

Attachment A

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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 grants to local government agencies for boating safety and boating law enforcement through the Boating Safety and Enforcement Equipment Grant Program.

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 30th, prior to the start of the federal fiscal year in which grant funds are requested.
- ♦ Submission of an Application containing 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) Local boat tax revenue received by an agency; b) Expenditures incurred on boating safety and boating law enforcement activities; c) Description of need for grant funds, including the equipment or patrol boat to be purchased with grant funds and the estimated cost; and d) Description of recreational boating activities on waterways in the agency's jurisdiction.

DBW Grant Award Prioritization Criteria for Local Government Agencies

1. LGAs eligible for state aid because they are spending all of their local boating revenue on boating enforcement and safety but are not receiving sufficient state funds to meet their need as calculated pursuant to Section 663.7 of the Harbors and Navigation Code.
2. LGAs that are not spending all local boating revenue on boating enforcement and safety, and whose boating revenue does not equal their calculated need.
3. LGAs whose boating revenue exceeds their need, but who are not spending sufficient local revenue to meet their calculated need.

Grant Recipient Requirements

- ♦ Enter into 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 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 into a contract with DBW for boating safety and boating law enforcement equipment.
- ♦ Submit a written request for reimbursement to DBW no later than September 30th of the year following 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 legal owner of patrol boat and trailer purchased with grant funds; County shall be registered owner.

Additional Commitments Associated with Acceptance of Grant Award

- ♦ Equipment purchased with grant funds shall be used only for the purposes of boating safety and boating law enforcement.
- ♦ 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.
- ♦ County is responsible for all costs associated with operating and maintaining vessel and trailer purchased with grant funds and shall maintain the vessel and trailer in good repair.
- ♦ County shall report to the Department loss/damage to vessel/trailer purchased with grant funds within 30 days of occurrence.
- ♦ 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 is destroyed or rendered useless prior to the expiration of the contract.
- ♦ County shall keep complete/accurate records of all expenditures pertaining to operation/maintenance of the vessel purchased with grant funds.
- ♦ County shall complete Form 803 regarding expenditure of grant funds and total amount expended on boating safety and enforcement program at the Lakes annually.
- ♦ County shall report all boating accidents to DBW.
- ♦ 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.
- ♦ 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.