

STATE OF NEW YORK
GOVERNOR'S TRAFFIC SAFETY COMMITTEE
DEPARTMENT OF MOTOR VEHICLES

January 14, 2011

Ms. Michele Mulloy
CJ Policy Analyst III
New York State Department of Criminal Justice Services
4 Tower Place
Albany, NY 12203

RE: Project #: HS1-2011-NYS-DCJ-00273(099)
Project Title: License Plate Reader (LPR) Technology Deployment

Dear Ms. Mulloy:

I am sorry to inform you that the Governor's Traffic Safety Committee (GTSC) will not be able to fund your highway safety grant proposal for the period beginning October 1, 2010.

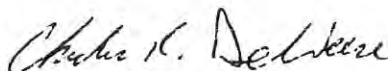
This year, the funding requests we received exceeded our federal award. Our funding decisions are made by prioritizing proposals that addressed the highway safety problem areas identified in the state's Highway Safety Strategic Plan and that demonstrated merit based on data that supported the proposal's work plan.

All funding proposals that meet the minimum requirement of completeness and address a fundable area are evaluated based on their potential impact, the quality of the proposed work plan, the soundness of the budget request, and any performance history of the applicant agency with the GTSC. Unfortunately, we could not fund all the proposals we received this year.

You are encouraged to contact your GTSC program representative to discuss the specifics on your proposal. Should you apply for funding in the next fiscal year, guidance from your program representative may improve your application.

To speak to your program representative about this matter or about other highway safety issues, please contact the GTSC at (518) 474-5111 or (518) 474-5777.

Sincerely,



Charles R. DeWeese
Assistant Commissioner

CRD/JA/mr

cc: Eileen Langer-Smith
Kimberly Szady

General Highway Safety Grant Overview

This document describes the Federal Fiscal Year 2012 General Highway Safety grant program that provides funding to Local, State, and Nonprofit agencies to address specific problems identified by the applicant.

Grant Program Background

The Federal Highway Safety Program is a grant program from the National Highway Traffic Safety Administration (NHTSA). It is intended to support state and local efforts to improve highway safety by providing start up or "seed" money for new programs directed at identified highway safety problems. In New York State, this grant program is administered by the Governor's Traffic Safety Committee. The GTSC's grant projects are funded for one year periods, based on the availability of federal funding and the performance of the grantee. Applications must be submitted each year before the May 15 deadline.

All applicants must apply through the eGrants system available through SafeNY.com. All grant applications from local agencies MUST be endorsed by the Chair of the County Traffic Safety Board. Contact your County Traffic Safety Board as to the process for having your application endorsed.

Applicants will be required to enroll in the NYS Office of State Comptroller's ePay system.

Applicants will be required to provide proof of Workers' Compensation and Disability coverage.

Applicants must have a DUNS number, and must enter it into the Organization Information page of the eGrants system.

Nonprofit agencies must provide us their Federal ID number and NYS Charity ID number from the NYS Attorney General's Charity Registration Bureau **when applying**. Applicants that do not provide this information on the application will not be considered for funding. If you need information about Charity ID, consult the NYS Attorney General's website at <http://www.oag.state.ny.us/bureaus/charities/about.html>.

Nonprofit agency applicants will be required to provide proof of Workers' Compensation and Disability coverage and will be required to provide the proofs with this application as attachments.

Highway Safety Grants - Guidelines & Required Elements

The GTSC uses strategic planning to help determine the state's priority highway safety problems and to develop program strategies for addressing these problems. The results of this process are reported annually in the State's Highway Safety Strategic Plan (HSSP). State agencies and nonprofit organizations can submit applications to receive funding for traffic safety projects directed at solving problems identified in the HSSP. The HSSP is prepared by the GTSC staff, based on input from the traffic safety community. The published HSSP is available on our website at <http://www.safeny.com>.

The general highway safety grant program for local, state and nonprofit agencies is to be used by any applicant to address any highway safety issue in the HSSP. The applicant must prepare a grant application narrative that states the problem to be addressed by the grant project and provides supporting data. The grant narrative must address all of the elements outlined in this guide to writing a grant proposal. The budget should be justified and reasonable and only include allowable costs.

General Highway Safety Grant Overview

General Highway Safety grant applications must clearly identify the highway safety problem(s) to be addressed and the solution(s) to be implemented. If your grant application addresses multiple problems, you must include a project description for each problem to be addressed. Applicants should prioritize and limit the number of problems you address in your grant application. Resources are limited; be specific in your focus.

Budget

Be sure your request is reasonable and appropriate to the grant needs and follows the guidelines for allowable costs. When preparing a budget, keep in mind that federal guidelines permit the funding of some costs and specifically prohibit the funding of others.

The general principals used by this federal program to determine if costs are eligible for reimbursement include the following. Costs charged to the grant need to be necessary, reasonable and allocable. Activities and items being charged to the grant must be directly related to the approved project's objectives.

Approved expenses must be incurred during the grant period and any items purchased must be received before the end grant period. The deadline for submitting vouchers for reimbursement of project costs is October 31. All allowable costs incurred during the grant year for use during the period October 1 to September 30, must be claimed on a voucher and submitted to GTSC by October 31. NHTSA will not reimbursement late claims. While we do not intend that costs go un-reimbursed, grantees must claim costs promptly or be subject to non-reimbursement. Vouchers must be submitted on a quarterly basis.

You have any questions on allowable or unallowable costs, contact the GTSC while planning your budget and always check before incurring the costs. If an item is not listed in the table below, do not purchase it until you check with GTSC for prior approval. If you do not seek prior approval or purchase items not listed in your grants approved budget you do so at the risk of non-reimbursement. All purchases with grant funds are subject to prior approval from GTSC before reimbursement vouchers are paid. We strongly recommend that you receive prior approval from GTSC before making such purchases.

Following are the general guidelines for our grant program budgets:

ALLOWABLE COSTS

Contractual services	Professional memberships & subscriptions
Equipment [1]	PI & E materials and products [4]
Fringe benefits, straight time only	Telephone calls (project related)
Materials and supplies	Transportation/mileage
Personal services	Travel
Postage	Training
Printing and reproduction	

General Highway Safety Grant Overview

UNALLOWABLE COSTS (These items are NOT funded by GTSC):

Accident reconstruction activities/total work stations	Incentives or prizes of cash, gift cards or services.
Advertising (Paying for advertising placement)	Interest and other financial costs
Blanket purchase orders	Land
Alcoholic beverages (including controlled training settings)	Large scale computer systems
Capital expenditures/capital construction	Legislative expenses (lobbying is prohibited)
Cell phones and contracts	Maintenance and repairs to existing/non-project funded equipment
Commercial vehicle inspection and truck scales	Public Information & Education (PI&E) material that does not have a traffic safety message and/or was not pre-approved by GTSC [4]
Contributions and donations	Police/emergency communications
Entertainment	Pre-agreement costs (Costs incurred before the project begin date.)
Extended warranties/maintenance agreements	Tint meters
Fines and penalties	Traffic signal preemption systems
Fringe benefits on overtime	Supplanting (Meaning grant funds cannot be used to support existing activities.)
Furniture, fixtures and equipment [3]	Uniforms
Highway safety appurtenances (guard rails, utility poles, sign supports, etc.)	

1. Equipment that costs \$5,000 or more per item needs prior written approval from the GTSC and the NHTSA.
2. Public Information & Education (PI&E) materials, products or campaigns developed for this project must have prior GTSC approval for content and text or be subject to non-reimbursement. Materials must include the following acknowledgement: "Funded by the National Highway Traffic Safety Administration with a grant from the New York State Governor's Traffic Safety Committee. (Examples: pamphlets, videos, handouts, public messages.)"
3. Tables, desks, chairs, file cabinets, clocks, lighting, coat racks, drapes, shelves, floor covering, bookcases, etc.
4. PI&E items and activities must be directly related to the project objectives and have a highway safety message.

EQUIPMENT / PROJECT RELATED COMMODITIES

Large commodity orders and equipment required to conduct the project activities as described in the approved grant budget must be ordered and received by July 31. Equipment that costs \$5,000 or more per item needs written approval from the GTSC and the NHTSA **before** it is purchased.

PUBLIC INFORMATION CAMPAIGNS AND PROMOTIONAL MATERIALS

General Highway Safety Grant Overview

project's promotional activities, which encourage or educate the general public to adopt highway safety practices, are an allowable cost. Education and information materials are pamphlets, books, booklets, brochures or broadsheets that are used to inform the public about safety topics. Promotional items are items that have a slogan or message imprinted on them, meant to reinforce the education message. Examples of promotional items are pens, key chains, reflectors or other inexpensive items that can be imprinted.

Promotional items and activities must directly relate to the project objectives and contain a traffic safety message, for example, "Buckle Up Your Family" or "Head Out with a Helmet." Simply printing the name of your traffic safety program with no additional message is NOT acceptable. Promotional materials should be distributed in conjunction with activities like training programs or at events where traffic safety is emphasized and where program staff interact directly with the public, like at fair exhibits or safety day events.

Promotional items and educational material produced or purchased should include the following acknowledgement: "Funded by the National Highway Traffic Safety Administration with a grant from the New York State Governor's Traffic Safety Committee."

All public awareness media or promotional campaigns and public information and educational (PI&E) materials developed using grant funds must be reviewed and approved by GTSC **BEFORE** they are ordered. This would include: brochures, posters, pamphlets, or other media messages. GTSC will review the message for accuracy and consistency with the state's safety goals. If the items are not pre-approved, GTSC may not reimburse you. Please contact the GTSC for assistance on meeting these requirements before you order your materials.

Safety equipment such as bicycle helmets or car seats may be distributed only in conjunction with an educational program. Promotional items of nominal value with the appropriate safety message, e.g. pens, pencils or key chains, may be purchased and distributed to support program activities.

REPORTING

You will be required to submit a mid-year and final report. Your final report should include either your completed evaluation report or description of what will be evaluated and when it will be completed. The mid-year report is due April 15 and should describe the activities conducted, the milestones that have been met, and any problems affecting the implementation of the project. The final report is due October 15 and should summarize your accomplishments and present the results of the evaluation.

MONITORING

The GTSC has the right to conduct on-site monitoring of grant funded projects, during the project period or within 3 years after the end of the project period. The staff of the GTSC will schedule on-site visits at the mutual convenience of the GTSC and the project director or designee.

During the on-site monitoring visit, the GTSC staff may ask to view: grant records, correspondence, financial records, traffic records, examples of work performed, appointment books, financial and payroll records and equipment purchased with grant funds.

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It is expected that you document the work of your grant project. The GTSC may request proof of the work done under the grant. Scheduling diaries, correspondence, meeting minutes, media archives, reports and other materials will help to document your use of grant funding. For enforcement, projects surveys, ticket and crash reports should be maintained by the project director.

Guide for Writing a General Highway Safety Grant Proposal Narrative

The grant application must have a narrative that addresses the following components:

- I. Problem Identification
- II. Proposed Solution
- III. Goal (with objectives)
- IV. Operational Plan (Work Plan)
- V. Evaluation Plan

Use this guide when writing your grant to develop an acceptable application. Applications will be reviewed based on completeness, potential impact, reasonableness of the budget request and the past performance of the applicant. All proposals must address a problem described in New York's Highway Safety Strategic Plan. The Highway Safety Strategic Plan and accident and ticket data are found on the GTSC website, SafeNY.com.

I. Problem Identification

In narrative form, describe the problem(s) that you have identified in your community. The problem(s) you describe should be identified through an analysis and assessment of data and information related to highway safety in your community. The data used in identifying the problem(s) must be included to support your problem identification statement.

II. Proposed Solution

Describe the solution to your highway safety problem. Explain what you intend to do and how it will impact your problem.

Provide specific and measurable action statements that indicate what you would like to accomplish by the end of your project period.

Provide a statement for each problem that you will be addressing in the project.

III. Goal

Based on the problem(s) that you have identified and documented, state the goal and objectives of your project. Performance measures for monitoring and tracking progress toward your goal and each objective must be identified.

Goal: The goal of your project is the ultimate end result you hope to achieve over time. In highway safety programs, the ultimate goal is to reduce crashes, fatalities and injuries. The goal should be measurable; it

 General Highway Safety Grant Overview

ould also be ambitious, but realistic. In stating the goal, include where you are starting from (baseline), the target you hope to reach, and a timeframe for achieving your goal. (Examples: Reduce the number of pedestrians injured in crashes from 214 this year to 185 in three years. Reduce the number of fatal and personal injury crashes that are alcohol-related from 142 this year to 125 in three years.)

Objectives: The objectives are the "action" steps you will take to achieve your goal and are related to the activities undertaken in your project. The objectives should also be specific, measurable, action-oriented, realistic, related to your problem and time bound. (Examples: Conduct a traffic safety education outreach for senior citizens by September 30. Increase the number of tickets issued for speeding violations from 16,890 last year to 20,000 in this year. Increase the seat belt use rate from 70% last year to 80% next year).

Describe the strategies you will use to accomplish your program's objectives. For each strategy, describe the specific activities or tasks that will be undertaken. Identify measures that will be used to document the activities that are implemented; this information must be collected throughout the project. (Examples: number of pedestrian safety presentations to senior citizen groups, number of brochures distributed, number of seat belt road checks conducted.) To the extent possible, measures for assessing the effectiveness of your activities should also be identified. (Examples: change in awareness/knowledge of pedestrian safety, change in seat belt use rate linked to project activity.)

Performance Measures: A performance measure is a quantitative indicator that can be monitored over time and is directly related to a goal or objective. Identify the measures you will use to track progress toward the achievement of your goals and objectives. (Examples: number of pedestrians injured in crashes, seat belt use rate, number of speeding tickets issued). For each selected measure, indicate the source or how you will collect the data. (Examples: Department of Motor Vehicles, observational surveys, police agencies tickets issued.)

IV. Operational Plan (Work Plan)

Provide a detailed description of how your project will be organized, including such things as staffing, location, schedules and frequencies. What are the specific activities that you will be performing, how will you do them, when, how often and to whom will they be directed? Provide a description of major activities or events (by month or quarter).

Your operational plan should, in a few paragraphs:

1. Describe the activities that you will conduct to address each problem.
2. Address the solutions for each problem.
3. Include the names, titles, and duties of those who will carryout the project.

Example: We will present a bicycle and pedestrian safety school assembly to every grammar school in our county (8 schools) during the school year. Our traffic safety coordinator will organize and present the assemblies and will use the materials we order through our grant budget.

Milestones: Establish milestones for your project. Provide a chronological list of the major events, activities tasks that will be performed and designate a start and completion date for each task.

General Highway Safety Grant Overview

Tip:

1. Your Operation Plan will help you define the scope of your project, organize your resources, provide direction to and motivate project participants.
2. It will encourage long range planning throughout the project period.

V. Evaluation

To determine if the project will be doing what it is intended to do, describe how you will assess your accomplishments, its achievements or shortcomings. The evaluation should focus on documenting your activities and linking these activities to the achievement of your objectives. Did you conduct the activities you planned? If you did, were the activities effective?

You will also want to determine whether there has been progress toward the ultimate goal of your project. Because of the time lag in receiving up-to-date crash data, it will not be possible to link your project activities with any change in your measure. Rather, you should review the current status of your measure to determine whether there has been a change (compared to the established baseline) and if the change is in the right direction.

Conducting the Evaluation:

Obtain or collect updated information/data for each of the performance measures related to your project activities, objectives, and goal. Establish a baseline for each measure.

Assess the implementation of your project by comparing the activities that were conducted with the activities that were planned. Include quantitative terms in describing your activities. (Examples: number of presentations, number of participants, number of police officers, number of brochures distributed.)

Evaluate the effectiveness of your activities by comparing the updated measure with the baseline measure related to each objective. Determine if each objective was "met", "unmet", or "exceeded". Look for linkages between your activities and your objectives.

I agree to the terms and conditions stated above.*

Applicant and Project Information

Project Information

Project Title
Synopsis

License Plate Reader Technology Deployment – Phase IV



Applicant Agency

OrganizationAddress

NYS Dept of Criminal Justice
4 Tower Place
Albany, NY 12203
Phone: 518-485-1411

Project Director
Contact Information

Michele Mulloy
CJ Policy Analyst III
4 Tower Place
Albany, NY 12203
Phone: [Redacted]
E-mail: michele.mulloy@dcjs.state.ny.us

CC Person

Fiscal Agent
Contact Information

Kimberly Szady
Director, Financial Administration
4 Tower Place
Albany, NY 12203
Phone: [Redacted]
E-mail: kim.szady@dcjs.state.ny.us

If you are a government agency you must have a Payee ID.

If you are a nonprofit agency you must have a Federal ID.

Nonprofit agencies must be up to date with their reports filed with the Charity Registration Bureau through the NYS Attorney General's Office.

If you need information about Charity ID, consult the NYS Attorney General <http://www.charitiesnys.com>.

DUNS NUMBER: The federal government is requiring that New York report grant fund awards by using the **DUNS** number of the award recipient. The **DUNS** number is a unique nine-character number that identifies your organization. Your fiscal agent should know your agency's DUNS number. If they do not, information is available from the federal grants website, [Redacted]

Payee ID
Federal ID
Charity ID



Applicant and Project Information

DUNS Number [REDACTED]

If your DUNS number does not appear on this page, enter it in your Organization Information page. DUNS numbers are required.

- ✓ I certify that this agency is in compliance with the New York State requirement to carry Workers' Compensation and Disability Insurance. Nonprofits must attach your proofs on the attachment form.

Jurisdiction

Applicant agency is a: *

City

Town

Village

County

Local NonProfit

State Agency

Statewide NonProfit

Select a county or statewide (state agencies) *

State Agency - 099

Political District Served

State Assembly*	State Agency
State Senate*	State Agency
US House of Representatives*	State Agency

Project Description

Upload Project Narrative



Problem Identification

Proposed Solution

Goal

Operational Plan

Evaluation Plan

Travel: In-State: License Plate Reader (LPR) Training Seminars - Per

Description License Plate Reader (LPR) Training Seminars - Per Diem

Dollar Amount \$10,000

Reason

[REDACTED]

The average per diem rates for lodging and meals are anticipated at \$155-\$235 per night. Approximately 200 attendees are anticipated at the regional training sessions.

Equipment: License Plate Reader (LPR) Equipment & Software

Description License Plate Reader (LPR) Equipment & Software

Dollar Amount \$518,550

Reason

Vendor negotiated License Plate Reader (LPR) pricing:

Transportable LPR (\$16,350 X 30 = \$490,500)

Additional Car Kit (\$335 X 30 = \$10,050)

Operations Center Software \$600 X 30 = \$18,000)

Total: \$518,550



Other Costs: License Plate Reader (LPR) Training Seminars Costs

Description License Plate Reader (LPR) Training Seminars Costs

Dollar Amount \$5,000

Reason

Related training seminar costs – printing, CDs, meeting room costs for up to 200 attendees. [REDACTED]

[REDACTED]

Budget Summary

Original Request Amount
Approved Amount

	GTSC Funding
Personal Services	\$0
Other Than Personal Services (OTPS)	
Commodities	\$0
Travel: In-state	\$10,000
Travel: Out-of-state	\$0
Equipment	\$518,550
Other Costs	\$5,000
Total Other Than Personal Services	\$533,550
Grand Total	\$533,550

Conditions

Conditions

- The federal fiscal year runs from October 1 through September 30. Projects are funded for one year, and each project period must coincide with the federal fiscal year, with an October 1 start date and an ending date of September 30. Time extensions will only be considered for unique circumstances.
- Grant projects are funded for one year periods, based on the availability of federal funding and the performance of the grantee. A new application must be submitted each year.
- Grantee shall provide complete and accurate vouchers to the GTSC in order to receive payment. Vouchers submitted to the GTSC must contain all information and supporting documentation required by the Contract, the GTSC and the State Comptroller. Payment for vouchers submitted by the Grantee shall only be rendered electronically unless payment by paper check is expressly authorized by the Commissioner, in the Commissioner's sole discretion, due to extenuating circumstance. Such electronic payment shall be made in accordance with ordinary State procedures and practices. The Grantee shall comply with the State Comptroller's procedures to authorize electronic payments. Authorization forms are available at the State Comptroller's website at <http://www.osc.state.ny.us/epay/index.htm>, by email at epunit@osc.state.ny.us or by telephone at 518-474-4032. Grantee acknowledges that it will not receive payment on any vouchers submitted under this Contract if it does not comply with the State Comptroller's electronic payment procedures, except where the Commissioner has expressly authorized payment by paper check as set forth above.
- Costs charged to the grant need to be **necessary, reasonable and allocable**.
- Activities and items being charged to the grant must be directly related to the approved project objectives.
- Public Information and Education material, products or campaigns developed for this project **must** have prior GTSC approval for content and text or be subject to non-reimbursement. Materials must include the following acknowledgement: "Funded by the National Highway Traffic Safety Administration with a grant from the New York State Governor's Traffic Safety Committee."
- Large commodity orders and equipment required to conduct the project activities as described in the proposal must be ordered and received by July 31.
- The deadline for submitting vouchers for reimbursement of project costs is October 31. All allowable costs incurred during the grant year for use during the period of October 1 to September 30, must be claimed on a voucher and submitted to GTSC by October 31. NHTSA will not reimburse late claims. While we do not intend that costs go un-reimbursed, grantees must claim costs promptly or be subject to non-reimbursement. Vouchers must be submitted quarterly.

Progress reports are due April 15 and October 15.

DUNS NUMBER: The federal government is requiring that New York report grant fund awards by using the DUNS number of the award recipient. The DUNS number is a unique nine-character number that identifies your organization. Your fiscal agent should know your agency's DUNS number. [REDACTED]

Nonprofit applicants MUST provide us with proof of Workers' Compensation and Disability Insurance or proof of exemption: Acceptable forms are listed below. Upload your proof in the Attachments section of this application. The proof or exemption must have the same Federal ID number as this grant application. Attach your proofs on the attachment form.

Conditions

Certificate of Workers' Compensation Insurance (C-105.2) the business' insurance carrier will send this form to the government entity upon request)

Certificate of Worker's Compensation Self-Insurance (SI-12) Board's Self- Insurance Office at 518-402-0247

Certificate of Group Worker's Compensation Self-Insurance (GSI-105.2) the Self- Insurance Administrator will send this form to the entity upon request

Certificate of NYS Disability Benefits Insurance (DB-120.1) the business' disability benefits carrier will send this form to the entity upon request

Certificate of NYS Disability Benefits Self-Insurance (DB-155) businesses that are self-insured in NYS for disability benefits insurance should call the Workers' Compensation Board's Self-Insurance Office at (518) 402-0247 to obtain this form

Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage (CE-200)

✓ I hereby certify to abide by all conditions, cost limits, and federal and state rules for grant administration.*

Request For Application (RFA) Statement

General Highway Safety Standard Request for Application (RFA) Statement

Grant applications are available through the eGrants system at SafeNY.com.

The application deadline is on or before May 15th, even when the 15th is a weekend day. The proposal application status in eGrants must be changed from "Proposal in Process" to "Submitted" by May 15th. Applications that are not submitted by May 15th will not be reviewed in the first round. A second round of funding, for general highway safety grant applications only, will be considered if Federal funds are available. The application deadline for second round applications is September 1. Applications submitted after September 1 will not be considered for funding. Only General Highway Safety grants have a second deadline.

Local applications must be endorsed by the applicant's County Traffic Safety Board. The GTSC will not consider applications that have not been properly endorsed. Contact your County Traffic Safety Board as to the process for having your application endorsed.

Applicants should take care to address each of the components in the outline provided in the Highway Safety Program Guide. There is no set page length for general applications. The value assigned to each scoring criteria is an indication of the relative weight that will be given when scoring your Highway Safety Grant Program application. Applications are considered on a jurisdictional basis. Grant applications are considered until all funds are obligated.

Highway Safety grants will be scored on the following criteria.

1. Problem Identification – 20 points
2. Proposed Solution – 20 points
3. Budget – 20 points
4. Strategic Assessment - 40 points

The Review Process

1. The GTSC may only approve program applications that meet the goals of the NYS Highway Safety Strategic Plan (HSSP) approved by the funding agency, National Highway Traffic Safety Administration. The HSSP may be read online at the GTSC website at SafeNY.com.
2. Applications are reviewed and evaluated by the Governor's Traffic Safety Committee. The review process is managed by the staff of the GTSC. GTSC member agencies also participate in the review process. Applications may be approved for funding only when they have passed the staff and management reviews, are endorsed by the GTSC member agencies and approved by the Commissioner of DMV, who is Chair of the GTSC.
3. Award decisions are based on past performance, demonstration of need, reasonableness of budget request and program plan, and availability of federal funding.
4. Applications must receive a score of at least 60 in order to receive funding. Not all applications with a score of 60 may be funded based on the needs of the state's HSSP goals and the availability of federal funds.
5. GTSC staff may negotiate with applicants within the requirements to serve the best interests of the State's Highway Safety Strategic Plan and to maximize funding in a program area.

Request For Application (RFA) Statement

6. Applications received by May 15th receive first priority. A second round of applications will be considered if Federal funds are available, if a region or population or program area is underserved, or if the GTSC participates in a directed safety program with federal or state agencies. Only general highway safety proposals are eligible for second round consideration. Second round applications are due by September 1. The grant funding cycle is 10/1 to 9/30.
7. If funds become available or if available funds are reduced, then funding will be distributed or reduced proportionally in the same manner as outlined in the RFA.

The GTSC Reserves the Right To:

1. Reject any or all applications received in response to this RFA.
2. Waive or modify minor irregularities in applications received after prior notification to the applicant.
3. Adjust or correct cost figures with the concurrence of the applicant.
4. Negotiate with applicants responding to this RFA within the requirements to serve the best interests of the State.
5. Award grants based on geographic or regional considerations, or in specific program areas to serve the best interests of the state.

Term of Contract

Any contract resulting from this RFA will be effective only upon approval by the NYS Office of the State Comptroller. Contracts will be for one year periods.

Applications must address a fundable program area. The application must agree to terms and conditions set forth in the application and in the contract. Policies and procedures of the following federal regulations may be applicable: 49 CFR Part 18 DOT Implementation of Common Grant Rule, CFR Title 23 – Part 1200 Uniform Procedures for SHSP. OMB Circular A-87, OMB Circular A-21, OMB Circular A-122 and OMB Circular A-133.

- ✓ I agree to the terms and conditions stated above.*



**State of New York Governor's Traffic Safety Committee
State Agencies & Not-for-profit Organizations
Grant Application Budget Detail**

HS-1

Other Than Personal Services Detail Sheet	
Commodities:	N/A
Travel: In-state	
Per Diem costs for those instructors presenting during regional License Plate Reader (LPR) training sessions dependent on the location of receiving agencies. [REDACTED]	
[REDACTED] The average per diem rates for lodging and meals are anticipated at \$155-\$235 per night. Approximately 200 attendees are anticipated at the regional training sessions.	
	\$10,000
Travel: Out-of-state	
	N/A
Equipment:	
Funding from GTSC: Vendor negotiated License Plate Reader (LPR) pricing:	
License Plate Reader – Transportable	\$16,350 X 30 \$490,500
Additional Car Kit	\$ 335 X 30 10,050
Operations Center Software	\$ 600 X 30 \$ 18,000
	<u>\$518,550</u>
[REDACTED]	
[REDACTED]	
First year (Phase I) funding from GTSC was \$700,000 which provided LPRs to 17 law enforcement agencies and 23 LPRs to City of New York Police Department for a total of 40 LPRs.	
Second year (Phase II) funding from GTSC was \$1,313,970 which provided LPRs to 73 law enforcement agencies which included a 2-year warranty and Operations Center Software and license.	
Third year (Phase III) funding from GTSC was \$1,096,800 which provided LPRs to 52 law enforcement agencies which included a 1-year warranty and Operations Center Software and license.	
At the time of this application, DCJS has awarded and/or spent approximately \$4,880,000 through other funding resources for 322 license plate readers deployed to NYPD, 57 Sheriff Offices, NYSP, and 159 local police agencies. DCJS, NYPD and NYSP plan on continuing the acquisition and use of license plate readers for traffic safety initiatives.	
Other Costs:	
Related training seminar costs – printing, CDs, meeting room costs for up to 200 attendees.	\$5,000



HS-1

State of New York Governor's Traffic Safety Committee
State Agencies & Not-for-profit Organizations
Grant Application Fiscal Year 2008

PROJECT DESCRIPTION

As stated in the 2011 Highway Safety Strategic Plan (HSSP) for New York State by the Governor's Traffic Safety Committee, "the overall goals of New York's highway safety program are to reduce fatalities, prevent motor vehicle crashes, save lives, and reduce the severity of injuries suffered".

[REDACTED]

[REDACTED]

[REDACTED] According to statistics provided by the New York State Department of Motor Vehicles (NYSDMV), there are approximately 11.3 million people that have been issued a New York State driver's licenses. Over 3.6 million of these people currently have their license suspended or revoked (aggravated unlicensed operation). According to statistics released by the American Association of Motor Vehicle Administrators (AAMVA), nearly 75% of these people continue to drive motor vehicles. In New York, that translates to 2.7 million drivers on New York's roadways driving with a suspended or revoked license. On the average, only about 10% of the unlicensed or revoked driver's are brought to justice and either fined or incarcerated for their crimes.

[REDACTED]

[REDACTED] According to statistics provided by NYSDMV, approximately 10.7 million vehicles are registered in New York while over 250,000 vehicles are currently suspended or revoked.

[REDACTED]

[REDACTED]

A recent national study released by the American Automobile Association (AAA) Foundation for Traffic Safety, *Unlicensed to Kill: Research Update*, cited that:

- Nearly 7,700 fatal crashes every year – *one of every five fatal crashes* – involve a driver who is definitely or possibly driving with an invalid license or no license.
- Over 8,000 drivers involved in fatal crashes annually – *nearly one of every seven drivers involved in fatal crashes* – have an invalid license, no license, or unknown license status (possibly invalid or unlicensed).

- Nearly 7,000 drivers involved in fatal crashes every year (11.9% of all drivers involved in fatal crashes) have had their license suspended or revoked at least once in the preceding three years, including over 1,700 who have had their licenses suspended or revoked three or more times, and about 100 whose licenses have been suspended or revoked ten or more times.



PROPOSED SOLUTION

The 2011 Highway Safety Strategic Plan (HSSP) for New York State by GTSC states that “Highly publicized enforcement efforts are designed to provide a more directed approach for some high risk groups, especially those who intentionally disregard laws and have become adept at avoiding apprehension. The high risk groups include aggressive drivers, chronic speeders, and suspended or revoked operators”.



In 2006, the Division of Criminal Justice Services (DCJS), in a joint project with New York State Police and New York State Department of Motor Vehicles, initiated an innovative approach for the identification of suspended / revoked operators; suspended / revoked vehicle registrations; uninsured vehicles and other motor vehicle related crimes including driving while intoxicated, aggressive drivers, motor vehicle theft and insurance violations.



In 2007, DCJS, with its initial (Phase I) GTSC grant, provided 23 LPRs to NYPD and 17 LPRs to other law enforcement agencies. In 2008, the second year of funding (Phase II) from GTSC, DCJS deployed 73 LPRs to another 73 law enforcement agencies. In 2009, the third year of funding (Phase III) from GTSC, DCJS deployed 52 LPRs to 52 law enforcement agencies respectively.

Also, DCJS has awarded and/or spent approximately **\$4,880,000** in non-GTSC funds on this project outfitting **159** additional law enforcement agencies with this technology. Every agency receiving an LPR through DCJS has either signed a Letter of Agreement or Grant Contract agreeing to utilize the equipment to its utmost potential, deploy it during AMBER Alerts and report on activity to DCJS on a quarterly basis throughout the contract timeframe.

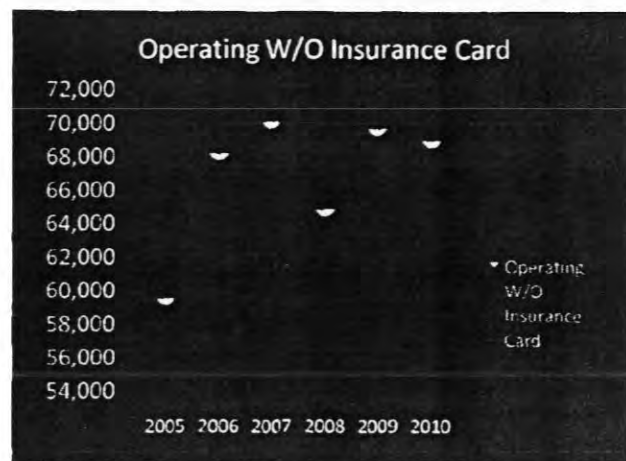
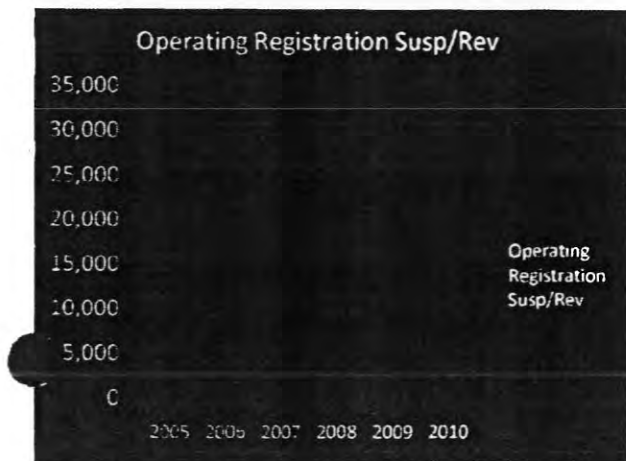
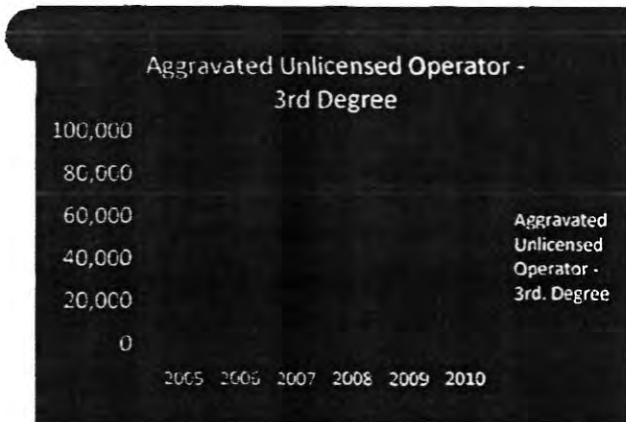
The technology used in a plate reader can recognize over 1,000 license plates an hour on vehicles as they pass either a portable or stationary unit at vehicle speeds up to 70 miles per hour. The information downloaded to the plate reader from the New York State Police Information Network (NYSPIN) allows a law enforcement officer performing a special detail or routine patrol to detect a motor vehicle driven by an unlicensed and/or revoked operator or any other motor vehicle insurance violation even if the driver of the vehicle has not committed a traffic offense or been involved in a traffic accident. Based on a NYSPIN hit, a police officer can

intervene before this driver is involved in a traffic accident or commits another violation that could result in serious injury of an innocent victim.

New York State Police and New York State Department of Motor Vehicles have coordinated their efforts with local and county law enforcement agencies across the state in enhanced road patrols, motor vehicle theft and insurance fraud task force initiatives and traffic safety check points where LPRs were an essential tool. Preliminary results have shown in the number of tickets issued in New York for unlicensed, revoked or insurance related crimes have increased. In 2005, only 277,275 tickets (TSLED) were issued for these crimes while 388,048 tickets were issued in 2010 – reflecting an increase of 39.95%.



From 2005 to 2010, tickets issued for the four more serious violations of the Vehicle and Traffic Law related to uninsured vehicle, unregistered vehicle and suspended/revoked operation also increased by 36.5% from 151,701 to 207,070.



As shown in the number of tickets issued for uninsured, registration revoked, and unlicensed violations in 2010, only a portion (14.4%) of the estimated 2.7 million operators driving with suspended or revoked driving privileges were ticketed in some manner.

Enhanced Deployment of License Plate Readers –

With the economic recession being experienced throughout the United States, experts have predicted an increase in the seasonal tourism population for many of the counties in New York. DCJS has also deployed LPRs to many of these communities such as Alexandria Bay, Lake Placid and Southampton. As motor vehicle crashes and violations of the Vehicle and Traffic Law can occur anywhere in the state, DCJS has made every effort to deploy LPRs in all 57 counties outside New York City.

LPRs	Ranking	City/County	Licenses	Registrations
200+	1	NYC	3,348,733	1,962,231
41	2	Suffolk	1,084,356	1,212,243
27	3	Nassau	987,950	971,729
29	4	Erie	644,334	669,746
46	5	Westchester	639,218	649,837
14	6	Monroe	511,419	552,184
41	7	Onondaga	321,060	350,194
32	8	Orange	249,847	284,628
8	9	Dutchess	210,853	240,868
9	10	Rockland	204,672	210,957
17	11	Albany	199,666	215,796
9	12	Saratoga	168,460	193,950
11	13	Oneida	160,769	176,435
11	14	Niagara	158,925	170,948
9	15	Broome	140,736	155,882
8	16	Ulster	133,637	158,189
9	17	Schenectady	114,935	126,739
12	18	Rensselaer	110,532	125,104
4	19	Chautauqua	93,802	102,331
10	20	Oswego	85,543	97,863
3	21	Ontario	79,259	93,216
5	22	Putnam	76,356	90,166
3	23	St. Lawrence	74,676	86,844
7	24	Jefferson	72,649	88,660
5	25	Steuben	71,982	83,374
6	26	Wayne	69,634	85,011
3	27	Tompkins	62,351	65,815
6	28	Chemung	61,357	69,800
2	29	Cattaraugus	56,621	63,829
3	30	Clinton	56,499	68,769
590+			10,250,831	9,423,338



[REDACTED] in the initial GTSC grant funded phase, DCJS was able to purchase the LPRs at a cost of \$16,800 each as opposed to \$20,100 individually off the State Office of General Service contract. As the State preferred LPR vendor (ELSAG NA) is now manufacturers LPR equipment in the United States, economies of scale allow the vendor to pass the savings on to DCJS. This year's quoted cost for thirty (30) LPR units is at \$16,350 per unit, as opposed to the list price in the New York State Office of General Services (OGS) contract listing of \$26,100 per unit (quote includes installation and engineering support).

Coordination on the Use of License Plate Readers

While LPR technology has been utilized by law enforcement since the 1980's, it did not become easily available or cost effective until the past few years. The use for this technology is ever growing and it was with this in mind that DCJS established the Statewide Advisory Group on License Plate Readers with members representing local, county, and state agencies. In 2006, the Statewide Advisory Group developed 'Suggested Guidelines for the Operation of License Plate Readers' and updated said guidelines in 2011. The guidelines discuss the following topic areas: technology; use for patrol level of a law enforcement agency; use for investigative level of a law enforcement agency, and; legal considerations for the operation of license plate readers. The 'Suggested Guidelines for the Operation of License Plate Readers' has made been made available to all law enforcement agencies on the DCJS web site at <http://criminaljustice.state.ny.us/ofpa/mvtifpmain.htm>.

[REDACTED] DCJS also utilizes this approach and required all law enforcement agencies receiving LPRs to provide quarterly reports on the use of the equipment. [REDACTED]

