

Award Packet Instructions

1. On the Application Menu - Forms page, review the following pages in the Award Documents section:
 - a. Grant Agreement Summary - Part I
 - b. Budget Summary Projections
 - c. Budget Detail Projections
 - d. Activity/Milestone Projections
 - e. General Provisions - Part II
 - f. Specific Agreements
2. The Authorized Official must review the Certification page in the Award Documents section and acknowledge acceptance of the terms of the agreement by clicking the SAVE button on that page.
3. After Certification by the Authorized Official, the Agency Administrator or Authorized Official must submit the proposal for OHSO Certification by clicking the OHSO Certification Apply Status button in the Change the Status section of the application on the Application Menu page.

Grant Agreement Summary – Part 1

Title of Contract:

Oklahoma County Traffic Speed Enforcement & Traffic Safety Education

OHSO Project Number:	Award Amount:	CFDA Number:	FAIN Number:	TTA Number:
<i>B8A*DE-26-02-02-1</i>	<i>\$221,179.00</i>	<i>206162600</i>	<i>69A3752630000405EOKA</i>	
<i>SC-26-03-021-19</i>	<i>\$79,736.07</i>	<i>206002600</i>	<i>69A37526300004020OK0</i>	
<i>B8A*SC-26-02-02-1</i>	<i>\$120,263.93</i>	<i>206162600</i>	<i>69A3752630000405EOKA</i>	
TOTAL AWARD:	\$421,179.00			

\$0.00

Project Period:	<i>Oct 01, 2025 - Sep 30, 2026</i>	Primary Program Area:	<i>General Police Traffic Services</i>
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Organization: *Oklahoma County Sheriff's Office*

Address: *2101 NE 36th Street*

City:	<i>Oklahoma City</i>	State:	<i>OK</i>	Zip:	<i>73111</i>
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FEI Number:	<i>73-6006400</i>	DUNS Number:	<i>780725701</i>
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Project Director:	<i>David Baisden</i>	Title:	<i>Major/Grants Specialist</i>
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Phone Number:	<i>(405) 713-2053</i>	Fax Number:	
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Project Goals:

To work 5200 or more hours of high visibility overtime traffic enforcement with an emphasis on speed to reduce the incidence of crashes in Oklahoma County.

To provide 200 or more community education and awareness opportunities across the state of Oklahoma in FFY2026, contributing to statewide traffic safety goals.

To conduct 4 Teen Driver Education courses during FFY26.

Problem Identification:

U.S. Census quick facts July 1, 2023, estimate shows 808,863 people reside in Oklahoma County representing approximately 20% of the State's population. In 2021 (most recent "CRASH FACTS" published data) it's estimated there were 8,435,244,631 miles traveled through Oklahoma County.

In 2021 there were 103 Fatal Crashes rate of 1.22 at a rate of 100 million vehicle miles traveled (MVMT) and 5815 Injury Crashes at a rate of 68.94 MVMT and a total of 21,403 total crashes in Oklahoma County and the crash rate was 253.73 per 100 million vehicle miles traveled (MVMT). There were 66,074 crashes in the state of Oklahoma. Almost a third of all crashes were in Oklahoma County. In the state of Oklahoma there were 66,074 crashes with 621 alcohol related crashes. In the state of Oklahoma there were 2869 alcohol related crashes.

According to OHSO 2021 crash data, Oklahoma County ranks in the middle third of all Oklahoma counties for number of KA crashes, number of fatal crashes, number of fatalities, alcohol-related, drug-related, unsafe speed, distracted driving, and motorcyclist with KA injuries. The county ranks high in unhelmeted fatalities. There is a downward trend in all program areas, but one unrestrained fatalities are trending upward.

Project Description:

The Oklahoma County Sheriff's Office (OCSO) will conduct overtime high visibility enforcement in support of state and national goals to reduce the incidence of KA crashes in their community. To identify those times and locations where KA crashes most often occur, the Project Director shall utilize state and local data and reference sources available. General traffic enforcement will address a greater variety of traffic violations, dependent upon local problem identification. This project will emphasize speed enforcement, in response to local data-driven needs. Public information and education (PI&E) supporting enforcement activities will be conducted monthly as part of the HVE effort to inform and educate the public on the importance of traffic safety as well as the agency's ongoing effort to deter dangerous driving behaviors.

Two (2) full-time deputies are funded as Traffic Safety Educators charged with conducting traffic safety programs statewide, utilizing the Rollover Simulator, Mule/Gator vehicle and Distracted/Impaired Driver Simulator to provide outreach statewide. These deputies will partner with schools, non-profits, and other agencies in order to expand opportunities to elevate traffic safety programs throughout the state of Oklahoma. The full time Traffic Safety Educators will attend outreach events including but not limited to road safety nights open to the public, local fairs, or any other open public safety oriented events. The Traffic Safety Educators will also put on events of their own including but not limited to going to local schools and speaking with teens and kids.

Oklahoma County SO will create a teen driver's education course. The course will be an 8-hour class where OCSO brings teen drivers with their own vehicles and pair them with a CLEET LEDT instructor for the day. Instruction will include behind-the-wheel driving and in-class instruction over different aspects of vehicle safety. Topics may include but are not limited to fatigued driving, impaired driving, and distracted driving. OCSO will host four (4) teen driver's education courses in FFY26, planning for one LEDT instructor per 10 students. Funding is provided for OCSO deputies to complete teen driver's education course in an overtime capacity. Overtime hours may include driving course set-up and breakdown for classes. Overtime funding also includes time for a bilingual deputy to assist with translation during delivery of teen driver courses and TSE events.

The Oklahoma County Sheriff's Office will participate in all NHTSA mobilizations in accordance with the terms of the grant agreement, and employ the following evidence-based strategies in conducting grant-related activities:

Countermeasure: High Visibility Enforcement

Planned Activity: State and Local High Visibility Enforcement

Countermeasure: Public Information and Education Activity:

Planned Activity: Driver Education Programs

This grant is subject to the terms and conditions set forth in the Pre-Application guidelines and any modifications agreed to during negotiation and reflected in the Award Documents, or by Contract Change Order hereafter, including; Part I-Grant Agreement Summary; Budget Summary; Budget Detail; Activity/Milestones; General Provisions – Part II; Specific Agreements – Part III; and Certification pages.

In addition, the grantee agrees to the following:

1. If the grantee is a law enforcement agency, the grantee agrees to participate in and support NHTSA's national goals and law enforcement mobilizations ("Click It or Ticket" and "Drive Sober or Get Pulled Over"), including submitting both pre and post reports through the OHSO online Mobilization Reporting System.
2. At the end of the project year and no later than November 1, the Project Director will submit the End of Year Project Summary Report outlining the project accomplishments and whether the project goal(s) was met.

In accordance with OMB Circular A-133, the Oklahoma Highway Safety Office (OHSO) is required to supply each grantee with pertinent information regarding the grant awarded. The Oklahoma Highway Safety Office (OHSO) is a pass-through agency for federal funds provided by the U.S. Dept of Transportation, National Highway Traffic Safety Administration (NHTSA).

On the chart below, locate the "Start of Project Number for each grant awarded to obtain the information your agency's financial department will need for Federal/State reporting purposes.

Start of Project Number	Program Area	CFDA No.	Award Name	Section No.
AI	Accident Investigation	20.6000000	State and Community Highway Safety	402
AL	Alcohol	20.6000000	State and Community Highway Safety	402
DE	Driver Education	20.6000000	State and Community Highway Safety	402
MC	Motorcycle Safety	20.6000000	State and Community Highway Safety	402
OP	Occupant Protection	20.6000000	State and Community Highway Safety	402
PS	Pedestrian Safety	20.6000000	State and Community Highway Safety	402
PT	Police Traffic Services	20.6000000	State and Community Highway Safety	402
RH	Railroad/Highway Crossings	20.6000000	State and Community Highway Safety	402
SE	Speed Enforcement	20.6000000	State and Community Highway Safety	402
TR	Traffic Records	20.6000000	State and Community Highway Safety	402
TSP	Teen Safety Programs	20.6000000	State and Community Highway Safety	402
M2	405b OP Low	20.6160000	Occupant Protection	405b
M3	21 405c Data Program	20.6160000	State Traffic Safety Information Systems Improvements	405c
M5	405d Impaired Driving Mid	20.6160000	Impaired Driving Countermeasures	405d
M9	405f Motorcycle Programs	20.6160000	Motorcyclist Safety	405f

If you have any questions, please contact your Program Manager.

Activity/Milestones Projections

MILESTONE PROJECTIONS												
Activity #		Project #			Description							
1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			
Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun	Jul	Aug	Sep	Total
1		SC-26-03-021-19			Hours of overtime High Visibility Enforcement with an emphasis on speed Enforcement/PI&E worked (based on an average OT rate of \$35/hour).							
455.00	455.00	455.00	455.00	455.00								2,275.00
2		SC-26-03-021-19			Number of vehicle stops completed (target is based on 2 stops per hour).							
910.00	910.00	910.00	910.00	910.00								4,550.00
3		B8A*SC-26-02-02-1			Hours of overtime High Visibility Enforcement with an emphasis on speed Enforcement/PI&E worked (based on an average OT rate of \$35/hour).							
					490.00	490.00	490.00	490.00	490.00	490.00	490.00	3,430.00
4		B8A*SC-26-02-02-1			Number of vehicle stops completed (target is based on 2 stops per hour).							
					980.00	980.00	980.00	980.00	980.00	980.00	980.00	6,860.00
5		SC-26-03-021-19			Number of PI&E activities conducted – minimum 2 per month (to include media contacts, traffic safety presentations, etc.). With at least 1 PI&E activity per month directly related to speed.							
2.00	2.00	2.00	2.00	2.00								10.00
6		B8A*SC-26-02-02-1			Number of PI&E activities conducted – minimum 2 per month (to include media contacts, traffic safety presentations, etc.). With at least 1 PI&E activity per month directly related to speed.							
					2.00	2.00	2.00	2.00	2.00	2.00	2.00	14.00
7		B8A*SC-26-02-02-1			Number of presentations conducted by the two (2) Traffic Safety Educators.							
15.00	15.00	15.00	15.00	15.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	215.00
8		B8A*DE-26-02-02-1			Number of people who attended the presentations (no target).							
												0.00
9		B8A*DE-26-02-02-1			Number of outreach events attended by the Traffic Safety Educators.							
2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24.00
10		SC-26-03-021-19			Sign up to participate in mobilization participation, including Click-It-Or-Ticket in May and Drive Sober or Get Pulled Over in December and August.							
	1.00					1.00			1.00			3.00
11		SC-26-03-021-19			Report on mobilization participation, to include Click-It-Or-Ticket in May and Drive Sober or Get Pulled Over in December and August.							
		1.00					1.00			1.00		3.00
12		SC-26-03-021-19			Financial representative to attend the annual Project Director's Training conducted by OHSO.							

[illegible]

Budget Detail Projections

Cost Category Items		Project #	Description			
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
APR	MAY	JUN	JUL	AUG	SEP	Annual
I.A.	1	SC-26-03-021-19	Salary for overtime high visibility enforcement with an emphasis on speed enforcement/PI&E (rate not to exceed 1.5 times regular hourly rate unless contractually required and approved by OHSO).			
\$14,813.00	\$14,814.00	\$14,814.00	\$14,813.00	\$14,815.74	\$	\$74,069.74
\$	\$	\$	\$	\$	\$	\$74,069.74
I.B.	1	SC-26-03-021-19	Benefits for overtime high visibility enforcement with an emphasis on speed at 7.65%.			
\$1,133.00	\$1,133.00	\$1,133.00	\$1,133.00	\$1,134.33	\$	\$5,666.33
\$	\$	\$	\$	\$	\$	\$5,666.33
I.A.	2	B8A*SC-26-02-02-1	Salary for overtime high visibility enforcement with an emphasis on speed enforcement/PI&E (rate not to exceed 1.5 times regular hourly rate unless contractually required and approved by OHSO).			
\$	\$	\$	\$	\$	\$15,959.00	\$15,959.00
\$15,959.00	\$15,959.00	\$15,959.00	\$15,959.00	\$15,959.00	\$15,963.54	\$111,717.54
I.B.	2	B8A*SC-26-02-02-1	Benefits for overtime high visibility enforcement with an emphasis on speed at 7.65%.			
\$	\$	\$	\$	\$	\$1,221.00	\$1,221.00
\$1,221.00	\$1,220.00	\$1,220.00	\$1,220.00	\$1,220.00	\$1,224.39	\$8,546.39
I.A.	3	B8A*DE-26-02-02-1	Salary for two (2) Full time deputies serving as Traffic Safety Educators. Salary up to, but not to exceed, two (2) FTE, for actual hours dedicated to the project (171 hours in a 28 day cycle). Not to exceed an accrued amount of \$10,403.37 monthly.			
\$10,403.35	\$10,403.35	\$10,403.35	\$10,403.35	\$10,403.35	\$10,403.35	\$62,420.10
\$10,403.35	\$10,403.35	\$10,403.35	\$10,403.35	\$10,403.35	\$10,403.37	\$124,840.22
I.B.	3	B8A*DE-26-02-02-1	Benefits for two (2) full-time deputies serving as Traffic Safety Educators at a rate of 7.65%			
\$4,208.98	\$4,208.98	\$4,208.98	\$4,208.98	\$4,208.98	\$4,208.98	\$25,253.88
\$4,208.98	\$4,208.98	\$4,208.98	\$4,208.98	\$4,208.98	\$4,209.00	\$50,507.78
I.A.	4	B8A*DE-26-02-02-1	Salary for overtime LEDT deputies to assist with driver education training as described in project description / PI&E (rate not to exceed 1.5 times regular hourly rate unless contractually required and approved by OHSO)			
\$5,847.88	\$	\$	\$5,847.88	\$	\$	\$11,695.76
\$5,847.88	\$	\$	\$5,847.91	\$	\$	\$23,391.55
I.B.	4	B8A*DE-26-02-02-1	Benefits for overtime LEDT deputies to assist with driver education training as described in project description /PI&E at a rate of 7.65%.			
\$447.36	\$	\$	\$447.36	\$	\$	\$894.72

Budget Summary Projections

Cost Category Items		1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Annual Total
		Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun	Jul	Aug	Sep	
I. Personnel														
A. Salaries	\$31,346.78	\$25,499.90	\$25,499.90	\$31,346.78	\$25,501.64	\$26,644.90	\$32,492.78	\$26,644.90	\$26,644.90	\$32,492.81	\$26,644.90	\$26,649.48	\$337,409.67	
B. Benefits		\$5,810.95	\$5,363.59	\$5,363.59	\$5,810.95	\$5,364.92	\$5,451.59	\$5,898.95	\$5,450.59	\$5,450.59	\$5,897.96	\$5,450.59	\$5,455.06	\$66,769.33
II. Travel														
A. In-State Travel	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
B. Out-of-State Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
III. Operating Costs	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00
IV. Contractual Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
V. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Monthly Total	\$54,157.73	\$30,863.49	\$30,863.49	\$37,157.73	\$30,866.56	\$32,096.49	\$38,391.73	\$32,095.49	\$32,095.49	\$38,390.77	\$32,095.49	\$32,104.54	\$421,179.00	

General Provisions – Part II

GLOSSARY OF DEFINITIONS

This glossary defines terms with meanings which may be unclear in the context in which they are used. These definitions are meant to apply only to the usage of these terms in this contract agreement.

Activity - The smallest unit of work that can be time-framed, quantified, and is critical to the success of a project.

Actual - The attained level of resources and/or accomplishments

Authorizing Official - The duly authorized representative of the State Agency, Local Subdivision or subrecipient agency having signatory authority and the responsibility of executing the contract agreement.

C.F.R. - Code of Federal Regulations

Director - The Director authorized by the Governor's Representative to direct the activities of the Oklahoma Highway Safety Office

DUNS Number – Data Universal Numbering System

FAIN Number – Federal Award Identification Number

FY - Fiscal year which starts October 1 and ends September 30 each year

Governor's Representative - A representative appointed by the Governor of Oklahoma to oversee the activities of the Oklahoma Highway Safety Office

Grantor Agency - Oklahoma Highway Safety Office

Local Subdivision - An administrative division of local government

Milestone - A level of accomplishment of an activity within a specific period of time

Obligated - The proposed level of resources and/or accomplishments

OMB - Office of Management and Budget (Federal)

OHSO - Oklahoma Highway Safety Office

OS - Oklahoma Statute

Program Manager - An OHSO staff member authorized to act as the liaison between the Highway Safety Office and the State Agency or Local Subdivision in all matters pertaining to a contract.

Project Director - A representative of the State Agency, Local Subdivision or subrecipient agency responsible for directing the activities of the project as outlined in the contract agreement

Projection - An anticipated level of performance or expenditure necessary to attain the stated project goal(s).

Project Number - A number assigned to one of the highway safety program areas as defined by the Highway Safety Act of 1966.

QTD - Quarter-to-date.

State Agency - An administrative division of state government.

Subrecipient - An agency or organization receiving pass-through funds from the OHSO through a duly authorized grant agreement, Memorandum or Agreement or Memorandum of Understanding

TTA Number – Taxpayer's Transparency Act number

U. S. C. - United States Code

YTD - Year-to-date

REGULATIONS AND DIRECTIVES

The subrecipient, its assignee(s), successor(s) in interest, subcontractor(s), supplier(s), or anyone who is a recipient of financial assistance through this grant shall agree to all applicable provisions of the following; however, nothing here should be interpreted to limit the requirements to comply with regulations and directives not included in this list:

1. Project Implementation

Grantee agrees to implement the project in accordance with federal statutes, local statutes and regulations, as well as the policies and procedures established by the Oklahoma Highway Safety Office.

2. Nondiscrimination (applies to subrecipients as well as States)

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

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27 ;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);
- The Civil Rights Restoration Act of 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations);
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

3. Political Activity (Hatch Act)
(applies to subrecipients as well as States)

The state 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.

4. Buy America Act
(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.

5. Prohibition on using grant funds to check for helmet usage.
(applies to subrecipients as well as State)

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 motorcycles.

6. Certification Regarding Federal Lobbying; Certification for Contracts, Grant, Loans, and Cooperative Agreements.

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

- A. 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 any 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.
- B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for the influencing or attempting to influence any 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.
- C. Then undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, sub-grants, and contracts under grant, loans, and cooperative agreements) and that all sub-recipients 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 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 civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- D. Restriction on State Lobbying; None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

7. Equipment Purchased with Highway Safety Funds:

- Ownership of equipment purchased is vested in the subrecipient, who must use the property only for the authorized purpose of this project (2 CFR Part 200.313)
- Equipment must be entered into, and tracked through, the Grantee's inventory system and the OHSO inventory;
- Equipment maintenance and liability coverage are the subrecipient's responsibility;
- Subrecipient shall not remove, transfer, or dispose of the property without prior written approval from OHSO;
- If equipment is lost or stolen, the OHSO must be notified immediately, in writing, accompanied by a police report.

To dispose of ANY equipment, the subrecipient *MUST*:

1. Write a letter of request to OHSO;
2. State how the disposal will occur (auction, transfer, etc.) and/or provide three (3) appraisals;
3. Maintain equipment until subrecipient receives letter of approval;
4. Return Equipment to OHSO

Nothing herein contained shall be construed as incurring for the Grantor Agency any liability for Workmen's Compensation, F.I.C.A., Withholding Tax, Unemployment Compensation, or any other payment which is not a part of this contract.

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 2 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 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 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 Matters-Primary Tier Covered Transactions

1. The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:

Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (l)(b) of this certification; and

Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

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.

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.

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.

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 6. "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.

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/>).

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.

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.

Specific Agreements – Part III

1. Subrecipient shall adopt (if none presently exists) and enforce a written safety belt use policy requiring all employees and others riding in Subrecipient owned or leased vehicles and/or on Subrecipient business to use safety belts in all seating positions and provide a copy of the same prior to initiation of a grant.
2. Regular compensation and/or overtime compensation provided in this grant award will be paid in accordance with established policies and regulations of the subrecipient's entity. Any deviation from the established policies and regulations must be specifically addressed in the written grant agreement.
3. Subrecipient shall verify that any officer using a grant purchased radar or grant purchased video camera has received training in the proper use of the equipment.
4. Subrecipient shall require all law enforcement officers participating in impaired driving enforcement programs to obtain certification in NHTSA sanctioned Standard Field Sobriety Test (SFST) procedures prior to working grant funded enforcement shifts.
5. Subrecipient shall submit activity and reimbursement reports to OHSO monthly through the OKGrants system unless otherwise pre-approved. Reports shall include all appropriate and required backup documentation. Reports shall be submitted within 30 days of the end of the reporting month. Failure to timely submit reports may result in denial of the reimbursement claim or delay in reimbursement of the same.

The Oklahoma Highway Safety Office (OHSO) is a pass-through agency for federal funds provided by the U.S. Dept of Transportation, National Highway Traffic Safety Administration (NHTSA). In accordance with 2 CFR 200, the Oklahoma Highway Safety Office (OHSO) is required to supply each subrecipient with pertinent information regarding the grant award to assist in providing the subrecipient's financial department information which may be needed for Federal/State reporting purposes. Said information is contained within the Grant Agreement Summary-Part 1 of the award documents. A subrecipient agency may be subject to audit under 2 CFR 200. Unless other arrangements are made, any required audit cost is the responsibility of the Subrecipient.
6. Any activities or cost items not specifically addressed in this agreement or any revisions to the items which are included in the agreement must be approved, in writing, by the OHSO Director/Governor's Representative or designee before they will be considered eligible activities and/or cost items. (For example, any out-of-state travel expenses not specifically identified in one's agreement require prior written permission from the OHSO Director/Governor's Representative or designee or the costs will not be reimbursed.) These "Specific Agreement topics have been provided in an effort to assist subrecipients. This is not in any way a complete list of all requirements. Any questions and/or concerns not addressed here or in other areas of this grant agreement should be directed to the OHSO Program Manager assigned responsibility for oversight of this project.
7. The continuation of this project is contingent on the availability and receipt by OHSO of Federal Funds.
- 8.

Certification

As the Authorizing Official, I certify that all data in this application is true and correct. The application and proposed agreement have been reviewed and authorized by the governing body of the applicant agency. The typed name, in lieu of a signature, represents this agency's legal acceptance of the terms of this proposal and a statement of veracity of the representations made in this application.

Printed Name of Authorizing Official:
(Chief Executive Officer)

Title:

Date:

NOTE: The Authorizing Official is the person with official signature authority to make financial and programmatic commitments on behalf of the applicant agency. The Authorizing Official must be a state agency head, mayor, city manager, chairperson of the County Commission or an authorized tribal leader. The Chief of Police or Sheriff is not generally an authorized signatory.

Signature:
