



Proposition
64
Section
34019 (f)(3)(B)
RTC

Cannabis Tax Fund Grant Program Overview

Program Overview

[Proposition 64, \(2016\)](#)

[Senate Bill 94, \(2017\)](#)

[Revenue and Taxation Code Section 34019](#)

Program Purpose: To provide education, prevention, and enforcement of impaired driving laws related to driving under the influence of alcohol and other drugs, including cannabis.



Program Regulations

The California Highway Patrol (CHP) has adopted regulations within Title 13 of the California Code of Regulations (CCR), Division 2, by adding Chapter 13, which govern the CHP Cannabis Tax Fund Grant Program.

These regulations outline: ***grant provisions, grant project types, specific application requirements, grant evaluation criteria, and necessary administrative procedures for the program.***

Regulation can be found at:

www.chp.ca.gov/programs-services/programs/cannabis-tax-fund-grant-program-overview/program-regulations



Timeline

Activity

Date

Grant Workshop(s)

January 6, 2021

Application Submission Period

January 7, 2021 – February 23, 2021

Application Filing Deadline

February 23, 2021, 5:00pm Pacific Time

Application Review

February 24, 2021 – May 10, 2021

Award Announcements

May 11 – 16, 2021

Grantee Agreement Execution

May 17 – 31, 2021

Division Agreement Execution

June 1, 2021 – June 30, 2021

Start of Project Period

July 1, 2021



Opportunity

Toxicology Laboratory & Law Enforcement

Project Funding

Toxicology: Approximate \$10 million with no funding cap per application

Law Enforcement: Approximate \$16 million with a \$1 million funding cap per application



Toxicology Eligible Applicants & Project Types

Eligible Applicants:

- California county and/or city crime laboratories
- Public laboratories supporting Driving Under the Influence (DUI)/Driving Under the Influence of Drugs (DUID) cases in California

Eligible Projects:

- Elimination of backlog in the analysis of forensic science evidence, including toxicology/forensic alcohol and controlled substances/drug chemistry for DUI and/or DUID prosecution
- Reduction in turnaround time for sample testing
- Purchasing and/or upgrading high-tech equipment to improve testing capabilities
- Reduction/Elimination of outsourcing for testing by private laboratories



Law Enforcement Eligible Applicants & Project Types

Eligible Applicants:

- City or county law enforcement agencies as defined in Section 830.1 of the California Penal Code, excluding Section 830.1(b)

Eligible Projects:

- Public education and outreach
- DUI/DUID enforcement efforts
- Officer Training focused on detecting and removing impaired drivers from the roadway



Eligible Costs

Eligible costs are costs that further the project objectives, incurred during the project performance period, and directly related to the work identified in the application.

Eligible cost categories:

- Personnel
- Travel
- Equipment
- Consultants/Contracts
- Other Direct Costs

Examples of eligible costs:

www.chp.ca.gov/programs-services/programs/cannabis-tax-fund-grant-program-overview/grant-opportunity-request-for-application



Application Process



How to Apply

Online Application Portal access is available at www.chp.ca.gov/programs-services/programs/cannabis-tax-fund-grant-program-overview/application-submission

- User guide
- Application Portal Video
- Applicants must **Register** and **Create An Account** in the Grant Management System (GSM) AmpliFund
 - Email address will be your user name and where important emails will be sent
 - Organizations primary contact information is required to register

If you have already registered, please click [here](#) to login.

User Information	
Email Address*	<input type="text"/>
Role	Administrator
Password*	<input type="password"/>
Confirm Password*	<input type="password"/>

Contact Information	
First Name*	<input type="text"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text"/>
Suffix	<input type="text"/>
Title	<input type="text"/>
Address Line 1	<input type="text"/>
Address Line 2	<input type="text"/>
City	<input type="text"/>
State/Province	<input type="text"/>
Postal Code	<input type="text"/>



GMS Application Sections



- Opportunity Details
 - Basic information on the opportunity type, funding and relevant dates
- Project Information
 - Requested funding amount and organization contact information
- Application Forms
 - Information on the proposed project, organization, and relevant data
- Budget
 - Eligible budget categories and definitions
- Performance Plan
 - Tracking of relevant project goals and activities
 - May or may not be required for all funding opportunities



Application Submission

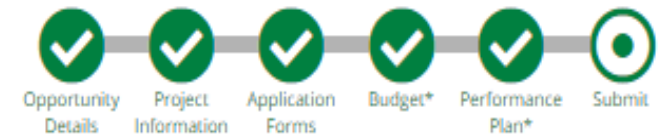
Tips for successful submission of your application:

- Make sure all forms are “**Marked as Complete**”
- White check marks indicate forms are complete
- Review and download a copy for your records
- Once submitted, you will not be able to make any further charges or edits
- Application deadline is **February 23, 2021 at 5:00 pm**

Grant Management System:

www.gotomygrants.com

Law Enforcement FY 2021/2022 -
Test (12/18/2020)



You are about to submit your application, XYZ DUI/DUID Enforcement Program, to California Highway Patrol (CHP).

Take the time to review your application by using the timeline above. You can select any section and jump to that page.

When the application is fully complete, please select the "Submit" button. This will submit your final application to the funder.



Post Application Process



Evaluation Process

- Competitive Evaluation Process consisting of two phases:
 1. Administrative Review
 2. Panel Review

Please refer to our website for additional evaluation criteria information:
<https://www.chp.ca.gov/programs-services/programs/cannabis-tax-fund-grant-program-overview/program-opportunity>

**For additional information, please reference:
[California Code of Regulations, Title 13, Division 2, Chapter 13](#)



Award Agreement

- Once application has been approved, the Grant Agreement will be sent to the address on file to be signed
 - The person with signing authority will sign the Agreement
 - Electronic or wet signature
 - **Signature must match the name of the authority listed in the Application.** If the authority changes, Grantee must send an email to CGU with the change
- Grantees will send signed Grant Agreements to CGU Grant Administrators electronically
- Once executed, Grant Administrators will electronically send each awarded Grantee a copy of the executed Grant Agreement



Reimbursement Process

- Disbursement of grant funds occurs on a reimbursement basis only. Payment advances will not be dispersed.
- Quarterly payment requests shall be submitted through the GMS within **two weeks of the close of each quarter**.
- Grant Administrators will review payment requests and supporting documentation, then submit to Accounts Payable once approved.
- Grant Administrators will contact the Administrative contact to resolve any issue with payment request.
- Approved payment requests will be paid within **45 days of receipt**.



Quarterly Reports

- To ensure grant funds are being spent correctly and efficiently, Grantees must show progress throughout the fiscal year utilizing quarterly progress reports.
- Quarterly progress reports must be submitted to CGU within **two weeks after the close of each quarter**.
- A form will be provided, however, Grantees may use their own quarterly report form.
- Quarterly reports may also include monitoring grant progress either by phone or with in person site visits.



Closeout Process

- The Department will conduct Closeout review activities prior to closing out the grant.
- Grantees shall submit a final payment request and required Closeout documentation through the GMS within **60 calendar days** after the completion of the project.
- A review of the final payment request and progress report will be conducted.
- A **closeout notification** will be issued in writing from the Department, and the final payment request will be processed.



Contact Information & Resources

Cannabis Grants Unit

(916) 843-4360 or via email at CGUGrants@chp.ca.gov

Additional Resources:

[Cannabis Tax Fund Grant Program Website](#)

[Revenue and Taxation Code Section 34019](#)

[California Code of Regulations, Title 13, Division 2, Chapter 13](#)

