

## GRANT APPLICATION SUMMARY SHEET

**Grant Name:** 2022 Tennessee Highway Safety Office DUI 21-22

**Department:** POLICE DEPARTMENT

**Grantor:** U.S. DEPARTMENT OF TRANSPORTATION

**Pass-Through Grantor (If applicable):** TENN. DEPT. OF TRANS.

**Total Applied For:** \$493,372.59

**Metro Cash Match:** \$0.00

**Department Contact:** Jim Stephens  
880-2850

**Status:** CONTINUATION

**Program Description:**

Funding will be used for the continuance of the enhanced DUI enforcement initiative. Funding will also be used to target distracted driving and seatbelt enforcement. Seeks to reduce traffic fatalities attributed to impaired drivers and distracted driving through aggressive enforcement on weekends and some major holidays. Funds will pay overtime for personnel working the initiative.

**Plan for continuation of services upon grant expiration:**

Project is totally grant funded and will cease upon expiration of the grant.

**APPROVED AS TO AVAILABILITY OF FUNDS:**

**APPROVED AS TO FORM AND LEGALITY:**

DocuSigned by:  
  
 \_\_\_\_\_  
 Director of Finance Date

DocuSigned by:  
  
 \_\_\_\_\_  
 Metropolitan Attorney Date

**APPROVED AS TO RISK AND INSURANCE:**

DocuSigned by:  
  
 \_\_\_\_\_  
 Director of Risk Management Date  
 Services

### Grants Tracking Form

Part One

Pre-Application <input type="radio"/>		Application <input checked="" type="radio"/>		Award Acceptance <input type="radio"/>		Contract Amendment <input type="radio"/>	
Department	Dept. No.	Contact			Phone	Fax	
POLICE DEPARTMENT	031	Jim Stephens			880-2850	880-3077	
<b>Grant Name:</b>		2022 Tennessee Highway Safety Office DUI 21-22					
<b>Grantor:</b>		U.S. DEPARTMENT OF TRANSPORTATION			<b>Other:</b>		
<b>Grant Period From:</b>	10/01/21	(applications only) <b>Anticipated Application Date:</b>		03/31/21			
<b>Grant Period To:</b>	09/30/22	(applications only) <b>Application Deadline:</b>		03/31/21			
<b>Funding Type:</b>	FED PASS THRU	<b>Multi-Department Grant</b>		<input type="checkbox"/> <b>If yes, list below.</b>			
<b>Pass-Thru:</b>	TENN. DEPT. OF TRANS.	<b>Outside Consultant Project:</b>		<input type="checkbox"/>			
<b>Award Type:</b>	COMPETITIVE	<b>Total Award:</b>		\$493,372.59			
<b>Status:</b>	CONTINUATION	<b>Metro Cash Match:</b>		\$0.00			
<b>Metro Category:</b>	Est. Prior.	<b>Metro In-Kind Match:</b>		\$0.00			
<b>CFDA #</b>	20.607, 20.600	<b>Is Council approval required?</b>		<input type="checkbox"/>			
<b>Project Description:</b>		Applic. Submitted Electronically? <input checked="" type="checkbox"/>					
<p>Funding will be used for the continuance of the enhanced DUI enforcement initiative. Funding will also be used to target distracted driving and seatbelt enforcement. Seeks to reduce traffic fatalities attributed to impaired drivers and distracted driving through aggressive enforcement on weekends and some major holidays. Funds will pay overtime for personnel working the initiative.</p>							
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>							
Project is totally grant funded and will cease upon expiration of the grant.							
<b>How is Match Determined?</b>							
<b>Fixed Amount of \$</b>		or		<b>% of Grant</b>		<b>Other:</b> <input type="checkbox"/>	
<b>Explanation for "Other" means of determining match:</b>							
No match requirement							
<b>For this Metro FY, how much of the required local Metro cash match:</b>							
<b>Is already in department budget?</b>				<b>Fund</b>		<b>Business Unit</b>	
<b>Is not budgeted?</b>				<b>Proposed Source of Match:</b>			
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>							
<b>Other:</b>							
<b>Number of FTEs the grant will fund:</b>		0.00		<b>Actual number of positions added:</b>			
<b>Departmental Indirect Cost Rate</b>		30.92%		<b>Indirect Cost of Grant to Metro:</b>		\$152,550.80	
<b>*Indirect Costs allowed?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No		<b>% Allow.</b>		<b>Ind. Cost Requested from Grantor:</b>		\$0.00 <b>in budget</b>	
<b>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See instructions)</b>							
<b>Draw down allowable?</b> <input type="checkbox"/>							
<b>Metro or Community-based Partners:</b>							

Part Two

Grant Budget										
Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY21	\$42,000.00			\$0.00		\$0.00	\$42,000.00	\$12,986.40	\$0.00
Yr 2	FY22	\$451,372.59			\$0.00		\$0.00	\$451,372.59	\$139,564.40	\$0.00
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
<b>Total</b>		\$493,372.59	\$0.00	\$0.00	\$0.00		\$0.00	\$493,372.59	\$152,550.80	\$0.00
<b>Date Awarded:</b>					<b>Tot. Awarded:</b>			<b>Contract#:</b>		
(or) <b>Date Denied:</b>					<b>Reason:</b>					
(or) <b>Date Withdrawn:</b>					<b>Reason:</b>					

Contact:

[trinity.weathersby@nashville.gov](mailto:trinity.weathersby@nashville.gov)  
[vaughn.wilson@nashville.gov](mailto:vaughn.wilson@nashville.gov)

*VW*

# Project Type Selection

**Instructions:**

- Please select the project type and click the **Save** button
- When done, go to Contact and Project Information
- Required fields are marked with an asterisk \*

**Project Type Selection:\***

- |  |  |
|--|--|
| <input type="radio"/> Alcohol and Impaired Driving Education | <input type="radio"/> Alcohol and Impaired Driving Enforcement                 |
| <input type="radio"/> Bicycle and Pedestrian Safety          | <input type="radio"/> Child Passenger Safety & Occupant Protection             |
| <input type="radio"/> Distracted Driving Education           | <input type="radio"/> DUI Drug Courts  |
| <input type="radio"/> DUI Prosecution                        | <input type="radio"/> Emergency Medical Services                               |
| <input type="radio"/> Motorcycle Safety                      | <input type="radio"/> Network Coordinator                                      |
| <input type="radio"/> Older Driver Safety                    | <input checked="" type="radio"/> Police Traffic Services (Multiple Violations) |
| <input type="radio"/> Safe Communities                       | <input type="radio"/> Teen Driver Safety Education                             |
| <input type="radio"/> Traffic Records                        | <input type="radio"/> Traffic Safety Resource Prosecutor                       |

Police Traffic Services (Multiple Violations)

These program area grants may be used by law enforcement agencies to conduct sustained and highly visible traffic enforcement addressing impaired, distracted and/or aggressive driving; occupant protection; and speeding (including work zones). Grant funding will be allocated for enforcement on an overtime or part-time basis conducted by officers trained and certified in Standard Field Sobriety Testing, Drug Recognition Expert (suggested), and Radar/LIDAR. Grant funds may also be allocated to purchase supplies and equipment for use in addressing behavioral safety-related problems. Equipment costing over \$5,000 is considered a capital expense and must be approved by the THSO and NHTSA.



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# Contact and Project Information

New Note

Last Saved 3/18/2021 1:46 PM

Instructions:

- Please fill in the appropriate fields and click the **Save** button
- When done, go to Problem Statement
- Required fields are marked with an asterisk \*

Project Title: Community-Based Traffic Safety Enforcement and Education

Project Type: Police Traffic Services (Multiple Violations)

Primary Project Director:  \*

Title: Lieutenant

Phone: (615) 862-7738

Fax:

Email: mike.gilliland@nashville.gov

Secondary Project Director:

Title: Police Officer 2

Phone: 6158627755

Fax:

Email: michael.park@nashville.gov



Forms

Project Type Selection

Project Type Selection (/DocumentFramework/Documen

**Police Chief/Sheriff/Executive Director:**

Title:	<input type="text" value="Chief of Police"/>
Name:	<input type="text" value="John Drake"/>
Phone:	<input type="text" value="(615) 862-7301"/>
Email:	<input type="text" value="john.drake@nashville.gov"/>

Claim and Reporting Frequency: \*  Quarterly

[Go to the top](#)

# Problem Statement

## Instructions:

- Please fill in the appropriate fields and click the **Save** button
- When done, go to Project Goals
- Required fields are marked with an asterisk \*

In 2020, 1,221 people were killed and 60,302 injured in traffic crashes on Tennessee roadways. Alcohol was a factor in 20.1 percent of fatalities, followed by speeding 15.1 percent, and distraction at 5.65 percent. Of fatally injured motor vehicle occupants, 47.1 percent were not wearing a seat belt. Research confirms that drivers who are aggressive (disregard their safety and the safety of others on the road) are high-risk and more likely to drink and drive, speed, not buckle up, and engage in other dangerous behaviors.

To address unsafe motorist behavior, the Tennessee Highway Safety Office (THSO) is providing grant funding for community-based efforts that employ highly visible and sustained enforcement coupled with public education to address impaired, distracted and aggressive driving: speeding (including work zone safety); improper occupant restraint; lack of helmet use; and other unsafe behaviors.

Metropolitan Nashville Police Department meets these criteria – for the three-year period January 1, 2018 to December 31, 2020, there were \*crashes and \* fatalities in the Metropolitan Nashville Police Department. Of these fatalities, %\*were the result of speeding, %\* involved alcohol, %\* were caused by a distracted driver. Unbelted motor vehicle occupants accounted for \* fatalities.

# Project Goals

## Instructions:

- Please fill in the appropriate fields and click the **Save** button
- When done, go to Selected Countermeasures
- Required fields are marked with an asterisk \*

## Project Goals

To reduce the number of crashes in Metropolitan Nashville Police Department by 5.81%, from \* to \* by 20 .\*

To reduce the number of fatalities in Metropolitan Nashville Police Department by 8.64%, from \* to \* by 20 .\*

- To reduce alcohol-related crashes from  to  by 20 .
- To reduce alcohol-related fatalities from  to  by 20 .
- To reduce speed-related crashes from  to  by 20 .
- To reduce crashes involving unbelted occupants from  to  by 20 .
- To reduce distracted driving crashes from  to  by 20 .
- To reduce motorcycle crashes from  to  by 20 .
- To reduce teen driver crashes from  to  by 20 .

## Additional Goals:

Conduct 4 sobriety checkpoints during the grant year.



# Selected Countermeasures

## Instructions:

- Please fill in the appropriate fields and click the **Save** button
- When done, go to Resources
- Required fields are marked with an asterisk \*

Highly visible and sustained enforcement will be conducted at “hot spot” locations identified through analysis of crash, citation, crime, and other data. High visibility enforcement (HVE) is a proven traffic safety approach designed to create deterrence and change unlawful behavior. It combines highly visible and proactive law enforcement tactics such as impaired driving saturation patrols, seat belt checkpoints, speed enforcement waves, aggressive driving patrols, multi-jurisdiction activities, with visibility elements (e.g., roadside signage, marked vehicles, mobile command posts) and publicity (e.g., press releases, billboards, flyers, social media) that educates the public about the danger of unsafe driving behaviors and increased enforcement addressing those behaviors to promote voluntary compliance with the law.

Roadways with high traffic volumes will be targeted to ensure that the motoring public not only sees law enforcement, but also officers making traffic stops. Enforcement will also be conducted in support of the NHTSA seat belt and impaired driving campaigns during the Memorial Day, July 4, Labor Day and Christmas/New Year’s Day holiday periods. One or more of the following highly visible and proven enforcement tactics will be conducted on a sustained basis for this project:

- Saturation Patrols
- Checkpoints
- Multi-jurisdictional/Network

Other

The following visibility elements will be used during this project:

- Road signs (electronic message boards, pop-up road signs)
- Marked patrol vehicles (includes magnetic HVE signs or window clings)
- High visibility vests
- Handouts (flyers, brochure, etc.)
- Other

The following public outreach tactics highlighting the danger of unsafe driving behaviors and increased enforcement to address those behaviors will be conducted in support of this project:

- Press releases (includes results of the enforcement)
- Press events
- Public Service Announcements/Ads (includes radio, TV, newspapers)
- Letters to the Editor/Op-Eds
- Community presentations
- Social media messaging
- Other

The following community/county-based agencies, organizations and/or businesses will help disseminate traffic safety information in support of this project (e.g., Smith Manufacturing will host a quarterly lunch and learn and distribute paycheck stuffers to educate employees about seat belt use and distracted driving):

# Resources

**Instructions:**

- Please fill in the appropriate fields and click the **Save** button
- When done, go to Task Schedule
- Required fields are marked with an asterisk \*

Grant funding will be allocated for enforcement on an overtime or part-time basis conducted by officers trained and certified in Standard Field Sobriety Testing, ARIDE (suggested), Drug Recognition Expert (suggested), and Radar/LIDAR.

Grant funds may also be allocated to purchase the following supplies and equipment (described below) for use in addressing behavioral safety-related problems (equipment costing \$5,000 or more must be approved by the THSO and NHTSA).

**Additional Resources**

# Task Schedule

## Instructions:

- Please fill in the appropriate fields and click the **Save** button
- When done, go to Evaluation
- Required fields are marked with an asterisk \*

Identify by month or quarter all tasks that will be performed to achieve your goals.

## First Quarter (Oct., Nov., Dec.):

### Tasks

1. Conduct monthly enforcement initiative(s) addressing (safety problems).
2. Conduct monthly public outreach and education addressing (safety problems).
3. Collect and analyze enforcement and public outreach activity data and crash data.
4. Conduct enforcement in support of the NHTSA holiday impaired driving mobilization.
5. Submit enforcement data via [www.TNtrafficsafety.org](http://www.TNtrafficsafety.org) no later than two weeks following NHTSA holiday mobilization.
6. Participate in at least one THSO Network meeting during this quarter.
7. Submit quarterly claim and status report no later than February 1.

### Additional tasks:

Conduct 1 sobriety checkpoint.

**Second Quarter (Jan., Feb., Mar.):**

**Tasks**

1. Conduct monthly enforcement initiative(s) addressing (safety problems).
2. Conduct monthly public outreach and education addressing (safety problems).
3. Collect and analyze enforcement and public outreach activity data and crash data.
4. Continue enforcement in support of the NHTSA impaired mobilization.
5. Submit enforcement data via [www.TNtrafficsafety.org](http://www.TNtrafficsafety.org) no later than two weeks following the NHTSA mobilization.
6. Participate in at least one THSO Network meeting during this quarter.
7. Submit quarterly claim and status report no later than May 1.

Additional tasks:

### Third Quarter (Apr., May, Jun.):

#### Tasks

1. Conduct monthly enforcement initiative(s) addressing (safety problems).
2. Conduct monthly public outreach and education addressing (safety problems).
3. Collect and analyze enforcement and public outreach activity data and crash data.
4. Conduct enforcement in support of the NHTSA Click It or Ticket mobilization.
5. Submit enforcement data via [www.TNtrafficsafety.org](http://www.TNtrafficsafety.org) no later than two weeks following NHTSA Click It or Ticket mobilization.
6. Participate in at least one THSO Network meeting during this quarter.
7. Submit quarterly claim and status report no later than August 1.

Additional tasks:

Conduct 2 sobriety checkpoints.

Fourth Quarter (Jul., Aug., Sep.):

Tasks

1. Conduct monthly enforcement initiative(s) addressing (safety problems).
2. Conduct monthly public outreach and education addressing (safety problems).
3. Collect and analyze enforcement and public outreach activity data and crash data.
4. Conduct enforcement in support of the NHTSA summer impaired driving mobilization.
5. Submit enforcement data via [www.TNtrafficsafety.org](http://www.TNtrafficsafety.org) no later than two weeks following NHTSA Summer mobilization.
6. Participate in at least one THSO Network meeting during this quarter.
7. Submit quarterly claim, quarterly status report, and final status report no later than November 1.

Additional tasks:

Conduct 1 sobriety checkpoint.

# Evaluation

## Instructions:

- Please review and click the Save button
- When done, go to Budget

The number and duration of monthly DUI enforcement activities and the resulting arrest and citation data will be collected and analyzed to assess progress made in achieving the project goals and objectives. This data, along with copies or links to press clippings and printed materials such as flyers or press releases will be included in the monthly/quarterly status report submitted using the THSO online grants management system.

The following enforcement results will be submitted via [www.THSOGrants.org](http://www.THSOGrants.org) data collection form as part of the status report: Speeding, DUI, Child Restraint, Seatbelt, Distracted / Due Care, Other, Warnings.

The following enforcement results will also be submitted via [www.TNTrafficSafety.org](http://www.TNTrafficSafety.org) no later than two weeks following the required NHTSA mobilizations: Impaired driving arrests (DUI / DRE), Safety belt citations, Child safety citations, Felony arrests, Recovered stolen vehicles, Fugitives apprehended, Suspended/Revoked licenses, Uninsured motorists, Speeding, Reckless driving, Individuals given DRE evaluations, Weapons seized, Other, Number of checkpoints.



# Personnel

**Instructions:**

- Please fill in the appropriate fields.
- Required fields are marked with an asterisk \*.
- When done, click the **SAVE** button.

Classification	Number	Title	Pay Rate	Period Type	Number of Pay Periods	Sub-Total	Benefits	Sub-Total	Total
Overtime	1	Sergeant 405d	\$ 10,449.95	Monthly	12.00	\$125,399.40	20.5310 %	\$25,745.75	\$151,145.15
Overtime	1	Officer 405d	\$ 207,961.70	Yearly	1.00	\$207,961.70	20.5310 %	\$42,696.62	\$250,658.32
Overtime	1	Sergeant 402	\$ 2,361.31	Monthly	12.00	\$28,335.72	20.5310 %	\$5,817.61	\$34,153.33
Overtime	1	Officer 402	\$ 42,503.54	Yearly	1.00	\$42,503.54	20.5310 %	\$8,726.40	\$51,229.94
								<b>Total</b>	<b>\$487,186.74</b>

# Professional Fees

## Instructions:

- Please fill in the appropriate fields.
- Required fields are marked with an asterisk \*.
- When done, click the **SAVE** button.

Classification	Description	Total
<input type="text"/>	<input type="text"/>	<input type="text" value="\$"/>
Total		\$0

# Non-Personnel (Small Equipment, Supplies, etc.)

**Instructions:**

- Please fill in the appropriate fields.
- Required fields are marked with an asterisk \*.
- When done, click the **SAVE** button.

Item Name	Classification	Cost	Quantity	Total
<input type="text"/>	<input type="text" value="v"/>	\$ <input type="text"/>	<input type="text"/>	\$0.00
			Total	\$0.00

# Travel, Meetings & Conferences

## Instructions:

- Please fill in the appropriate fields.
- Required fields are marked with an asterisk \*.
- When done, click the **SAVE** button.

Name	Classification	Cost	Quantity	Total
Lifesavers Conference 202	Airfare	\$ 400.00	2.0000	\$800.00
Lifesavers Conference 202	Other: Registration Fees	\$ 500.00	2.0000	\$1,000.00
Lifesavers Conference 202	Lodging	\$ 872.00	2.0000	\$1,744.00
Lifesavers Conference 202	Per Diem (Full Day)	\$ 152.00	2.0000	\$304.00
Lifesavers Conference 202	Per Diem (Travel Day)	\$ 114.00	2.0000	\$228.00
IACP 2021	Airfare	\$ 500.00	1.0000	\$500.00
IACP 2021	Other: Registration Fees	\$ 500.00	1.0000	\$500.00
IACP 2021	Lodging	\$ 790.00	1.0000	\$790.00
IACP 2021	Per Diem (Full Day)	\$ 213.00	1.0000	\$213.00
IACP 2021	Per Diem (Travel Day)	\$ 107.00	1.0000	\$107.00
			Total	\$6,186.00

**Comments**

IACP Conference 2021 New Orleans, LA  
Lifesavers Conference 2022 Chicago, IL

# Other Non-Personnel

**Instructions:**

- Please fill in the appropriate fields.
- Required fields are marked with an asterisk \*.
- When done, click the **SAVE** button.

Name	Classification	Cost	Quantity	Total
<input type="text"/>	<input type="text" value=""/>	<input type="text" value="\$"/>	<input type="text"/>	\$0.00
			Total	\$0.00

# Insurance

**Instructions:**

- Please fill in the appropriate fields.
- Required fields are marked with an asterisk \*.
- When done, click the **SAVE** button.

Name	Classification	Cost	Quantity	Total
<input type="text"/>	Insurance	\$ <input type="text"/>	<input type="text"/>	\$0.00
			Total	\$0.00

# Equipment (\$5,000 or more)

**Instructions:**

- Please fill in the appropriate fields.
- Required fields are marked with an asterisk \*.
- When done, click the **SAVE** button.

Equipment Name	Equipment Description	Classification	Cost	Quantity	Total
<input type="text"/>	<input type="text"/> 0 of 400	Equipment	\$ <input type="text"/>	<input type="text"/>	\$0.00
				Total	\$0.00



# Indirect Cost and Revenue Source

## Instructions:

- Please fill in the appropriate fields.
- Required fields are marked with an asterisk \*.
- When done, click the **SAVE** button.

Audited rate as determined by cognizant federal agency or the state Comptroller's Office subject to approval by NHTSA-Explain and submit copy of Certificate of Indirect Cost.

Indirect Cost:  %

Certificate of Indirect Cost:

## Revenue Sources

Federal (THSO):  %

Local Government:  %

Other:  %

Total: 100.00%

# Budget Summary

**Instructions:**

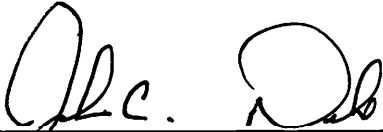
- Please fill in the appropriate fields.
- Required fields are marked with an asterisk \*.
- When done, click the **SAVE** button.

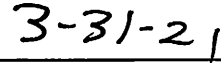
**Expense Object Line-Item Category**

Salaries and Benefits & Taxes		\$487,186.59
Professional Fee, Grant & Award		\$0
Non-Personnel: Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications		\$0
Travel, Conferences & Meetings		\$6,186.00
Other Non-Personnel		\$0
Insurance		\$0
Capital Purchase		\$0
Indirect Cost	0%	\$0.00
Grand Total		\$493,372.59

**APPLICATION SIGNATURE PAGE  
FOR  
APPLICATION FOR 2022 Tennessee Highway Safety Office DUI Grant**

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

  
\_\_\_\_\_  
Director  
Department of **Police Department**

  
\_\_\_\_\_  
Date