

Department of California Highway Patrol Cannabis Tax Fund Grant Program Request for Application



Opportunity

Toxicology Driving Under the Influence (DUI)/Driving Under the Influence of Drugs (DUID)

Eligible Applicants

Local Government, which includes California County and/or City Crime Laboratories

Project Performance Period

July 1, 2022 through June 30, 2024

This Request for Application (RFA) provides specific opportunity information for the Cannabis Tax Fund Grant Program (CTFGP) 2022/2023 grant cycle, including important deadlines and details. For all program processes and regulations, please review the **California Code of Regulations (Title 13, Division 2, Chapter 13)** and **other program information posted on the California Highway Patrol’s (CHP) Web site** to ensure all eligibility requirements are met for successful participation in the program.

Important Dates	
Activity	Date
Grant Workshop	January 6, 2022
Application Submission Period	January 7, 2022 – February 23, 2022
Application Filing Deadline	February 23, 2022 5:00pm Pacific Time
Application Review	February – May 2022
Award Announcements	May – June 2022
Start of Project Performance Period	July 1, 2022

Funding

An applicant may only submit one Grant Application for each grant opportunity and shall only request the amount of funds necessary to complete the project.

Grant funds shall be used to support new program activities or to augment existing funds, which expand current program activities. Grant funds shall not replace (supplant) any federal, state and/or local funds that have been appropriated for the same purpose and are routine and/or existing state and local expenditures. Supplanting is the deliberate reduction in the amount of federal, state, or local funding being appropriated to an existing program or activity because grant funds have been awarded for the same purpose. It is the responsibility of the grantee to ensure that supplanting does not occur.

NOTE: Grantees shall only have one executed Grant Agreement per grant opportunity at a time.

Match Requirements

This opportunity does not require matching funds.

Project Cost

Requested project costs shall address impaired driving and be directly related to the work identified in the Grant Application. To be permissible, costs must be reasonable, necessary, and expended according to the CTFGP policies, procedures, and regulations. Projects are required to have a realistic and prudent budget that avoids unnecessary expenditures unrelated to the project activities. Final determination of eligibility will be made by the CHP and approved within the Grant Agreement. Please refer to Annex A for ineligible expenses.

The information below includes approximate funding amount, project requirements, and cost guidelines.

Project Performance Period

Two Years (July 1, 2022 through June 30, 2024)

Eligible Applicants

Local Government, which includes California County and/or City Crime Laboratories

Project Funding

Approximate available funding is \$6 million, with a \$2 million cap per application. Applicant must provide strong justification, measurable goals, and an immediate need for all requested budget items. Project funds shall be used to improve and advance practices and/or services in toxicology laboratories supporting DUI/DUID.

Project Requirements

Crime Laboratory projects may include the following activities:

- Eliminating backlog in the analysis of forensic science evidence, including toxicology/forensic alcohol and controlled substances/drug chemistry for DUI and/or DUID prosecution.
- Reducing turnaround time for sample testing.
- Purchasing and/or upgrading equipment to improve testing capabilities.
- Reducing or eliminating the need for outsource testing by private laboratories.

Eligible Project Categories

The categories listed below are provided as examples and do not constitute all eligible costs.

- **Personnel:** Costs include compensation for salaries and fringe benefits such as annual leave and sick leave, for work directly related to the project.
 - Staff time may include:
 - Data collection.
 - Backfill for approved training.
 - Attending approved training.
 - Processing of samples/specimens to reduce backlog.
- **Travel:** Travel funds may be used for costs associated with in and out-of-state project related meetings, conferences, seminars, workshops, and trainings. The most economical mode of travel must be utilized. Eligible expenses may include, but are not limited to:
 - Mileage (based on current State rate) or fuel expenses.
 - Commercial airline fares.
 - Parking fees.
 - Bridge tolls and/or taxi or bus fares.

Out-of-state travel is only allowed in exceptional situations. For additional information on travel restrictions, please see: <https://oag.ca.gov/ab1887>.

- **Equipment:** Equipment costs include non-expendable, tangible, personal property having a normal useful life of more than one year and an acquisition cost of at least \$5,000 or more per asset (i.e., four identical assets which cost \$1,250 each, for a \$5,000 total would not be considered an equipment purchase). Funds should be used to upgrade or purchase forensic laboratory equipment, that meet the following standards:
 - Minimally test for National Safety Council's (NSC) Tier I drug list.
 - Meet NSC analytical thresholds for testing.

It is recommended equipment item(s) improve laboratory testing capabilities and efforts in the following areas:

- Testing for concentration of cannabinoids, to include tetrahydrocannabinol (THC), hydroxy-THC, and carboxy-THC.
 - Testing of all DUI cases for NSC Tier I compounds, regardless of blood alcohol content (BAC).
 - Testing of all DUI cases regardless of BAC when drug testing is specifically requested by the arresting agency.
 - Testing of all samples obtained from all Drug Recognition Expert investigations regardless of charge.
- **Consultants/Contracts:** Consultant/Contract costs include professional services necessary to carry out the project objectives that are clearly outlined in the grant application.
 - **Other Direct Costs:** Project related costs, not covered under another budget category that support the project goals and objectives which are purchased for a specific activity. Costs include, but are not limited to:
 - Equipment with an acquisition cost under \$5,000.
 - Testing supplies, testing software, upgrading/replacing/purchasing computer hardware and software for forensic analyses and data management.
 - Registration fees for approved training courses, which may include the following:
 - Drug Evaluation Classification (DEC) approved training curriculum.
 - Traffic Safety Resource Prosecutor Traffic College.
 - Appropriate alcohol and drug courses.
 - Participation in professional organization meetings at the state or national level (e.g., California Association of Toxicologists, International Association for Chemical Testing, Society of Forensic Toxicology).
 - Training classes related to the purchase of new equipment.
 - Other training classes related to the project with prior CHP approval.

Additional Information

References:

- Revenue and Taxation Code Section 34019
- California Code of Regulations, Title 13, Division 2, Chapter 13

For additional questions, please contact the Cannabis Grants Unit at (916) 843-4360 or via email at CGUGrants@chp.ca.gov.

ANNEX A
INELIGIBLE EXPENSES

Item
Alcoholic Beverages
Entertainment
Facility Rental
Food
Frozen Positions
Gifts
Highway Construction, Maintenance, Design
Land
Liability Insurance
Lobbying Costs
Office Furniture and Fixtures
Overhead Costs
Promotional Items
Supplanting
Transportation Tips
Utilities

****The items listed above are provided as examples and do not constitute all ineligible costs****