b. List the enforcement tools, such as video equipment, needed to implement the project and cost projections. Explain how these tools will be utilized in furthering project objectives;
- c. Demonstrate/discuss the department's commitment to the program. Include a detailed description as to how the department intends to provide continuing support, both programmatic and financial, after the end of the grant period;

- d. Describe the public information and educational program to be implemented as a part of the program. Such a program should focus on the risks of drinking and driving and the likelihood of apprehension through the program. These programs should focus on certain groups that have been identified as being at high risk for driving under the influence (i.e., males ages 25-34) and repeat offenders;
- e. Describe the need for this specialized program, based on the number of DUI-related crashes, injuries, and fatalities now occurring in the area to be covered by the program; and
- f. Demonstrate and document the increase in personnel and personnel hours planned for impaired driving enforcement.

2. Speed (Police Traffic Services)

In order for traffic enforcement proposals to be considered for funding, state and local crash data and traffic records analyses must be available to fully justify the requirement for increased traffic enforcement. Jurisdictions must have a high incidence of crashes or a significant increase over the previous year in order to justify a proposal. Collision data and analyses, along with citation data, should be used to clearly indicate a major problem and to demonstrate that increased enforcement will have a major impact on the reduction of traffic crashes.

- a. Programs initiating a traffic division within cities or counties must ensure and document the department's commitment to operate a comprehensive traffic enforcement program, not only during the grant period, but after federal funds are no longer available. These programs must develop and implement an enforcement plan to address the issue of speed enforcement primarily, but should also include enforcement for alcohol and drug impaired driving, safety belt use and child passenger safety laws, and other hazardous driving actions. Sufficient manpower must be provided to have an effective impact on collision reduction.
- b. Proposals may establish, on a statewide or community level, specialized speed, DUI, occupant protection, or other selective traffic enforcement programs using full-time employment to concentrate on areas of known speeding activity, high DUI, or a high collision rate.
- c. The purchase of equipment will not be considered unless the equipment is required to develop a new traffic enforcement unit, to improve an ongoing traffic enforcement program, or to support a statewide enforcement campaign. **Refer to pages 25-26 of this document for a sample listing of allowable equipment.** Support equipment required to implement an enforcement program must be fully justified and must have a direct effect upon the apprehension and conviction of traffic offenders.

- d. Priority will be given to those agencies actively participating in the South Carolina Law Enforcement Network (SCLLEN). Agencies applying for and receiving funding for police traffic services/speed enforcement programs must agree to continue or begin participation in the SCLLEN.
- e. Continuation programs must provide an analysis of the results of the previous year's activities (e.g., the number of speeding citations compared with previous years, the number of DUI arrests compared with previous years, the number of citations for other violations issued compared with previous years, the number of traffic crashes and fatalities compared with previous years, etc.).
- f. Agencies applying for and receiving funding for police traffic services/speed enforcement programs must agree to assist the Office of Highway Safety and Justice Programs in promoting National Child Passenger Safety Week (September), occupant protection and impaired driving statewide mobilization campaigns, and Drunk and Drugged Driving (3D) Prevention Month (December).
- g. All applications should address how funding will serve to decrease the number of collisions, injuries, and fatalities in their respective jurisdictions through increased enforcement and educational efforts. Subgrantees funded for traffic safety enforcement units must ensure that the level of enforcement for traffic-related offenses is increased above and beyond enforcement levels experienced prior to the establishment of the grant-funded unit.
- h. All police traffic services/speed enforcement programs must incorporate DUI enforcement and occupant protection enforcement (to include night-time safety belt enforcement) as major components of their effort.
- i. All police traffic services/speed enforcement programs must include educational, media, and training components to support the enforcement program.

ADJUDICATION/PROSECUTION PROJECTS

The following projects are eligible for funding in FFY 2016:

1. Continuation of Pilot DUI Courts

The goal of this project category is to continue pilot DUI Courts for the exclusive prosecution, adjudication, and monitoring of DUI cases within the designated jurisdiction. The DUI Court concept should operate in a post-conviction model using intensive supervision and treatment to change the behavior of participants. Pilot courts should be available to second and subsequent DUI offenders, including felony DUI cases at the discretion of participating solicitors. It should be noted that, according to the National Center for DWI Courts (NCDC), DUI Courts are designed neither to assist the offender in maintaining a clean criminal history, nor to avoid license suspension. Treatment components of pilot DUI courts must be provided by sources accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF), or other accrediting agencies recognized by the SC Department of Alcohol and Other Drug Abuse Services (SCDAODAS). The DUI Courts must follow the 10 Guiding Principles for DUI Courts as published by NCDC and must utilize strategies for participants that do not result in convictions being dismissed, expunged or vacated. Project applications should include:

- a. Mission statement, goals, and objectives;
- b. Focus driving population, court eligibility criteria, and disqualification criteria;
- c. Court model;
- d. Identification, referral, screening, assessment, and admissions process;
- e. Phases, phase duration, and phase transition criteria to be used;
- f. Treatment, supervision, and drug testing protocols for each phase;
- g. Formation of program graduation and termination criteria;
- h. Court responses to client behavior and algorithms of incentives and sanctions;
- i. A long-term sustainability plan that includes traditional and nontraditional funding, community mapping, resource development, evaluation, and monitoring; and
- j. Letters of support from key partners.

2. Traffic Safety Resource Prosecutor

A Traffic Safety Resource Prosecutor (TSRP) project would provide critical support to enhance the capability of the states' prosecutors and law enforcement to effectively prosecute traffic safety violations. Proposals for projects that establish a Traffic Safety Resource Prosecutor must:

- a. Assess training needs and develop and provide training programs for prosecutors, law enforcement officers, and other traffic safety professionals with an emphasis on the effective prosecution of impaired driving cases;
- b. Provide technical assistance and legal research to prosecutors on a wide variety of legal issues, including probable cause, Standardized Field Sobriety Testing (SFST), implied consent, breath/blood testing, accusatory instruments, pre-trial procedures, trial practice, and appellate practice;
- c. Serve as a resource to prosecutors in the state on impaired driving and other traffic cases;
- d. Prepare briefs, legal memoranda, and other pleadings for use at hearings, trials, or on appeal of such cases;
- e. Train and provide technical assistance to state, local, and county law enforcement in methods of evidence gathering, especially newly emerging technology and trial techniques, which will improve the ability of prosecutors to effectively prosecute impaired driving cases;
- f. Coordinate with the Office of Highway Safety and Justice Programs to serve as the liaison with additional prosecutors to enable them to become more involved in traffic safety initiatives;
- g. Respond to written and verbal inquiries made by prosecutors concerning criminal law, associate administrative issues, procedure, or special problems, and offer competency and expertise in providing a broad range of technical assistance and support services for prosecuting traffic safety offenses;
- h. Meet regularly with law enforcement agencies to explain prosecutorial policy, answer questions, and receive suggestions; foster improved law enforcement/prosecutor cooperation; strengthen effective law enforcement and prosecution strategies; and regularly apprise prosecuting attorneys on evolving areas of traffic safety law;
- i. Serve as a regular and full participant in the state's Impaired Driving Prevention Council.

- j. Provide consultation on and prosecute, or serve as second chair on, difficult impaired driving cases at various locations around the state.

3. Summary Court DUI Prosecutor (Targeted County or Counties)

The goal of this project category is to increase the conviction rate of DUI offenders in a targeted county or counties, where there exists a backlog of Summary Court DUI cases, as well as a problem in effectively prosecuting DUI cases. Project application should provide the following information:

- a. Provide the number of *nolle prosee* cases, or the number of cases dismissed over the past three years, and the average age of these cases;
- b. Demonstrate that the targeted county has a substantial backlog of DUI cases. Comparisons with the backlogs of other jurisdictions would be helpful. The age of backlogged cases should also be provided;
- c. Outline DUI-related training to be provided by the assigned prosecutor, including improving officer knowledge of DUI investigative techniques and current statutory and case law developments;
- d. Establish special goals for increasing the jury trial conviction rate of Summary Court DUI prosecutions and for decreasing the DUI case backlog;
- e. Discuss how the project will be evaluated;
- f. Discuss how DUI cases are currently being handled with existing staff;
- g. Provide a sound approach for project implementation; and
- h. Provide the county's conviction rate for the previous three years.

OCCUPANT PROTECTION AND EDUCATION/ OUTREACH PROJECTS

1. Innovative Community Safety Belt Projects and Projects Focusing on Minority Groups, Rural Populations, and Youth Safety Belt Use

A need exists to implement community projects that include minority groups, rural populations, and young drivers, to encourage and promote safety belt and passive restraint use. Priority will be given to community-wide initiatives using innovative and creative approaches to encourage/promote the proper use of occupant restraints and to increase usage rates. While limited public information and education efforts may be a component of a community safety belt project, the primary focus should not be media centered.

Schools are an important arena in which to reach students, parents, and others who transport students. Studies have indicated that children can be very influential in promoting safety belt usage in families. Studies have also shown that teenagers and young males are over-represented in fatal and injury crashes. Traditionally, belt usage rates among these groups have been low.

Projects in this category should be comprehensive in scope to include the medical and business community in promoting highway safety in the schools. Projects should also be educational or promotional programs designed to measurably increase usage of safety belts among this population group. Projects should also focus on entire school districts, involving students, parents, teachers, and administrators, and should be tied in to all school activities.

2. Education for Young People

Projects with a specific focus on young drivers age 20 or younger with education on alcohol and/or drugs, safety belt usage, and speeding will be given consideration. Educational projects are more focused on the young drivers and provide a longer exposure to the alcohol/drug and highway safety messaging than do public awareness (media) campaigns. Educational projects could include the conducting of mock DUI trials in schools, the conducting of actual DUI trials in high schools, and the implementation of victim impact panels. Parameters for an educational program include, but are not limited to, the following:

- a. Projects must accurately define the focus population. Young (20 or younger) drivers and/or young people who have not yet reached driving age are appropriate groups;
- b. Projects must specify a methodology for reaching the defined population. The methodologies designed should clearly outline the manner in which the

group will be accessed and the projected number to be impacted by the project;

- c. Projects eligible for funding should be located in school districts, colleges, universities, and city or county agencies that deal with safety education or recreation;
- d. Educational projects should provide in-depth education to a specific population, measuring and evaluating that impact; and
- e. Applicants should identify in their proposal what existing highway safety education is now being done in the community by other organizations (MADD, SADD, local law enforcement, SCDHEC, SafeKids, etc.) and within the school system.

RESPONSIBILITIES OF FUNDED APPLICANTS

When a project is funded, the authorized official of the recipient agency enters into a written contractual agreement with the Department of Public Safety that outlines specific responsibilities. A few conditions of the agreement are:

Reporting Requirements

- Quarterly Progress Reports (programmatic)
- A Final Narrative Report

Claims

Claims for reimbursement are to be submitted on designated forms as issued by the SC Department of Public Safety, Office of Highway Safety and Justice Programs. Claims may be submitted no more than once each month and no less than once a quarter; however, claims are held if the grant recipient is delinquent in the submission of required reports. Failure to submit claims as required may result in project termination.

Procurement

Proper bidding procedures as required by federal, state, and local statutes (49 CFR Part 18 [formerly OMB Circular A-102], or OMB Circular A-110, as applicable; and SC Consolidated Procurement Code and Regulations) are to be followed. In addition,

- * Bid specifications/requests for proposals for purchases over \$10,000 must be reviewed and approved by Office of Highway Safety and Justice Programs staff prior to issuance; once bids/proposals are received, subgrantees must submit bids/proposals for review and approval prior to acceptance of any bid.
- * All contracts for services must be submitted for review and approval prior to execution. **Only under exceptional circumstances are sole source contracts approved.**
- * Purchases in excess of \$10,000 in the unit or aggregate and requiring approval of specifications/bid awards must be submitted through the standard approval process prior to August 1.
- * All grant-funded purchases must be requested, purchased, and invoiced on or before September 30. Therefore, any purchases made under this grant must be documented with purchase requisitions/purchase orders dated on or before September 30.

Agencies failing to follow these procedures will not receive reimbursement for such procurements. Purchases for items that are on a state contract do not require prior approval as long as they comply with the requirements of the Buy America Act. However, recipient agency staff should verify contract dates prior to purchase to ensure that the contract is in existence at the time of purchase and includes both the contract number and expiration date on documentation submitted when reimbursement is requested.

Written Requests

- * Requests for grant revisions after a grant is awarded must be submitted through the GMIS to the Office of Highway Safety and Justice Programs prior to the implementation of the change. Revisions cannot be implemented until written approval is granted by the Office of Highway Safety and Justice Programs. Retroactive approval of revisions will not be granted, and costs incurred in such situations will not be reimbursed.
- * Specific out-of-state travel not identified in the Travel Section of the approved grant application budget must receive prior written approval from the Office of Highway Safety and Justice Programs. Without such approval, costs for the travel will not be reimbursed.

Personnel

- * Time sheets must be maintained for all grant-funded personnel, reflecting the hours worked on and charged to the project. If personnel are funded 100% through the grant, their activity must be 100% in support of activities agreed upon in the grant award. Costs for grant-funded personnel performing tasks outside the grant will not be reimbursed.
- * All personnel funded under a grant must be identified by name and date of hire. Any changes in grant personnel, reassignments, or terminations must be reported in writing. Costs for personnel services may be reimbursed only for work performed within the dates of hire. Work performed prior to the documented hire date or after the documented termination date under the grant cannot be reimbursed. Personnel costs can be reimbursed only for personnel specifically identified in the approved grant budget. If the budget specifies, for example, one (1) traffic officer at 100%, reimbursement of personnel expenses cannot be made for two officers, each working 20 hours of a 40-hour shift. Reimbursement can be made only for the one officer.

Special Activities

- * All agencies receiving Highway Safety Grant funds will be expected to assist the Office of Highway Safety and Justice Programs in promoting the observance of National Child Passenger Safety Week (September); Buckle Up, America! Week (May); and Drunk and Drugged Driving (3D) Prevention Month (December), as requested; all agencies receiving Highway Safety Grant funds will also participate in the statewide safety belt and DUI enforcement and public information and education campaigns.

Equipment Purchased with Grant Funds

- * All equipment purchased with Highway Safety grant funds must be used for the originally authorized grant purposes for as long as needed for those purposes. Agencies receiving funds to purchase equipment must notify the Office of Highway Safety and Justice Programs and request disposition instructions when (1) equipment becomes obsolete, and the agency desires to sell or dispose of the equipment; or (2) the equipment is no longer needed for the original purpose. No disposition of property can be made by the subgrantee until written instructions are provided by the Office of Highway Safety and Justice Programs.
- * Property Control records must be submitted for all equipment purchased with Highway Safety funds. The equipment is subject to a biennial property inventory to verify use in accordance with the original grant-funded activities.

OVERVIEW AND GENERAL FUNDING REQUIREMENTS/LIMITATIONS

The Office of Highway Safety and Justice Programs of the South Carolina Department of Public Safety is charged with the administration of highway safety programs throughout the state. Highway safety programs in South Carolina originated under the Highway Safety Act of 1966 and have promoted safety in a variety of areas through state and local projects.

On July 6, 2012, the Moving Ahead for Progress in the 21st Century Act (MAP-21) was signed into law, substantially restructuring highway safety grant programs administered by NHTSA. MAP-21 requires the Highway Safety Plan (HSP) to provide for a data-driven traffic safety enforcement program to prevent traffic violations, crashes, and crash fatalities and injuries in areas of the state most at risk for such incidents.

To be eligible for federal funds, each traffic safety problem must be substantiated through appropriate data analysis, and the proposed solutions must possess a potential for impact.

General Requirements:

All proposals submitted should demonstrate:

1. A highway safety problem/need exists;
2. A measurable impact on highway and traffic safety;
3. Cost effectiveness;
4. A comprehensive and systematic approach implemented in a well-defined geographic area;
5. A method for project evaluation (both performance and impact evaluation);
6. All cost items are an integral part of an approved highway safety program and have been justified accordingly.

Special Note Regarding Supplanting:

The replacement of routine and/or existing state or local expenditures with the use of federal grant funds and/or the use of federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of a state or local agency is considered to be supplanting and is not allowable.

General Allowable Costs:

To be allowable, an applicant's costs must be necessary, reasonable, allocable, and used in accordance with appropriate statutes and implementing grant regulations. Highway Safety grant funds are to be used to support state problem identification, planning, and implementation of a program to address a wide range of highway safety problems that are related to human factors and the roadway environment and which contribute to the reduction of crashes, deaths, and injuries.

1. The following are some examples of eligible items for Highway Safety grant funding:
 - * Implementation of educational and promotional efforts to increase public compliance with occupant protection laws.
 - * Implementation of a comprehensive enforcement program for detecting, investigating, arresting, and convicting impaired drivers.
 - * Development and administration of countermeasures programs to correct identified problems.
 - * Program coordination for impaired driving prevention public information and education activities.
 - * Necessary mission-related equipment, training, and travel.
 - * Program management and administration.
 - * Evaluation of the effectiveness of program or project improvements.
 - * The cost of training is allowable using curriculums developed by, equivalent to, or endorsed by DOT/NHTSA.
 - * Purchase of child restraint devices is allowable if they are in compliance with NHTSA performance standard FMVSS #213 for these devices.
 - * Development costs of new training curriculums and materials are allowable if they will not duplicate materials already developed for similar purposes by DOT/NHTSA or by other states. This does not preclude modifications of present materials necessary to meet particular state and local instructional needs.
2. Costs are allowable for highway safety consultant services from universities, public agencies, non-government organizations, and individuals for state or local highway safety support services or products consistent with the applicable OMB Circular, provided applicable state procurement purchasing procedures are followed.
3. Costs are allowable to support a specific highway safety project with educational activities that offer specific educational items and/or appropriate printed materials. Documentation must be available to show that such activities do not violate state law. Educational items, activities, and any printed materials must directly relate to the project objectives.

4. Costs of meetings and conferences, in which the primary purpose is the documentable dissemination of technical information, are allowable, including meals, transportation, rental of meeting facilities, and other incidental costs.

Specific Examples of Allowable/Non-Allowable Costs:

The provisions stated in the following sections are not intended to deny flexibility in supporting potential traffic collision and injury reduction activities; however, the conditions do serve as a guide in describing costs that **are allowable or not allowable for highway safety funding.**

1. Personnel

Grant-funded personnel are allowable and must expend 100% of their time in the development, implementation, and evaluation of the activities specified in the approved grant application. Grant-funded traffic officers, for example, are provided to increase the level of traffic law enforcement in a jurisdiction. As such, they are prohibited from providing funeral escorts or parade duty. In addition, since the primary function of grant-funded officers is to prevent and reduce collisions, injuries, and fatalities by proactive enforcement measures, these officers should respond to traffic collisions only **in emergency situations**, such as when no other officer is available to respond, or during inclement weather when proactive enforcement is hindered.

2. Facilities

a. The cost of land is not allowable.

b. The cost of construction or reconstruction of driving ranges, towers, and skid pads is not allowable.

c. The cost of construction, rehabilitation, remodeling, or office furnishings and fixtures for state, local, or private buildings or structures is not allowable. The following are some examples of those items considered as furnishings or fixtures, for which costs are not allowable:

Desk	Coat Rack	Floor Covering	Picture/Clock
Chair	Credenza	Storage Cabinet	Draperies
Table	Book Case	Portable Partition	Fixed Lighting
Filing Cabinet	Shelving	Office Planter	Lamp

3. Equipment –

NOTE: Equipment-only applications will not be considered for funding in FFY 2016.

- a. Costs for major (\$5,000 or more) equipment purchases require specific prior approval of NHTSA.
- b. Costs shall be allocated and pro-rated based on utilization for highway safety purposes where major multi-purpose equipment is a planned purchase.
- c. Purchase of the following equipment items is allowable only if they are part of a comprehensive traffic enforcement program and if items comply with the Buy America Act (see p. 26):
 1. Vehicle Light Bar Package, 8-light strobe, takedown lights
(Must be mounted on exterior of vehicle)
 2. Vehicle Passenger Transportation Cage or Safety Barrier for use between front seat and back seat to prevent rear seat occupants from injuring law enforcement front seat occupants
 3. Vehicle Mobile Radio Unit
 4. In-Car Mobile Video Unit
 5. Recording accessories for In-Car Video Unit
 6. Power Control Center
 7. Hand-held radar units/LIDAR units. Devices must meet federal standards.
 8. Siren-Speaker
 9. Traffic Cones (SCDOT specification – Not to exceed \$25 each)
 10. Push Bumpers
 11. Fire Extinguishers
 12. Electronic Siren
 13. Cellular Phone-Basic Service
 14. Passive alcohol sensors

15. Police vehicle – **Please note that grant-funded vehicles must only be used for traffic enforcement initiatives, to include the detection and apprehension of impaired drivers, speed enforcement, occupant protection enforcement and enforcement of other moving traffic violations for the life of the vehicle (approx. 125,000 miles). Vehicles purchased with grant funds must be BLACK in color and marked with specific SCLN and “Target Zero” logos as indicated by the Office of Highway Safety and Justice Programs (also for the life of the vehicle). The agency is encouraged to follow current guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police. Vehicles must comply with the Buy America Act.**
16. Alcohol testing devices (Devices must be on the Conforming Product List issued by the U.S. Department of Transportation and the International Association of Chiefs of Police)
17. Purchase of mainframe computers is not allowable.
18. Purchase of weapons, uniforms, or badges is not allowable.
19. Stop sticks are not allowable.

NOTE: All equipment purchased, including police vehicles, must comply with the BUY AMERICA ACT:

The Buy America Act (BAA) prohibits subgrantees from using highway safety grant funds under Title 23 U.S.C. Chapter 4 §313 to purchase products, unless they are produced or assembled in the United States. This prohibition applies to steel, iron, and all manufactured products, unless the Secretary of Transportation has determined that it is appropriate to waive the BAA requirement.

There is no minimum purchase threshold that exempts the need for a waiver.

If products are assembled in the United States, significant transformation must take place to comply with the BAA.

Subgrantees must have vendors complete the BAA Certificate for Compliance Form for purchases with highway grant funds to be eligible for reimbursement.

A product’s listing on State Contract does not certify that it complies with the BAA.

4. Travel

- a. The cost of international travel is not allowable, except as separately approved by NHTSA and the state.
- b. The Office of Highway Safety and Justice Programs must approve all requests for out-of-state travel in writing and in advance, unless the specific travel destination has been previously approved and is specifically listed in the Travel section of the approved application budget.
- c. The cost of day-to-day patrol mileage for a grant-funded officer is allowable based on the approved grant mileage rate.

5. Training

- a. Costs are allowable to pay for a grant-funded employee's salary while pursuing OHSJP-approved training.
- b. **The purchase of portable alcohol breath testing devices is allowable, but the devices may be used only in a training context or within a Pilot DUI Court.**

6. Alcohol Treatment Services

The cost of counseling and other alcohol and drug abuse treatment services, the cost of the promotion of such services, and the cost of any materials related to treatment services are not allowable except for participants of DUI Court.

Letters of Support:

Letters of support are requested with the grant application *only* if funds are requested for multi-agency traffic enforcement projects and other projects involving multiple partners, including Pilot DUI Court Projects.

Matching Requirements:

Grant applications are 100% federally funded for FFY 2016. No cash match is required for any eligible applicant.

Limitations of Federal Funding:

Federal funding is limited to the support of new highway safety activities or the upgrading/expansion of established highway safety activities, or both.

Indirect Cost Rates:

- (a) **State Agencies:** All indirect cost recoveries should be credited to the general fund with the exception of recoveries from research and student-aid grants and

contracts. Each state agency receiving grants or contracts to which indirect costs may be charged must have an approved indirect cost rate. Agencies must prepare an indirect cost proposal, and submit it to the State Indirect Cost Officer for review and approval. The OHSJP reserves the right to negotiate indirect cost rate charges to a grant prior to award.

(b) Local Agencies and Private, Non-Profit Organizations: Local agencies and private, non-profit organizations receiving federal funds are not authorized to recover indirect costs.

CRITERIA FOR GRANT APPLICATION REVIEW

Applications for proposed highway safety activities from qualified applicants will be reviewed by Office of Highway Safety and Justice Programs (OHSJP) staff in accordance with the review criteria listed below. Recommendations by the OHSJP staff will then be forwarded to the SC Public Safety Coordinating Council for its review/approval pursuant to Section 23-6-520, SC Code of Laws, 1976, as amended. Applications for funding will be reviewed on the following basis:

1. The degree to which the proposal addresses a national or state-identified problem area. Priority consideration will be given to applicants proposing major alcohol countermeasures, motorcycle safety, occupant protection, pedestrian safety, speed enforcement, and traffic records programs within the counties identified previously as having the highest numbers and percentages of alcohol- and/or speed-related traffic collisions, deaths, and injuries during the last three years.
2. The extent to which the proposal meets the published criteria within the specific guidelines.
3. The degree to which the applicant identifies, analyzes, and comprehends the local or state problems. **Applicants who do not demonstrate a traffic safety problem/need will not be considered for funding.**
4. The extent to which the proposal seeks to provide a realistic and comprehensive approach toward problem solution, including documenting coordination with local and state agencies necessary for successful implementation.
5. The assignment of specific and measurable objectives with performance indicators capable of assessing project activity.
6. The extent to which the estimated cost justifies the expected results.
7. The ability of the proposed efforts to generate additional identifiable highway safety activity in the program area; the ability of the applicant to become self-sufficient and to continue project efforts once federal funds are no longer available.
8. The ability of the applicant to successfully implement the project based on the agency's past experience in implementing similar projects; the capability of the agency to provide necessary administrative support to the project.
9. For continuation projects, the quality of work and the responsiveness to grant requirements demonstrated in past funding years; current or past grant performance, results of past monitoring visits, and the timeliness and thoroughness of required reports.

10. Applicants must not be delinquent in the submission of fines, fees, and surcharges to the State Treasurer's Office.
11. Law enforcement applicants must be current in the reporting of Public Contact Information to the SCDPS pursuant to Section 56-5-6560 of the South Carolina Code of Laws.

HIGHWAY SAFETY APPLICATION REVIEW CHECK LIST

ALL APPLICATIONS SHOULD BE REVIEWED PRIOR TO SUBMISSION USING THE CHECK LIST PROVIDED BELOW. IF THERE ARE ANY NEGATIVE ANSWERS, PLEASE REVISE YOUR APPLICATION TO ENSURE COMPLIANCE IN PROVIDING THE NECESSARY INFORMATION.

Yes	No	
—	—	1. Is the problem statement clear and concise?
—	—	2. Is sufficient information regarding the problem provided?
—	—	3. Has sufficient data been provided in the problem analysis to prove the problem?
—	—	4. Has adequate information on the current situation been provided in the problem analysis?
—	—	5. Are the objectives stated in measurable terms for specific time periods?
—	—	6. Does the narrative describe the project and discuss the tasks and activities proposed to correct the identified problem?
—	—	7. Will the performance indicators listed measure the attainment of stated objectives?
—	—	8. Has the source or method of collecting data to measure effect been identified?
—	—	9. Will the indicators listed measure the impact of program goals?
—	—	10. Has an evaluation plan been included in the application?
—	—	11. Has the subject of continuation of project activity for future years been adequately discussed?
—	—	12. If a continuation project, has a thorough analysis of the results of the previous year's project been included in the narrative?
—	—	13. Does the application fall under one of the program areas identified for funding?

- 14. Have all costs been satisfactorily justified according to the approach proposed? Has sufficient budget detail been given and all figures checked for accuracy?
- 15. Is the agency current in the submission of fines, fees, and surcharges?
- 16. Is the agency current in reporting Public Contact Information to the SCDPS pursuant to Section 56-5-6560 of the South Carolina Code of Laws?