

OFFICE OF HIGHWAY SAFETYPROGRAM Name: Sandpoint Police Department - STEPNHTSA Federal Project ID: PT-2025-17-00-00State Program Number: SPT2517FAIN: 69A37525300004020ID0**PROBLEM STATEMENT**

The Idaho Transportation Department's Office of Highway Safety (OHS) is committed to the elimination of deaths, serious injuries, and economic losses from motor vehicle crashes in Idaho. To make progress, OHS is dedicated to supporting interventions that promote safety on Idaho roads for all who use them. Funding provided to the Sandpoint Police Department will enhance programs and activities that advocate safe travel on North Idaho's transportation system.

Program Area: Traffic Enforcement Services**Countermeasure Strategy:** Traffic Enforcement Services Support High Visibility Enforcement

The City of Sandpoint is located at a crossroads between State Highway 95 and State Highway 2 surrounded by Lake Pend Oreille and the Selkirk, Cabinet, and Bitterroot mountain ranges, attracting a significant number of tourists and seasonal residents. The resident population of Sandpoint, as of the 2020 Census, is 8,639, but has grown since, and the seasonal population grows exponentially to an estimated 20,000. Additionally, Sandpoint is a walking and biking town encompassing only 4.56 square miles. There is a significant amount of vehicular traffic in a condensed footprint that poses a safety risk to those bicycling and walking in the community, as well as others traveling within the city. The increasing challenge is the amount of traffic enforcement and education needed with the limited amount of resources available at the Sandpoint Police Department.

PERFORMANCE TARGET

Maintain the 5-year average number of traffic crash fatalities at 238 or fewer and the number of speed fatalities to 42 or fewer statewide.

Sandpoint 2023 Population (in 1,000s)	Number of Crashes			Number of Persons		Fatal and Injury Crash Rate per 1,000 population
	Total	Fatal	Injury	Killed	Injured	
10.0	93	0	20	0	24	2.0

*(Source: Idaho 2023 Crash Report)***OBJECTIVE**

- Reduce the impact aggressive, impaired, and distracted driving has on the Sandpoint community by increasing enforcement, education, and outreach.
- Bring awareness to driving behaviors that pose a hazard to drivers and other road users.
- Increase seat belt use and improve safety for those walking and biking.

-Increase the number of traffic stops, warnings, and citations by a minimum of 10% from calendar year 2023's average of six citations and 16 stops per day.

GRANT TASKS AND DELIVERABLES

Sandpoint Police Department's planned events for enforcement, education, and outreach activities include the following:

Halloween: October 28 – November 3, 2024, Aggressive Driving

National Seat Belt Day: November 10 – 16, 2024, Occupant Protection

New Year's: December 24, 2024 – January 05, 2025, Impaired Driving

Lost in the Fifties: May 10 – 19, 2025, Impaired Driving and Aggressive Driving

Operation Grad Night: May 18 – 25, 2025, Impaired Driving

Independence Day: June 22 – July 6, 2025, Impaired Driving

Festival at Sandpoint: July 24 – August 4, 2025, Impaired Driving and Aggressive Driving

Pend Oreille Arts Council Festival: August 4 – 11, 2025, Occupant Protection, Aggressive Driving, and Distracted Driving

Start of School: September 2 – 15, 2025, Distracted Driving and Aggressive Driving

Enforcement will be through STEP shifts, education and outreach activities will include community interaction by participating at the event, and awareness through social media.

OTHER GRANT REQUIREMENTS

1. Grantee agrees to the CERTIFICATIONS AND ASSURANCES and will comply as applicable. **PAGE 11 MUST BE SIGNED AND SUBMITTED** with the other Highway Safety Grant documents.
2. System for Award Management (SAM) is required when receiving federal awards or federal funds. This may be accessed at <http://www.sam.gov>.
 - a. The Grantee agrees it will maintain a current registration in the System for Award Management (SAM.gov) at all times during which it has active federal awards. The Grantee will have a UEI (Unique Entity Identifier) which is generated in SAM.gov.

- b. If OHS discovers the Grantee, or its principals or affiliates, is disbarred, suspended, or ineligible from federal contracting, grant may be terminated immediately.
3. Code of Conduct: No employee, officer, or agent of the Grantee shall participate in the selection, award or administration of a contract supported by grant funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:
 - a. The employee, officer or agent.
 - b. Any member of his or her immediate family.
 - c. His or her partner.
 - d. An organization which employs, or is about to employ any of the above-listed.

The grantee's officers, employees, or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from grantees, potential grantees, or parties to sub-agreements.

The grantee guarantees it has not entered into any form of collusion with anyone, involving any form of payment, dependent upon or resulting from the award of this grant, contract or subcontract(s).

4. Conferences, Inspection of Work, Grant Monitoring: Conferences may be held at the request of either party to this Agreement. A representative of OHS and/or the U.S. Department of Transportation can visit the site for the purpose of inspection and/or assessment of work being performed at any time.
5. Travel: Grant related local vicinity travel, travel to other parts of the state, and travel outside the state must conform to state policies and procedures. Allowable reimbursements cannot be greater than those authorized for state employees, and reimbursements will be made to the Grantee for grant project travel. State policy requires economical and practical modes of travel, as well as moderate dining and lodging.
6. Tax and Compensation Liability: OHS will not incur any liability for worker compensation, FICA, withholding tax, unemployment compensation, or any other payment, which is not a part of the grant Agreement.
7. Responsibility for Claims and Liability: ITD, OHS, NHTSA, FHWA and the U.S. Department of Transportation shall be responsible only for the acts, omissions or negligence of such agency's own employees. The term "employee" is defined for the purposes of this section as set forth in Idaho Code section 6-902. Nothing in this Agreement shall extend the tort responsibility or liability of either ITD or Idaho State Police beyond that required by the Idaho Tort Claims Act, Idaho Code section 6-901 et seq. Each party shall be

responsible for damage to property of the other party caused by its employees in the performance of the Agreement to the extent funds are legally available.

8. Failure to comply with any of the terms of this Agreement, which includes the Grant Procedure Manual, may jeopardize grantee in receiving future funding from OHS.
9. Personally Identifiable Information (PII). As noted under 2 CFR chapter 1, Chapter II, Part 200:
 - a. §200.79 Personally Identifiable Information (PII). PII means information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual.
 - b. §200.82 Protected Personally Identifiable Information (Protected PII). Protected PII means an individual's first name or first initial and last name in combination with any one or more of types of information, including, but not limited to, social security number, passport number, credit card numbers, clearances, bank numbers, biometrics, date and place of birth, mother's maiden name, and criminal, medical and financial records, educational transcripts. This does not include PII that is required by law to be disclosed.
 - c. §200.303 Internal Controls. The non-Federal entity must (e) Take reasonable measures to safeguard protected personally identifiable information and other information the Federal awarding agency or pass-through entity designates as sensitive or the non-Federal entity considers sensitive consistent with applicable Federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.
10. The Contractor agrees to comply with requirements of both the grant agreement and Grant Procedure Manual. Periodic changes and additions in the manual may be necessary to meet changing federal or state laws, or to improve program management and fiscal procedures. OHS will notify the contractor in writing of any such changes or additions.

The following are to be signed and submitted before you will be granted a notice to proceed:

ITD 667 OHS Grant
Certification and Assurances 2025

ADMINISTRATIVE EVALUATION

Evaluation activities will be conducted on a routine basis to ensure grant objectives are being met. The following information will be provided as part of regular reporting to OHS:

1. Provide the number of grant-funded saturation patrols conducted and statewide saturation patrols (mobilizations) in which the grantee participated. Other than the pre-

scheduled traffic enforcement mobilization periods set by OHS, when and where did the grantee conduct the traffic enforcement saturation patrols?

2. Did the grantee take a zero tolerance for unrestrained vehicle occupants, including children?
3. Did the grantee conduct public education, outreach, and awareness activities? Please describe.
4. Were claims and reports submitted in a timely manner?

IMPACT EVALUATION

Using available data and reports, the grantee will assess the change in incidence of impaired driving, aggressive driving, distracted driving, and occupant protection use in fatal and serious injury crashes during the grant period.

1. Did the grantee succeed in reducing the number of fatal and serious injury crashes?
2. Did the grantee succeed in increasing public awareness regarding traffic safety? What methods were used to increase awareness?

FUNDING SOURCE

Fiscal Year	Funding Source CFDA	Funding Award Amount	FAIN (Federal Award Identification Number)	Match Amount
FFY 2025	20.600	\$52,000	69A37525300004020ID0	\$13,000

This project does not include indirect costs.

AUDIT

This project will be audited by the State Legislative Audit Program on a biennial basis. This audit process is the customary mechanism employed by the state of Idaho in accordance with Idaho Code 67-449, which is in harmony with OMB circular A-128.

The grant will be audited during the annual audit conducted by the Contractor.

CITY OF SANDPOINT FINANCIAL CONTACT

Financial claims will be processed by:

Agency _____

Name & Title _____

Phone _____

Email _____

CITY OF SANDPOINT EEO/HUMAN RESOURCES LIAISON

Agency _____

Name & Title _____

Phone _____

Email _____

ITD OFFICE OF HIGHWAY SAFETY CONTACT

Agency Representatives: Josephine Middleton, Highway Safety Manager
 Josephine.Middleton@itd.idaho.gov
 208-334-8112

Jillian Garrigues, Grants/Contracts Officer
Jillian.Garrigues@itd.idaho.gov
208-334-8557

Physical Address: 3293 W Jordan Street, Boise, Idaho 83703
Mailing Address: PO Box 7129, Boise, Idaho 83707-1129

ITD FINANCIAL CONTACT

Nancy Farnsworth
Financial Services
Idaho Transportation Department
Email: Nancy.Farnsworth@itd.idaho.gov

APPENDIX A TO PART 1300

CERTIFICATIONS AND ASSURANCES FOR HIGHWAY SAFETY GRANTS

GENERAL REQUIREMENTS

The Grantee will comply with applicable statutes and regulations, including but not limited to: 23 U.S.C. Chapter 4-Highway Safety Act of 1966, as amended. Sec. 1906, Public law 109-59, as amended by Sec. 25024, Public Law 117-58. 23 CFR Part 1300-Uniform Procedures for State Highway Safety Grant Programs. 2 CFR Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. 2 CFR Part 1201-Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)

The Sub-grantee will comply with FFATA guidance, *OMB Guidance on FFATA Subaward and Executive Compensation Reporting*, August 27, 2010, (https://www.fsrs.gov/documents/OMB_Guidance_on_FFATA_Subaward_and_Executive_Compensation_Reporting_08272010.pdf) by reporting to FSRS.gov for each sub-grant awarded:

Name of the entity receiving the award.

- Amount of the award.
- Information on the award including transaction type, funding agency, the North American Industry Classification System code or Catalog of Federal Domestic Assistance number (where applicable), program source.
- Location of the entity receiving the award and the primary location of performance under the award, including the city, State, congressional district, and country; and an award title descriptive of the purpose of each funding action.
 - Unique entity identifier (generated by **SAM.gov**).
- The names and total compensation of the five most highly compensated officers of the entity if:
 - (i) the entity in the preceding fiscal year received-
 - (I) 80 percent or more of its annual gross revenues in Federal awards.
 - (II) \$25,000,000 or more in annual gross revenues from Federal awards; and
 - (ii) the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 ([15 U.S.C. 78m\(a\), 78o\(d\)](#)) or section 6104 of the Internal Revenue Code of 1986;
- Other relevant information specified by OMB guidance.

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency [and its subrecipients] 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).
- [49 CFR part 21](#) (entitled Non-discrimination in Federally-Assisted Programs of the Department of Transportation Education of Title VI of the Civil Rights Act of 1964);
- [28 CFR 50.3](#) (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- 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 USC 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, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- Titles II and III c (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 (preventing 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).
- [Executive Order 13166](#), Improving Access to services for Persons with Limited English Proficiency (requiring that recipients of Federal financial assistance provide meaningful access for applicants and beneficiaries who have limited English proficiency (LEP)).
- [Executive Order 13985](#), Advancing Racial Equity and Support for Underserved Communities through the Federal Government (advancing equity across the Federal Government); and
- [Executive Order J3988](#), Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation (clarifying that sex discrimination includes discrimination on the grounds of gender identity or sexual orientation).

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

GENERAL ASSURANCES

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded, from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance, from DOT including NHISA"

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI of the Civil Rights Act of 1964 and other non-discrimination requirements (the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

SPECIFIC ASSURANCES

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Highway Safety Grant Program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in § 21.23(b) and (e) of [49 CFR part 21](#) will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:
"The [name of Recipient, in accordance with the provisions of Title VI of the Civil Rights Act 1964 (78 Stat. 252. 42 USC 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantage business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."
3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT Order 1050.2A) Win every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Sub-grantee also agrees to comply with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The sub-grantee gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Highway Safety Grant Program. This ASSURANCE is binding on the State highway safety agency, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Highway Safety Grant Program. The person(s) signing below is/are authorized to sign this ASSURANCE on behalf of the Recipient.

The Sub-grantee will provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- b. Establishing a drug-free awareness program to inform employees about:
 - I. The dangers of drug abuse in the workplace.
 2. The grantee's policy of maintaining a drug-free workplace; Any available drug counseling, rehabilitation, and employee assistance programs.
 3. The penalties that may be imposed upon employees for drug violations occurring in the workplace.
 4. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a).
- c. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-
 1. Abide by the terms of the statement.
 2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
- d. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction.
- e. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted-
 1. Taking appropriate personnel action against such an employee, up to and including termination.
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
- f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all the paragraphs above.

POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The Sub-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.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to subrecipients as well as States)

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-awards 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

(applies to subrecipients as well as States)

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.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to subrecipients as well as States)

INSTRUCTIONS FOR PRIMARY TIER PARTICIPANT CERTIFICATION (STATES)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of / [CFR parts 180 and 1200](#).
2. The inability of a person to provide the certification required below will not necessarily result in

denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in [2 CFR parts 180](#) and [1200](#). You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary 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 the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this 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 [1200](#).
8. 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 is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).
9. 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.

10. Except for transactions authorized under paragraph 6 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, in addition to other remedies available to the Federal Government, the department or agency may terminate the transaction for cause or default.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY

INSTRUCTIONS FOR LOWER TIER PARTICIPANT 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 [1200](#).
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 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, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in [2 CFR parts 180](#) and [1200](#). 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 the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant 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 [1200](#).
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 is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website

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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, 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 or debarment.

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 participating in covered transactions 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.

BUY AMERICA

(applies to subrecipients as well as States)

The State 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 subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, 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 for approval by the Secretary of Transportation.

CERTIFICATION ON CONFLICT OF INTEREST

(applies to subrecipients as well as States)

GENERAL REQUIREMENTS

No employee, officer, or agent of a State or its subrecipient who is authorized in an official capacity to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting, or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward. Based on this policy:

1. The recipient shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.
 - a. The code or standards shall provide that the recipient's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential sub awardees, including contractors or parties to subcontracts.
 - b. The code or standards shall establish penalties, sanctions, or other disciplinary actions for violations, as permitted by State or local law or regulations.
2. The recipient shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

DISCLOSURE REQUIREMENTS

No State or its subrecipient, including its officers, employees, or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by **NHTSA** or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

1. The recipient shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to NHTSA. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.
2. NHTSA will review the disclosure and may require additional relevant information from the recipient. If a conflict of interest is found to exist, NHTSA may (a) terminate the award, or (b) determine that it is otherwise in the best interest of NHTSA to continue the award and include appropriate provisions to mitigate or avoid such conflict.
3. Conflicts of interest that require disclosure include all past, present, or currently planned organizational, financial, contractual, or other interest(s) with an organization regulated by NHTSA or with an organization whose interests may be substantially affected by NHTSA activities, and which are related to this award. The interest(s) that require disclosure include those of any recipient, affiliate, proposed consultant, proposed subcontractor, and key personnel of any of the above. Past interest shall be limited to within one year of the date of award. Key personnel shall include any person owning more than a 20 percent interest in a recipient, and the officers, employees or agents of a recipient who are responsible for making a decision or taking an action under an award where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to subrecipients as well as States)

The State and each subrecipient 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.

POLICY ON SEAT BELT USE

In accordance with [Executive Order 13043](#), Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at www.trafficssafety.org. The NHTSA website (www.nhtsa.gov) also provides information on statistics, campaigns, and program evaluations and references.

POLICY ON BANNING TEXT MESSAGING WHILE DRIVING

In accordance with [Executive Order 13513](#), Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, Sub-grantees are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official Government business or when performing any work on or behalf of the Government. Sub-grantees are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

I understand that my statements in support of the State's application for Federal grant funds. I sign these Certifications and Assurances based on personal knowledge, and after appropriate inquiry.

Signature, Contractor Representative _____ **Date:** _____

Printed name of Contractor Representative: _____



HIGHWAY SAFETY GRANT

Idaho Transportation Department Office of Highway Safety

OFFICE OF HIGHWAY SAFETY		FOR OHS USE ONLY																												
PO Box 7129 Boise, ID 83707-1129 Phone: (208) 334-8100 Fax: (208) 334-4430		Grant Project Name: Sandpoint Police Department - STEP Grant Project Number/s: <div style="display: flex; justify-content: space-between;"> <div>PT-2025-17-00-00</div> <div>SPT2517</div> <div>\$52,000</div> </div>																												
		Effective Date: From Oct. 1, 2024 To Sept. 30, 2025 FAIN: 69A37525300004020ID0 CFDA: 20.600 EIN: 82-6000258																												
1. AGENCY Sandpoint Police Department Address 1123 Lake Street Sandpoint, ID 83864		GRANT REVISION SUMMARY <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%; text-align: center;">Date</th> <th style="width: 33%; text-align: center;">Type*</th> <th style="width: 33%; text-align: center;">By</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>		Date	Type*	By																								
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2. GRANT MANAGER Jillian Garrigues Title Grants/Contracts Officer Address PO Box 7129 Boise, ID 83707 Phone 208-334-8557 Email Address jillian.garrigues@itd.idaho.gov		*Type: BCC = Budget Category Change IFF = Increase In Federal Funds PPC = Participation Percentage Change AC = Activity Change GMC = Grant Manager Change DFF = Decrease in Federal Funds																												
3. GOVERNMENT UNIT/AUTHORIZING OFFICIAL Name Jeremy Grimm Title Mayor Address 1123 Lake Street Sandpoint, ID 83864 Phone 208-263-3309 Email Address jgrimm@sandpointidaho.gov																														
4. GRANT INFORMATION <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Funding Source</th> <th style="width: 15%;">Percentage</th> <th style="width: 15%;">Amount</th> <th style="width: 20%;">Local Benefit</th> <th style="width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td>Local (match)</td> <td>25%</td> <td>\$13,000</td> <td>100%</td> <td>\$52,000</td> </tr> <tr> <td>Federal</td> <td>75%</td> <td>\$52,000</td> <td>N/A</td> <td></td> </tr> </tbody> </table>				Funding Source	Percentage	Amount	Local Benefit	Amount	Local (match)	25%	\$13,000	100%	\$52,000	Federal	75%	\$52,000	N/A													
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Federal	75%	\$52,000	N/A																											
5. ACCEPTANCE OF CONDITIONS: It is understood and agreed by the below-signed that a grant received as a result of this application is subject to Public Law 89-564 as amended (Highway Safety Act of 1996) and Idaho statutes and all administrative regulations governing grants established by the U.S. Department of Transportation and the State of Idaho. It is agreed that this grant constitutes an official part of the state's Highway Safety Program and that said applicant agency will meet the requirements as set forth herein, including accompanying Schedules A and B which are incorporated herein and made a part of this contract. It is further agreed that applicant agency will be bound to those requirements set forth in the Highway Safety Grant Procedure Manual, published by the Idaho Office of Highway Safety. These requirements include Equal Opportunity assurance, provisions of the Hatch Act, OHS provisions for equipment purchase and maintenance, propriety of copyrights, and inventions and patents. The Office of Highway Safety make no representation or guarantee regarding the availability of federal highway safety funds, and reimbursement of applicant agency costs is subject to such availability.																														
6. AUTHORIZING SIGNATURES <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> _____ Grant Manager </div> <div style="width: 45%;"> _____ Authorizing Official </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> _____ Date </div> <div style="width: 45%;"> _____ Date </div> </div>																														

Highway Safety Manager Office of Highway Safety	Date Approved



ITEMIZATION OF BUDGET

Idaho Transportation Department Office of Highway Safety



ITD-667B 08-24 (Schedule B)

Project Title: Sandpoint Police Department - STEP

	BUDGET	
	State/Local	Federal
PERSONNEL COSTS (HS H901)		
Salaries - Regular plus Benefits	\$ 10,789.00	\$ 52,000.00
	\$ -	\$ -
	\$ 10,789.00	\$ 52,000.00
TRAVEL (HS H902)		
Mileage accumulated during traffic enforcement activities	\$ 2,211.00	\$ -
	\$ -	\$ -
Subtotal Travel	\$ 2,211.00	\$ -
CONTRACTUAL SERVICES (HS H903)		
	\$ -	\$ -
	\$ -	\$ -
Subtotal Contractual Services	\$ -	\$ -
CONSUMABLES (HS H904)		
	\$ -	\$ -
	\$ -	\$ -
Subtotal Commodities	\$ -	\$ -
DIRECT COSTS (HS H905)		
	\$ -	\$ -
Subtotal Other Direct Costs	\$ -	\$ -
INDIRECT COSTS (HS H906)		
	\$ -	\$ -
	\$ -	\$ -
Subtotal Indirect Costs	\$ -	\$ -
TOTAL	\$ 13,000.00	\$ 52,000.00

Federal Share not to exceed: \$ 52,000.00

Revision #: _____

Project Title: Sandpoint Police Department - STEP

Date: 10/1/2024

Program No.: SPT2517
(list all) _____
