



## **CANNABIS TAX FUND GRANT PROGRAM REQUEST FOR APPLICATION (RFA)**

### **Grant Opportunity**

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

### **Eligible Grant Applicants**

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

### **Project Performance Period**

July 1, 2024, through June 30, 2026

This Request for Application (RFA) provides specific Grant Opportunity information for the Cannabis Tax Fund Grant Program (CTFGP) 2024-2025 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 CTFGP information posted on the California Highway Patrol’s (CHP) website:** <https://www.chp.ca.gov/programs-services/programs/cannabis-tax-fund-grant-program>.

**Important Dates**

<b>Activity</b>	<b>Date</b>
Grant Workshop	January 9, 2024
Grant Application Submission Period	January 9, 2024 – February 23, 2024
Grant Application Submission Deadline	February 23, 2024, 5:00pm Pacific Time
Grant Application Review	February – May 2024
Award Announcements	May – June 2024
Start of Project Performance Period	July 1, 2024
Project Performance Period	July 1, 2024 – June 30, 2026

**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 and award will be made by the Cannabis Grants Unit (CGU) and approved within the Grant Agreement. Please refer to Annex A for ineligible expenses.

## **Project Performance Period**

Two Years – July 1, 2024, through June 30, 2026

## **Eligible Grant Applicants**

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

## **Project Funding**

Available Project funding is approximately \$11 million, with a \$2 million cap, per Grant Application. The 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 that aide in the enforcement of laws related to driving under the influence of alcohol and other drugs, including cannabis and cannabis products. Toxicology Projects shall include at least one or more of the following areas:

- Forensic alcohol and/or breath alcohol analysis for DUI prosecution conducted by Forensic Alcohol Laboratories
- Controlled substances/drug chemistry analysis for DUID prosecution conducted by Forensic Toxicology Laboratories
- Eliminate backlog in the analysis of DUI/DUID forensic science evidence
- Reduce turnaround time for DUI/DUID sample testing
- Purchase and/or upgrade equipment to improve DUI/DUID testing capabilities
- Reduce or eliminate the need of DUI/DUID outsource testing by private laboratories

## **Eligible Project Cost Categories**

### **Personnel**

Costs may include compensation for wages, such as overtime, and benefits (annual leave and sick leave) for work directly related to, and consistent with, the Project. Personnel hours will be awarded based on the number of grant-funded Project activities approved by CGU. To be eligible for reimbursement, personnel services must occur within the Project Performance Period.

Eligible expenses may include, but are not limited to:

- DUI/DUID data collection
- Attend approved training
- Backfill for staff attending approved training
- Process DUI/DUID samples/specimens to reduce backlog

## **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. Out-of-state travel is only allowed in exceptional situations. To be eligible for reimbursement, travel must occur within the Project Performance Period.

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

For maximum allowed per diem rates, including meals and lodging, please visit the California Department of Human Resources (CalHR) website:

<https://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>.

## **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.

Grant funds should be used to upgrade or purchase forensic laboratory equipment that improves DUI/DUID data collection and meets the following standards:

- Minimally test for National Safety Council's (NSC) Tier I drug list
- Meet NSC analytical thresholds for testing

It is recommended that equipment item(s) improve laboratory DUI/DUID 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 Organization/Agency

- Testing of all samples obtained from all Drug Recognition Expert investigations, regardless of charge

### **Consultants/Contracts**

Costs may include professional services necessary to carry out Project activities, including 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
- DUI/DUID testing supplies, testing software, upgrading/replacing/purchasing computer hardware and software for forensic analyses and data management
- Registration fees for approved trainings/meetings, which may include the following:
  - Drug Evaluation Classification (DEC) courses
  - Traffic Safety Resource Prosecutor Traffic College
  - Appropriate alcohol and drug courses
  - Training classes related to the purchase of grant-funded equipment

### **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 Toxicology Grant Opportunity

#### Items

Alcoholic Beverages  
Entertainment  
Facility Rental  
Food  
Frozen Positions  
Gifts  
Highway Construction, Maintenance, Design  
Land  
Liability Insurance  
Lobbying Costs  
Office Furniture and Fixtures  
Overhead Costs (ex: Microsoft Office Software, Cellular Plans)  
Professional Fees (ex: Membership Dues)  
Promotional Items  
Supplanting  
Unapproved Trainings, Equipment, and or Other Direct Costs  
Utilities

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