



Los Gatos-Monte Sereno Police Department

Prepared by Los Gatos-Monte Sereno Police Department
for California Highway Patrol (CHP) Law Enforcement: Small and Mid-Size Organizations/Agencies FY 2025/2026

Submitted by Clint Tada

Submitted on 02/21/2025 12:30 PM Pacific Standard Time



Opportunity Details

Opportunity Information

Title

Law Enforcement: Small and Mid-Size Organizations/Agencies FY 2025/2026

Description

Law Enforcement grants provide financial assistance to allied agencies for the education, prevention, and the enforcement of laws related to driving under the influence of alcohol and other drugs, including cannabis and cannabis products.

The intent of the program is to educate the public regarding the dangers of impaired driving, enforce impaired driving laws on the roadway, and improve the Organization/Agency's effectiveness through training and development of new strategies.

Awarding Agency Name

California Highway Patrol

Agency Contact Name

Cannabis Grants Unit (CGU)

Agency Contact Phone

916-843-4360

Agency Contact Email

CGUGrants@chp.ca.gov

Fund Activity Categories

Education, Law, Justice and Legal Services

Manager

Cannabis Grants Unit (CGU)

Opportunity Posted Date

1/8/2025

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/cd30d005-b1e2-4785-86ba-ea5c151bd666>

Is Published

Yes

Funding Information

Opportunity Funding

\$13,000,000.00

Funding Sources

State

Funding Source Description

With the passage of Proposition 64 in 2016, The Control, Regulate, and Tax Adult Use Marijuana Act (AUMA), California voters mandated the state to set aside funding for the CHP to provide grants to local governments and Qualified Nonprofit Organizations for the education, prevention, and enforcement of impaired driving laws pursuant to Section 34019 (f)(3)(B) Revenue and Taxation Code (RTC).

Funding Restrictions

State Agencies/Departments, please refer to Section 34019 (f)(3)(B) RTC and California Code of Regulations, Title 13,



Division 2, Chapter 13, for additional information.

Award Information

Award Range

\$500,000.00 Ceiling

Award Period

07/01/2025 - 06/30/2026

Award Type

Competitive

Indirect Costs Allowed

No

Matching Requirement

No

Submission Information

Submission Window

01/08/2025 8:00 AM - 02/28/2025 5:00 PM

Submission Timeline Type

One Time

Submission Timeline Additional Information

GRANT APPLICATIONS ARE DUE FEBRUARY 23, 2025, BY 5:00 PM PST. EXTENDED TO FEBRUARY 28, 2025, BY 5:00 PM PST.

Grant Applicants are advised to ask submittal questions well before the deadline. The Cannabis Grants Unit (CGU) cannot guarantee an immediate response and the Grant Management System (GMS) will automatically close at 5:00 PM PST. Once a Grant Application is submitted through the GMS, Grant Applicants may not add, edit, or delete any Grant Application information.

Question Submission Information

Question Submission Open Date

01/08/2025 8:00 AM

Question Submission Close Date

02/28/2025 5:00 PM

Question Submission Email Address

CGUGrants@chp.ca.gov

Question Submission Additional Information

GRANT APPLICATIONS ARE DUE FEBRUARY 23, 2025, BY 5:00 PM PST. EXTENDED TO FEBRUARY 28, 2025, BY 5:00 PM PST.

CGU Office Hours:

Monday through Friday

8:00 am to 5:00 pm

If assistance is required, please contact the Cannabis Grants Unit no later than Friday, February 21, 2025.

Attachments

- Grant Application Evaluation Criteria



- FY25-26 RFA - Law Enforcement Small and Mid-Size

Eligibility Information

Eligibility Type

Public

Additional Eligibility Information

Small and Mid-Size Law Enforcement Organizations/Agencies, with the primary function of enforcing traffic laws, which includes responding to calls, making arrests, and issuing citations, pursuant to the California Penal Code, California Vehicle Code, and California Health and Safety Code

Small-Size Law Enforcement Organizations/Agencies: 100 employees or less

Mid-Size Law Enforcement Organizations/Agencies: 500 employees or less

Additional Information

Additional Information URL

<https://www.chp.ca.gov/programs-services/programs/cannabis-tax-fund-grant-program>

Award Administration Information

State Award Notices

Awards will be announced in May and June 2025.

Administrative and National Policy Requirements

The California Highway Patrol (CHP) adopted regulations within Title 13 of the California Code of Regulations (CCR), Division 2, by adding Chapter 13, which govern the CHP, Cannabis Tax Fund Grant Program.

These regulations outline:

- * Grant Provisions
- * Grant Project Types
- * Specific Grant Application Requirements
- * Grant Evaluation Criteria
- * Necessary Administrative Procedures for the Program

Regulations can be found at:

<https://www.chp.ca.gov/programs-services/programs/cannabis-tax-fund-grant-program/program-regulations>

Reporting

Quarterly Reporting is required and due within 14 calendar days after the close of each quarter.

Quarter One (Q1): July 1 - September 30

Quarter Two (Q2): October 1 - December 31

Quarter Three (Q3): January 1 - March 31

Quarter Four (Q4): April 1 - June 30

Other Information

Please ensure your Organization/Agency has the capability to electronically sign required documents (ex: Grant Agreement).



Project Information

Application Information

Application Name

Los Gatos-Monte Sereno Police Department

Award Requested

\$248,955.98

Total Award Budget

\$248,955.98

Primary Contact Information

Name

Clint Tada

Email Address

ctada@losgatosca.gov

Address

110 E MAIN ST., Los Gatos
LOS GATOS, CA 95030

Phone Number

(408) 354-6843



Project Description

1. Organization/Agency Representatives

Organization/Agency Section/Unit (subdivision) to administer the Grant Agreement

Los Gatos-Monte Sereno Police Department /Support Services/Traffic Division

Organization/Agency Representative

Please complete the following fields with appropriate Organization/Agency representatives, as applicable.

- **The Authorized Official is authorized to enter into a Grant Agreement with signing authority.**
- **The Authorized Financial Contact maintains financial records, documentation, and recipient of warrant.**
- **The Administrative Contact is responsible for day-to-day administration.**

Authorized Official Name (first and last)

Jamie Field

Authorized Official Title

Police Chief

Authorized Official Address (street, city, state, zip code)

110 E. Main St. Los Gatos, CA 95030

Official Address to Receive Reimbursement Payment - MUST MATCH FISCAL FORM (street, city, state, zip code)

110 E. Main St. Los Gatos, CA 95030

Authorized Official Phone Number (with area code)

4088273218

Authorized Official Email Address

Jfield@losgatosca.gov

Authorized Financial Contact Name (first and last)

Heather St. John

Authorized Financial Contact Title

Senior Management Analyst

Authorized Financial Contact Phone Number (with area code)

4083546843

Authorized Financial Contact Email Address

hstjohn@losgatosca.gov

Administrative Contact Name (first and last)

Clinton Tada

Administrative Contact Title

Captain

Administrative Contact Phone Number (with area code)

4088273218

Administrative Contact Email Address



Los Gatos-Monte Sereno Police Department
Los Gatos-Monte Sereno Police Department

ctada@losgatosca.gov



2. Senate/Assembly/Congressional/County Information

To determine the State Senate District(s), State Assembly District(s), and California Congressional District(s), copy and paste the below URL in your browser and search:

<https://gis.data.ca.gov/maps/CDEGIS::legislative-districts-in-california-2/about>

Select one or more State Senate District(s) where the proposed Project activities will occur. To make multiple selections, hold down the Ctrl key and click each one.

State Senate 13, State Senate 15

Select one or more State Assembly District(s) where the proposed Project activities will occur. To make multiple selections, hold down the Ctrl key and click each one.

State Assembly 28

Select one or more California Congressional District(s) where the proposed Project activities will occur. To make multiple selections, hold down the Ctrl key and click each one.

California Congressional District 16

Select one or more California counties where the proposed Project activities will occur. To make multiple selections, hold down the Ctrl key and click each one.

Santa Clara

Number of residents (population) that your Organization/Agency serves.

35000



3. Statistical Data

Ensure the responses below are accurate and align with the statistical data provided within the Grant Application. If a question is not applicable, please input "0" or "N/A".

How many schools are in your jurisdiction?

	Elementary Schools	Middle Schools	High Schools	Colleges/Universities
Number of Schools	9	4	3	0

How many law enforcement personnel are within your Organization/Agency?

39

Does your Organization/Agency have specifically designated traffic enforcement personnel who conduct driving under the influence (DUI) enforcement operations?

- ☐ Yes
☒ No

How often does your Organization/Agency conduct DUI enforcement activities (ex: DUI Saturation Patrols, DUI Checkpoints)?

	Weekly Average	Monthly Average	Yearly Average
Enforcement Activities			3

How many law enforcement personnel have attended Standard Field Sobriety Test (SFST), Advanced Roadside Impaired Driving Enforcement (ARIDE), and/or Drug Recognition Evaluator (DRE) training?

	SFST	ARIDE	DRE
Number of Trained Law Enforcement Personnel	15	4	0

How many certified DREs does your Organization/Agency currently have?

0

How many law enforcement personnel are certified SFST and/or DRE Instructors?

	SFST	DRE
Number of Certified Instructors	0	0

What in-service training does your Organization/Agency offer related to DUI/DUID?

The Los Gatos-Monte Sereno Police Department provides newly hired officers with a week-long DUI enforcement training during the Field Training Officer (FTO) Program to familiarize officers with common driving indicators, objective symptom recognition, sobriety test demonstrations, and application techniques. As a part of the Department Training Plan, the department strives to ensure new officers attend Standard Field Sobriety Training (SFST) as a core patrol training requirement within the first two years of service to provide an in depth understanding of SFST's. Often times, experienced Field Training Officers provide informal exposure to DUI/DUID training during the FTO program, but new officers are not always provided an opportunity to attend formal SFST training until budgeted training funds and course availability allow.

Is training conducted at your Organization/Agency or at an alternate facility?

- ☐ Within Organization/Agency
☒ Alternate Facility

Do law enforcement personnel participate in training with local city attorneys and/or district attorneys?

- ☐ Yes



☒ No

Grant Funded Equipment

Have Cannabis Tax Fund Grant Program Grant Funds been utilized to purchase equipment (an acquisition cost of at least \$5,000)?

☐ Yes

☒ No

If yes, list EACH equipment item and fiscal year of the Grant Agreement.

N/A

EXAMPLE ONLY

FY21-22 = Two Message Boards

FY22-23 = One DUI Vehicle

4. Project Description

Project Types: Please select project type(s) applicable to your Project.

- ☒ Law Enforcement Training
- ☐ Public Education and/or Prevention
- ☒ Enforcement Efforts

Provide a brief overview/synopsis (a paragraph) of the proposed Project. PLEASE DO NOT COPY AND PASTE TABLES IN FIELD - TYPE INFORMATION IN FIELD.

The Los Gatos-Monte Sereno Police Department (LGMSPD) is dedicated to vehicle enforcement efforts in order to maintain safer streets and reduce property damage, injuries, and fatal collisions as result of impaired driving behaviors. During Fiscal Year 2025/26, LGMSPD's proposed project seeks to increase DUI/DUID directed patrol and saturated enforcement efforts, enhance officer training and expertise, and fund DUI/DUID enforcement tools and equipment. The funding request for this project consists of staff salary overtime costs for eight (8) dedicated saturation enforcement events (for two officers at 6-hour durations), two (2) dedicated marked DUI enforcement patrol vehicles, Standard Field Sobriety Tests (SFST) training costs for five (5) officers, Advanced Roadside Impairment Driving Enforcement (ARIDE) training costs for four (4) officers, and Drug Recognition Expert (DRE) training costs for one (1) officer.



5. Problem Statement & Proposed Solution

Clearly identify the problem/need (Problem Statement) in your local community that will be addressed by the Project. Then, clearly identify the Proposed Solution to address the problem/need. If applicable, provide recent and high-level statistical data that directly supports the problem/need in your local community. PLEASE DO NOT COPY AND PASTE TABLES IN FIELD - EITHER TYPE INFORMATION IN FIELD OR ATTACH DOCUMENT.

The Los Gatos-Monte Sereno Police Department is in the Santa Clara County and provides police services for the Town of Los Gatos and City of Montes Sereno. The jurisdictions have a combined total of approximately 13.5 square miles of geographical land and a residential population of approximately 36,000 people. During the day, physical population in Los Gatos is increased by 30% due to students attending Los Gatos schools, daytime workers at local businesses and residences, commuters, and traveled visitors. Los Gatos has two major state highways, (Hwy 17 and Hwy 85) which run directly through the Town of Los Gatos and act as a primary thoroughfare for vehicular traffic to and from the Santa Clara County and Santa Cruz County. Similar to many small towns which are located in between major destination cities and as a county border jurisdiction, the Town experiences the significant and negative impacts of elevated cut-thru vehicle traffic on local arterial streets when highways are congested. Primarily, this is prevalent during the summer months from beach traffic, bad weather in the winter months, and when Hwy 17 experiences vehicle collisions and hazards. In previous years, the Town Council along with Town staff requested assistance from state officials with addressing the local traffic impacts but given the current infrastructure and number of vehicles traveled, this problem is a complex issue to resolve and continues to persist and pose an increase to vehicle and roadway safety in the downtown neighborhoods of Los Gatos. The increased vehicle traffic and long traffic delays congesting the downtown business district and residential neighborhoods often leads to bad driving behaviors and the potential for hazardous conditions. In Fiscal Year 2025/26 the Santa Clara County will host two major national sporting events, Super Bowl LX and FIFA World Cup. These events will likely compound population and traffic flow in surrounding jurisdictions and dramatically increase some of the DU/DUID concerns posed to the town for several weeks of the event festivities.

The Los Gatos-Monte Sereno Police Department has been closely tracking traffic collision data over the past several years due to recent collision fatalities and community concern and outreach for safer streets due to excessive speeds, impaired driving, and overall traffic congestion. Additionally, the Town has seen an increase in the economic vitality of local businesses downtown, specifically an increase in the food and beverage industry which attracts restaurant and bar patrons during peak times. This has led to increased calls for service in the downtown business district involving vehicle traffic and alcohol intoxication related incidents. Between 2022 and 2024 the Town of Los Gatos permitted special events which contained an Alcohol beverage Control License/Permit issued (for the special event) increased from 6 events per year to 24 special events in 2024. This metric also contributes to an alcohol consumption, intoxication, and potential for impaired driving on special event permitted dates.

The department reviewed various data points in the last several years and have identified some concerning trends related to DU/DUID and vehicle collisions. In 2022, LGMSPD reported a total of 192 vehicle collisions, 58 which involved injuries (30%). In 2023, this alarming trend increased to a reported 213 total vehicle collisions, 85 which involved injuries (40%). In 2022, 8% of the collisions involving DU/DUID resulted in injuries to involved parties and in 2023 this statistic dramatically increased to 30% of the DU/DUID collisions resulted in injuries to involved parties. In 2024, the rising trend of collisions involving DU/DUID which resulted in injuries to involved parties increased again to 35%. LGMSPD is committed to reducing the number of injured parties as result of vehicle collisions and specifically reducing the injury collisions which involved impaired DU/DUID driving behaviors.

Data related to driving under the influence or driving while impaired without traffic collisions as a factor was also reviewed and resulted in trends of significant increase. In 2022, LGMSPD made 47 arrests involving DU/DUID and in 2023 made 50 arrests involving DU/DUID. In 2024, additional patrol enforcement during peak DU/DUID times and locations were targeted by patrol officers, which resulted in 70 DU/DUID related arrests, an increase of 40% in DU/DUID arrests made within a two-year period. It should also be noted that the average Blood Alcohol Content (BAC) level of drivers arrested in 2024 was .15%, almost doubled the legal limit of .08%. The increase in arrests and interventive measures taken to combat driving while impaired is contributed primarily to increased patrols and enforcement efforts by officers during a patrol shift. While directed enforcement efforts have proven to be effective in increasing intervention and the number of arrests for DU/DUID., this also proves that impaired driving behaviors are present within the targeted areas of the jurisdiction. With current staffing shortages the ability for patrol resources to focus primarily on traffic and DU/DUID enforcement on a regular basis is minimal, and these metrics are primarily reflective of directed enforcement during patrol discretionary time in between calls for service. Traffic officers are often integrated with patrol staffing and conduct additional overtime high visibility traffic enforcement in and around the downtown business district, during and post special town events, and during elevated traffic congested times. Although, directed saturated enforcement events with dedicated resources with a primary focus on DU/DUID enforcement would increase productivity and statistical measures.

Patrol vehicles equipped with emergency equipment, safety equipment, and prisoner transportation capabilities are required to conduct special enforcement efforts and are assigned to patrol officers on every shift. LGMSPD currently has a limited inventory of 11 patrol equipped vehicles in the fleet to outfit 10 patrol officers on any given day. The need



for additional patrol vehicles is paramount to allow motor officers and special traffic enforcement officers to be able to perform saturated patrols throughout the year, and to increase the effectiveness of any saturated or directed enforcement efforts and campaigns.

In addition, LGMSPD has experienced a lot of transition in sworn personnel due to attrition in the last two years. Currently, over 40 % of sworn personnel has less than four years of experience, and less than 35% of all sworn personnel have attended a Standard Field Sobriety Tests (SFST) training, less than 10% have attended an Advanced Roadside Impairment Driving Enforcement (ARIDE) training, and 0% are Drug Recognition Expert (DRE) certified. The department recognizes the importance of these trainings and has incorporated these into the department training plan and also utilizes the expertise from these trainings to incorporate into the Community Police Academy for public awareness. Although, given the rate of turnover and overall personnel costs to allow officers to attend these trainings and enhance their DUI/DUID experience it is financially burdensome to a small agency. Due to overtime budgetary constraints and anticipated fiscal deficits, the allocation of overtime costs for adequate and dedicated saturation DUI/DUID enforcement in addition to patrol resources does not appear to be feasible under the existing Police Operating Budget, without the consideration of grant funding to assist with achieving goals and expectations. The CA-CTFG funding opportunity fits these exact goals in providing grant funds to support local small agencies in DUI/DUID enforcement efforts, reducing vehicle collision injuries, and promoting the awareness and education of the negative impacts of DUI/DUID driving behaviors.

Statistical Data/Report(s)

6. Performance Measures/Scope of Work

Detail EACH Project activity/item below, which will serve as your goals and objectives for the Project. For EACH goal/objective, include estimated timelines (ex: monthly, quarterly), quantitative measurements (ex: reduction of DUI/DUID by %), and justification detailing how it will enhance/support the Project. NOTE: These goals and objectives must be consistent with the Budget. PLEASE DO NOT COPY AND PASTE TABLES IN FIELD - TYPE INFORMATION IN FIELD.

The Los Gatos-Monte Sereno Police Department has seen an increase in DUI/DUID arrests within the last two years by 40%. This overwhelming increase can be contributed to variable factors of increased vehicle stops by patrol officers, geographic location within proximity of alcohol establishments, time of day, etc. Yet, the problem is present and persistent as the numbers reflect that individual continue to make the decision to drive while impaired. The overall performance measure would be based on the reduction of total collisions involving DUI/DUID, and an increase in the total number of DUI/DUID arrests by 10% as result of increased saturated patrols.

Eight (8) saturation DUI/DUID patrol events will occur in during the four-quarter period of this grant program (Q1=2, Q2=2, Q3=2, Q4=2). The department will conduct saturation patrol events with the goal of increasing their proactive DUI/DUID arrest statistics by 10-15%, which will increase roadway safety, act as a deterrent and preventative measure against DUI driving behavior and improve overall community confidence in addressing hazardous driving related concerns. The request for two 2025 Ford Police Utility vehicles would be dedicated and utilized during these saturated patrols with dedicated overtime officers assigned to this program.

LGMSPD is committed to providing officers with the best training available to enhance their individual knowledge and experience, but more importantly to integrate learned concepts to enhance their overall performance and skillsets in promoting a safe community. The performance measure for sending officers to specialized DUI/DUID training courses would be to see increased performance results of the individual officers when conducting their DUI/DUID investigations and contacts. The department will track SFST vehicle stops (when SFST's were conducted) throughout the grant period and expect an overall increase of DUI/DUID arrests by 10%.

Five (5) officers will be assigned to attend the 24-hour Standard Field Sobriety Tests (SFST) training during the grant period (Q1=2, Q2=3). The department will seek to send 2-3 officers at a time to minimize the impact on staffing at one time. Based on the availability and the frequency for which this training course is offered, the department will make it a goal to ensure the training for these officers occurs within Q1 and Q2 and require them to apply their learned skillsets as a part of the saturation DUI/DUID patrol events and during their routine patrol shifts. The Traffic and Patrol Sergeants will conduct audits of trained personnel to ensure that SFST training methods are being utilized during DUI/DUID enforcement stops. Newly trained officers should strive to increase proactive enforcement vehicle stops by 10% upon completion of training.

Four (4) officers will be assigned to attend the 16-hour Advanced Roadside Impairment Driving Enforcement (ARIDE) training during the grant period (Q2=2, Q3=2). The department will identify two traffic officers and two patrol officers who have completed the SFST training and who have shown an interest and high level of activity in DUI/DUID enforcement. Based on the availability and the frequency for which this training course is offered, the department will make it a goal to ensure the training for these officers occurs within Q1 and Q2 and require them to apply their learned skillsets as a part of the saturation DUI/DUID patrol events and during their routine patrol shifts. The Traffic Sergeant and officers who have attended ARIDE will assist with coordination of the saturation patrol events. ARIDE trained officers should increase proactive DUI/DUID enforcement vehicle stops by 15% upon completion of training and will be encouraged to request assignment to the Traffic Team and Traffic Collision Reconstruction Team. LGMSPD is seeking additional traffic officers who will be assigned primarily to vehicle enforcement, collision investigations, and DUI/DUID Field Training Officers for new officers during their training program.

One (1) DRE officer will be assigned as a Drug Recognition Expert upon successful completion of SFST and ARIDE training within the grant period (Q3=1), and once they have displayed dedication to DUI/DUID investigation and being a department resource and expert for other officers and as needed for courtroom testimony.

EXAMPLE ONLY

16 DUI Saturation Patrols (Q1 = 4, Q2 = 4, Q3 = 4, Q4 = 4): Aim to reduce DUI/DUID deaths by 10%, which will improve roadway safety in the community.

2 DUI Checkpoints (Q2 = 1, Q4 = 1): Aim to reduce DUI/DUID by 15%, which will reduce the number of impaired drivers in the community.

4 Message Boards for DUI Checkpoints and Educational Messaging (Q1 = Purchase, Q2 = Receive, Q2-Q4 =

Use to complete DUI Checkpoints and education): We will utilize the Message Boards to notify the public of an approaching DUI Checkpoint. In between DUI Checkpoints, we will display educational messaging against driving under the influence.

4 Educational Presentations at local high schools (Q1 = 1, Q2 = 1, Q3 = 1, Q4 = 1): Aim to contact at least 100 students each quarter to increase awareness of driving under the influence. The presentations will educate students on the implications of driving impaired.



7. Project Performance Evaluation

Provide the method of evaluation to show Project effectiveness and positive impact(s) on the community. These strategies shall include captured quantitative/qualitative data and a communication plan to share Project results with both internal and external stakeholders. PLEASE DO NOT COPY AND PASTE TABLES IN FIELD - TYPE INFORMATION IN FIELD.

The Los Gatos-Monte Sereno Police Department's request for staff and equipment funding for DUI/DUID saturation patrols and enforcement, personnel training costs for Standard Field Sobriety Test (SFST) courses, Advanced Roadside Impaired Driving Enforcement (ARIDE) courses, and Drug Recognition Expert (DRE) course, will be evaluated on a quarterly basis by dedicated staff personnel assigned to the Traffic Division & Training Division. A Traffic Sergeant will be assigned to oversee and submit the quarterly performance evaluations, establish and assign staffing and equipment dedicated to DUI/DUID saturation events, and manage overall statistics related to arrests, frequency of DUI/DUID SFST and DRE investigations conducted in the field, and collision tracking as it relates to DUI/DUID. The department will utilize Crossroads Analytics software and Sun Ridge RIMS Records Management System to provide data reports on a quarterly basis, identify hazardous locations relative to collision and DUI/DUID prone areas, day and times of peak violations, and any specific special permitted events and holidays which may influence an increase in DUI/DUID risks (such as major planned events in FY 25/26 hosted within the Santa Clara County - Super Bowl LX and FIFA World Cup). The LGMSPD social media team will also assist in providing community messaging related to increased saturation DUI/DUID patrol efforts and provide the public with statistical results of all efforts. In addition, the LGMSPD Traffic Sergeant is a Town Staff Representative on the Town of Los Gatos Completes Streets and Transportation Committee and will provide updates on the performance of the program on a monthly basis. Finally, data analysis and statistical measures will be reported to CHP-CTG on a quarterly basis to provide performance evaluation results as a part of the grant requirements.



8. Program Sustainability

Describe the plan for reducing reliance on future grant funding. Include a summary and timeframe to continue efforts when grant funds are either not available or significantly reduced. PLEASE DO NOT COPY AND PASTE TABLES IN FIELD - TYPE INFORMATION IN FIELD.

The Los Gatos-Monte Sereno Police Department request for grant funding through this grant for FY 25/26 is \$248,955.48. LGMSPD is a small agency, 39 sworn officers, 20 non-sworn staff members, and the department has a limited operating expenditure budget for the allocation of additional training funds, additional equipment costs, and the grant program staff overtime costs. The training budget for the entire department does not allow for more than one training per staff member to attend during a 1-year period, and at times based on course and travel costs, often this is reduced based on individual needs and training priorities. This grant request for one-time funding for SFST, ARIDE, and DRE training for select personnel would assist in increasing our internal training programs for future years, allow for greater flexibility with additional staff members who are trained in DU/DUID, and allow the ability to dedicate trained personnel to future DU/DUID enforcement efforts and campaigns throughout the region. To assure the value, knowledge and confidence in the materials learned in the trainings, and that this information is passed along to other sworn members of the organization, the department will place an emphasis on training FTO personnel. We recognize that other agencies may also be requesting grant funding, but we ask that the CA CTFG grant administration also consider that LGMSPD has a need for additional officers to be trained (to increase expertise and the ability to be effective in the field and during court testimony) and a need to allocate necessary equipment and resources for a successful DU/DUID saturation enforcement program over the next year. LGMSPD is committed to the goals and outcomes of this grant program to enhance the safety of the community and to save lives from impaired driving behaviors.

The equipment request for this grant program is for two 2025 Ford Explorer Patrol Vehicles which would be utilized by LGMSPD Officers for DU/DUID saturation patrol efforts and dedicated traffic enforcement efforts by the Traffic Team. The motor officers would transition and utilize these vehicles during inclement weather patterns, and dedicated patrol officers assigned to special events and DUI awareness would share these assets for saturation DU/DUID scheduled events. LGMSPD in partnership with the Town of Los Gatos fleet manager has discussed the future allocation and replacement of these grant funded vehicles if we were granted this request. LGMSPD and the Town of Los Gatos is prepared to incorporate these requested vehicles into the ongoing Vehicle and Equipment Maintenance and Replacement schedules for the duration of the service life of the vehicles (6 years - through FY 30/31) and have anticipated a fiscal cost replacement for these assets through our annual operating budget process thereafter initial allocation. LGMSPD and the Town of Los Gatos would be responsible for any and all maintenance costs and/or replacement costs of the vehicles during this six-year period and in accordance with fulfillment of the grant requirements.



9. Administrative Support

Describe the administrative support, including the Organization/Agency's grant experience, personnel, and physical resources needed to successfully implement the Project. PLEASE DO NOT COPY AND PASTE TABLES IN FIELD - TYPE INFORMATION IN FIELD.

The Los Gatos-Monte Sereno Police Department and Town of Los Gatos Administration is fully supportive of pursuing this grant opportunity for ongoing efforts to identify and increase enforcement efforts through saturation directed patrols for impaired DUI/DUID drivers and supplementing training and equipment needs. The Town of Los Gatos and LGMSPD are familiar with grant management and providing necessary documentation for reimbursement funding and quarterly report documentation. The LGMSPD Traffic Sergeant will be responsible for preparing operational plans, statistical reporting requirements, and staffing grant activities specific to each DUI/DUID saturation patrol event. The Department's Training Manager will coordinate efforts with the Support Services Captain and Budget Analyst in conducting audits and oversight of the selection of personnel who are assigned to attend grant funded training courses. The Traffic Sergeant and Support Services Captain will oversee and manage the allocation of any grant funded vehicles, build-outs, and equipment requests. The Town's Fleet Manager and the Traffic Sergeant have already obtained reliable quotes from reputable and approved government fleet vendors and contractors which the Town already has existing agreements with. It is anticipated that the purchase of the requested grant vehicles and equipment within this application can be made within Quarter 1 of the grant cycle, and any grant funded training and saturation patrol events would occur in Quarter 1 through Quarter 4.

In previous years, the Los Gatos-Monte Sereno Police Department has received grant funding the Office of Traffic Safety for the purchase and implementation of Crossroads Collision Software and Crossroads Electronic Citation module. All quarterly reports, implementation deadlines, and purchasing requirements stipulated by the grant were met for the OTS grant. LGMSPD has not been awarded any other grant funding which would supplement this grant program request, and LGMSPD has never applied for the California Highway Patrol Cannabis Tax Fund Grant Program. The department is excited for this opportunity in pursuing a specific program with dedicated and funded resources in addressing an increase in DUI/DUID incidents, reducing injury related vehicle collisions, and improving local community safety.



10. Other Grant Programs

Impaired Driving Enforcement Funding

Has your Organization/Agency previously received grant funding for impaired driving enforcement?

☐ Yes

☒ No

If yes, detail the outcome. PLEASE DO NOT COPY AND PASTE TABLES IN FIELD - TYPE INFORMATION IN FIELD.

N/A

Other Grant Programs

Has or will your Organization/Agency submit a proposal to another grant program for this Project (ex: funds for the same components as this Project, or for similar/related components that will be completed during the same time period as this Project)?

☐ Yes

☒ No

If yes, detail the granting Organization/Agency. In addition, clearly distinguish which tasks would be funded by the CTFGP and which tasks would be funded by another Organization/Agency. PLEASE DO NOT COPY AND PASTE TABLES IN FIELD - TYPE INFORMATION IN FIELD.

N/A

Are any personnel dedicated to this Project funded by other sources/grants?

☐ Yes

☒ No

If yes, detail which source/grant. PLEASE DO NOT COPY AND PASTE TABLES IN FIELD - TYPE INFORMATION IN FIELD.

N/A



11. Terms and Conditions

By submitting your Grant Application, you agree to the following Terms and Conditions:

I certify, under penalty of perjury, that the information I entered in this Grant Application is true and complete to the best of my knowledge. I further understand that any false, incomplete, or incorrect statements may result in my disqualification from the grant process or dismissal from receiving grants funded by the California Highway Patrol (CHP), Cannabis Tax Fund Grant Program. I authorize the California Highway Patrol, Cannabis Grants Unit (CGU), to investigate referenced documents or other documents submitted to the program to check the accuracy of the information provided.

I agree with the Request for Application, the above Terms and Conditions, and the California Code of Regulations, Title 13, Division 2, Chapter 13, Sections 1890.00 through 1890.27.

☒ I Agree

When using the GMS (AmpliFund), I authorize the state to take my requested action by an electronic means and authorize the state to accept the combination of my User ID and password in lieu of my written signature.

☒ I Agree

My password is unique to me and is to remain confidential. I will not allow other individuals to use my User ID and password to access the GMS (AmpliFund).

☒ I Agree

It is my responsibility to maintain the confidentiality of GMS (AmpliFund) information.

☒ I Agree

Once I submit the Grant Application, I am unable to add, edit, or delete any Grant Application information.

☒ I Agree

Confidentiality Notice: All documents submitted as a part of the Cannabis Tax Fund Grant Program Grant Application are public documents and may be subject to a request pursuant to the California Public Records Act. The CHP, CGU, cannot ensure the confidentiality of any information submitted in or with this Grant Application (Gov. Code, § 6250 et seq.).

☒ I Agree

Generated Income Disclaimer: There will be no program income generated from this grant. Nothing in this Grant Application shall be interpreted as a requirement, formal or informal, that a particular law enforcement officer issue a specified or predetermined number of citations, in pursuance of the goals and objectives. Although special emphasis will be placed upon violations specific to this Grant Application, appropriate enforcement action will be taken for all observed violations.

☒ I Agree

Financial Information System for California Government Agency Taxpayer ID (FI\$Cal Form)

A FI\$Cal Form is required for reimbursement. If the Grant Applicant does not have a completed FI\$Cal Form at final Grant Application submission time, the Grant Applicant may submit the completed FI\$Cal Form via email to CGU prior to execution of the Grant Agreement. NOTE: The "Remit-To Address" on the FI\$Cal Form MUST match the "Official Address to Receive Reimbursement Payment" you entered in Form #1. Organization/Agency Representative. This address shall be the official address on file with FI\$Cal and the State Controller's Office (SCO) to receive warrants (Reimbursement Request Payments). Forms are located on the Cannabis Tax Fund Grant Program's website at <https://www.chp.ca.gov/programs-services/programs/cannabis-tax-fund-grant-program>.

☒ I Agree

FI\$Cal Form

City Council or County Resolution

A county, city, district, or other public body shall provide a copy of a resolution, order, motion, or ordinance of local governing body, which by law has the authority to enter into an agreement authorizing execution of a Grant Agreement. If the Grant Applicant does not have a signed resolution at final Grant Application submission time, the Grant Applicant may submit a signed resolution via email to CGU prior to execution of the Grant Agreement. NOTE: The resolution MUST explicitly state the Organization/Agency has delegated authority to enter into a Grant Agreement for the requested amount.

☒ I Agree



Los Gatos-Monte Sereno Police Department
Los Gatos-Monte Sereno Police Department



Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
Personnel		
ARIDE Training 16-Hours (4 Officers)	\$8,557.44	\$8,557.44
DRE Training 72-Hours (1 Officer)	\$9,627.12	\$9,627.12
DUI Saturation Patrols - 8 Events	\$12,836.16	\$12,836.16
SFST Training 24-Hours (5 Officers)	\$16,045.20	\$16,045.20
Subtotal	\$47,065.92	\$47,065.92
Travel		
ARIDE Training Travel Expenses (4-Officers)	\$3,357.76	\$3,357.76
DRE Training Travel Expenses (1 Officer)	\$3,706.00	\$3,706.00
SFST Training Travel Expenses (5 Officers)	\$5,958.30	\$5,958.30
Subtotal	\$13,022.06	\$13,022.06
Equipment		
2025 Ford Explorer Interceptor Pursuit Vehicle	\$59,365.00	\$59,365.00
2025 Ford Explorer Interceptor Pursuit Vehicle	\$59,365.00	\$59,365.00
Ford Explorer Interceptor Equipment & Installation	\$35,069.00	\$35,069.00
Ford Explorer Interceptor Equipment & Installation	\$35,069.00	\$35,069.00
Subtotal	\$188,868.00	\$188,868.00
Total Proposed Cost	\$248,955.98	\$248,955.98

Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	\$248,955.98	\$248,955.98
Subtotal	\$248,955.98	\$248,955.98
Total Proposed Revenue	\$248,955.98	\$248,955.98

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

Personnel

Costs may include compensation for wages, such as overtime, and benefits (annual leave and sick leave) for work directly related to, and consistent with, the Project. Personnel hours will be awarded based on the number of CTFGP grant-funded Project activities approved by CGU. To be eligible for reimbursement, personnel services must occur within the Project Performance Period. Please note, full salary positions are not allowed. Itemize separate Budget line items by Project activity (ex: one Budget line item for DUI Saturation Patrol; one Budget line item for DUI Checkpoint). Combine wages and benefits in the same Budget line item for each Project activity. For EACH Budget line item, the narrative shall include the below: * Number of times Project activity will occur * Classification(s) working Project activity * Rate of pay for each classification working Project activity (notate regular or overtime pay) * Number of hours for each classification working Project activity EXAMPLE 16 DUI Saturation Patrols = \$9,600 2 Officers per patrol / Officer = OT \$60 per hour 5 hours per patrol / 80 hours per Officer / 160 hours Note: If engaging in CTFGP grant-funded Saturation Patrols, DUI Checkpoints, or other enforcement activities in areas where the applicant does not have primary traffic jurisdiction, the applicant should consult with the agency having primary traffic jurisdiction.

DUI Saturation Patrols - 8 Events

8 DUI Saturation Patrols with 2 Officers for 6-Hour Operational Shifts

SFST Training 24-Hours (5 Officers)

5-SFST Training Events = \$16,045.20 5 Officers / 24 Hours Per Officer / 120 Hours = OT Rate \$133.71 Per Hr. / 120 Hours = \$16,045.20

DRE Training 72-Hours (1 Officer)

1 DRE Training Event = \$9627.12 1 Officer / 72 Hours Per Officer = OT Rate \$133.71 Per Hour / 72 Hours = 9627.12

ARIDE Training 16-Hours (4 Officers)

Officer OT \$133.71 Per Hour / 16 Hours Per Officer / 4 Officers / 64 Hours Total = \$8,557.44

Travel

Costs may include travel associated with approved in-state and out-of-state Project-related conferences, seminars, workshops, and trainings. The most economical mode of travel, in terms of direct expenses to the Project, must be used. Out-of-state travel is only allowed in exceptional situations. Trainings must be pre-approved by CGU prior to travel. To be eligible for reimbursement, travel must occur within the Project Performance Period. Travel expenses for all Grant Applicants shall follow the policy established by the State of California for its employees regarding travel reimbursement and shall not exceed the rates paid to exempted, excluded, and represented State of California employees. For maximum allowed per diem rates, including meals and lodging, please visit the California Department of Human Resources (CalHR) website: <https://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>. Itemize separate Budget line items for each trip. For EACH trip (if applicable), the narrative shall include the below: * Trip name/location * Classification of individual(s) traveling * Project-related transportation costs (ex: mileage) * Per diem (meals) * Lodging EXAMPLE SFST Training = \$616 Sacramento, CA 2 Officers Mileage = \$30 each way / 2 ways = \$60 Per diem = \$59 per day / 5 days = \$236 Lodging = \$145 per night + taxes / 1 night = \$320

SFST Training Travel Expenses (5 Officers)

*SFST 24-Hour Training *Sacramento *5 Officers *Mileage = \$67.50 per way / 2 ways = \$135 *Per-diem = \$102.22 per day / 3 days = \$306.66 *Lodging SFST Sacramento = \$250 per night + Taxes / 3 nights = \$750

DRE Training Travel Expenses (1 Officer)



*DRE Training *Sacramento, CA, *1 Officer, *Mileage = \$268 per way / 2 ways = \$536, *Per Diem = \$102.22 per day / 9 days = \$920, *Lodging DRE Sacramento = \$250 per nt. + Taxes / 9 nts. = \$2250

ARIDE Training Travel Expenses (4-Officers)

*ARIDE Training *Sacramento, CA *4 Officers *Mileage = \$67.50 per way / 2 ways = \$135 *Per Diem = \$102.22 per day / 2 days = \$204.44 *Lodging ARIDE Sacramento = \$250 per nt. + Taxes / 2 nts. = \$500

Equipment

Costs may include non-expendable, tangible, personal property having a normal useful life of more than one year, and an acquisition cost of at least \$5,000 (ex: four identical assets, which cost \$1,250 each, for a total of \$5,000, are not considered an equipment purchase). Equipment shall be directly related and necessary to complete CTFGP grant-funded activities included in the Project. Equipment should be purchased at the beginning of the Project Performance Period to ensure it is utilized when completing corresponding Project activities. If requesting equipment, the Project shall contain a correlating CTFGP grant-funded Project activity (ex: Message Board for DUI Checkpoints). To be eligible for reimbursement, equipment must be purchased and received within the Project Performance Period. Itemize separate Budget line items for each Equipment item. For EACH Budget line item, the narrative shall include the below: * Description of equipment item * Quantity * Unit cost and total cost EXAMPLE DUI/DUID Trailer=\$10,000 Note: If requesting a vehicle, the requestor shall only request to outfit the vehicle with the standard equipment similar to the rest of the vehicle fleet.

2025 Ford Explorer Interceptor Pursuit Vehicle

Ford Police Interceptor Utility, AWD, 3.3L Ti-VCT V6 FFT gas engine, 10-Speed Auto Transmission, Police Wire Harness Package, Driver/Pass Spot Lights

2025 Ford Explorer Interceptor Pursuit Vehicle

Ford Police Interceptor Utility, AWD, 3.3L Ti-VCT V6 FFT gas engine, 10-Speed Auto Transmission, Police Wire Harness Package, Driver/Pass Spot Lights

Ford Explorer Interceptor Equipment & Installation

1 Ford Explorer Police Vehicle - 1 Complete Patrol Vehicle Build Out with Standard Emergency Vehicle Equipment Included

Ford Explorer Interceptor Equipment & Installation

1 Ford Explorer Police Vehicle - 1 Complete Patrol Vehicle Build Out with Standard Emergency Vehicle Equipment Included