

# Attachment A

## **Overview of BSEE Grant Application**

The purpose of the California State Parks Department Division of Boating and Waterways (DBW) Boating Safety and Boating Law Enforcement Equipment Grant Program is to provide equipment grants to local government agencies for boating safety and boating law enforcement. Grants awarded under this article will be made using Federal funds. Grant funds awarded must be used for Boating Safety and Boating Law Enforcement equipment and patrol boats related to Boating Safety and Boating Law Enforcement activities.

### **OVERVIEW**

#### **Grant Application Requirements**

- Submission of a Letter of Intent and Boating Safety and Boating Law Enforcement Equipment Grant Program application to the DBW no later than April 28, 2023, prior to the start of the federal fiscal year in which grant funds are requested.
- Submission of an Application containing the required information to allow DBW to evaluate the application in accordance with the criteria specified in the annual State Budget Act. Such information shall include, at a minimum:
  - a. Expenditures incurred on boating safety and boating law enforcement activities.
  - b. Description of the need for grant funds, including the equipment or patrol boat to be purchased with grant funds and the estimated cost; and
  - c. Description of recreational boating activities on waterways in the agency's jurisdiction.

#### **DBW Grant Applicant Eligibility Requirements**

- The agency employs at least one boating safety law enforcement officer defined as trained personnel authorized and retained to perform on-the-water boating safety and boating law enforcement activities.
- The agency's boating safety law enforcement officer(s) conducts sufficient patrol and has the jurisdiction and authority to ensure adequate enforcement of all applicable state boating safety laws and regulations.
- The agency has the knowledge and means to properly report boating accidents to DBW

#### **Grant Recipient Requirements**

- Enter a written contract with DBW prior to beginning procedures to procure equipment.
- Develop specifications for a patrol boat and trailer, which meets its needs in terms of performance, construction, and cost.
- Use grant funds to procure vessel/equipment consistent with all applicable federal, state, and local procurement requirements.
- Submit to DBW the required Resolution from the Board of Supervisors authorizing the agency to enter a contract with DBW for boating safety and boating law enforcement equipment.

- Submit a written request for reimbursement to DBW the year following the award of the grant with all required documentation to substantiate actual purchase cost with written certification that the County complied with contract procurement procedures.
- Agree DBW shall be the legal owner of the patrol boat and trailer purchased with grant funds; County shall be the registered owner.

#### **Additional Commitments Associated with Acceptance of Grant Award**

- Equipment purchased with grant funds shall be used only for boating safety and boating law enforcement.
- The patrol boat and trailer purchased with grant funds will be operated solely by qualified Boating Safety and Boating Law Enforcement Officers. Boating Safety and Boating Law Enforcement Officer means trained personnel authorized and retained by the County to perform Boating Safety and Boating Law Enforcement activities.
- The county is responsible for all costs associated with operating and maintaining the vessel and trailer purchased with grant funds and shall maintain the vessel and trailer in good repair.
- The county shall report to the Department loss/damage to the vessel/trailer purchased with grant funds within 30 days of occurrence.
- The county shall replace, at County's expense, and pursuant to the terms and conditions of the contract, any vessel purchased with grant funds if such vessel and trailer are destroyed or rendered useless prior to the expiration of the contract.
- The county shall keep complete/accurate records of all expenditures pertaining to operation/maintenance of the vessel purchased with grant funds.
- The county shall complete Form 803 regarding the expenditure of grant funds and the total amount expended on the boating safety and enforcement program at the Lakes annually.
- The county shall report all boating accidents to DBW.
- The county shall maintain complete/accurate records in accordance with requirements specified in Title 49 of the Code of Federal Regulations (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments). Such records shall include all receipts/invoices for purchases made with grant funds.
- The county shall submit to periodic systematic audits to verify County compliance with State and Federal law and requests for reimbursement submitted by County accurately represent the amount due the County.