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675 Wildwood Avenue  
Rio Dell, CA 95562



**TO:** Mayor and Members of the City Council

**FROM:** Josh Phinney, Chief of Police

**THROUGH:** Kyle Knopp, City Manager

**DATE:** January 20, 2026

**SUBJECT:** **Staff Report Summary: Authorization to Submit Grant Application to the California Highway Patrol – Cannabis Tax Fund Grant Program (CTFGP) – Law Enforcement Grant Opportunity**

## RECOMMENDATION

Staff recommends that the City Council adopt **Resolution No. 1658-2026**, authorizing the Chief of Police to submit a grant application to the California Highway Patrol for funding under the **Cannabis Tax Fund Grant Program (CTFGP)** and authorizing the Chief of Police to execute all related grant documents.

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## BACKGROUND

The California Highway Patrol (CHP) administers the **Cannabis Tax Fund Grant Program (CTFGP)** to provide funding to local law enforcement agencies for projects that address driving under the influence of alcohol and drugs, including cannabis.

The **City of Rio Dell Police Department** is eligible to apply under the **Law Enforcement Grant Opportunity for Small-Size Law Enforcement Organizations/Agencies** for the 2026–2027 grant cycle. This funding opportunity supports DUI/DUID enforcement activities, officer training, prevention efforts, and equipment directly related to impaired-driving enforcement.

The grant application period opens **January 7, 2026**, with applications due by **February 23, 2026**. If awarded, the project performance period would run from **July 1, 2026, through June 30, 2027**.

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## DISCUSSION

The Rio Dell Police Department continues to address traffic safety and impaired driving within the community with limited staffing and resources. Cannabis-impaired driving presents unique challenges for law enforcement due to the difficulty of roadside detection and the need for specialized training and evidentiary support.

The proposed grant application seeks approximately **\$160,000** to support a **Cannabis-Impaired Driving Enforcement, Training, and Prevention Initiative**. Grant funds would be used to:

- Conduct targeted DUI/DUID saturation patrols utilizing overtime staffing
- Provide specialized training to officers, including ARIDE and SFST refresher training with a focus on cannabis impairment
- Acquire a **TruNarc handheld analyzer** to support presumptive identification of suspected cannabis and other impairing substances encountered during DUI/DUID investigations
- Implement limited prevention and education efforts focused on cannabis-impaired driving

All grant-funded activities would occur within the City of Rio Dell and would supplement, not replace, existing law enforcement operations. The TruNarc device would be deployed exclusively during grant-funded DUI/DUID enforcement activities and not for general narcotics enforcement.

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## FISCAL IMPACT

There is **no fiscal impact to the City's General Fund** associated with submitting this grant application. The Cannabis Tax Fund Grant Program does **not require matching funds**.

If awarded, grant funds would be used solely for eligible project costs and administered in compliance with all CHP grant requirements. Acceptance of the grant would be brought back to the City Council for authorization if required.

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## ATTACHMENTS

1. **Resolution No. 1658-2026** – Authorizing Submission of Grant Application to CHP
2. Cannabis Tax Fund Grant Program – Law Enforcement RFA (Reference)



## RESOLUTION NO. 1658-2026

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AUTHORIZING THE CHIEF OF POLICE TO SUBMIT A GRANT APPLICATION TO THE CALIFORNIA HIGHWAY PATROL FOR THE CANNABIS TAX FUND GRANT PROGRAM (CTFGP) AND AUTHORIZING THE CHIEF OF POLICE TO EXECUTE ALL RELATED DOCUMENTS**

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**WHEREAS**, the State of California, through the California Highway Patrol (CHP), administers the Cannabis Tax Fund Grant Program (CTFGP) to provide funding to local law enforcement agencies for projects addressing driving under the influence of alcohol and drugs, including cannabis; and

**WHEREAS**, the City of Rio Dell Police Department is eligible to apply for funding under the CTFGP Law Enforcement Grant Opportunity for Small-Size Law Enforcement Organizations/Agencies for the 2026–2027 grant cycle; and

**WHEREAS**, the grant funds may be used to support DUI/DUID enforcement, officer training, prevention efforts, and related equipment to improve traffic safety and reduce impaired driving within the community; and

**WHEREAS**, the Rio Dell Police Department seeks to submit a grant application in the approximate amount of \$160,000 to support a Cannabis-Impaired Driving Enforcement, Training, and Prevention Initiative, including DUI/DUID saturation patrols, specialized training, and acquisition of equipment directly related to impaired-driving enforcement; and

**WHEREAS**, acceptance of this grant does not require matching funds and does not supplant existing City funds; and

**WHEREAS**, submission of the grant application and execution of the grant agreement requires authorization from the City Council;

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**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Rio Dell as follows:

**1. Authorization to Apply.**

The City Council hereby authorizes the **Chief of Police** to submit a grant application to the California Highway Patrol for funding under the **Cannabis Tax Fund Grant Program (CTFGP) – Law Enforcement Grant Opportunity** for the 2026–2027 grant cycle.

**2. Authorization to Execute Documents.**

The City Council hereby authorizes the **City Manager**, or designee, to execute the grant agreement and all related documents required by the California Highway Patrol for acceptance and administration of the grant, subject to final approval as to form by the City Attorney.

**3. Program Administration.**

The City of Rio Dell Police Department shall be responsible for implementing and administering the grant-funded project in compliance with all applicable state requirements and program guidelines.

**PASSED AND ADOPTED** by the City Council of the Rio Dell on this 20th day of January, 2026 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

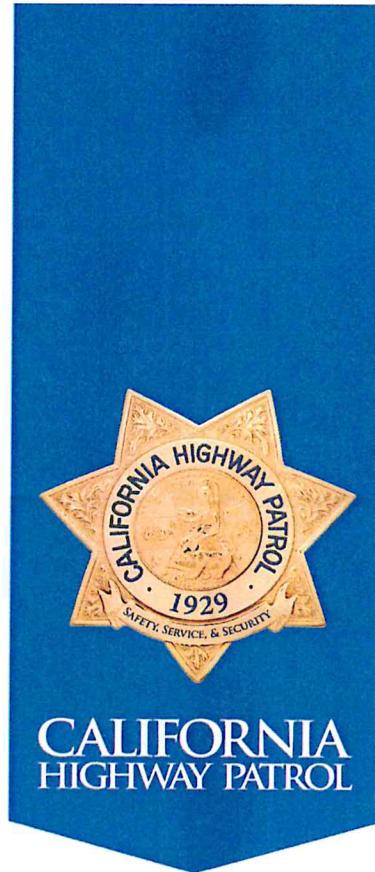
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Debra Garnes, Mayor

ATTEST:

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Karen Dunham, City Clerk



## **CANNABIS TAX FUND GRANT PROGRAM REQUEST FOR APPLICATION (RFA)**

**Grant Opportunity  
Law Enforcement**

**Eligible Grant Applicants**  
**Small and Mid-Size Law Enforcement Organizations/Agencies**  
**Small-Size: 100 Employees or Less**  
**Mid-Size: 500 Employees or Less**

**Project Performance Period**  
**July 1, 2026, through June 30, 2027**

This Request for Application (RFA) provides specific Grant Opportunity information for the Cannabis Tax Fund Grant Program (CTFGP) 2026-2027 Grant Cycle, including important deadlines and details. To ensure all eligibility requirements are met for successful participation in the CTFGP, please review the **California Code of Regulations (Title 13, Division 2, Chapter 13) and other CTFGP information posted on the California Highway Patrol's (CHP) website: <https://www.chp.ca.gov/programs-services/programs/cannabis-tax-fund-grant-program>.**

### **Important Dates**

<b>Activity</b>	<b>Date</b>
Grant Workshop	January 6, 2026
Grant Application Submission Period	January 7, 2026 – February 23, 2026
Grant Application Submission Deadline	February 23, 2026, 5:00pm Pacific Time
Grant Application Review	February – May 2026
Award Announcements	May – June 2026
Start of Project Performance Period	July 1, 2026
Project Performance Period	July 1, 2026 – June 30, 2027

### **Funding Requirements**

A Grant Applicant may only submit one Grant Application, per Grant Opportunity, and shall only request the amount of grant funds necessary to complete the Project within the Project Performance Period and within the local community served by the applying agency. Activities outside the jurisdiction but within the surrounding area(s) of the applying agency may be considered on a case-by-case basis with Cannabis Grants Unit (CGU) approval.

Grant funds shall be used to implement new activities or augment existing funds, which expand current activities. Grant funds shall not replace (supplant) any federal, state and/or local funds that are appropriated or earmarked for the same purpose and are routine and/or existing state and local expenditures. Supplanting is the deliberate reduction in the amount of federal, state, or local funding appropriated to an existing program or activity because grant funds are awarded for the same purpose. It is the responsibility of the Grant Applicant to ensure supplanting does not occur.

### **Match Requirements**

This Grant Opportunity does not require matching funds.

### **Project Costs**

Estimated Project costs shall support CTFGP grant-funded Project activities that help address impaired driving and are directly related to the scope of work identified in the Grant Application. To be permissible, Project costs must be reasonable, necessary, and expended according to the CTFGP policies, procedures, and regulations.

Projects are required to have a realistic and prudent budget that avoids unnecessary expenditures unrelated to the Project activities. Final determination of eligibility and award shall be made by the CGU and approved within the Grant Agreement.

Please refer to Annex A for ineligible expenses.

### **Project Performance Period**

One Year – July 1, 2026, through June 30, 2027

### **Eligible Grant Applicants**

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

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

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.

### **Project Funding**

Available Project funding is approximately \$13 million, with a \$500,000 cap, per Grant Application. The Grant Applicant must provide strong justification, measurable goals, and an immediate need for all requested budget items, as part of the Project.

### **Project Requirements**

Requested services, equipment, and supplies shall be in direct support of grant-funded Project activities. Law Enforcement Projects shall include at least one CTFGP funded Project activity and focus on one or more of the following areas:

- Increase driving under the influence (DUI)/driving under the influence of drugs (DUID) enforcement efforts (ex: DUI Saturation Patrols, DUI Checkpoints)
- Drug Evaluation and Classification (DEC) Program courses (ex: SFST Training, ARIDE Training, DRE Training), and other trainings to help increase the knowledge of law enforcement personnel in detecting and removing impaired drivers from the roadway
- General prevention education and community outreach designed to educate the public about the dangers of impaired driving (ex: presentations to high school and/or college students, with a direct focus on Drive High = DUI, or another campaign message against impaired driving)

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.

If the Project includes limited, education-based activities, in conjunction with other enforcement-related activities/efforts, then Law Enforcement Organizations/Agencies should apply for this Law Enforcement Grant Opportunity.

If the Project, in its entirety, solely focuses on an innovative, education-based program for local communities, then Law Enforcement Organizations/Agencies should apply for the Education Grant Opportunity.

## **Eligible Project Cost Categories**

### **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 shall 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.

Eligible expenses may include, but are not limited to:

- Hours worked on Project activities above and beyond normal work duties, including DUI Saturation Patrols and DUI Checkpoints
- Attend or instruct approved trainings related to impaired driving
- Backfill for staff attending trainings

### **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. To be eligible for reimbursement, travel must occur within the Project Performance Period.

Eligible expenses may include, but are not limited to:

- Mileage (based on current State rate) or fuel expenses (rental vehicles only)
- Hotel accommodations for duration of event/training
- Commercial airline fares
- Parking fees
- Bridge tolls and/or taxi or bus fares

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>.

### **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 DUI/DUID enforcement, checkpoint, and education 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 that takes place in the Applicant's jurisdiction (ex: message board for DUI checkpoints).** To be eligible for reimbursement,

equipment must be purchased and received within the Project Performance Period. If requesting a vehicle, the requestor shall only request to outfit the vehicle with the standard equipment similar to the rest of the agency's vehicle fleet.

### **Consultants/Contracts**

Costs may include professional services necessary to carry out Project activities, including goals and deliverables, that are clearly outlined in the Grant Application. A copy of the Contract and/or Scope of Work must be submitted to and approved by the CGU prior to commencement of work. To be eligible for reimbursement, Consultants/Contracts services must occur within the Project Performance Period.

Eligible expenses may include, but are not limited to:

- Social media costs
- Billboards
- Advertisements

### **Other Direct Costs**

Other Direct Costs shall be directly related and necessary to complete CTFGP grant-funded activities included in the Project. Other Direct Costs should be purchased at the beginning of the Project Performance Period to ensure they are utilized when completing corresponding Project activities. To be eligible for reimbursement, Other Direct Costs must be purchased and received within the Project Performance Period.

Eligible expenses may include, but are not limited to:

- Equipment with a single unit acquisition cost under \$5,000 (ex: Preliminary Alcohol Screening [PAS] devices)
- Materials and Supplies (ex: cones, tents, small light towers, reflective vests)
- Registration fees for approved conferences
- Educational/outreach materials (ex: brochures, pamphlets)

### **Additional Information**

#### **References**

- Revenue and Taxation Code Section 34019
- California Code of Regulations, Title 13, Division 2, Chapter 13

For additional questions, please contact the Cannabis Grants Unit at (916) 843-4360 or via email at [CGUGrants@chp.ca.gov](mailto:CGUGrants@chp.ca.gov).

## ANNEX A

### Ineligible Expenses for Law Enforcement Grant Opportunity

#### Items

Building/Facility Construction  
Computers for Administrative Office Work  
Drones/Drone Software, Accessories, and Storage  
Entertainment  
Equipment Giveaways  
Equipment-Only Projects (Must have correlating CTFGP grant-funded project activity)  
Expenditures Outside the Project Period  
Expenses not tied to a correlating project activity (ex: Request checkpoint supplies without a CTFGP funded Checkpoint within the project)  
Facility Rental  
Food During Enforcement Efforts (ex: Pizza at DUI checkpoint)  
Food For Personnel/Instructors/Training  
Frozen Positions  
Fuel, Mileage and Toll Costs (When using agency vehicles for travel)  
Full Salary Positions  
Gifts  
Highway Construction, Maintenance, Design  
Land  
Law Enforcement Items (spike strips, lidar/radar, license plate reader, flock cameras, e-site printers, station-related software)  
Liability Insurance  
Lobbying Costs  
Magnetic Decals (CTFGP funded vehicles)  
Office Furniture and Fixtures  
Overhead Costs (ex: Microsoft Office software, cellular plans, radio subscriptions, vehicle insurance & maintenance)  
Personnel Costs to attend coalition meetings and meetings not specific to the planning and implementation of the CTFGP funded activities  
Personnel Costs for Presenting at Conferences  
Personnel Time for Conference, Seminar, or Workshop Attendance  
Personnel Support at Non CTFGP Funded Checkpoints  
Professional Fees (ex: membership dues)  
Speed Only Radar Signs  
Supplanting  
Surveillance/Undercover Vehicles  
SWAT/Armored Vehicles  
Traffic Investigation Equipment (ex: 3D scanners)

Travel (stays and expenses outside of event dates, third party travel site reservations, airline/hotel/rental car/ride share fees paid by rewards credits [credits, points, etc.], upgraded services)

Travel for Presenting at Conferences

Unapproved Trainings, Equipment, and or Other Direct Costs

Uniforms

Utilities

Weapons

Vehicle Operations Training

Vehicles used for administrative services

*\*\*The items listed above are provided as examples and do not constitute all ineligible costs\*\**