

**COUNTY OF RACINE  
FINANCE & HUMAN RESOURCES COMMITTEE**

Supervisor Robert N. Miller, Chairman  
Supervisor Brett Nielsen, Vice Chairman  
Supervisor Q.A. Shakoor, II, Secretary  
Supervisor Janet Bernberg  
Supervisor Mike Dawson

Supervisor Thomas H. Pringle  
Supervisor John A. Wisch  
Kaitlyn Faust, Youth in Governance Representative  
Daniel Rosli, Youth in Governance Representative

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\*\*\* THIS LOCATION IS HANDICAP ACCESSIBLE. If you have other special needs, please contact the Racine County Board Office, 730 Wisconsin Avenue, Racine, Wisconsin 53403 (262) 636-3571, fax (262) 636-3491 or the TTD/RELAY 1-800-947-3529. \*\*\*

NOTICE OF MEETING OF THE  
FINANCE AND HUMAN RESOURCES COMMITTEE

DATE: **WEDNESDAY FEBRUARY 6, 2019**

TIME: **5:00 P.M.**

PLACE: **IVES GROVE OFFICE COMPLEX  
AUDITORIUM  
14200 WASHINGTON AVENUE  
STURTEVANT, WISCONSIN 53177**

**AGENDA** –

1. Convene Meeting
2. Chairman Comments – Youth In Governance/Comments
3. Public Comments
4. Approval of Minutes from the January 16, 2019 committee meeting.
5. Finance Department – Alexandra Tillmann – Racine County 2018 4<sup>th</sup> Quarter Investment (Staff from DANA Investments will be available to discuss the materials – 2018 – Report. (Materials will be provided as soon as they are available)
6. Finance Department – Alexandra Tillmann – 2018 Racine County Accepted Donations – 2018 – Report.
7. County Executive – Presented by Alexandra Tillmann – 2018 Donation to the Safe Ride Program to the Tavern League of Wisconsin – 2018 – Report.
8. Transfers
  - a. Public Works – Julie Anderson – Authorizing Application and Acceptance of Outdoor Recreation Trail Aids – County Snowmobile Trail Aids Funding through the Wisconsin Department of Natural Resources (WDNR) in the amount of \$54,240 and transfer of \$990 within the Parks 2019 Budget - 2019 – Resolution – Action Requested: 1<sup>st</sup> Reading at the February 12, 2019 County Board Meeting.

- b. Sheriff's Office – Sheriff Christopher Schmaling – Acceptance of a Federal Bureau of Transportation Safety – Mobilization Equipment Grant in the amount of \$3,995 and transfer of \$3,995 within the Sheriff's 2018 Budget – 2018 – Resolution – Action Requested: 1<sup>st</sup> Reading at the February 12, 2019 County Board Meeting.
  - c. Sheriff's Office – Sheriff Christopher Schmaling – Acceptance of a Federal Bureau of Transportation Safety – Impaired Driving Enforcement Grant in the amount of \$59,892 with a 25% match and a transfer of \$59,892 within the Sheriff's Grant 2018 Budget and a transfer of \$10,000 – 2018 – Resolution – Action Requested: 1<sup>st</sup> Reading at the February 12, 2019 County Board Meeting.
  - d. Sheriff's Office – Sheriff Christopher Schmaling – Acceptance of a Federal Bureau of Transportation Safety – Seat Belt Enforcement Grant in the amount of \$41,850 with a 25% match and a transfer of \$41,850 within the Sheriff's Grant 2018 Budget and a transfer of \$5,000 – 2018 – Resolution – Action Requested: 1<sup>st</sup> Reading at the February 12, 2019 County Board Meeting.
9. Closed Session – 5:45 P.M. (Approximately 5 Minutes) - IT IS ANTICIPATED THAT THE FINANCE AND HUMAN RESOURCES COMMITTEE WILL MEET IN A CLOSED SESSION PURSUANT TO SECTION 19.85(1)(g) OF THE WISCONSIN STATE STATUTES TO DISCUSS LEGAL COUNSEL THE FOLLOWING CLAIMS AGAINST RACINE COUNTY: 1) KATHERINE TURNBOW.

THE COMMITTEE RESERVES THE RIGHT TO RECONVENE IN REGULAR SESSION TO TAKE POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

- 10. Regular Session – 5:50 p.m. (Approximate)
- 11. Communication & Report Referrals from County Board Meeting:
  - a . Attorney Wendy S. Paul on behalf of herself has filed a claim against the Racine County Sheriff's office for personal injury.

b . Bankruptcy items :

Type of Action:	Person/Persons
Order of Discharge	Aragon Sharp; Le Andra Cole Berryhill;
Notice and Motion to Dismiss Confirmed Plan	Karus Lee Cornett Sr;
No Proof of Claim Deadline	Alice Ann Peterson; Lisa Marie Liddell;
Order Continuing Automatic Stay	Jonathan Trobaugh; Nicole Marie Hurt
Order Dismissing Case	Gaycia Fenete Davis; Raymond Maurice Ellis;
Trustee Proposed Abandonment & Notice of Recovery of Assets & Opportunity to File Proof of Claim	John Archibald & Michelle Lynn Griner V

Chapter 13 Case	Jean M. Ortiz; Saul Jesse & Susan Marie Forbes Rodriguez Sr; Raymond John & Patricia Ann DiCastrì; Willie Davis & Carolyn Weeks Sr; Shalia Denise Satterwhite
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12. Staff Report – No Action Items.

a) Finance & Human Resources Committee – Next Meeting will be February 20, 2019.

13. Adjournment



**FINANCE AND HUMAN RESOURCES COMMITTEE MEETING**

**January 16, 2019**

IVES GROVE OFFICE COMPLEX  
PUBLIC WORKS CONFERENCE ROOM  
14200 WASHINGTON AVENUE  
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Miller, Supervisors Bernberg, Dawson, Nielsen, Pringle, Shakoor II and Wisch, Youth Representative Faust, Finance Director Alexandra Tillmann, Human Resources Director Karen Galbraith, Public Works & Development Service Director Julie Anderson, Lieutenant Cary Madrigal and UW Extension Positive Youth Development Kim Larson.

Absent: Youth Representative Rosli

**Agenda Item #1 – Convene Meeting.**

Meeting Called to Order at 5:00pm by Chairman Miller.

**Agenda Item #2 – Youth in Governance/Comments.**

Youth in Governance statement was read by Youth Representative Faust.

**Agenda Item #3 – Public Comments.**

None.

**Agenda Item #4 – Approval of Minutes from the January 2, 2019 committee meeting.**

**Action:** Approve the minutes from the January 2, 2019 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #5 – Sheriff's Office – Sheriff Christopher Schmaling – Creation of a Revenue transfer within the Sheriff's 2019 Non-Lapsing Budget for Officer Wellness – 2019 – Resolution – Action Requested: 1st Reading at the January 22, 2019 County Board Meeting.**

**Action:** Approve the Creation of a Revenue transfer within the Sheriff's 2019 Non-Lapsing Budget for Officer Wellness – 2019 – Resolution – 1st Reading at the January 22, 2019 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #6 – Transfers:**

**a) Public Works – Julie Anderson – Transfer of \$200,000 within the Public Works County Highway Capital 2019 Budget and authorizing capital project for Traffic Signals at the Intersections of CTH V & C and CTH V & G - 2019 – Resolution – Action Requested: 1st Reading at the January 22, 2019 County Board Meeting**

**Action:** Accept the transfer and forward as a resolution to the County Board – 2019 – Resolution. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**Agenda Item #7 – Fiscal Notes for Second Reading:**

**a. Resolution 2018-121 – Resolution by the Public Works, Parks and Facilities Committee authorizing a lease agreement with U.S. Representative Bryan Steil**

**Action:** Approve the Fiscal Note – Resolution 2018-121 – Resolution by the Public Works, Parks and Facilities Committee authorizing a lease agreement with U.S. Representative Bryan Steil. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #8 – Communication & Report Referrals from County Board Meeting:**

**Action:** Receive and file items a - c. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #9 – Staff Report- No Action Items.**

Next Finance & Human Resources Committee meeting will be on February 6, 2019, if needed or unless canceled. If canceled, next meeting will be on February 20, 2019 at 5:00pm.

**Agenda Item #9 – Adjournment.**

**Action:** Adjourn meeting at 5:32pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Youth Representative Vote: All Aye No Nays. Advisory Vote: All Ayes No Nays.

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2018</u>		Resolution Request
			Ordinance Request
		X	Report Request

Requestor/Originator: Finance Department - Alexandra Tillmann

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Alexandra Tillmann

Does the County Executive know of this request: yes

If related to a position or position change, Does the Human Resources Director know of this request: \_\_\_\_\_

Does this request propose the expenditure, receipt or transfer of any funds? No

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 2/16/2019 Date of County Board Meeting to be Introduced: \_\_\_\_\_

1st Reading:

1st & 2nd Reading:  \*

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: \_\_\_\_\_

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Racine County 2018 4th Quarter Investment report

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**SUBJECT MATTER:**

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

**THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.**

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2018</u>	<input type="checkbox"/>	Resolution Request
		<input type="checkbox"/>	Ordinance Request
		<input checked="" type="checkbox"/>	Report Request

Requestor/Originator: Finance Department - Alexandra Tillmann

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Duane McKinney

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: \_\_\_\_\_

Does this request propose the expenditure, receipt or transfer of any funds? No  
If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 2/6/2019 Date of County Board Meeting to be Introduced: \_\_\_\_\_

1st Reading:  1st & 2nd Reading:  \*

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: \_\_\_\_\_

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

2018 Racine County Accepted Donation Report

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**SUBJECT MATTER:**

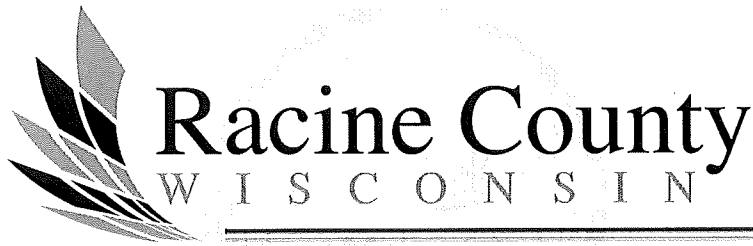
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**THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.**





**JONATHAN DELAGRAVE**

Office of the County Executive

730 Wisconsin Avenue

Racine, WI 53403

262-636-3273

fax: 262-636-3549

jonathan.delagrave@racinecounty.com

February 6, 2019

To: Robert Miller  
Chairman, Finance and Human Resources Committee

From: Racine County Executive Jonathan Delagrave

Re: **2018 Racine County Accepted Donations**

In compliance with Section 7-2c of the Racine County Code of Ordinances, I am hereby notifying you of those gifts and donations that I have accepted on behalf of Racine County between January 1, 2018 and December 31, 2018. Gifts of real estate are approved by the Board of Supervisors, and therefore not included on this list.

<u>DONOR</u>	<u>DEPARTMENT</u>	<u>DONATION</u>
Charles & Lisa Wiedholz	Racine County ADRC	\$100.00
Kenosha Area Family & Aging Services	Racine County ADRC	\$100.00
Oak Ridge Care Center	Racine County ADRC	\$150.00
John & Elizabeth Edwards	Racine County ADRC	\$162.00
Complete Care of Ridgewood	Racine County ADRC	\$250.00
Audiology Services Company USA, LLC	Racine County ADRC	\$162.00
Caring With Honor LLC	Racine County ADRC	\$150.00
V S Erato Home Care LLC	Racine County ADRC	\$150.00
My Choice Family Care Inc	Racine County ADRC	\$500.00
Moertl, Wilkins and Campbell SC	Racine County ADRC	\$150.00
Hospice Alliance, Inc.	Racine County ADRC	\$100.00
Franciscan Villa	Racine County ADRC	\$112.00
Covenant Communities	Racine County ADRC	\$100.00
KAB Racine Property II, LP	Racine County ADRC	\$150.00
An A Ventures	Racine County ADRC	\$150.00
St. Monica's Senior Living, Inc.	Racine County ADRC	\$100.00
Ako Enterprises Inc	Racine County ADRC	\$750.00
Norway Lutheran Church W.E.L.C.A.	Racine County ADRC	\$250.00
Parkview Gardens	Racine County ADRC	\$596.00
Society's Assets	Racine County ADRC	\$289.00
S & J Home Care, LLC	Racine County ADRC	\$262.00
Villa Financial Services, LLC	Racine County ADRC	\$150.00
B7 Pharmacy, Inc.	Racine County ADRC	\$250.00
Azura Harbor Holdings, LLC	Racine County ADRC	\$500.00
Wayne Johnson	Racine County Alcohol/Drug Treatment Court	\$50.00

Steven Sippel	Racine County Crime Prevention Fund	\$20.00
Racine County Clerk of Courts	Racine County Crime Prevention Fund	\$9,416.00
Thomas & Michelle Lamke	Racine County Crime Prevention Fund	\$100.00
Kroll and Hop Heads Hospitality	Racine County Crime Prevention Fund	\$380.00
Knapp Mfg Inc	Racine County Crime Prevention Fund	\$100.00
Draegger-Langendorf Funeral Home	Racine County Crime Prevention Fund	\$100.00
Maresh-Meredith	Racine County Crime Prevention Fund	\$100.00
Karen Nelson	Racine County Dog Park	\$132.66
Jackson Memorial VFW Post 7240	Racine County Explorer Post	\$100.00
Twin Disc Employees Association	Racine County Explorer Post	\$400.00
Chocolate Fest	Racine County Explorer Post	\$1,200.00
C. Shaw	Racine County Explorer Post	\$30.00
G. Ailes	Racine County Explorer Post	\$30.00
Downtown Racine Corporation	Racine County Explorer Post	\$400.00
Mary Rinaldi	Racine County Health Services	\$35.00
Racine Community Foundation	Racine County Home Delivered Meals	\$500.00
SC Johnson's Giving	Racine County Home Delivered Meals	\$250.00
Barbara Howard	Racine County Home Delivered Meals	\$350.00
Kenneth & Darlene Howe	Racine County Home Delivered Meals	\$2,038.36
Regner Veterinary Clinic	Racine County K9 Hero	\$241.00
Racine County Clerk of Courts	Racine County K9 Hero	\$20.00
Mary Ann Strike	Racine County K9 Hero	\$400.00
Retired Inactive Nurses Group	Racine County K9 Hero	\$50.00
Moena Olson	Racine County K9 Hero	\$200.00
Unknown Deputies	Racine County K9 Hero	\$20.00
K9 Policemans Ball	Racine County K9 Hero	\$6,500.00
Racine County K9 Hero	Racine County K9 Hero	\$6,890.98
Racine Zoo	Racine Job Fest	\$600.00
Feeding America/Kingdom Builders	Racine Job Fest	\$150.00
Gateway Technical College	Racine Job Fest	\$1,000.00
YMCA	Racine Job Fest	\$400.00
Piggly Wiggly (Erie Street)	Racine Job Fest	\$112.00
McDonalds	Racine Job Fest	\$324.00
City of Racine	Racine Job Fest	\$1,505.00
Racine County	Racine Job Fest	\$10.00
Racine County Foster Care	Racine Job Fest	\$20.00
Premier Employment	Burlington Job Fest	\$350.00
Racine Zoo	Burlington Job Fest	\$600.00
Gooseberries	Burlington Job Fest	\$150.00
Burlington Chamber of Commerce	Burlington Job Fest	\$50.00
River City Lanes	Burlington Job Fest	\$150.00
Gateway Technical College	Burlington Job Fest	\$1,000.00
Racine County	Burlington Job Fest	\$10.00

Racine County Foster Care	Burlington Job Fest	\$20.00
Racine Community Foundation	Racine County Meals on Wheels/ADRC	\$500.00
Gun Raffle Fundraiser	Racine County Rescue Response	\$15,160.00
Ameriprise Fin in Mem of Stephen Wolf	Racine County SAIL	\$1,000.00
Tri City National Bank	Racine County Sheriff Honor Guard	\$270.00
Back the Badge Sign Sales	Racine County Sheriff Honor Guard	\$1,320.00
Miller Compressing Company	Racine County Sheriff Honor Guard	\$1,014.60
Lt. C Madrigal	Racine County Sheriff Honor Guard	\$1,240.00
Scott Maier	Racine County Sheriff Honor Guard	\$150.00
Dave & Barb Schneider	Racine County Veterans	\$5,000.00
Renee Anson	Racine County Veterans	\$350.00
Gary Gleason	Racine County Veterans	\$35.00
James Torres	Racine County Veterans	\$335.00
Jane Rediske	Racine County Veterans	\$35.00
S.C. Johnson	S.C. Johnson Aquatic Center	\$4,290,000.00
Anonymous	Pritchard Park Sports Complex	\$65,000.00
Anonymous	Pritchard Park Sports Complex	\$85,000.00
Blue Star Mothers od SE WI	Second Judicial District Veterans Treatment Court	\$300.00
		<hr/>
		\$4,508,847.60
Home Depot	Racine County Veterans Memorial	Handicap Picnic Table
Global Industrial	Racine County ADRC	Desk
Manheim Metro Auto Auction	Racine County Sheriff	2011 Chevrolet Suburban value \$13,000-15,000

I hope that you will join me in thanking all these donors, who have been so civic minded and generous.

Sincerely,

Jonathan Delagrave  
County Executive

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2018</u>	<input type="checkbox"/>	Resolution Request
		<input type="checkbox"/>	Ordinance Request
		<input checked="" type="checkbox"/>	Report Request

Requestor/Originator: County Executive - Jonathan Delagrave

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Alexander Zellman

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: \_\_\_\_\_

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 2/6/2019 Date of County Board Meeting to be Introduced: \_\_\_\_\_

1st Reading:  1st & 2nd Reading:  \*

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: \_\_\_\_\_

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Donation to the Tavern League of Wisconsin for the Safe Ride Program

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**SUBJECT MATTER:**

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

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\*FEB-12-19\*

FISCAL NOTE REPORT NO:

Fiscal Year:

**2018**

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE
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**COUNTY EXECUTIVE**

**BUDGET BOOK LOCATION**

DISCRETIONARY ACCOUNT 11220000.440000	101,109	72,095
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THERE ARE SUFFICIENT FUNDS AVAILABLE TO COVER THE DONATION OF FUNDS.

DESCRIPTION :

TOTAL PRICE

DOANTION - SAFE RIDE PROGRAM

1,500

Total : 1,500

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.  
REASONS

FOR

AGAINST

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REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2019</u>	<input type="checkbox"/>	Resolution Request
		<input type="checkbox"/>	Ordinance Request
		<input type="checkbox"/>	Report Request

Requestor/Originator: PWDS Director Julie Anderson

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Dave Prott

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: \_\_\_\_\_

Does this request propose the expenditure, receipt or transfer of any funds? Yes  
If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 2/6/2019 Date of County Board Meeting to be Introduced: \_\_\_\_\_

1st Reading:  1st & 2nd Reading:  \*

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: \_\_\_\_\_

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Authorizing application and acceptance of Outdoor Recreation Trail Aids - County Snowmobile Trail Aids funding through the Wisconsin Department of Natural Resources (WDNR) in the amount of \$54,240 and transfer of \$990 within the Parks 2019 Budget.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**SUBJECT MATTER:**

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

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## Tapp, Kris

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**From:** Prott, David  
**Sent:** Friday, February 1, 2019 8:15 AM  
**To:** Tapp, Kris  
**Subject:** FW: Hiawatha Snow Club 3.3 miles

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**From:** Murray, Faith M - DNR <Faith.Murray@wisconsin.gov>  
**Sent:** Thursday, January 24, 2019 1:41 PM  
**To:** Haas, Benjamin <Benjamin.Haas@racinecounty.com>; Prott, David <David.Prott@racinecounty.com>; Dawson, Lisa <Lisa.Dawson@racinecounty.com>  
**Subject:** FW: Hiawatha Snow Club 3.3 miles

**PLEASE NOTE:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Per our phone call, the current grant # S-5268 (7/1/18-6/30/19) will be reduced by Hiawatha Snow Clubs 3.3 miles (\$990) for a new total of \$54,240. If a reroute is found before the contract expires, we will make the appropriate adjustment at that time.

**We are committed to service excellence.**

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Faith Murray  
Phone: 920-662-5487  
[Faith.murray@wisconsin.gov](mailto:Faith.murray@wisconsin.gov)

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**From:** Murray, Faith M - DNR  
**Sent:** Tuesday, January 22, 2019 9:28 AM  
**To:** 'Haas, Benjamin' <[Benjamin.Haas@racinecounty.com](mailto:Benjamin.Haas@racinecounty.com)>  
**Subject:** RE: Hiawatha Snowmobile Club

Hi Ben,

I assume these are funded miles. It looks like they only have 3.3 total. Will they be an active club for .4 miles or will they combine with the Es-ki-mos?

Have they lost them already (no expenses for the season) or after this season? Once I know this we can address the currently grant.

The application due April 15<sup>th</sup> should reflect the reduced mileage. The rate per mile is \$300.

**We are committed to service excellence.**



Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Faith Murray  
Phone: 920-662-5487  
[Faith.murray@wisconsin.gov](mailto:Faith.murray@wisconsin.gov)

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**From:** Haas, Benjamin <[Benjamin.Haas@racinecounty.com](mailto:Benjamin.Haas@racinecounty.com)>  
**Sent:** Tuesday, January 22, 2019 8:44 AM  
**To:** Murray, Faith M - DNR <[Faith.Murray@wisconsin.gov](mailto:Faith.Murray@wisconsin.gov)>  
**Cc:** Prott, David <[David.Prott@racinecounty.com](mailto:David.Prott@racinecounty.com)>; Dawson, Lisa <[Lisa.Dawson@racinecounty.com](mailto:Lisa.Dawson@racinecounty.com)>  
**Subject:** Hiawatha Snowmobile Club

Good Morning Faith,

The Hiawatha Club will be losing 2.9 miles of trail due to the FoxConn development. Presently, there is not the possibility of an alternate route.

So: under those circumstances, should we remove those miles and corresponding funds from their 184.1 miles, making it 181.2? If so, what would the new dollar total be (was \$55,230)?

Thank You,

**Ben Haas**

Parks Operational Maintenance Supervisor

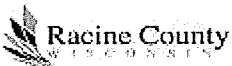
Public Works & Development Services

14200 Washington Ave.

Sturtevant, WI 53177

262.886.8440

[benjamin.haas@racinecounty.com](mailto:benjamin.haas@racinecounty.com)



REQUEST FOR COUNTY BOARD ACTION

YEAR	2018	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Sheriff's Office - Sheriff Christopher Schmaling

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Lt Klatt & Sgt. Schmidt

Does the County Executive know of this request: yes

If related to a position or position change, Does the Human Resources Director know of this request: \_\_\_\_\_

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 2/6/2019 Date of County Board Meeting to be Introduced: 2/12/2019

1st Reading:  1st & 2nd Reading:  \*

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: \_\_\_\_\_

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Acceptance of a Federal Bureau of Transportation Safety - Mobilization Equipment Grant in the amount of \$3,995, transfer of \$3,995 within the Sheriff's 2018 Budget

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**SUBJECT MATTER:**

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

**THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.**





## RACINE COUNTY SHERIFF'S OFFICE

717 Wisconsin Avenue, Racine, WI 53403-1237  
(262) 886-2300 FAX (262) 637-5279  
Waterford (262) 534-5166 Burlington (262) 763-9558

Sheriff Christopher Schmaling

Chief Deputy John C. Hanrahan

To: Finance & Human Resources Committee

From: Sgt. A. Schmidt

Ref: BOTS Taskforce and equipment grants

Finance Committee members,

We request the approval for reimbursement grants from Bureau of Transportation Safety. The grants are as follow:

1. BOTS ID #FG-2019-RACINE C-04659 a Mobilization Equipment Grant.
2. BOTS ID #FG-2019-RACINE C-04478 This is a \$60,000.00 grant we share with Kenosha Sheriff for impaired driving.
3. BOTS ID #FG-2019-RACINE C-04504 This is a \$42,000.00 grant we share with Town of Waterford and City of Burlington for seatbelt enforcement

BOTS ID #FG-2019-RACINE C-04659 grant is an equipment grant that allows us to purchase equipment that is not considered a "general cost of government." We intend on purchasing traffic cones that meet MUTCD nighttime standards and a LTI TruSpeed traffic laser. The amount of this grant is \$4000.00

BOTS ID #FG-2019-RACINE C-04478 grant is a taskforce grant that allows us to send out deputies in deployments between the hours of 6:00pm and 4:30am to target impaired drivers. We administer the grant and work with Kenosha County Sheriff. The overall grant amount is \$60,000 Racine County Sheriff receives \$40,000 and Kenosha County Sheriff receives \$20,000. Each department is required to provide a local match of 25% of received funds.

BOTS ID #FG-2019-RACINE C-04504 grant is a taskforce grant that allows us to send out deputies in deployments to target seatbelt use anytime during the day or night. We administer this grant and work with the Town of Waterford Police Department and the City of Burlington Police Department. The overall grant is \$42,000 Racine County Sheriff receives \$20,000, Town of Waterford \$11,000, and City of Burlington \$11,000. Each department is required to provide a local match of 25% of received funds.

Thank you for your consideration,

Sgt. Aaron Schmidt #7688  
Racine County Sheriff's Office

*"A Tradition Since 1836"*

Visit us at [www.RacineCounty.com](http://www.RacineCounty.com) , Facebook, or MobilePatrol

**General Information**

**Proposed Project Title:** TRaCs/Mobilization Equipment Grant  
**Type of Municipality:** County  
**Applicant/Sub-Recipient Agency/County:** Racine County  
**Enforcement Area:** Racine County  
**Agency Federal Employer ID (FEIN):** 396005734  
**Federal funding source:** National Highway Traffic Safety Administration (NHTSA)  
**Unique Entity Identifier (DUNS Number):** 830351623

**Agency Head or Authorizing Official**

**First Name:** Christopher Schmaling  
**Last Name:**  
**Title:** Sheriff  
**Address:** 717 WISCONSIN AVE  
**City:** RACINE  
**State:** Wisconsin  
**Zip Code:** 53403

**Project Coordinator**

**First Name:** Aaron  
**Last Name:** Schmidt  
**Title:** Sergeant  
**Address:** 717 Wisconsin Ave  
**City:** Racine  
**State:** Wisconsin  
**Zip Code:** 53402  
**Phone:** 262-886-8495  
**E-mail Address:** aaron.schmidt@racinecounty.com

I agree that the above information is up-to-date and correct. \*

**Eligibility**

**Agency has participated in at least one of Wisconsin's enforcement mobilizations, and met the established reporting requirements for both enforcement, and media. This Program includes the three national mobilizations; seatbelt enforcement mobilization (Click-It-Or-Ticket), alcohol enforcement mobilization (Drive Sober or Get Pulled Over), which occurs around Labor Day and the winter holidays.**

Grants are of two types:

1. Mobilization Grants were awarded by drawing, to eligible Agencies.
2. TraCS Grants will assist law enforcement agencies in developing their capacity to enter and transmit the greatest possible number of electronic records to the State of Wisconsin as soon as possible. This will increase the number of electronic citations and crash reports submitted, and it will expand the ability to use and share the electronic data for problem identification, program development and resource allocation.

As of January 2017, WisDOT will no longer accept paper crash forms. Grant funds may be used to purchase the necessary equipment for law enforcement vehicles to use Badger TraCS suite of software. Replacement equipment does not qualify for this grant funding. Questions about the BadgerTraCS Software, training, equipment, etc., should be sent to: [Badgertracs@dot.state.wi.us](mailto:Badgertracs@dot.state.wi.us)

## Additional Justification

## RPM/SPM Notes

This is a 2018 TraCS Mobilization Grant for the "Click It or Ticket" – Summer Mobilization

This equipment grant is for \$4,000.00.

You have already completed doing 25% local match funds during the mobilization. Submit this grant as soon as possible.

NOTE: No equipment may be purchased until you have formal approval of this grant. Also sign up for the upcoming "DRIVE SOBER or GET PULLED OVER" – winter mobilization; which is currently available on the main page of your WISE GRANTS account.

"For crash data and other resources available at the county level, please visit Community Maps at <https://transportal.cee.wisc.edu/partners/community-maps/>"

✓ I agree to the terms and conditions above. \*

**Policy Requirements**

All grantees agree to adhere to the following policies, which are detailed in the full contract.

Grantee is :

- Subject to audit and is responsible for complying with appropriate maintenance of records
- Subject to on-site monitoring and review of records by BOTS staff
- Prohibited from using grant funds to supplant existing state or local expenditures
- Prohibited from discriminating against any employee or applicant for employment
- Prohibited from receiving grant funds if presently debarred
- Prohibited from using these funds to further any type of political or voter activity
- Prohibited from using these funds to engage in lobbying activity

If the grant funds will be expended on law enforcement, grantee further certifies:

- That it has a written departmental policy on pursuits
- That it has a written departmental policy on BAC testing of drivers involved in fatal crashes
- That it has a written departmental policy on the use of safety belts by employees
- That it complies with Title VI of the Civil Rights Act of 1964

**A-133 Single Audit requirement Verification**

**\*\*Please check with your Treasurer or Finance department**

The grantee has verified that their political entity (payee for this grant)

✓ **IS or IS NOT** Subject to 2 C.F.R. §200, Subpart F Single Audit requirements (A-133).

If subject to 2 C.F.R. §200, Subpart F Single Audit requirements (A-133), the grantee has verified that its political entity is in compliance and has filed with the Federal Audit Clearing House:

✓ **Yes or Not Applicable.**

**Mandatory Grants Training:**

List the name of the person or persons who have taken or are scheduled to take the Mandatory Grants Training . List the name of the person, type of training (i.e. Webinar, Regional Training or online) and the date of training.

Name	Training Location	Date
Aaron Schmidt	Milwaukee County Sheriff training academy	8/8/2018

Click [Here](#) for Training Locations.

✓ I agree to the terms and conditions above.\*

**Equipment Request**

**Federal Grant Period:**

Grant activities are funded for one federal fiscal year. Funded fiscal year <sup>2019</sup> ~~2018~~ activities may begin no earlier than October 1, <sup>2018</sup> ~~2017~~ and end no later than September 30, <sup>2019</sup> ~~2018~~. *See Page 13 - Correct Dates*

**Monitoring:**

Grantee consents to monitoring by BOTS staff to ensure compliance with applicable state and federal regulations . Monitoring may occur on-site and will require access to original versions of employee payroll information, citations, equipment purchased, paid invoices, and other materials related to the implementation of this grant.

**Buy America:**

Grantee agrees to comply with the provisions of Buy America, 23 USC 313, which includes the following requirements: Only steel, iron and manufactured products produced in the United States may be purchased with federal funds unless the US Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest ; that such materials are not reasonably available and of satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project Grant by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the U.S. Secretary of Transportation.

**Equipment Purchase**

Item	Federal Grant	Local Match	Totals
LTI 20-20 Truspeed LR traffic laser	\$1,995.00	\$0	\$1,995.00
(80) 28" Reflective traffic cones	\$2,000.00	\$0	\$2,000.00
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
<b>Total</b>	<b>\$3,995.00</b>	<b>\$0</b>	<b>\$3,995.00</b>

**Budget Request (Incorporates Equipment Request):**

Item	Federal Grant	Local Match	Totals
Wage/Fringe	Ineligible		\$0
Travel/Mileage	Ineligible		\$0
Training	Ineligible		\$0
Contractual Services	Ineligible		\$0
Equipment	\$3,995.00	\$0	\$3,995.00
(From Equipment Purchases)			
Materials & Supplies	Ineligible		\$0
Other	Ineligible		\$0
<b>Total</b>	<b>\$3,995.00</b>	<b>\$0</b>	<b>\$3,995.00</b>

**Budget Amendments:**



If the budget plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the WISE-Grants System. Amended activity may not commence prior to BOTS approval. Click [Here](#) to see Amendment Instructions.

**Deliverables**

**Signatures:**

The agency head or authorizing official must complete the printable signature page and attach to grant application under "Supporting Documents." An electronic grant submission through the WISE Grants System will initiate the grant approval process, activity/deployments shall not begin until the agency receives notice that the grant is active.

**Reimbursement Claims:**

Once your grant is approved and "Active," a monthly activity report including a reimbursement request will become available on the first of every month and can be found under "Examine Related Items." Complete the activity report (TRACS grants only) and the reimbursement form with the amount of the reimbursement attach a paid invoice for your approved equipment, save and change the status of the reimbursement request to "Reimbursement Report Submitted/Review."

**Forms:**

Forms will only be accepted through the WISE Grants. Questions about grant submissions should be referred to either the State Program Manager or the Regional Program Manager.

**Place of Delivery:**

**All Project Electronic Project Deliverables shall be submitted via the WISE Grants System.**

**Signature Pages shall be attached to this grant application under "Supporting Documentation."**

**Questions about the Traffic Safety Program or this project should be addressed to the State Program Manager or the Regional Program Manager.**

**Awarding Official Mailing Address:**

**Wisconsin State Patrol, BOTS P.O. Box 7936  
MADISON, WI 53707-7936**

✓ I agree to the terms and conditions above. \*

## General Contract Terms TRaCs/Mobilization

This Grant Agreement ("Agreement"), entered into by and between the Bureau of Transportation Safety ("BOTS") and \_\_\_\_\_ ("Grantee"), is executed pursuant to terms that follow.

**1. Purpose of this Agreement**

The Bureau of Transportation Safety, housed within the Wisconsin Department of Transportation's Division of State Patrol, serves as the administering agency for state and federal grants relating to transportation safety. The purpose of this Agreement is to enable BOTS to award grant funding to Grantee for eligible costs of the Grant Project ("Grant") undertaken as outlined in the project narrative and work plan. The funds shall be used exclusively in accordance with the provisions of this Agreement, as well as applicable federal and state laws and regulations.

**2. Term**

Work conducted under this Grant must occur within the federal fiscal year: October 1 to September 30. This Agreement expires September 30 of the federal fiscal year during which the Grant is conducted.

**3. Implementation**

Grantee shall be solely responsible for the design and implementation of the Grant as described in the project narrative and work plan. Grantee agrees to conduct the Grant in accordance with these plans as approved by BOTS. Modification of the Grant shall require prior approval of BOTS. Any change in project coordinator, financial officer, authorizing official, addresses, or telephone numbers requires written notification to BOTS. If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the Wlse-Grants System. Amended activity may not commence prior to BOTS approval. Failure to perform planned activity may be considered grounds for termination of funding.

**4. Audit and Maintenance of Records**

Grantee government subdivisions are responsible for obtaining audits in accordance with the Single Audit Act Amendments of 1996 (31 U.S. C. 7501-8507) and the Single Audit Requirements of 2 C.F.R. §200, Subpart F (A-133 Single Audit Requirements). If Grantee government subdivision is subject to a Single Audit, BOTS must be notified of the audit and subsequent results. If Grantee is subject to these requirements, it will verify that it is compliance with these requirements and that it has filed with the Federal Audit Clearing House. BOTS may take corrective action within six months and may require independent auditors to have access to grantee's records and financial statements. Documentation of costs shall be maintained for three years following final reimbursement. Reimbursement claim cost detail shall include a list of all personnel whose time is claimed; current billing period and year-to-date wages and fringe benefits paid to each person listed; all travel listed individually and broken out by transportation/mileage, meals, lodging, and related costs; all materials and supplies and contractual services, itemized, required to complete project activity. Employee time records for actual hours worked or percent of time dedicated to project activity are to be maintained by Grantee and made available to BOTS upon request with reasonable notice. Each budget item identified as "Other" shall be claimed separately.

**5. Monitoring by the State**

Grantee consents to monitoring by BOTS staff to ensure compliance with applicable state and federal regulations. Monitoring may occur on-site and will require access to original versions of employee payroll information, citations, and other materials related to the implementation of this grant.

**6. Payment of Funds by the State**

All highway safety projects are funded on a cost reimbursement basis. State or local funds shall be expended before federal reimbursement is made. BOTS shall reimburse Grantee only for the actual hours worked, and for other eligible costs, and only if the costs are incurred in performing tasks identified within the grant application. Personnel costs shall be reimbursed on the basis of actual hourly salary and fringe rate(s) that have been verified and approved by BOTS, or on the basis of percentage of annual salary and fringe dedicated to project activity as described within the grant application. All expenses for which Grantee seeks reimbursement must be documented in the Project Activity Reports.

**7. Equipment**

Tangible, non-expendable personal property having an acquisition cost of \$5,000 or more, with a useful life of greater than one year, that is purchased in whole or in part by Grantee using funds awarded as part of this Agreement must be justified in

## General Contract Terms TRaCs/Mobilization

the project narrative or work plan and approved by the NHTSA Regional Office in writing before initiating the acquisition of the equipment. Each item shall be tagged, inventoried, and monitored until the federal interest is released. Tangible, non-expendable personal property having an acquisition cost of less than \$5,000, and budgeted as materials and supplies, will also be monitored. Grantee must inform BOTS in writing when equipment is no longer used for the purpose for which it was acquired. Grantee's procurement of property under a grant will follow the same policies and procedures used for procurement from its non-federal funds, provided their procurement procedures follow the requirements for procurement standards set forth in federal law in 2 C.F.R. §§200.318 general procurement standards through 200.326 contract provisions. Each grantee receiving traffic safety funds must maintain written property management standards that comply with the requirements for property standards set forth in federal law in 2 C.F.R. §§200.310 through 200.316. These requirements include, but are not limited to, the maintenance of accurate property records [2 C.F.R. §200.313(d)(1)]. Such records will include a description of the property; a serial number or other identification number; the source of funding for the property (including the FAIN, if applicable); indication of with whom title is vested; acquisition date; cost of the property; percentage (at the end of the budget year) of federal participation in the cost of the project for the federal award under which the property was acquired; location, use, and condition of the property; and ultimate disposition data including the date of disposal and the sale price of the property. Grantees will institute maintenance procedures adequate to keep the property in good condition.

**8. Print and Audio Visual Materials**

Grantee shall submit all materials developed under this Agreement to BOTS for approval of content and style prior to final production and release. All video materials intended for general public viewing must be close-captioned. Grantee shall credit the Wisconsin Department of Transportation Bureau of Transportation Safety and the National Highway Traffic Safety Administration on all such materials. Grantee may not copyright any portion of materials produced under this Agreement.

**9. Program Income**

Program income is gross income derived by Grantee from Grant-supported activities. Grantee will report program income on reimbursement claims, stating whether the income is retained or credited as a reduction in federal share of project expenditures. If retained, such income may be used only for highway safety activities and is subject to audit by BOTS.

**10. Additional Requirements Where Funds Are Expended on Law Enforcement**

- A. Grantee agency certifies that it has a written departmental policy on biased-based policing, or that it will initiate development of one during the grant period.
- B. Grantee agency certifies that it has a written departmental policy on pursuits or that it will initiate development of one during the grant period. The policy should conform to the guidelines of the IACP or a similar pursuit policy.
- C. Grantee agency certifies that it has a written departmental policy on the BAC testing of all drivers involved in fatal vehicle crashes involving alcohol, or that it will initiate one during the grant period. Grantee agency will require a test of all killed drivers and will encourage all surviving drivers to consent to a test.
- D. Grantee agency certifies that it has a written departmental policy on the use of safety belts by employees, or that it will initiate development of one during the grant period.

**11. General Costs of Government**

The general costs of government (i.e. supplanting) are unallowable except as provided in 2 C.F.R. §200.474. [2 C.F.R. §200.444]. The replacement of routine or existing state or local expenditures with 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 prohibited.

**12. Guidelines for Allowability of Costs**

To be allowable under Federal awards, costs must meet the following general criteria [2 C.F.R. §225, Appendix A, C(1)]:

- 1. Be necessary and reasonable for proper and efficient performance and administration of Federal awards.
- 2. Be allocable to Federal awards under the provisions of 2 CFR part 225.

## General Contract Terms TRaCs/Mobilization

3. Be authorized or not prohibited under State or local laws or regulations.
4. Conform to any limitations or exclusions set forth in these principles, Federal laws, terms and conditions of the Federal award, or other governing regulations as to types or amounts of cost items.
5. Be consistent with policies, regulations, and procedures that apply uniformly to both Federal awards and other activities of the governmental unit.
6. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
7. Except as otherwise provided for in 2 CFR part 225, be determined in accordance with generally accepted accounting principles.
8. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federal award in either the current or a prior period, except as specifically provided by Federal law or regulation.
9. Be the net of all applicable credits.
10. Be adequately documented.

**13. Nondiscrimination**

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

1. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
2. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR part 21 and herein;
3. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
4. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
5. To insert this clause, including paragraphs a through e, in every subcontract and sub-agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

The grantee will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 et seq.), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);

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• **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38

• **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and

• **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR at 74087 to 74100).

**14. Political Activity (Hatch Act)**

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

**15. Lobbying Activities**Certification Regarding Federal Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Restriction on State Lobbying

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

**16. Certification Regarding Debarment And Suspension**

Grantee certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from entering into this Grant by any federal agency, or by any department, agency, or political subdivision of the state. For purposes of this grant, "principal" includes an officer, director, owner, partner, or other person with primary management and supervisory responsibilities, or a person who has critical influence on or substantive

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control over the operations of Grantee.

Instructions for Lower Tier Certification:

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarment, suspension, ineligible, lower tier, participant, person, primary tier, principal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definition and Coverage sections of 2 CFR Part 180. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency with which this transaction originated may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**17. Buy America Act**

The Grantee and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub recipient, to purchase only steel, iron and manufactured products produced in the United States with Federal funds, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that

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provides an adequate basis and justification to and approved by the Secretary of Transportation .

**18. Prohibition on using grant funds to check for helmet usage**

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

**19. Termination**

This grant may be terminated upon BOTS's determination that Grantee has materially failed to comply with terms of this Agreement. Termination may be considered among the criteria for subsequent grant awards.

**20. Correspondence**

All correspondence outside of Wise-Grants with BOTS regarding this project shall include the Grant Number, and shall be submitted to the following address:

**Bureau of Transportation Safety  
4822 Madison Yards Way, 9th Floor South  
Madison, WI 53705**

✓ I agree to the terms and conditions above. \*



Funded Grants 2019

Organization: Racine County Sheriff's Office

FG-2019-RACINE C-04659  
Version Date: 01/23/2019 23:45:29

Administrative Information

Federal Identifier	2019-20-06-OP
CFDA Number	20.600
Unique Entity Identifier (DUNS Number)	830351623
Amount	\$3,995.00
Funding Year	2019
Project ID Number	3950959-20-59
Appropriation	18500
Account Code	8500000
Agency Federal Employer ID (FEIN):	396005734
Line Number	
Schedule Number	
Activity ID	
Source Type	
Vendor Number	0000071943
Vendor Location	SUFF-T-C
County-Muni Code	51 276
Payee	Racine County
Fund Code	21100
PO ID	
Req ID	
SPM Assigned	Tina Bon Durant
Agency Head	Christopher Schmaling
Start Date	12/31/2018
End Date	9/30/2019

Multi-Agency Grant

Targeted for:

- Northeast
- Northwest
- Southeast
- Southwest

Supporting Documentation

[http://www.wigrants.gov/\\_Upload/295157\\_352196-Uline\\_Pricing\\_Request\\_4350613\\_34798468\\_1.pdf](http://www.wigrants.gov/_Upload/295157_352196-Uline_Pricing_Request_4350613_34798468_1.pdf)  
[http://www.wigrants.gov/\\_Upload/295157\\_352197-RacineCountySheriffsOffice1XTruSpeedLR122618.pdf](http://www.wigrants.gov/_Upload/295157_352197-RacineCountySheriffsOffice1XTruSpeedLR122618.pdf)  
[http://www.wigrants.gov/\\_Upload/295157\\_352198\\_1-Signaturepage.pdf](http://www.wigrants.gov/_Upload/295157_352198_1-Signaturepage.pdf)

**REQUEST FOR COUNTY BOARD ACTION**

YEAR <u>2018</u>	<input checked="" type="checkbox"/>	Resolution Request
	<input type="checkbox"/>	Ordinance Request
	<input type="checkbox"/>	Report Request

Requestor/Originator: Sheriff's Office - Sheriff Christopher Schmaling

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Lt Klatt & Sgt. Schmidt

Does the County Executive know of this request: YES

If related to a position or position change, Does the Human Resources Director know of this request: \_\_\_\_\_

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 2/6/2019                      Date of County Board Meeting to be Introduced: 2/12/2019

1st Reading:                       1st & 2nd Reading:  \*

**\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.**

Signature of Committee Chairperson/Designee: \_\_\_\_\_

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Acceptance of a Federal Bureau of Transportation Safety - Impaired driving Enforcement Grant in the amount of \$59,892 with a 25% match and a transfer of \$59,892 within the Sheriff's Grant 2018 Budget and a transfer of \$ 10,000 from the Sheriff's 2018 Budget to the Sheriff's Grant 2018 Budget

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**SUBJECT MATTER:**

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

**THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.**

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
<b>SHERIFF'S OFFICE</b>		<b>2018 BUDGET PAGE 33-11</b>				
WAGES	11800000.401000	7,988,978	148,811	(7,859)	7,981,119	140,952
W/C	11800000.402210	159,847	(10,834)	(145)	159,702	(10,979)
SS	11800000.402220	664,567	(22,627)	(601)	663,966	(23,228)
RTMT	11800000.402230	1,451,394	(208,263)	(1,395)	1,449,999	(209,658)
<b>SHERIFF'S OFFICE - GRANTS</b>		<b>NOT IN BUDGET BOOK</b>				
FED 18 IMP DRIVE ENF	NEW ACCOUNT	0	0	(59,892)	(59,892)	(59,892)
<b>TOTAL SOURCES</b>				<b>(69,892)</b>		
<b>SHERIFF'S OFFICE - GRANTS</b>		<b>NOT IN BUDGET BOOK</b>				
FED 18 IMP - WAGES	NEW ACCOUNT	0	0	39,208	39,208	39,208
FED 18 IMP - W/C	NEW ACCOUNT	0	0	721	721	721
FED 18 IMP - SS	NEW ACCOUNT	0	0	2,999	2,999	2,999
FED 18 IMP - RTMT	NEW ACCOUNT	0	0	6,964	6,964	6,964
FED 18 IMP - C/S KENOSHA	NEW ACCOUNT	0	0	20,000	20,000	20,000
<b>TOTAL USES</b>				<b>69,892</b>		
				<b>0</b>		

THE GRANT TERM IS 10/1/2018 THROUGH 9/30/2019.

ANY FUNDS REMAINING AT THE END OF 2018 WILL BE CARRIED FORWARD INTO 2019 AUTOMATICALLY.

KENOSHA COUNTY IS RESPONSIBLE FOR THE 25% MATCH FOR THEIR PORTION OF THE GRANT





## RACINE COUNTY SHERIFF'S OFFICE

717 Wisconsin Avenue, Racine, WI 53403-1237  
(262) 886-2300 FAX (262) 637-5279  
Waterford (262) 534-5166 Burlington (262) 763-9558

Sheriff Christopher Schmaling

Chief Deputy John C. Hanrahan

To: Finance & Human Resources Committee

From: Sgt. A. Schmidt

Ref: BOTS Taskforce and equipment grants

Finance Committee members,

We request the approval for reimbursement grants from Bureau of Transportation Safety. The grants are as follow:

1. BOTS ID #FG-2019-RACINE C-04659 a Mobilization Equipment Grant.
2. BOTS ID #FG-2019-RACINE C-04478 This is a \$60,000.00 grant we share with Kenosha Sheriff for impaired driving.
3. BOTS ID #FG-2019-RACINE C-04504 This is a \$42,000.00 grant we share with Town of Waterford and City of Burlington for seatbelt enforcement

BOTS ID #FG-2019-RACINE C-04659 grant is an equipment grant that allows us to purchase equipment that is not considered a "general cost of government." We intend on purchasing traffic cones that meet MUTCD nighttime standards and a LTI TruSpeed traffic laser. The amount of this grant is \$4000.00

BOTS ID #FG-2019-RACINE C-04478 grant is a taskforce grant that allows us to send out deputies in deployments between the hours of 6:00pm and 4:30am to target impaired drivers. We administer the grant and work with Kenosha County Sheriff. The overall grant amount is \$60,000 Racine County Sheriff receives \$40,000 and Kenosha County Sheriff receives \$20,000. Each department is required to provide a local match of 25% of received funds.

BOTS ID #FG-2019-RACINE C-04504 grant is a taskforce grant that allows us to send out deputies in deployments to target seatbelt use anytime during the day or night. We administer this grant and work with the Town of Waterford Police Department and the City of Burlington Police Department. The overall grant is \$42,000 Racine County Sheriff receives \$20,000, Town of Waterford \$11,000, and City of Burlington \$11,000. Each department is required to provide a local match of 25% of received funds.

Thank you for your consideration,

Sgt. Aaron Schmidt #7688  
Racine County Sheriff's Office

*"A Tradition Since 1836"*

Visit us at [www.RacineCounty.com](http://www.RacineCounty.com) , Facebook, or MobilePatrol

**General Information**

**Proposed Project Title:** IMPAIRED DRIVING ENFORCEMENT  
**Federal funding source:** National Highway Traffic Safety Administration (NHTSA)  
**Type of Municipality:**  
**Applicant/Sub-Recipient Agency/County:**  
 Enforcement Area:  
 Agency Federal Employer ID (FEIN): 396005734  
 Unique Entity Identifier (DUNS Number): 830351623

**Agency Head or Authorizing Official**

Agency Head or Authorizing Official: Christopher Schmalig  
 Title: Sheriff  
 Address: 717 WISCONSIN AVE  
 City: RACINE  
 State: Wisconsin  
 Zip Code: 53403

**Project Coordinator**

First Name:  
 Last Name:  
 Title:  
 Address:  
 City:  
 State:  
 Zip Code:  
 Phone:  
 E-mail Address:

I agree that the above information is up-to-date and correct.\*

**Problem Identification/Project Justification**

Alcohol-impaired Driving: In Wisconsin during 2017 alcohol was listed as a contributing factor in 4.4% of all crashes. 27.7% of all fatal vehicle crashes in 2017 were alcohol-related, resulting in 161 deaths. Alcohol-impaired driving is associated with other high-risk behaviors that increase the likelihood of a crash and of significant injury or death occurring; these include speeding, and failure to wear seat belts.

Enforcement Area (Targeting): WisDOT analysis has identified roadway segments patrolled by this agency as 'at-risk'. All alcohol and speed-related crash data from the three previous years for every jurisdiction in Wisconsin were analyzed, including those involving property damage through all ranges of injuries to those that resulted in death. These data were scientifically weighted, following established statistical protocol. Using the weighted data, the Bureau identified those places in Wisconsin with the largest crash frequency due to excess alcohol use or speed. After factoring in each identified, at-risk location's population density, a snapshot of the state's most likely places for similar crashes per capita was established. *Source: BOTS Analysis*

For Impairment Enforcement Grantees, Reimbursed enforcement must take place between the hours of 6:00 P and 4:30A.

For crash data and other resources available at the county level, please visit Community Maps at

<https://transportal.cee.wisc.edu/partners/community-maps/>

**Additional Justification**

This grant will be divided in the following manner: Racine County Sheriff - \$40,000 and Kenosha County Sheriff - \$20,000.

**RPM/SPM Notes**

This is an Impaired Driving (OWI) Enforcement Taskforce Grant.

The members of the taskforce is as follows: Kenosha/Racine County Impaired Driving Enforcement Taskforce

Kenosha County Sheriff's Department  
Racine County Sheriff's Department

Note: By accepting this grant, you are verifying that the above listed agencies are taskforce members and no other law enforcement agency that is not listed above will be allowed to participate in grant funded activities assigned to this taskforce.

The amount of the taskforce grant shall be \$60,000.00 and a detailed funding allocation plan to participating taskforce member agencies shall be submitted. Grantee is prohibited from using grant funds to supplant existing state or local expenditures.

Both Op Plan and signature page are required to be submitted with the grant at the beginning of the process on the "Supporting Documents" tab. **NO GRANTS WILL BE APPROVED WITHOUT THESE DOCUMENTS ATTACHED.**

The budget is for deployments only; no grant funds are for equipment. This grant requires a 25% soft local match. Activity Reports may use one overall monthly statistical report if a pre-approved spreadsheet is attached. Such reports are due on/by the 15th of the next month (example: January's report is due by February 15th). ALL involved agencies MUST participate in the three (3) National Mobilization periods such as "Click it or Ticket" and "Drive Sober or Get Pulled Over" - summer and winter.

ALL agencies are encouraged to attend the quarterly traffic safety commission (TSC) meetings for their County and the use Community Maps as a guide for scheduling deployment locations:

"For crash data and other resources available at the county level, please visit Community Maps at <https://transportal.cee.wisc.edu/partners/community-maps/>"



I agree to the terms and conditions above.

**Project Objectives with Evaluation Plan****Instructions:**

- Please complete this page, then click the **Save** button.
- Required fields are marked with an \*.

Grantee agrees to adopt a zero tolerance policy for impaired driving during all motor vehicle stops.

Evaluation: Activity Report - Citations

Grantee agrees to adopt a zero tolerance policy for unrestrained occupants during all motor vehicle stops.

Evaluation: Activity Report - Citations

During past deployments, Grantees have typically initiated a recorded traffic stop about every 45 minutes. To maintain or exceed historical activity levels during grant-funded activity Grantee will, on average, initiate a recorded traffic stop every 45 minutes.

Evaluation: Activity Report - Contacts\*

During past grant-funded deployments, Grantees typically maintain an agency ratio of three citations to one written warning.

Evaluation: Activity Report - Citations/Warnings

Grantee agrees to make contacts with local media, community groups or other groups to increase public awareness of information related to crashes, and subsequent enforcement efforts. This should be done a minimum of once during every quarter of grant approval. Creating partnerships with public and private community groups to enforce public awareness of this campaign is strongly encouraged.

An Agency's failure to meet project Objectives may affect their consideration for future grant awards.

**Additional Objectives/Evaluation**

Objectives for this task force is to conduct one traffic stop every 45 minutes. This grant will be worked in conjunction with the Kenosha County Sheriff's Department and will focus on educating the motoring public on the dangers of driving while impaired. This will be accomplished through social media, schools, and strict enforcement.

I agree to the terms and conditions above.\*

**Policy Requirements**

All grantees agree to adhere to the following policies, which are detailed in the full contract

Grantee is:

- subject to audit and is responsible for complying with appropriate maintenance of records
- subject to on-site monitoring and review of records by BOTS staff
- prohibited from purchasing equipment other than that listed in approved grant application
- prohibited from using grant funds to supplant existing state or local expenditures
- prohibited from discriminating against any employee or applicant for employment
- prohibited from receiving grant funds if presently debarred
- prohibited from using these funds to further any type of political or voter activity
- prohibited from using these funds to engage in lobbying activity

If the grant funds will be expended on law enforcement, grantee further certifies:

- that it has a written departmental policy on pursuits
- that it has a written departmental policy on BAC testing of drivers involved in fatal crashes
- that it has a written departmental policy on the use of safety belts by employees
- that it complies with Title VI of the Civil Rights Act of 1964

2 C.F.R. §200, Subpart F Single Audit requirements (A-133)

**\*\*Please check with your Treasurer or Finance department**

The grantee has verified that their political entity (payee for this grant)

**IS** or **IS NOT\*** Subject to 2 C.F.R. §200, Subpart F Single Audit requirements (A-133).

If subject to 2 C.F.R. §200, Subpart F Single Audit requirements, the grantee has verified that its political entity is in compliance and has filed with the Federal Audit Clearing House:

**Yes** or **Not Applicable\***

**Mandatory Grants Training:**

List the name of the person or persons who have taken or are scheduled to take the Mandatory Grants Training . List the name of the person, type of training (i.e. Webinar, Regional Training or online) and the date of training.

Name	Training Location	Date
Aaron Schmidt	Milwaukee County Sheriff training academy	8/8/2018

I agree to the terms and conditions above.

**Work Plan**

**Federal Grant Period:**

Grant activities are funded for one federal fiscal year. Funded fiscal year 2019 activities may begin no earlier than October 1, 2018 and end no later than September 30, 2019. **Grant activity may not begin until grant is in an active status.**

**Work Plan/Calendar:**

The Work Plan/Calendar contained within this contract is a term of the contract. It describes timing and level of enforcement activity. At a minimum, during the term of this contract:

Grantee will implement at least one deployment each month within the specified grant period as planned in the Work Plan /Calendar. Agencies that receive funding for overtime enforcement must participate in the national mobilizations during the timeframes listed below. Sign-up for mobilizations is in Wise-Grants and is accomplished by activating an activity report under the **View Available Opportunities** button on the home screen. Completing the activity report after the two week mobilization helps BOTS to provide NHTSA with accurate information about the level of enforcement activity in the state AND will give your agency an opportunity to procure equipment.

**Required Mobilizations**

- December 14th, 2018 – January 1st, 2019 (Drive Sober - Winter)
- May 20th – June 2nd, 2019 (Click It Or Ticket National Mobilization)
- Aug 16th – Sept 2nd, 2019 (Drive Sober – Labor Day)

**NOTE:**

**NHTSA Grant Funds dictate that during Impaired Driving Enforcement, Grantees must perform enforcement between the hours of 6:00pm and 4:30am.**

If grantee cannot perform the planned patrols, BOTS must be notified. Failure to perform planned activity may be considered grounds for terminating the grant.

**WORK PLAN**

Month	(A) Deployments	(B) Hours per Deployment	(C) Officers per Deployment	(D) Total Officer Hours (AxB)xC = D
October	1	5	6	30
November	3	4	6	72
December	3	4	6	72
January	3	4	6	72
February	3	4	6	72
March	3	4	6	72
April	3	4	6	72
May	4	5	6	120

<b>June</b>	4	4	6	96
<b>July</b>	4	4	6	96
<b>August</b>	4	4	6	96
<b>September</b>	4	4	6	96
<b>TOTAL</b>	<b>39</b>	<b>50</b>	<b>72</b>	<b>966</b>

**WORK PLAN ITEMS – Required:**

1. BOTS enforcement grants are now using the High Visibility Enforcement (HVE) model as agreed to in your signed operations plan. The three main elements of HVE are: 1) multiple agencies 2) working the same day and time and 3) with a media component to educate the public. Single officer deployments are no longer desirable and will require justification in any reimbursement request .
2. Grantee will assign only sworn, SFST-trained officers in patrols. Part-time officers may be assigned only if the grant funded activity and their resulting weekly total hours do not exceed 39 hours.
3. Grantee agrees to implement 39 deployments for a total of 966 enforcement hours.

**Grant Reimbursable Hours & Rate:**

Grantee's estimate of funded reimbursable hours is based upon an estimated average hourly wage/fringe rate of \$62.00

**Total amount of Wage/Fringe Based on above deployments and rate \$59,892.00**

**Activity Reporting:** Grantee shall complete the Activity Reports and submit them to BOTS no later than the 15th of the month following the activity:

✓ I agree to the terms and conditions above.

**Budget Request**

**Funding:**

Grant funding is based on availability of Federal Grant Funds. Grants and funding may be stopped at any time during the Grant year if funding becomes unavailable.

**Budget Plan:**

The Budget spreadsheet within this contract is a term of the contract. Eligible cost items for this project include: Wage and Fringe. Grantee must complete the Local Match column below.

**Relationship to Work Plan:**

All budget items must relate to activities described in the Work Plan. Reimbursement will be based on actual costs, NOT budgeted rates. Only project activities and expenses described in the approved work plan and budget, incurred during the grant period, are eligible for reimbursement. Expenses incurred that are not specified in the budget plan or work plan will not be reimbursed.

**Document Requirements:**

Grantee will document hours, wage and fringe rate, and all match costs. Fringe benefit shall be actual costs. Payment for salaries and wages shall be supported by a time and attendance report, or equivalent records, which shall be kept on file at the agency for three years from the date the project closes. BOTS reserves the right to perform monitoring activities, to include ongoing review and audit of department records.

**Match Requirements:**

A local match of at least 25% of the grant total is required. The match budget line may consist of estimates of program match.

**Budget**

Item	Federal Grant	Local Match	Totals
Wage/Fringe	\$59,892.00	\$14,973.00	\$74,865.00
Travel/Mileage	Ineligible		\$0
Training	Ineligible		\$0
Contractual Services	Ineligible		\$0
Equipment	Ineligible		\$0
Materials & Supplies	Ineligible		\$0
Other	Ineligible		\$0
<b>Total</b>	<b>\$59,892.00</b>	<b>\$14,973.00</b>	<b>\$74,865.00</b>

**Budget Amendments:**

If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the WISE Grants System. Amended activity may not commence prior to BOTS approval.

Click [Here](#) to see Amendment Instructions.

**Signatures:**

The agency head or authorizing official must complete the printable signature page and attach to grant application under "Supporting Documents." An electronic grant submission through the WISE Grants System will initiate the grant approval process, activity/deployments shall **not** begin until the agency receives notice that the grant is active.

I agree to the terms and conditions above.

**Deliverables**

**Forms:**

Forms will only be accepted through the WISE Grants. Questions about grant submissions should be referred to either the State Program Manager or the Regional Program Manager.

Click [Here](#) to see the RPM and SPM map.

**Project Match Report:**

Agencies are required to report adequate match each time they request reimbursement.

**Earned Media Event Documentation:**

Documentation (electronic copies of media materials) of each earned media event must be submitted to BOTS. An electronic link or other format is acceptable documentation.

**Place of Delivery:**

**All Electronic Project Deliverables shall be submitted via the WISE Grants System.**

**Signature Pages shall be attached to this grant application under "Supporting Documentation."**

**Questions about the Traffic Safety Program or this project should be addressed to the State Program Manager or the Regional Program Manager.**

**Awarding Official Mailing Address:**

**Bureau of Transportation Safety  
4822 Madison Yards Way, 9th Floor South  
Madison, WI 53705**

✓ I agree to the terms and conditions above.



## General Contract Terms Impaired Driving Enforcement

This Grant Agreement ("Agreement"), entered into by and between the Bureau of Transportation Safety ("BOTS") and \_\_\_\_\_ ("Grantee"), is executed pursuant to terms that follow.

**1. Purpose of this Agreement**

The Bureau of Transportation Safety, housed within the Wisconsin Department of Transportation's Division of State Patrol, serves as the administering agency for state and federal grants relating to transportation safety. The purpose of this Agreement is to enable BOTS to award grant funding to Grantee for eligible costs of the Grant Project ("Grant") undertaken as outlined in the project narrative and work plan. The funds shall be used exclusively in accordance with the provisions of this Agreement, as well as applicable federal and state laws and regulations.

**2. Term**

Work conducted under this Grant must occur within the federal fiscal year: October 1 to September 30. This Agreement expires September 30 of the federal fiscal year during which the Grant is conducted.

**3. Implementation**

Grantee shall be solely responsible for the design and implementation of the Grant as described in the project narrative and work plan. Grantee agrees to conduct the Grant in accordance with these plans as approved by BOTS.

Modification of the Grant shall require prior approval of BOTS. Any change in project coordinator, financial officer, authorizing official, addresses, or telephone numbers requires written notification to BOTS. If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the Wise-Grants System. Amended activity may not commence prior to BOTS approval.

Failure to perform planned activity may be considered grounds for termination of funding.

**4. Audit and Maintenance of Records**

Grantee government subdivisions are responsible for obtaining audits in accordance with the Single Audit Act Amendments of 1996 (31 U.S. C. 7501-8507) and the Single Audit Requirements of 2 C.F.R. §200, Subpart F (A-133 Single Audit Requirements). If Grantee government subdivision is subject to a Single Audit, BOTS must be notified of the audit and subsequent results. If Grantee is subject to these requirements, it will verify that it is compliance with these requirements and that it has filed with the Federal Audit Clearing House. BOTS may take corrective action within six months and may require independent auditors to have access to grantee's records and financial statements. Documentation of costs shall be maintained for three years following final reimbursement. Reimbursement claim cost detail shall include a list of all personnel whose time is claimed; current billing period and year-to-date wages and fringe benefits paid to each person listed; all travel listed individually and broken out by transportation/mileage, meals, lodging, and related costs; all materials and supplies and contractual services, itemized, required to complete project activity. Employee time records for actual hours worked or percent of time dedicated to project activity are to be maintained by Grantee and made available to BOTS upon request with reasonable notice. Each budget item identified as "Other" shall be claimed separately.

**5. Monitoring by the State**

Grantee consents to monitoring by BOTS staff to ensure compliance with applicable state and federal regulations. Monitoring may occur on-site and will require access to original versions of employee payroll information, citations, and other materials related to the implementation of this grant.

**6. Payment of Funds by the State**

All highway safety projects are funded on a cost reimbursement basis. State or local funds shall be expended before federal reimbursement is made.

BOTS shall reimburse Grantee only for the actual hours worked, and for other eligible costs, and only if the costs are incurred in performing tasks identified within the grant application. Personnel costs shall be reimbursed on the basis of actual hourly salary and fringe rate(s) that have been verified and approved by BOTS, or on the basis of percentage of annual salary and fringe dedicated to project activity as described within the grant application. All expenses for which Grantee

## General Contract Terms Impaired Driving Enforcement

seeks reimbursement must be documented in the Project Activity Reports.

**7. Equipment**

Tangible, non-expendable personal property having an acquisition cost of \$5,000 or more, with a useful life of greater than one year, that is purchased in whole or in part by Grantee using funds awarded as part of this Agreement must be justified in the project narrative or work plan and approved by the NHTSA Regional Office in writing before initiating the acquisition of the equipment. Each item shall be tagged, inventoried, and monitored until the federal interest is released. Tangible, non-expendable personal property having an acquisition cost of less than \$5,000, and budgeted as materials and supplies, will also be monitored. Grantee must inform BOTS in writing when equipment is no longer used for the purpose for which it was acquired. Grantee's procurement of property under a grant will follow the same policies and procedures used for procurement from its non-federal funds, provided their procurement procedures follow the requirements for procurement standards set forth in federal law in 2 C.F.R. §§200.318 general procurement standards through 200.326 contract provisions. Each grantee receiving traffic safety funds must maintain written property management standards that comply with the requirements for property standards set forth in federal law in 2 C.F.R. §§200.310 through 200.316. These requirements include, but are not limited to, the maintenance of accurate property records [2 C.F.R. §200.313(d)(1)]. Such records will include a description of the property; a serial number or other identification number; the source of funding for the property (including the FAIN, if applicable); indication of with whom title is vested; acquisition date; cost of the property; percentage (at the end of the budget year) of federal participation in the cost of the project for the federal award under which the property was acquired; location, use, and condition of the property; and ultimate disposition data including the date of disposal and the sale price of the property. Grantees will institute maintenance procedures adequate to keep the property in good condition.

**8. Print and Audio Visual Materials**

Grantee shall submit all materials developed under this Agreement to BOTS for approval of content and style prior to final production and release. All video materials intended for general public viewing must be close-captioned. Grantee shall credit the Wisconsin Department of Transportation Bureau of Transportation Safety and the National Highway Traffic Safety Administration on all such materials. Grantee may not copyright any portion of materials produced under this Agreement.

**9. Program Income**

Program income is gross income derived by Grantee from Grant-supported activities. Grantee will report program income on reimbursement claims, stating whether the income is retained or credited as a reduction in federal share of project expenditures. If retained, such income may be used only for highway safety activities and is subject to audit by BOTS.

**10. Additional Requirements Where Funds Are Expended on Law Enforcement**

- A. Grantee agency certifies that it has a written departmental policy on biased-based policing, or that it will initiate development of one during the grant period.
- B. Grantee agency certifies that it has a written departmental policy on pursuits or that it will initiate development of one during the grant period. The policy should conform to the guidelines of the IACP or a similar pursuit policy.
- C. Grantee agency certifies that it has a written departmental policy on the BAC testing of all drivers involved in fatal vehicle crashes involving alcohol, or that it will initiate one during the grant period. Grantee agency will require a test of all killed drivers and will encourage all surviving drivers to consent to a test.
- D. Grantee agency certifies that it has a written departmental policy on the use of safety belts by employees, or that it will initiate development of one during the grant period.

**11. General Costs of Government**

The general costs of government (i.e. supplanting) are unallowable except as provided in 2 C.F.R. §200.474. [2 C.F.R. §200.444]. The replacement of routine or existing state or local expenditures with 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 prohibited.

**12. Guidelines for Allowability of Costs**

To be allowable under Federal awards, costs must meet the following general criteria [2 C.F.R. §225, Appendix A, C(1)]:

## General Contract Terms Impaired Driving Enforcement

1. Be necessary and reasonable for proper and efficient performance and administration of Federal awards .
2. Be allocable to Federal awards under the provisions of 2 CFR part 225.
3. Be authorized or not prohibited under State or local laws or regulations.
4. Conform to any limitations or exclusions set forth in these principles, Federal laws, terms and conditions of the Federal award, or other governing regulations as to types or amounts of cost items.
5. Be consistent with policies, regulations, and procedures that apply uniformly to both Federal awards and other activities of the governmental unit.
6. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
7. Except as otherwise provided for in 2 CFR part 225, be determined in accordance with generally accepted accounting principles.
8. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federal award in either the current or a prior period, except as specifically provided by Federal law or regulation.
9. Be the net of all applicable credits.
10. Be adequately documented.

**13. Nondiscrimination**

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

1. To comply with all Federal nondiscrimination laws and regulations , as may be amended from time to time;
2. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR part 21 and herein;
3. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
4. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
5. To insert this clause, including paragraphs a through e, in every subcontract and sub-agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

The grantee will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 et seq.), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of

## General Contract Terms Impaired Driving Enforcement

age);

•**The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);

•**Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38

•**Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and

•**Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR at 74087 to 74100).

#### 14. Political Activity (Hatch Act)

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

#### 15. Lobbying Activities

##### Certification Regarding Federal Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

##### Restriction on State Lobbying

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

#### 16. Certification Regarding Debarment And Suspension

## General Contract Terms Impaired Driving Enforcement

Grantee certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from entering into this Grant by any federal agency, or by any department, agency, or political subdivision of the state. For purposes of this grant, "principal" includes an officer, director, owner, partner, or other person with primary management and supervisory responsibilities, or a person who has critical influence on or substantive control over the operations of Grantee.

Instructions for Lower Tier Certification:

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarment, suspension, ineligible, lower tier, participant, person, primary tier, principal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definition and Coverage sections of 2 CFR Part 180. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency with which this transaction originated may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**17. Buy America Act**

The Grantee and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub recipient, to purchase only steel, iron and manufactured products

## General Contract Terms Impaired Driving Enforcement

produced in the United States with Federal funds, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification to and approved by the Secretary of Transportation .

**18. Prohibition on using grant funds to check for helmet usage**

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

**19. Termination**

This grant may be terminated upon BOTS' determination that Grantee has materially failed to comply with terms of this Agreement. Termination may be considered among the criteria for subsequent grant awards .

**20. Correspondence**

All correspondence outside of Wise-Grants with BOTS regarding this project shall include the Grant Number, and shall be submitted to the following address or e-mail address:

**Bureau of Transportation Safety**  
**4822 Madison Yards Way, 9th Floor South**  
**Madison, WI 53707**

[DOTSafetyGrants@dot.wi.gov](mailto:DOTSafetyGrants@dot.wi.gov)

✓ I agree to the terms and conditions above. \*

Please send signed signature page to [DOTSafetyGrants@dot.wi.gov](mailto:DOTSafetyGrants@dot.wi.gov)

Funded Grants 2019

Organization: Racine County Sheriff's Office

FG-2019-RACINE C-04478

Administrative Information

Federal Identifier	2019-31-05-M5
CFDA Number	20.616
Unique Entity Identifier (DUNS Number)	830351623
Amount	\$59,892.00
Funding Year	2019
Project ID Number	3950959-31-27
Appropriation	18500
Account Code	
Agency Federal Employer ID (FEIN):	396005734
Line Number	00001
Schedule Number	001
Activity ID	LABOR-DLVY-OTHR
Source Type	
Vendor Number	0000071943
Vendor Location	SUFF-M-I
County-Muni Code	
Payee	Racine County
Fund Code	21100
PO ID	0000008449
Req ID	
SPM Assigned	Tina BonDurant
Agency Head	Christopher Schmaling
Start Date	10/1/2018
End Date	9/30/2019
	39584

✓ Multi-Agency Grant

Targeted for:

- Northeast
- Northwest
- Southeast
- Southwest

Funded Grants 2019

Organization: Racine County Sheriff's Office

FG-2019-RACINE C-04478

Executed Agreement

Executed Contract

[http://www.wigrants.gov/\\_Upload/291382\\_352195-racine4478.pdf](http://www.wigrants.gov/_Upload/291382_352195-racine4478.pdf)



Supporting Documentation

[http://www.wigrants.gov/\\_Upload/286555\\_352196-2019GenericOPplan.docx](http://www.wigrants.gov/_Upload/286555_352196-2019GenericOPplan.docx)

[http://www.wigrants.gov/\\_Upload/286555\\_352197-FG-2019-RACINEC-04478Signed.pdf](http://www.wigrants.gov/_Upload/286555_352197-FG-2019-RACINEC-04478Signed.pdf)

[http://www.wigrants.gov/\\_Upload/286555\\_352198-OPSPplansignedbyKESO.pdf](http://www.wigrants.gov/_Upload/286555_352198-OPSPplansignedbyKESO.pdf)

**REQUEST FOR COUNTY BOARD ACTION**

YEAR	<u>2018</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Sheriff's Office - Sheriff Christopher Schmaling

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Lt Klatt & Sgt. Schmidt

Does the County Executive know of this request: YES

If related to a position or position change, Does the Human Resources Director know of this request: \_\_\_\_\_

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 2/6/2019 Date of County Board Meeting to be Introduced: 2/12/2019

1st Reading:  1st & 2nd Reading:  \*

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: \_\_\_\_\_

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Acceptance of a Federal Bureau of Transportation Safety - Seat Belt Enforcement Grant in the amount of \$41,850 with a 25% match and a transfer of \$41,850 within the Sheriff's Grant 2018 Budget and a transfer of \$ 5,000 from the Sheriff's 2018 Budget to the Sheriff's Grant 2018 Budget

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**SUBJECT MATTER:**

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

**THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.**

\*FEB-12-19\*

FISCAL NOTE RESOLUTION NO:

EXHIBIT "A"

Fiscal Year: **2018**

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
<b>SHERIFF'S OFFICE</b>		<b>2018 BUDGET PAGE 33-11</b>				
WAGES	11800000.401000	7,988,978	148,811	(3,929)	7,985,049	144,882
W/C	11800000.402210	159,847	(10,834)	(72)	159,775	(10,906)
SS	11800000.402220	664,567	(22,627)	(301)	664,266	(22,928)
RTMT	11800000.402230	1,451,394	(208,263)	(698)	1,450,696	(208,961)
<b>SHERIFF'S OFFICE - GRANTS</b>		<b>NOT IN BUDGET BOOK</b>				
FED 18 SEAT BELT ENF	NEW ACCOUNT	0	0	(41,850)	(41,850)	(41,850)
<b>TOTAL SOURCES</b>				<b>(46,850)</b>		
<b>SHERIFF'S OFFICE - GRANTS</b>		<b>NOT IN BUDGET BOOK</b>				
FED 18 SB ENF - WAGES	NEW ACCOUNT	0	0	19,530	19,530	19,530
FED 18 SB ENF - W/C	NEW ACCOUNT	0	0	358	358	358
FED 18 SB ENF - SS	NEW ACCOUNT	0	0	1,494	1,494	1,494
FED 18 SB ENF- RTMT	NEW ACCOUNT	0	0	3,468	3,468	3,468
FED 18 SB ENF- C BURLINGTON	NEW ACCOUNT	0	0	11,000	11,000	11,000
FED 18 SB ENF- C/S T WATERFRD	NEW ACCOUNT	0	0	11,000	11,000	11,000
<b>TOTAL USES</b>				<b>46,850</b>		
				<b>0</b>		

THE GRANT TERM IS 10/1/2018 THROUGH 9/30/2019.

ANY FUNDS REMAINING AT THE END OF 2018 WILL BE CARRIED FORWARD INTO 2019 AUTOMATICALLY.

CITY OF BURLINGTON AND TOWN OF WATERFORD ARE RESPONSIBLE FOR THE 25% MATCH FOR THEIR PORTION OF THE GRANT





## RACINE COUNTY SHERIFF'S OFFICE

717 Wisconsin Avenue, Racine, WI 53403-1237

(262) 886-2300 FAX (262) 637-5279

Waterford (262) 534-5166 Burlington (262) 763-9558

Sheriff Christopher Schmaling

Chief Deputy John C. Hanrahan

To: Finance & Human Resources Committee

From: Sgt. A. Schmidt

Ref: BOTS Taskforce and equipment grants

Finance Committee members,

We request the approval for reimbursement grants from Bureau of Transportation Safety. The grants are as follow:

1. BOTS ID #FG-2019-RACINE C-04659 a Mobilization Equipment Grant.
2. BOTS ID #FG-2019-RACINE C-04478 This is a \$60,000.00 grant we share with Kenosha Sheriff for impaired driving.
3. BOTS ID #FG-2019-RACINE C-04504 This is a \$42,000.00 grant we share with Town of Waterford and City of Burlington for seatbelt enforcement

BOTS ID #FG-2019-RACINE C-04659 grant is an equipment grant that allows us to purchase equipment that is not considered a "general cost of government." We intend on purchasing traffic cones that meet MUTCD nighttime standards and a LTI TruSpeed traffic laser. The amount of this grant is \$4000.00

BOTS ID #FG-2019-RACINE C-04478 grant is a taskforce grant that allows us to send out deputies in deployments between the hours of 6:00pm and 4:30am to target impaired drivers. We administer the grant and work with Kenosha County Sheriff. The overall grant amount is \$60,000 Racine County Sheriff receives \$40,000 and Kenosha County Sheriff receives \$20,000. Each department is required to provide a local match of 25% of received funds.

BOTS ID #FG-2019-RACINE C-04504 grant is a taskforce grant that allows us to send out deputies in deployments to target seatbelt use anytime during the day or night. We administer this grant and work with the Town of Waterford Police Department and the City of Burlington Police Department. The overall grant is \$42,000 Racine County Sheriff receives \$20,000, Town of Waterford \$11,000, and City of Burlington \$11,000. Each department is required to provide a local match of 25% of received funds.

Thank you for your consideration,

Sgt. Aaron Schmidt #7688  
Racine County Sheriff's Office

*"A Tradition Since 1836"*

Visit us at [www.RacineCounty.com](http://www.RacineCounty.com) , Facebook, or MobilePatrol

**General Information**

**Proposed Project Title:** **Seat Belt Enforcement**

**Type of Municipality:**

**Applicant/Sub-Recipient Agency/County:**

Enforcement Area:

Agency Federal Employer ID (FEIN): 396005734

Federal funding source: National Highway Traffic Safety Administration (NHTSA)

Unique Entity Identifier (DUNS Number): 830351623

**Agency Head or Authorizing Official**

Agency Head or Authorizing Official: Christopher Schmaling

Title: Sheriff

Address: 717 WISCONSIN AVE

City: RACINE

State: Wisconsin

Zip Code: 53403

**Project Coordinator**

First Name:

Last Name:

Title:

Address:

City:

State:

Zip Code:

Phone:

E-mail Address:

I agree that the above information is up-to-date and correct.

**Problem Identification/Project Justification**

In preliminary 2017, 46.6% of persons killed and 25.9% of persons sustaining incapacitating injuries in Wisconsin crashes were NOT wearing seat belts. Many of these people were ejected from their vehicle. Statewide seat belt use was 89.4% in 2017; however, Wisconsin seat belt use still remains about three percentage points lower than the national average. It has been estimated that seat belt use by motor vehicle occupants in Wisconsin prevents more than 200 traffic related fatalities and more than 8,000 serious injuries annually.

Seat belt enforcement grant recipients are targeted based upon seatbelt usage data. The intention is to encourage extraordinary seat belt enforcement in areas of the state with low seat belt usage.

For crash data and other resources available at the county level, please visit Community Maps at <https://transportal.cee.wisc.edu/partners/community-maps/>

**Additional Justification**

This grant will be divided as follows with the participating agencies:

Racine County Sheriff / Town of Burlington PD - \$20,000  
Town of Waterford Police Department - \$11,000  
City of Burlington Police Department - \$11,000

**RPM/SPM Notes**

This is an Occupant Protection (seatbelt) Taskforce Grant.  
The members of the taskforce is as follows: Racine County West Occupant Protection Taskforce

Racine County Sheriff's Department  
Burlington Police Department  
Town of Burlington Police Department  
Town of Waterford Police Department

Note: By accepting this grant, you are verifying that the above listed agencies are taskforce members and no other law enforcement agency that is not listed above will be allowed to participate in grant funded activities assigned to this taskforce.

The amount of the taskforce grant shall be \$42,000.00 and a detailed funding allocation plan to participating taskforce member agencies shall be submitted. Grantee is prohibited from using grant funds to supplant existing state or local expenditures.

Both Op Plan and signature page are required to be submitted with the grant at the beginning of the process on the "Supporting Documents" tab. NO GRANTS WILL BE APPROVED WITHOUT THESE DOCUMENTS ATTACHED.

The budget is for deployments only; no grant funds are for equipment. This grant requires a 25% soft local match. Activity Reports may use one overall monthly statistical report if a pre-approved spreadsheet is attached. Such reports are due on/by the 15th of the next month (example: January's report is due by February 15th). ALL involved agencies MUST participate in the three (3) National Mobilization periods such as "Click it or Ticket" and "Drive Sober or Get Pulled Over" - summer and winter.

ALL agencies are encouraged to attend the quarterly traffic safety commission (TSC) meetings for their County and the use Community Maps as a guide for scheduling deployment locations:

"For crash data and other resources available at the county level, please visit Community Maps at <https://transportal.cee.wisc.edu/partners/community-maps/>"

✓ I agree to the terms and conditions above.

**Project Objectives with Evaluation Plan**

Grantee agrees to adopt a zero tolerance policy for impaired driving during all motor vehicle stops.

Evaluation: Activity Report - Contacts

Grantee agrees to adopt a zero tolerance policy for unrestrained occupants during all motor vehicle stops.

Evaluation: Activity Report - Contacts

During past deployments, grantees have typically initiated a recorded traffic stop about every 45 minutes. To maintain or exceed historical activity levels during grant-funded activity Grantee will, on average, initiate a recorded traffic stop every 45 Minutes.

Evaluation: Activity Report - Contacts

During past grant-funded deployments, grantees typically maintain an agency ratio of three citations to one written warning.

Evaluation: Activity Report - Citations/Warnings

Grantee agrees to make contacts with local media, community groups or other groups to increase public awareness of information related to crashes, and subsequent enforcement efforts. This should be done a minimum of once during every quarter of grant approval. Creating partnerships with public and private community groups, to enforce public awareness of this campaign is strongly encouraged.

An Agency's failure to meet project Objectives may affect their consideration for future grant awards .

**Additional Objectives/Evaluation**

This is a joint task force where our goals are to make a traffic stop every 45 minutes in an attempt to educate the motoring public on the need to wear seat belts. We will also provide education to the public through the use of local news , social media and strict enforcement.

✓ I agree to the terms and conditions above.



**Policy Requirements**

All grantees agree to adhere to the following policies, which are detailed in the full contract

Grantee is:

- subject to audit and is responsible for complying with appropriate maintenance of records
- subject to on-site monitoring and review of records by BOTS staff
- prohibited from purchasing equipment other than that listed in approved grant application
- prohibited from using grant funds to supplant existing state or local expenditures
- prohibited from discriminating against any employee or applicant for employment
- prohibited from receiving grant funds if presently debarred
- prohibited from using these funds to further any type of political or voter activity
- prohibited from using these funds to engage in lobbying activity

If the grant funds will be expended on law enforcement, grantee further certifies:

- that it has a written departmental policy on pursuits
- that it has a written departmental policy on BAC testing of drivers involved in fatal crashes
- that it has a written departmental policy on the use of safety belts by employees
- that it complies with Title VI of the Civil Rights Act of 1964

2 C.F.R. §200, Subpart F Single Audit requirements (A-133)

**\*\*Please check with your Treasurer or Finance department**

The grantee has verified that their political entity (payee for this grant)

✓ **IS or IS NOT\*** Subject to 2 C.F.R. §200, Subpart F Single Audit requirements (A-133).

If subject to 2 C.F.R. §200, Subpart F Single Audit requirements, the grantee has verified that its political entity is in compliance and has filed with the Federal Audit Clearing House:

✓ **Yes or Not Applicable\***

**Mandatory Grants Training:**

List the name of the person or persons who have taken or are scheduled to take the Mandatory Grants Training . List the name of the person, type of training (i.e. Webinar, Regional Training or online) and the date of training.

Name	Training Location	Date
Aaron Schmidt	Milwaukee County Sheriff training academy	8/8/2018

✓ I agree to the terms and conditions above.

**Work Plan**

**Federal Grant Period:**

Grant activities are funded for one federal fiscal year. Funded fiscal year 2019 activities may begin no earlier than October 1, 2018 and end no later than September 30, 2019. Grant activity may not begin until grant is in an active status.

**Work Plan/Calendar:**

The Work Plan/Calendar contained within this contract is a term of the contract. It describes timing and level of enforcement activity. At a minimum, during the term of this contract:

Grantee will implement at least one deployment each month within the specified grant period as planned in the Work Plan /Calendar. Agencies that receive funding for overtime enforcement must participate in the national mobilizations during the timeframes listed below. Sign-up for mobilizations is in Wise-Grants and is accomplished by activating an activity report under the **View Available Opportunities** button on the home screen. Completing the activity report after the two week mobilization helps BOTS to provide NHTSA with accurate information about the level of enforcement activity in the state AND will give your agency an opportunity to procure equipment.

**Required Mobilization**

- December 14th, 2018 – January 1st, 2019 (Drive Sober - Winter)
- May 20th – June 2nd, 2019 (Click It Or Ticket National Mobilization)
- Aug 16th – Sept 2nd, 2019 (Drive Sober – Labor Day)

**NOTE:**

**During the course of the grant, Grantees will schedule a minimum of 50% of the hours of enforcement at night (6:00pm to 6:00am).**

If grantee cannot perform the planned patrols, BOTS must be notified. Failure to perform planned activity may be considered grounds for terminating the grant.

**WORK PLAN**

Month	(A) Deployments	(B) Hours per Deployment	(C) Officers per Deployment	(D) Total Officer Hours (AxB)xC = D
October	0	0	0	0
November	2	4	8	64
December	2	4	8	64
January	2	4	8	64
February	1	5	7	35
March	2	4	8	64
April	2	4	8	64
May	2	4	8	64
June	2	4	8	64
July	2	4	8	64
August	2	4	8	64
September	2	4	8	64

**TOTAL            21                            45                            87                            675**

**WORK PLAN ITEMS – Required:**

1. BOTS enforcement grants are now using the High Visibility Enforcement (HVE) model as agreed to in your signed operations plan. The three main elements of HVE are: 1) multiple agencies 2) working the same day and time and 3) with a media component to educate the public. Single officer deployments are no longer desirable and will require justification in any reimbursement request .
2. Grantee will assign only sworn, SFST-trained officers in patrols. Part-time officers may be assigned only if the grant funded activity and their resulting weekly total hours do not exceed 39 hours.
3. Grantee agrees to implement 21 deployments for a total of 675 enforcement hours.

**Grant Reimbursable Hours & Rate:**

Grantee's estimate of funded reimbursable hours is based upon an estimated average hourly wage/fringe rate of \$62.00

**Total amount of Wage/Fringe Based on above deployments and rate \$41,850.00**

**Activity Reporting:** Grantee will complete the Activity Reports and submit them to BOTS no later than the 15th of the month following the activity.

✓ I agree to the terms and conditions above.

**Budget Request**

**Funding:** Grant funding is based on availability of Federal Grant Funds. Grants and funding may be stopped at any time during the Grant year if funding becomes available.

**Budget Plan:**

The Budget spreadsheet within this contract is a term of the contract. Eligible cost items for this project include: Wage and Fringe. Grantee must complete the Federal Share AND Estimated Local Match columns.

**Relationship to Work Plan:**

All budget items must relate to activities described in the Work Plan. Reimbursement will be based on actual costs, NOT budgeted rates. Only project activities and expenses described in the approved work plan and budget, incurred during the grant period, are eligible for reimbursement. Expenses incurred that are not specified in the budget or work plan will not be reimbursed.

**Document Requirements:**

Grantee will document hours, wage and fringe rate, and all match costs. Fringe benefit shall be actual costs. Payment for salaries and wages shall be supported by a time and attendance report, or equivalent records, which shall be kept on file at the agency for three years from the date the project closes. Grantor reserves the right to perform monitoring activities, to include ongoing review and audit of department records.

**Match Requirements:**

A local match of at least 25% of the grant total is required. The match budget line may consist of estimates of program match.

**Budget**

Item	Federal Grant	Local Match	Totals
Wage/Fringe	\$41,850.00	\$10,463.00	\$52,313.00
Travel/Mileage	Ineligible		\$0
Training	Ineligible		\$0
Contractual Services	Ineligible		\$0
Equipment	Ineligible		\$0
Materials & Supplies	Ineligible		\$0
Other	Ineligible		\$0
<b>Total</b>	<b>\$41,850.00</b>	<b>\$10,463.00</b>	<b>\$52,313.00</b>

**Budget Amendments:**

If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the WISE Grants System. Amended activity may not commence prior to BOTS approval. Click [Here](#) to see Amendment Instructions.

**Signatures:**

The agency head or authorizing official must complete the printable signature page and attach to grant application under "Supporting Documents." An electronic grant submission through the WISE Grants System will initiate the grant approval process, activity/deployments shall **not** begin until the agency receives notice that the grant is active.

✓ I agree to the terms and conditions above.

**Deliverables****Forms:**

Forms will only be accepted through the WISE Grants. Questions about grant submissions should be referred to either the State Program Manager or the Regional Program Manager.

Click [Here](#) to see the RPM and SPM map.

**Project Match Report:**

Agencies are required to report adequate match each time they request reimbursement.

**Earned Media Event Documentation:**

Documentation (electronic copies of media materials) of each earned media event must be submitted to BOTS. An electronic link or other format is acceptable documentation.

**Place of Delivery:**

**All Electronic Project Deliverables shall be submitted via the WISE Grants System.**

**Signature Pages shall be attached to this grant application under "Supporting Documentation."**

**Questions about the Traffic Safety Program or this project should be addressed to the State Program Manager or the Regional Program Manager.**

**Awarding Official Mailing Address:**

**Bureau of Transportation Safety  
4822 Madison Yards Way, 9th Floor South  
Madison, WI 53705**

I agree to the terms and conditions above.

## General Contract Terms Seatbelt Enforcement

This Grant Agreement ("Agreement"), entered into by and between the Bureau of Transportation Safety ("BOTS") and \_\_\_\_\_ ("Grantee"), is executed pursuant to terms that follow.

**1. Purpose of this Agreement**

The Bureau of Transportation Safety, housed within the Wisconsin Department of Transportation's Division of State Patrol, serves as the administering agency for state and federal grants relating to transportation safety. The purpose of this Agreement is to enable BOTS to award grant funding to Grantee for eligible costs of the Grant Project ("Grant") undertaken as outlined in the project narrative and work plan. The funds shall be used exclusively in accordance with the provisions of this Agreement, as well as applicable federal and state laws and regulations.

**2. Term**

Work conducted under this Grant must occur within the federal fiscal year: October 1 to September 30. This Agreement expires September 30 of the federal fiscal year during which the Grant is conducted.

**3. Implementation**

Grantee shall be solely responsible for the design and implementation of the Grant as described in the project narrative and work plan. Grantee agrees to conduct the Grant in accordance with these plans as approved by BOTS.

Modification of the Grant shall require prior approval of BOTS. Any change in project coordinator, financial officer, authorizing official, addresses, or telephone numbers requires written notification to BOTS. If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the Wise-Grants System. Amended activity may not commence prior to BOTS approval.

Failure to perform planned activity may be considered grounds for termination of funding.

**4. Audit and Maintenance of Records**

Grantee government subdivisions are responsible for obtaining audits in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-8507) and the Single Audit Requirements of 2 C.F.R. §200, Subpart F (A-133 Single Audit Requirements). If Grantee government subdivision is subject to a Single Audit, BOTS must be notified of the audit and subsequent results. If Grantee is subject to these requirements, it will verify that it is compliance with these requirements and that it has filed with the Federal Audit Clearing House. BOTS may take corrective action within six months and may require independent auditors to have access to grantee's records and financial statements. Documentation of costs shall be maintained for three years following final reimbursement. Reimbursement claim cost detail shall include a list of all personnel whose time is claimed; current billing period and year-to-date wages and fringe benefits paid to each person listed; all travel listed individually and broken out by transportation/mileage, meals, lodging, and related costs; all materials and supplies and contractual services, itemized, required to complete project activity. Employee time records for actual hours worked or percent of time dedicated to project activity are to be maintained by Grantee and made available to BOTS upon request with reasonable notice. Each budget item identified as "Other" shall be claimed separately.

**5. Monitoring by the State**

Grantee consents to monitoring by BOTS staff to ensure compliance with applicable state and federal regulations. Monitoring may occur on-site and will require access to original versions of employee payroll information, citations, and other materials related to the implementation of this grant.

**6. Payment of Funds by the State**

All highway safety projects are funded on a cost reimbursement basis. State or local funds shall be expended before federal reimbursement is made.

BOTS shall reimburse Grantee only for the actual hours worked, and for other eligible costs, and only if the costs are incurred in performing tasks identified within the grant application. Personnel costs shall be reimbursed on the basis of actual hourly salary and fringe rate(s) that have been verified and approved by BOTS, or on the basis of percentage of annual salary and fringe dedicated to project activity as described within the grant application. All expenses for which Grantee

## General Contract Terms Seatbelt Enforcement

seeks reimbursement must be documented in the Project Activity Reports.

#### 7. **Equipment**

Tangible, non-expendable personal property having an acquisition cost of \$5,000 or more, with a useful life of greater than one year, that is purchased in whole or in part by Grantee using funds awarded as part of this Agreement must be justified in the project narrative or work plan and approved by the NHTSA Regional Office in writing before initiating the acquisition of the equipment. Each item shall be tagged, inventoried, and monitored until the federal interest is released. Tangible, non-expendable personal property having an acquisition cost of less than \$5,000, and budgeted as materials and supplies, will also be monitored. Grantee must inform BOTS in writing when equipment is no longer used for the purpose for which it was acquired. Grantee's procurement of property under a grant will follow the same policies and procedures used for procurement from its non-federal funds, provided their procurement procedures follow the requirements for procurement standards set forth in federal law in 2 C.F.R. §§200.318 general procurement standards through 200.326 contract provisions. Each grantee receiving traffic safety funds must maintain written property management standards that comply with the requirements for property standards set forth in federal law in 2 C.F.R. §§200.310 through 200.316. These requirements include, but are not limited to, the maintenance of accurate property records [2 C.F.R. §200.313(d)(1)]. Such records will include a description of the property; a serial number or other identification number; the source of funding for the property (including the FAIN, if applicable); indication of with whom title is vested; acquisition date; cost of the property; percentage (at the end of the budget year) of federal participation in the cost of the project for the federal award under which the property was acquired; location, use, and condition of the property; and ultimate disposition data including the date of disposal and the sale price of the property. Grantees will institute maintenance procedures adequate to keep the property in good condition.

#### 8. **Print and Audio Visual Materials**

Grantee shall submit all materials developed under this Agreement to BOTS for approval of content and style prior to final production and release. All video materials intended for general public viewing must be close-captioned. Grantee shall credit the Wisconsin Department of Transportation Bureau of Transportation Safety and the National Highway Traffic Safety Administration on all such materials. Grantee may not copyright any portion of materials produced under this Agreement.

#### 9. **Program Income**

Program income is gross income derived by Grantee from Grant-supported activities. Grantee will report program income on reimbursement claims, stating whether the income is retained or credited as a reduction in federal share of project expenditures. If retained, such income may be used only for highway safety activities and is subject to audit by BOTS.

#### 10. **Additional Requirements Where Funds Are Expended on Law Enforcement**

- A. Grantee agency certifies that it has a written departmental policy on biased-based policing, or that it will initiate development of one during the grant period.
- B. Grantee agency certifies that it has a written departmental policy on pursuits or that it will initiate development of one during the grant period. The policy should conform to the guidelines of the IACP or a similar pursuit policy.
- C. Grantee agency certifies that it has a written departmental policy on the BAC testing of all drivers involved in fatal vehicle crashes involving alcohol, or that it will initiate one during the grant period. Grantee agency will require a test of all killed drivers and will encourage all surviving drivers to consent to a test.
- D. Grantee agency certifies that it has a written departmental policy on the use of safety belts by employees, or that it will initiate development of one during the grant period.

#### 11. **General Costs of Government**

The general costs of government (i.e. supplanting) are unallowable except as provided in 2 C.F.R. §200.474. [2 C.F.R. §200.444]. The replacement of routine or existing state or local expenditures with 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 prohibited.

#### 12. **Guidelines for Allowability of Costs**

To be allowable under Federal awards, costs must meet the following general criteria [2 C.F.R. §225, Appendix A, C(1)]:

## General Contract Terms Seatbelt Enforcement

1. Be necessary and reasonable for proper and efficient performance and administration of Federal awards .
2. Be allocable to Federal awards under the provisions of 2 CFR part 225.
3. Be authorized or not prohibited under State or local laws or regulations.
4. Conform to any limitations or exclusions set forth in these principles, Federal laws, terms and conditions of the Federal award, or other governing regulations as to types or amounts of cost items.
5. Be consistent with policies, regulations, and procedures that apply uniformly to both Federal awards and other activities of the governmental unit.
6. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
7. Except as otherwise provided for in 2 CFR part 225, be determined in accordance with generally accepted accounting principles.
8. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federal award in either the current or a prior period, except as specifically provided by Federal law or regulation.
9. Be the net of all applicable credits.
10. Be adequately documented.

**13. Nondiscrimination**

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

1. To comply with all Federal nondiscrimination laws and regulations , as may be amended from time to time;
2. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR part 21 and herein;
3. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
4. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
5. To insert this clause, including paragraphs a through e, in every subcontract and sub-agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

The grantee will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 et seq.), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;



General Contract Terms Seatbelt Enforcement

·**The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);

·**The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);

·**Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38

·**Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low -income populations); and

·**Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR at 74087 to 74100).

**14. Political Activity (Hatch Act)**

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

**15. Lobbying Activities**

Certification Regarding Federal Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Restriction on State Lobbying

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

## General Contract Terms Seatbelt Enforcement

**16. Certification Regarding Debarment And Suspension**

Grantee certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from entering into this Grant by any federal agency, or by any department, agency, or political subdivision of the state. For purposes of this grant, "principal" includes an officer, director, owner, partner, or other person with primary management and supervisory responsibilities, or a person who has critical influence on or substantive control over the operations of Grantee.

Instructions for Lower Tier Certification:

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarment, suspension, ineligible, lower tier, participant, person, primary tier, principal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definition and Coverage sections of 2 CFR Part 180. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency with which this transaction originated may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**17. Buy America Act**

## General Contract Terms Seatbelt Enforcement

The Grantee and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub recipient, to purchase only steel, iron and manufactured products produced in the United States with Federal funds, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification to and approved by the Secretary of Transportation .

**18. Prohibition on using grant funds to check for helmet usage**

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

**19. Termination**

This grant may be terminated upon BOTS' determination that Grantee has materially failed to comply with terms of this Agreement. Termination may be considered among the criteria for subsequent grant awards.

**20. Correspondence**

All correspondence outside of Wise-Grants with BOTS regarding this project shall include the Grant Number, and shall be submitted to the following address or e-mail address:

**Bureau of Transportation Safety**  
**4822 Madison Yards Way, 9th Floor South**  
**Madison, WI 53705**  
[DOTSafetyGrants@dot.wi.gov](mailto:DOTSafetyGrants@dot.wi.gov)

✓ I agree to the terms and conditions above.\*

Please send signed signature page to [DOTSafetyGrants@dot.wi.gov](mailto:DOTSafetyGrants@dot.wi.gov)

Administrative Information

Federal Identifier	2019-25-05-M2
CFDA Number	20.616
Unique Entity Identifier (DUNS Number)	830351623
Amount	\$41,850.00
Funding Year	2019
Project ID Number	3950959-25-19
Appropriation	18500
Account Code	
Agency Federal Employer ID (FEIN):	396005734
Line Number	00001
Schedule Number	001
Activity ID	LABOR-DLVY-OTHR
Source Type	
Vendor Number	0000071943
Vendor Location	SUFF-M-I
County-Muni Code	51-000
Payee	Racine County
Fund Code	21100
PO ID	0000008448
Req ID	
SPM Assigned	Tina BonDurant
Agency Head	Christopher Schmaling
Start Date	10/1/2018
End Date	
	39584

Multi-Agency Grant

Targeted for:

- Northeast
- Northwest
- Southeast
- Southwest

Funded Grants 2019

Organization: Racine County Sheriff's Office

FG-2019-RACINE C-04504

Executed Agreement

Executed Contract

[http://www.wigrants.gov/\\_Upload/291386\\_352195-racine4504.pdf](http://www.wigrants.gov/_Upload/291386_352195-racine4504.pdf)

Supporting Documentation

[http://www.wigrants.gov/\\_Upload/286641\\_352196-2019GenericOPplan.docx](http://www.wigrants.gov/_Upload/286641_352196-2019GenericOPplan.docx)

[http://www.wigrants.gov/\\_Upload/286641\\_352197-FG2019RacineC4504SignedBUPDTWPD.pdf](http://www.wigrants.gov/_Upload/286641_352197-FG2019RacineC4504SignedBUPDTWPD.pdf)

[http://www.wigrants.gov/\\_Upload/286641\\_352198-FG-2019-RACINEC-04504Signed.pdf](http://www.wigrants.gov/_Upload/286641_352198-FG-2019-RACINEC-04504Signed.pdf)