



# CANNABIS TAX FUND GRANT PROGRAM REQUEST FOR APPLICATION

**Opportunity**  
Law Enforcement

**Eligible Applicants**  
Small and Mid-Size Law Enforcement Organizations/Agencies

**Project Performance Period**  
July 1, 2023 through June 30, 2024

This Request for Application (RFA) provides specific Grant Opportunity information for the Cannabis Tax Fund Grant Program (CTFGP) 2023/2024 Grant Cycle, including important deadlines and details. To ensure all eligibility requirements are met for successful participation in the CTFGP, please review the **California Code of Regulations (Title 13, Division 2, Chapter 13) and other Grant Program information posted on the California Highway Patrol's (CHP) Web site.**

Important Dates	
Activity	Date
Grant Workshop	January 5, 2023
Grant Application Submission Period	January 6, 2023 – February 23, 2023
Grant Application Submission Deadline	February 23, 2023, 5:00pm Pacific Time
Grant Application Review	February – May 2023
Award Announcements	May – June 2023
Start of Project Performance Period	July 1, 2023

#### Funding Requirements

A Grant Applicant may only submit one Grant Application per Grant Opportunity and shall only request the amount of grant funds necessary to complete the project within the Project Performance Period.

Grant funds shall be used to implement new activities or augment existing funds, which expand current activities. Grant funds shall not replace (supplant) any federal, state and/or local funds that are appropriated or earmarked 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 appropriated to an existing program or activity because grant funds are awarded for the same purpose. It is the responsibility of the Grant Applicant to ensure supplanting does not occur.

#### Match Requirements

This Grant Opportunity does not require matching funds.

#### Project Costs

Estimated project costs shall support grant-funded project activities that help address impaired driving and are directly related to the scope of work identified in the Grant Application. To be permissible, project 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 Cannabis Grants Unit (CGU) and approved within the Grant Agreement. Please refer to Annex A for ineligible expenses.

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

### **Project Performance Period**

One Year (July 1, 2023 through June 30, 2024)

### **Eligible Applicants**

Small and Mid-Size Law Enforcement Organizations/Agencies, with the primary function of enforcing traffic laws, which includes responding to calls, making arrests, and issuing citations, pursuant to the California Penal Code, California Vehicle Code, and California Health and Safety Code

Small-Size Law Enforcement Organizations/Agencies: 100 employees or less

Mid-Size Law Enforcement Organizations/Agencies: 500 employees or less

### **Project Funding**

Available project funding is approximately \$13 million, with a \$500,000 cap per Grant Application. Grant Applicant must provide strong justification, measurable goals, and an immediate need for all requested budget items as part of the project.

### **Project Requirements**

Requested services, equipment, and supplies shall be in direct support of grant-funded project activities. Law Enforcement projects shall include at least one activity and focus on one or more of the following project activities:

- Increase driving under the influence (DUI)/driving under the influence of drugs (DUID) enforcement efforts (ex: DUI Saturation Patrols, DUI Checkpoints)
- Drug Evaluation and Classification (DEC) courses (ex: SFST Training, ARIDE Training, DRE Training), and other approved trainings to help increase the knowledge of law enforcement personnel in detecting and removing impaired drivers from the roadway
- General prevention education and community outreach designed to educate the public about the dangers of impaired driving (ex: presentations to high school and/or college students, with a direct focus on Drive High = DUI, Designate a Sober Driver, or another campaign message against impaired driving)

If the project includes limited, education-based activities, in conjunction with other enforcement-related activities/efforts, then Law Enforcement Organizations/Agencies should apply for this Law Enforcement Grant Opportunity.

If the project, in its entirety, solely focuses on an innovative, education-based program for local communities, then Law Enforcement Organizations/Agencies should apply for the Education Grant Opportunity.

## Eligible Project Cost Categories

**Personnel:** Costs may include compensation for salaries and fringe benefits, such as annual leave and sick leave, for work directly related to the project. Personnel salaries must be consistent with project activities. To be eligible for reimbursement, Personnel Services must occur within the Project Performance Period.

Eligible expenses may include, but are not limited to:

- Hours conducted on project activities above and beyond normal work duties, including DUI Saturation Patrols and DUI Checkpoints
- Attend or instruct approved trainings related to impaired driving
- Backfill for staff attending approved trainings

**Travel:** Costs may include travel associated with approved in-state and out-of-state project-related conferences, seminars, workshops, and trainings. The most economical mode of travel, in terms of direct expenses to the project, must be used. To be eligible for reimbursement, Travel must occur within the Project Performance Period. Out-of-state travel is only allowed in exceptional situations. For additional information on travel restrictions, please refer to <https://oag.ca.gov/ab1887>.

Eligible expenses may include, but are not limited to:

- Mileage (based on current State rate) or fuel expenses
- Hotel accommodations
- Commercial airline fares
- Parking fees
- Bridge tolls and/or taxi or bus fares

**Equipment:** Costs may 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 (ex: four identical assets, which cost \$1,250 each, for a total of \$5,000, are not considered an equipment purchase). Equipment shall be directly related and necessary to complete grant-funded activities included in the project. Equipment should be purchased at the beginning of the Project Performance Period to ensure it is utilized when completing corresponding project activities. To be eligible for reimbursement, equipment must be purchased and received within the Project Performance Period.

**Consultants/Contracts:** Costs may include professional services necessary to carry out the project goals and deliverables that are clearly outlined in the Grant Application. A copy of the contract and/or scope of work must be submitted to and approved by the CGU prior to commencement of work. To be eligible for reimbursement, Consultants/Contracts Services must occur within the Project Performance Period.

**Other Direct Costs:** Costs may include operational costs. Other Direct Costs shall be directly related and necessary to complete grant-funded activities included in the project. Other Direct Costs should be purchased at the beginning of the Project Performance Period to ensure they are utilized when completing corresponding project activities. To be eligible for reimbursement, Other Direct Costs must be purchased and received within the Project Performance Period.

Eligible expenses may include, but are not limited to:

- Equipment with an acquisition cost under \$5,000 (ex: Preliminary Alcohol Screening [PAS] devices)
- Registration Fees for approved conferences
- Educational/outreach materials (ex: brochures, pamphlets)
- Social media costs

#### **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](mailto:CGUGrants@chp.ca.gov).

## ANNEX A

### Ineligible Expenses for Law Enforcement Grant Opportunity

Items
All Weapons
Consoles, Cages
Entertainment
Facility Rental
Food During Enforcement Efforts (ex: DUI Checkpoint)
Frozen Positions
Full Salary Positions
Gifts
Highway Construction, Maintenance, Design
Land
Law Enforcement Items (Spike Strips, Sirens, Station-Related Software, License Plate Readers)
Liability Insurance
Lobbying Costs
Office Furniture and Fixtures
Overhead Costs (ex: Microsoft Office Software, Cellular Plans, Vehicle Insurance and Maintenance)
Supplanting
SWAT/Armored Vehicles
Traffic Investigation Equipment
Uniforms
Utilities

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