

**CLARK COUNTY
STAFF REPORT**

DEPARTMENT: Clark County Sheriff's Office
DATE: January 28, 2015
REQUEST: Accept a Recreational Boating Safety Federal Financial Assistance Grant (\$32,156)
CHECK ONE: Consent CAO

BACKGROUND

The Clark County Sheriff's Office is offered a Recreational Boating Safety (RBS) Federal Financial Assistance Grant of \$32,156 through the Washington State Parks & Recreation Commission (WSPRC) for the time period of April 1 through September 30, 2015. These funds reimburse the Sheriff's Office for costs incurred to "support safer boating through the enforcement of boating safety laws and [the provision of] boating education courses." Among authorized uses for the funds are on-the-water patrols to enforce boating laws (especially "boating under the influence" (BUI) and life jacket carriage and wear laws) and boating safety training for citizens.

COMMUNITY OUTREACH

A key component of this program is the training of boaters in Clark County to improve their knowledge of boater safety laws and principles. This program has a goal of making recreational boating safer for Washington citizens.

BUDGET AND POLICY IMPLICATIONS

Acceptance of the additional funding would require a resource-neutral supplemental budget adjustment, increasing both revenue and expenditure budgets for the Sheriff's Office by \$32,156. In recognition of the established schedule, this supplemental action request will be postponed to the next scheduled supplemental process.

FISCAL IMPACTS

Yes (see attached form) No

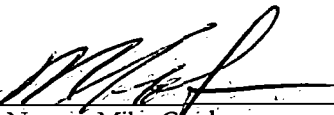
ACTION REQUESTED

Approve acceptance of the 2015 Recreational Boating Safety grant and permit the Sheriff to expend the additional grant funds in accordance with the terms and conditions of the grant. Recognize the need for a resource-neutral supplemental action, which will be submitted by the Sheriff's Office during the next scheduled supplemental process.

DISTRIBUTION

SO Fiscal, John Lawler
Auditor's Office, Amanda Miller

Office of Budget
SO Marine, Sergeant Dennis Pritchard


Name Mike Cooke
Title County Undersheriff

Approved: 
CLARK COUNTY
BOARD OF COUNCILORS

Feb. 10, 2015
SR 022-15



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g.n*

FISCAL IMPACT ATTACHMENT

Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

The Sheriff's Office will incur overtime expenses. These expenses will be reimbursed by WSPRC after they are incurred subject to a \$32,156 limit. Therefore, the request will result in no net fiscal impact.

Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
0001 / General Fund	32,156.00	32,156.00	0.00	0.00	0.00	0.00
Total	32,156.00	32,156.00	0.00	0.00	0.00	0.00

II. A – Describe the type of revenue (grant, fees, etc.)

Grant from the U.S. Coast Guard (CFDA 97.012) through the Washington State Parks and Recreation Commission

Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
0001 / General Fund	0	32,156.00	32,156.00	0.00	0.00	0.00	0.00
Total		32,156.00	32,156.00	0.00	0.00	0.00	0.00

III. B – Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual						
Equipment/Supplies						
Travel						
Overtime	32,156.00	32,156.00	0.00	0.00	0.00	0.00
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total	32,156.00	32,156.00	0.00	0.00	0.00	0.00

Washington State Parks & Recreation Commission 2015
Marine Patrol Federal Financial Assistance Grant Program

WASHINGTON STATE PARKS & RECREATION COMMISSION

RECREATIONAL BOATING PROGRAM

FEDERAL FINANCIAL ASSISTANCE GRANT PROGRAM

APPLICATION AND GUIDELINES



Washington State Parks & Recreation Commission 2015 Marine Patrol Federal Financial Assistance Grant Program

INTRODUCTION

The Washington State Parks and Recreation Commission, Recreational Boating Safety Program is authorized by law to administer grant funds to local law enforcement agencies who are in Approved Program status. Agencies must meet the minimum Approved Program requirements of WAC 352-65 and have an updated P&R A-299 (Rev 12/2014) on file with State Parks to be considered eligible to apply for the Federal Financial Assistance Grant for FY 2015.

Under this grant program, the purpose of a marine patrol unit is to enforce RCW 79A.60 Regulation of Recreational Vessels. Provide emergency response to boating accidents that occur on the water. Each marine patrol should serve to protect the lives and property of persons participating in recreational boating in this state. All grants are awarded based on the potential success and ability of the marine patrol to provide such service to the boating community. Established marine patrols are evaluated using the grant criteria published in this document as well as its ability to meet the requirements and assurances of WAC 352-65 Boating Safety Program Approval.

Grants are awarded on a cost share basis. Only those agencies willing to provide matching funds of a 100% match of their allocated Vessel Registration Fees if that allocation is \$10,000.00 or less, or 50% match of their allocated Vessel Registration Fees if that allocation is \$10,001.00 or more. The grants may be utilized for the purchase, maintenance, and operation of vessels, marine equipment, education materials, and personnel salaries.

Agencies that do not report local expenditures on the annual *Vessel Registration Fee Expenditure Report* are not eligible to apply for the grant.

The grant guidelines contained within this booklet explain the application process. The booklet is designed as a fill-in document so that information may be entered without disrupting the overall format of the document.

The 2015 application must be postmarked on or prior to close of business Friday, January 30th, 2015. Extensions of this deadline will not be granted.

Contact Hoyle Hodges at 360-902-8835 or Tammy Bahr 360-902-8843 for questions regarding the Federal Financial Assistance Grant. Additional contacts for the Recreational Boating Safety Program are located on page 4 of this booklet.

On behalf of the WSPRC Recreational Boating Program, thank you for your interest in the Federal Financial Assistance Grant Program.

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Contacts

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SOAR Reports

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Mailing Address

Washington State Parks

Recreational Boating Program

1111 Israel Rd. SW

P.O. Box 42650

Olympia, WA. 98504-2650

Washington State Parks & Recreation Commission 2015 Marine Patrol Federal Financial Assistance Grant Program

Authority to Provide Funding

RCW 79A.05.310

Powers and duties — Program of boating safety education — Casualty and accident reporting program.

The state parks and recreation commission shall:

(1) Coordinate a statewide program of boating safety education using to the maximum extent possible existing programs offered by the United States power squadron and the United States coast guard auxiliary;

(2) Adopt rules in accordance with chapter 34.05 RCW, consistent with United States coast guard regulations, standards, and precedents, as needed for the efficient administration and enforcement of this section;

(3) Enter into agreements aiding the administration of this chapter;

(4) Adopt and administer a casualty and accident reporting program consistent with United States coast guard regulations;

(5) Adopt and enforce recreational boating safety rules, including but not necessarily limited to equipment and navigating requirements, consistent with United States coast guard regulations;

(6) Coordinate with local and state agencies the development of biennial plans and programs for the enhancement of boating safety, safety education, and enforcement of safety rules and laws; allocate money appropriated to the commission for these programs as necessary; and accept and administer any public or private grants or federal funds which are obtained for these purposes under chapter 43.88 RCW; and

(7) Take additional actions necessary to gain acceptance of a program of boating safety for this state under the federal boating safety act of 1971.

[1998 c 245 § 66; 1994 c 151 § 3; 1984 c 183 § 4; 1983 2nd ex.s. c 3 § 52. Formerly RCW 43.51.400.]

Notes:

Penalties for violations: RCW 88.02.380.

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Approved Program Status

Only those law enforcement agencies with a current and up to date Boating Safety Program Approval form P&R A-299 (Rev 12/2014) on file with State Parks Recreational Boating Program are considered approved programs.

These programs are required to meet all of the Required Assurances provided for in WAC 352-65 Boating Safety Program Approval.

- Boating accident reporting and investigation
- Boater assistance
- Training
- Rules and regulations
- Enforcement
- Boating safety education and information
- Waterway marking
- Boating safety inspections
- Reports
- Limitations on use of funds

Failure to maintain approved program status makes law enforcement agencies ineligible to apply for or receive Federal Financial Assistance Grant funds.

Determining Funding

- At our foundations, we are an injury prevention program. As such, we seek to work with our partners in law enforcement to reduce recreational boating injuries and accidents and increase the chances that all boaters go home at the end of the day.
- We wholeheartedly believe in the ability of local law enforcement officers to make a difference *working within their communities by collaborating with community leaders, stakeholders and volunteer organizations on community based solutions; to act as teachers to their boaters seeking compliance with the law at the lowest level possible, guardians for those in crisis on the water and a visible deterrent to those that would knowingly violate Washington boating safety laws.*
- We strive to provide adequate funding, technical support and the very best training to Washington's corps of maritime officers so that they are equipped with the vessels, equipment, and most importantly the skills necessary to safely, confidently and competently perform the duties that the citizens of Washington expect and deserve.

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- We embrace our role as good stewards of public funds. As such, we:
 - Expect a high level of performance from those partners to whom we provide funding.
 - Devote our limited financial resources where additional resources are most needed to prevent boating accidents even though this may not result in a uniform distribution.
 - Seek financial partnership with all law enforcement partners defined by the contribution of financial resources by both parties to achieve our common mission.

For FY 2015 State Parks and the Marine Law Enforcement Committee developed changes to the criteria used to determine award amounts.

2015 Grant Eligibility Criteria for Equal Share of 60% of Funds (\$420,000)

1. Local funding match:
 - a. 100% match requirement if agency receives \$10,000 or less of vessel registration fees. Example: if an agency receives \$6,000 in vessel registration fees, they must show \$6,000 in local funding devoted to the marine law enforcement program.
 - b. 50% match requirement if agency receives more than \$10,000 in vessel registration fees. Example: If an agency receives \$20,000 in vessel registration fees, they must show \$10,000 in local funding devoted to the marine law enforcement program.
2. Approved Prevention Plan: A plan that includes:
 - a. An assessment of the highest priority recreational boating risks and hazards within the jurisdiction based on accident data, any other relevant data, and best professional judgment.
 - b. Identification of highest priority audiences: Based on data in subsection (a) identify the demographic groups of boaters that are the highest priority for prevention efforts and the specific behaviors that, if changed, would result in fewer boating accidents or fatalities.
 - c. Measureable prevention goals for the end of the current year (FY 2015) and three years (2017).
 - d. Tactical prevention plan: A plan that describes how the jurisdiction will use a mix of the following tactics to influence the behavior of the target audiences. Not all may be necessary. Tactics must be clearly tied to the goals of the plan and target audiences. Each tactic should include a measureable performance goal.
 - i. Patrol plans, emphasis patrols, and enforcement policies
 - ii. Safety Inspections

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- iii. Education classes
 - iv. Community events
 - v. Presentations to groups or schools
 - vi. Outreach to boaters through a mix of media, including but not limited to traditional media (i.e. press releases) or outreach channels of the agency or its partners and stakeholders including websites, newsletters, outbound email marketing, and social media.
 - vii. Participation in community forums, drowning prevention cooperatives, safe kids groups, or other injury prevention based partnerships that results in the jurisdiction's ability to leverage the resources and expertise of other community groups to help reduce recreational boating accidents.
 - viii. Local ordinances
3. Instructors: The jurisdiction must be willing to provide marine law enforcement instructors if requested by State Parks that are able to attend instructor training and then teach up to 40 hours of classes for three years.
4. Participation in meetings: The lead marine officer identified by the agency must attend all meetings and conferences convened by State Parks.
5. Advanced Training / Currency: Agencies must ensure that all marine officers identified in their roster have received all advanced training required by State Parks.

2015 Grant Allocation Criteria of 40% of Funds (\$280,000)

1. Boat Launches (Access) – the agency will provide the total number of boat launches providing access to water bodies patrolled by the agency. State Parks will augment the data provided by agencies with information gathered from WDFW and RCO on public boat launches. 10% of the funds will be allocated based on each agency's percent of the total boat launches.
2. Surface Acres of Patrolled Waters – Based on the survey of patrolled water bodies conducted June and July 2014, State Parks will use geographic information systems to calculate the total surface acres of water patrolled by the jurisdiction agency. 10% of the funds will be allocated based on each agency's percent of the total acres of patrolled water.

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3. **Boating Accidents** – State Parks will calculate the total number of reportable boating accidents that occurred during the State FY 2014 within the agency’s jurisdiction. State Parks will include all accidents documented and submitted to State Parks as Boating Accident Reports (State Parks Form A-440) or Boating Accident Investigation Reports (State Parks Form A-425). 10% of the funds will be allocated based on each agency’s percent of the total accident reports.
4. **Boat Log Hours** – State Parks will calculate based on data submitted by the agency from the SOAR for the State FY 2014. This is not a measure of total officer hours but boat patrol hours. 10% of the funds will be allocated based on each agency’s percent of the total boat log hours submitted.
5. **Assists and Search and Rescues** – State Parks will calculate based on data submitted by the agency from the SOAR the total number of documented assists and search and rescues reported in the prior five calendar years. 10% of the funds will be allocated based on each agency’s percent of the total assists and search and rescues reported.
6. **Inspections** – State Parks will summarize the total number of written inspections conducted in the prior calendar year from data submitted by the agency in the SOAR or obtained from SECTOR. 20% of the funds will be allocated based on each agency’s percent of the total number of inspections reported.
7. **Accuracy and Timeliness of Paperwork** – State Parks will monitor the accuracy and timeliness of submittal of SOARs, grant billings and accident reports by marine law enforcement programs. Scored as follows – All paperwork submitted on time = 2 points. Any late submissions = 1. No paperwork / reports submitted on time = 0. 70% of the funding will be set aside for this category among agencies with a score of 2. 30% of the funding will be allocated equally among all agencies with a score of 1. No funding will be allocated among agencies with a score of zero.
8. **Prevention Goals Met:** 20% of funds will be allocated equally among agencies that meet all the goals stated in their approved prevention plans. Note: For 2015, funds for the Prevention Plan are being allocated equally among all eligible agencies. As this is a new requirement, we do not have a previous years plan to compare your data with. This will change for 2016 based on the success of your 2015 Prevention Plan.

Note: Surface acres of patrolled waters funding will be allocated equally amongst all agencies for 2015. State Parks is still collecting data and working with several state agencies to ensure we have accurate GIS “Shape Files” of each agencies jurisdiction and can accurately assess actual patrolled acres of water. For 2016 funds will be allocated based on percentage of total acres of patrolled water.

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Allowable Costs and Expenditures Using Vessel Registration Fees & Grant Funding

If an item is not listed that local government determines is a valid Recreational Boating Safety expenditure, it is not considered acceptable until reviewed and found acceptable by Washington State Parks.

UNIT COST APPROVAL

- Items with a unit cost of \$5,000 or more must have the prior written approval of Washington State Parks and Recreation Commission MLE Coordinator.

COST PRORATION

- If a cost benefits both your RBS program and other work of your agency, the cost should be allocated to the RBS Program based on the proportional benefit to the program. The costs may be allocated using any reasonable documented method.

Allowable Expenditures

Grant funds may be used only for activities under WAC 352-65-040, the ten elements necessary to accomplish the Recreational Boating Safety (RBS) mission. If it is unclear if an expense meets these criteria, contact State Parks at (360) 902-8845 or sherri.sweeney@parks.wa.gov to discuss the item before proceeding. **Grant funds may not be used for indirect costs.**

Allowable expenses include but are not limited to:

1. RBS SALARIES:

- Officer time, salaries, benefits and wages for CJTC trained full-time and reserve personnel who have completed a RBS course acceptable to State Parks (BMLE or equal)
- Officer time, salaries, benefits and wages for CJTC trained full-time and reserve personnel who have not completed a BMLE course ONLY when working with an RBS trained officer AND when the agency has a written 'two-officer' policy for officers on marine patrol for the purpose of officer safety

2. RBS EDUCATION AND INSTRUCTION:

Providing instruction classes in the state instruction class *Adventures in Boating* that qualifies graduates for the required mandatory boater education card. Costs may include classroom supplies, light refreshments, other goods and services necessary to promote and teach classes, and officer salaries, benefits and wages. Officer salaries will only be reimbursed for those officers who have successfully completed a State Parks *Adventures in Boating* Instructor Training class and are listed on our files.

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Lifejackets (USCG approved only) for the state Adventures in Boating course and other RBS presentations; includes lifejackets, throw rings/cushions for loaners and the cost to print only the agency's name and/or RBS safety messages.

3. RBS TRAINING:

Grant funds can be used to pay for training provided by Washington State Parks or State Parks approved courses. **Note: Approval from State Parks is mandatory if an Officer or Deputy is applying for a Non-WA RBS Course. Examples of approved courses include:**

- Training courses for full-time and reserve officers who have completed CJTC basic training academy or equivalent)
 - Courses include Basic Marine Law Enforcement –CJTC 0460 (40 hours) or equivalency
 - Boating Under the Influence (24 hour course at NASBLA standard)
 - Personal watercraft operation – flat-water and swift water
 - Vessel sound level measurement training (8 hours to WSP&RC standard)
 - Accident reporting and investigation course training (40 hours to NASBLA standard)
 - Other USCG training on case-by-case basis
- Per Diem travel expenses at state per diem rate in effect for the destination (at state per diem rate if local rate is higher) RBS training, conferences, and meetings. Cost is prorated for percentage of travel /per diem for RBS purposes /missions only.

4. RBS EQUIPMENT:

Purchase, maintenance, and operation of patrol boats and patrol boat equipment to perform the RBS elements in WAC 352-65-040 only. All decisions by State Parks for equipment purchases shall be final.

PATROL VESSELS

- Motors and hardware
- Props
- Trailers and maintenance of trailers (repair, tires, winch, cables, power take-off)
- Patrol vessel and engine drive system repairs
- Repair and replacement of equipment on boat (includes de-watering pumps which can also be used as fire-fighting equipment)
- Tow vehicles (dedicated for 100% RBS use, or the percentage of time used for RBS activities; only for dedicated vehicles to RBS, not for application to an agencies fleet)

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- Hitch assemblies and installation cost for tow vehicles that are dedicated for 100% RBS use or the percentage of time used for RBS activities (only for dedicated vehicles to RBS, not for application to agency fleet vehicles)
- Anti-freeze fluid
- Batteries and fluid; maintenance and replacement
- Costs related to the maintenance and repair of the vessel
- Costs related to marking and identifying patrol vessels as government owned;
 - Includes painting, decals and cost of removal and application
- Electrical system repairs and replacement
 - Electronic devices – parts and labor for the maintenance, repairs to maintain, or replacement when devices fail, or are no longer serviceable, or when upgrades are required to meet customary and current standards for LE work;
 - Includes devices dedicated to the program such as agency & VHF radios
 - Radar units
 - Sirens
 - Blue lighting equipment
 - Hailers
 - Global positioning system (GPS) units
 - Personal breath testers (PBT)
 - Cell phones for 100% RBS use only, or percentage of time used on boat
 - Battery chargers and computers dedicated to program use
 - Includes brackets/fittings for installation and use
- Fluids for hydraulic system
- Fuel, fuel additives/filters; associated disposal fees
- Gear oil for lower units
- Glass replacement and costs to install; associated disposal fees
- Grease and lubricants
- Oil and oil filters; associated disposal fees
- Parts and labor for regular scheduled maintenance and scheduled replacement
- Parts for replacement on the vessel when failure occurs or when damaged and labor;

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- Includes engine, lower unit and cooling system repairs and replacement
- Vessel canvas tops and side covers; includes repairs and replacement of canvas/vinyl/plastic material and framing structures
- Vessel hull and structural repairs/replacement of railings, pilot house, decks, cleats, ladders, swim platforms, Sampson posts, fittings, towing equipment, davits, anchors, chain, and associated hardware and fittings

ASSOCIATED EQUIPMENT FOR PATROL VESSELS

- Cost of emergency response and rescue equipment repair, replacement and maintenance;
 - Includes stretchers, first aid/first responder kits and materials, fire suppression equipment and supplies
- Cost of fees related to cell phone charges, annual registration charges, renewal fees, and insurance are prorated for percentage of time used performing RBS missions.
- Cost of haul-outs and associated costs with cleaning and maintenance of hull, fixtures and drive systems; associated disposal fees
- Costs related to moorage, including cost of water/electricity associated with maintenance & moorage
- Cost of required safety equipment on the vessel when replacement, repair, or regular maintenance is needed to meet state/federal regulations and maintain USCG standards;
 - Includes life jackets, replacement parts (clips, hooks, CO2 cartridges and re-arm kits) and stenciling/screening of agency name or law enforcement
 - Exposures suits
 - Fire extinguishers/extinguishing systems
 - Visual distress signals
 - Navigation lights
 - Sounding devices
 - Ventilation systems
 - Backfire flame arrestor
- Cost of replacement, repair, or regular maintenance of equipment used during operation and moorage;
 - Fenders
 - Line – for towing and mooring.
 - Chafing gear

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- Boat hooks
- Towing equipment
- Bilge pumps
- Batteries
- Navigation charts
- Piloting equipment
- Helm fixtures and seats
- Log books
- Depth sounders & radar; does not include FLIR systems
- Portable fuel tanks and hoses

PATROL VESSEL TRAILERS

- Costs related to maintenance and repair of patrol vessel trailer(s)
- Cost of tires and wheels; includes installation, repair, and balancing; associated disposal fees
- Electrical system maintenance, repair and replacement
- Hitch and ball repair/replacement
- Hydraulic/electric brake system maintenance, repair and replacement
- Oil, grease & lubricants; associated disposal fees
- Winch maintenance, repair and replacement

BOAT EQUIPMENT

- Anchors
- Line for towing and mooring
- Chain/shackles and attachment hardware
- Carabineers
- Boat hooks
- Fire extinguishers (only USCG approved)
- Fenders
- Depth finders
- Radar units; does not include FLIR systems

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- Radios & computers (dedicated for 100% RBS use, or the percentage of time used for RBS activities)
- Lines for tie up
- Light bars – blue lights only (no red, white or yellow lights)
- Sirens
- Cost of installation and servicing of electronic components
- Canvas and siding for weather protection
- Haul out for cleaning/painting/servicing patrol vessels
- First-aid kits (dedicated for 100% RBS use, or the percentage of time used for RBS activities)
- Rescue throw bags for use on boats only

NAVIGATION AIDS & BUOYS

- Navigation signs & markers (to meet RCW 79A.60.500 and WAC 352-67)
- Decals for buoys
- Chain
- Cable & connectors
- Weights
- Equipment to maintain buoys & signs to remain effective

EDUCATION

- Publications to promote RBS education that are already prepared or the creation, design and printing of publications
- Education equipment related to required boating safety equipment for recreational boats
- Promotion of *Adventures in Boating* classes (including presentation materials, light refreshments, and room rental for classes)

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Non-Allowable Costs and Expenditures

- Bullet proof vests are beneficial however State Parks sees that because all officers work on land the majority of the time for which they are paid, equipment of this nature is not essential for meeting the established criteria in WAC 352-65-040 nor is it related to the performance of Recreational Boating Safety program mission and is considered a local agency responsibility to purchase.
- It does not include equipment unrelated to this mission such as equipment used in recovery operations (dive equipment, side scan sonar, etc.) or homeland security missions (night vision equipment, weapons, etc.), or any other equipment determined as unrelated by State Parks.
- **Note: Grant funds cannot be used for indirect costs.**

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Requirements for Grant Documents

State Parks Recreational Boating Program requires that each applicant abide by all deadlines established in this booklet. This booklet will be made available each year with ample time to return the required documents. Failure to meet the identified deadlines will disqualify that agency / applicant and they will be removed from further consideration for assistance.

Incomplete or inaccurate documents shall be penalized for the following years grant allocation under the scoring system for accuracy and timeliness of paperwork and reporting. Documents that are incomplete or contain errors delay the evaluation of all the applicants. Please ensure that you follow all instructions and only provide the information that is requested.

Please ensure that all documents submitted have the appropriate signatures. The individual who signs the documents is accountable for all the information provided on these documents.

E-Mail documents to: hoyle.hodges@parks.wa.gov

Mail signed original documents to: Washington State Parks
Recreational Boating Program
Attn: Hoyle Hodges
1111 Israel Rd. SW
P.O. Box 42650
Olympia, WA. 98504-2650

NOTE: E-mailed documents with scanned original signatures will be sufficient for meeting turn in deadlines. Original paper copies should still be mailed to State Parks for an agency to be considered complete on grant paperwork and documents.

Timeline for FY 2015 Grant Documents

FY 15 Grant Applications and Supporting Documents are due: Friday, 30 January 2015

FY 2015 Grant Document Checklist

1. P&R A-XXX Federal Financial Assistance Grant Application
2. P&R A-299 (REV.12/2014) Boating Safety Program Approval
3. Budget document proving match requirement is met.

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FY 2015 GRANT APPLICATION

Local Funding Match: MLE Funding Eligibility Requirements.

- a) 100% match requirement if agency receives \$10,000 or less of VRF fees.
- b) 50% match requirement if agency receives more than \$10,000 in VRF fees.
- c) State Parks feels the most successful RBS programs have support in their local communities. The clearest sign of support is the amount of funds budgeted by county commissioners or city councils for local RBS programs. State Parks is prioritizing its federal assistance grants for communities that have made RBS programs a priority by budgeting local dollars for their program. State Parks does not want to discourage or prevent a community that has made marine law enforcement a priority from receiving federal assistance grants, however 1) State Parks would like to increase the local commitment for funding boating safety and 2) State Parks is unable to fund local marine law enforcement programs by itself so it is prioritizing funding to those communities that can provide a local match. The documentation of local match should show what local funds have been budgeted for the agency's marine law enforcement program for 2015 – the same funds that when spent, would be reported in the vessel registration expenditure report. For the purposes of the financial assistance grants application, State Parks would accept an official budget document on agency letterhead, signed by the police chief or sheriff as evidence of the financial commitment made by the community and would suffice to meet the match requirement for the 2015 federal assistance grants. State Parks is only considering locally provided funds as match. Other grant funds or in-kind contributions would not meet these criteria.

Describe the agency's match category (100% or 50%) and how those local matching funds will be used.

Clark County Sheriff's Office falls in the 50% match category. The initial State Parks grant amount of \$32,156 will be matched with at least \$16,078 in local funds. The grant funds are used partially to provide extra patrols on both the Columbia River and lakes and waterways in the county's interior. PacifiCorp has agreed to pay a substantial portion of the payroll and operating costs for boating safety and marine law enforcement patrols on their heavily used reservoirs along the Lewis River and the county's northern border. PacifiCorp's contribution will far exceed the local match requirement. These reservoir patrols will occur daily during the summer months between Memorial Day weekend and the last weekend in September except when poor weather reduces boating traffic to low levels.

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Original Revision Date: 01/15/2015

Prevention Plan Part 1
Assessment, Identification, Goals

Risk Factors

Objective: Assess the highest priority recreational boating risks and hazards within jurisdiction based on accident data, any other relevant data, and best professional judgment.	
High Priority Boating Risks & Hazards	Data / Professional Judgment
Eastern European Boating Community	Received large percentage of boating safety violations 2014 by marine officers.
Fisherman operating small vessels	Involved in two (2) boating fatalities in 2014. Falls overboard with no life jackets being worn.
Fisherman failing to "make way" for commercial traffic	An issue expressed by the Columbia River Pilots Association. Especially bad during the fall chinook fishery.
Improper night navigation lighting by recreational vessels	An observation by officers during night patrols. High risk of collision exists.

Comments

Clark County is a part of the Portland/Vancouver metropolitan area with a population of nearly 2.5 million! Recreational boating is extremely popular and includes ALL user groups from large yachts, sailboats and fishing boats to small canoes, fishing pontoons and whitewater kayaks. We have every type of watercraft being used on our waters. Even with this heavy use, we maintain a low accident and fatality rate. We'd like to believe this is, in part, due to our marine education & enforcement program. Over the past couple years we have identified the four areas listed above as being a high priority boating risk for us.

High Priority Audiences

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Objective: Identification of the highest priority audience based on data and identifies the demographic groups of boaters that are the highest priority for prevention efforts and the specific behavior that, if changed, would result in fewer boating accidents or fatalities.	
Audience	Rational
Eastern European boating group	Received a large percentage of boating contacts & citations.
Fisherman in small vessels	Involved in two fatal accidents. Falls overboard with no life jacket being used.

Comments

Over the past few years marine officers have noticed an upward trend with our contacts & citations for a certain group of boaters. They increasingly involve Eastern European group of the Russian and Ukranian people. Most of these violators produce a boating education card, but appear to have little knowledge of recreational boating rules/regulations.

Measurable Prevention Goals

Objective	2014 Goals	2015 Goals	2016 Goals
Reduce boating violations by Eastern European boating community	Media/Flyers to churches in spring, (2) workshops/seminars	Media/Flyers to churches in spring, (2) workshops/seminars	

Comments

CCSO has already started work on this project. With the help of a bi-lingual CCSO deputy we are reaching out to the Eastern European community to further educate them on boater safety. We hope to have at least one event where boat owners are invited to have safety inspections conducted on their vessels in an attempt to educate the owner's and correct issues prior to on-the-water contacts.

Prevention Plan Part 2 Tasks, Tactics, Media

1. Patrol Plans / Emphasis Patrols / Enforcement Policies

Goal	Conduct marine patrols seven days a week during summer months
Expected Outcome	increase boater safety during these high water traffic times

Activity / Product	Purpose / Outcome	Time Frame / Target Date
Spring salmon fishery	Enforcement	Spring
Summer Patrols	Enforcement	Summer
Fall salmon fishery	Enforcement	Fall
July Fourth Celebration	Enforcement	June - July

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Operation Dry Water		
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Comments

CCSO typically staffs a patrol boat assigned to the Columbia River 7-days a week during the summer months and put of extra patrols during the ODW and July 4th events.

Additionally, CCSO staffs a patrol boat 7-days a week on Merwin and Yale resevoirs between Memorial Day and Labor Day weekends.

2. Safety Inspections

Goal	Conduct 1,500 vessel safety inspections for the year 2015
Expected Outcome	Meet goal above

Activity / Product	Purpose / Outcome	Time Frame / Target Date
Conduct two (2) joint VSC events with USCH-Aux at boat ramps	Education/safety inspections	Spring 2015
Conduct safety inspections during marine patrols	Education/safety inspections	March - October 2015

Comments

CCSO will continue to improve boater safety on Clark County waters through the enforcement, outreach, and education that occurs during on the water vessel inspections.

3. Education Classes

Goal	Provide Boating Saftey Education Courses
Expected Outcome	Once each month, 12 annually

Activity / Product	Purpose / Outcome	Time Frame / Target Date
Adventure's in Boating Classes	Boating ed card for boaters	Once each month - 12 annually
VHF Marine Radio Seminars		

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Comments

Our marine education program has been providing this 8hr class in partnership with our local USCG-Aux flotilla for the past five years. It is offered on the fourth Saturday each month at our Clark County Public Works conference center. The past year we have begun adding a 4hr seminar at the same time in another classroom. This course has been focused on the proper use of the VHF/DSC marine FM radio.

4. Community Events

Goal	Boating Education & Water Safety Promotion
Expected Outcome	

Activity / Product	Purpose / Outcome	Time Frame / Target Date
Portland Boat Show	Staff a booth for five days to promote boating safety and our marine program	January 2015
Pacific Northwest's Sportsman Show	Staff a booth for five days to promote boating safety and our marine program	February 2015
Hazel Dell Parade	Pull our patrol boat with a water safety message	May 2015
Ready, Set, Wear it!	Host the annual event	May 2015

Comments

The CCSO Marine Unit participates in numerous community events for outreach and education. We are also frequently asked to assist at events such as kayak races, tri-athalons, fireworks displays, Christmas Ships, etc.. We make our marine units available whenever requested. Each year the list of events is long and CCSO will continue to support these community events.

5. Presentations to Groups & Schools

Goal	Educate children and youth on water safety
Expected Outcome	Increase water safety awareness

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Activity / Product	Purpose / Outcome	Time Frame / Target Date
Water Safety School Programs	Conduct 10 programs to local elementary schools	Spring/Fall

Comments

Deputy Gadaire is taking the lead on this project. He has already received many requests to visit schools and give his presentation on water safety. The presentation is a recommended program presented at the 2014 International Boating and Water Safety Summit.

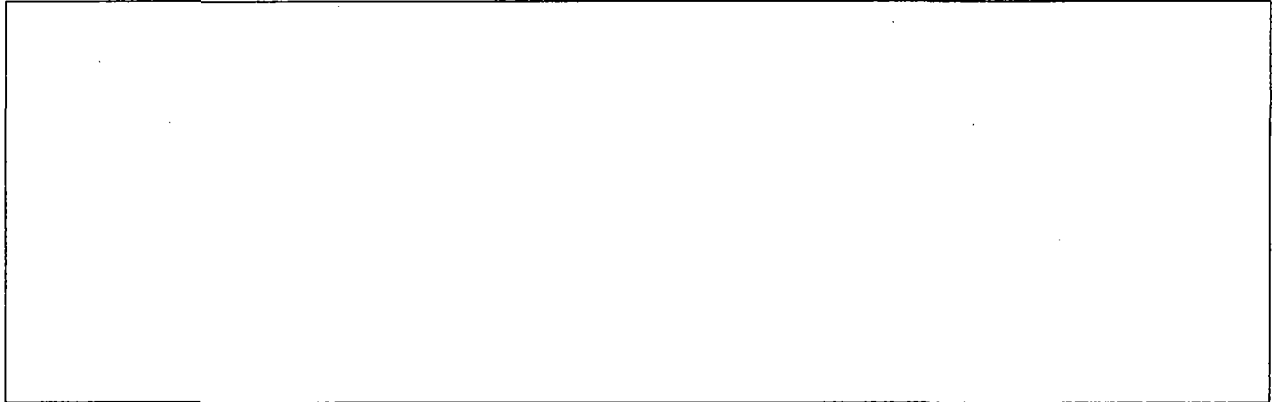
6. Outreach to Boaters – Media Plan

Goal	Deliver effective boating safety messages through various educational resources and media to reduce deaths and injuries of recreational boaters.
Expected Outcome	Increase boater awareness

Activity / Product	Purpose / Outcome	Time Frame / Target Date
Deliver Branded Messages through Traditional Mass Media	Deliver branded campaign messages through traditional mass media that include television, radio, public service announcements, and print materials.	Spring - Summer
Deliver Branded Messages through Non-Traditional/New/Social Media	Use multiple social/causal marketing media (e.g. Internet, Facebook, Twitter, YouTube) designed to influence the behavior of various target audiences.	Spring - Summer
Reach the Segment of the Boating Public with Limited English Proficiency	Broaden safe boating campaigns to reach those with limited English proficiency	Spring - Summer

Comments

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7. Community Forums (drowning prevention, safe kids, injury prevention networks)

Goal	Continue Partnerships with our boating safety stakeholders
Expected Outcome	

Partnering Organizations	What programs and projects you work on together	Time Frame / Target Date
US Coast Guard - Aux.	Basic boating education/seminars/vessel safety exams	Monthly for the entire year.
Clark County Safe Kids Organization	Monthly safety meetings & life jacket loaner stations	Monthly for entire year.
Washington Drowning Prevention Network	Attend annual meeting & promote "April Pools Day".	March/April 2015

Comments

CCSO will remain active and continue our close partnership with the WA State Drowning Prevention Network, Clark County Safe Kids, and our local USCG Auxilliary and Power Squadron. We work closely with these organizations throughout the year.

8. Local Ordinances

Goal	
Expected Outcome	

Ordinance Title	Hyperlink to full text	Applies to a single water body or all.

Comments – describe any other ordinances you might propose to help reduce boating accidents within your jurisdiction.

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Instructor Information

9. Instructors

Your agency must be willing to provide marine law enforcement instructors if requested by State Parks. Instructors must be able to attend Instructor Training and then teach up to 40 hours of classes per year for three years.

<i>Please list potential MLE Instructor Candidates:</i>			
Name	Phone #	Email	Instructor Development (Please enter Yes or No)
Kevin Gadaire	360-397-1633	kevin.gadaire@clark.wa.gov	Yes
<input checked="" type="checkbox"/> <i>Original</i> <input type="checkbox"/> <i>Revision</i> Date: _____			

Participation in Meetings

10. Participation in Meetings

The lead marine officer identified by your agency must attend all meetings and conferences convened by State Parks.

Describe how the agency meets the requirement:

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Lead Marine Deputy Todd Baker attends all Marine LE Fall Conferences and any meetings asked for by State Parks Boating Programs. Additionally, he instructs classes at BMLE each year.

Original Revision Date:

Advanced Training / Currency

11. Advanced Training / Currency

Agencies must ensure that all marine officers identified in their roster have received all advanced training required by State Parks. Advanced Training and Currency requirements have not been determined for FY15. Completion of BMLE is the only requirement at this time.

- a) Please list any additional MLE courses your personnel may have completed (FLETC, NASBLA, etc.).

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**Washington State Basic Marine LE Course
NASBLA Basic Boat Accident Investigations
NASBLA Advanced Boat Accident Investigations
NASBLA Boating Under the Influence Course - CJTC 6650
NASBLA Tactical Operations Course
NASBLA GPS Forensics Course
NASBLA Navigation Rules Online for LE
National Safe Boating Council Close-Quarter Boat Control
CJTC 6401 - WA Basic Personal Watercraft Operations for LE
CJTC 0465 - WA Vessel Sound Level Measurement Course
WA Adventure's in Boating Education Course
WA Boat Accident Reporting Course
Oregon State Marine Board Drift Boat Operations Course
Oregon State Marine Board White Water Jet Boat Operations Course
Critical Incident Management in the Maritime Environment
Investigating Water Related Deaths & Body Recoveries
USCG Operator of Uninspected Passenger Vessels
USCG Upgrade to Master 100 Ton
USCG Commercial Assistance Towing
Using VHF VHF/DSC Marine Radio**

Original *Revision* *Date:*

FY 2015 Federal Financial Assistance Grant Award Amount

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Agency	FINAL 2015 Grant Award 50% of Delta + Correction
Asotin Co SO	\$ 6,676
Bainbridge Island PD	\$ 19,057
Benton Co SO	\$ 16,166
Black Diamond PD	\$ 6,628
Bonney Lake PD	\$ 16,129
Chelan Co SO	\$ 17,041
Clallam Co SO	\$ 22,822
Clark Co SO	\$ 32,156
Cowlitz Co SO	\$ 14,897
Douglas Co SO	\$ 8,178
Everett PD	\$ 18,206
Ferry Co SO	\$ 13,817
Franklin Co SO	\$ 16,242
Gig Harbor PD	\$ 14,068
Grant Co SO	\$ 20,568
Grays Harbor Co SO	\$ 22,235
Island Co SO	\$ 16,324
Jefferson Co SO	\$ 18,919
Kent PD	\$ 6,802
King Co SO	\$ 22,152
Kitsap Co SO	\$ 15,535
Kittitas Co SO	\$ 16,393
Lake Stevens PD	\$ 15,320
Lakewood PD	\$ 16,037
Lewis Co SO	\$ 18,364
Lincoln Co SO	\$ 6,798
Mason Co SO	\$ 16,725
Mercer Island PD	\$ 20,681
Pend Oreille Co SO	\$ 15,633
Pierce Co SO	\$ 22,927
Port Orchard PD	\$ 13,935
Poulsbo PD	\$ 6,743
San Juan Co SO	\$ 14,232
Seattle PD	\$ 34,341
Skagit Co SO	\$ 25,106
Snohomish Co SO	\$ 25,013
Spokane Co SO	\$ 23,565
Tacoma PD	\$ 14,228
Walla Walla Co SO	\$ 14,969
Whatcom Co SO	\$ 18,336
Whitman Co SO	\$ 16,034
TOTALS	\$ 700,000

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Additional Billing and Administrative Information

These grant funds are specifically for reducing boating-related loss of life, personal injury, and property damage tied to the U.S. Coast Guard's *Strategic Plan of the National Recreational Boating Safety Program 2012 -2016*. This is accomplished by using the grant funds for on-water law enforcement hours for patrol by officers who have completed a basic Recreational Boating Safety training course meeting State Parks standards. Review the plan at <http://www.uscgboating.org/>.

By completing and submitting this application, the applicant agrees to the following terms:

1. Expand patrols beyond those paid for with state Vessel Registration Fees and local funds.
2. Enforce state RBS regulations using a "zero tolerance" policy for:
 - a. Life jacket requirements, including lifejackets not worn, insufficient lifejackets, and lifejackets found unserviceable or the incorrect size;
 - b. Completion and possession of the mandatory boater education card when operating, for operators required to carry it;
 - c. Boat operation under the influence of alcohol (BUI) rules; and
 - d. "Rules of the road" and other operating regulations.
3. Participate in the national *Operation Dry Water* campaign June 26, 27 & 28, 2015.
4. Follow the following procedures for requesting reimbursement. Invoices for reimbursement may be submitted no more often than monthly but no less than quarterly.
 - a. Submit the following documents.
 - i. The Marine Law Enforcement Grant Invoice Voucher (form A-19) provided including the Officer List Worksheet. When preparing the A-19 invoice voucher, please be sure all expenditures support the RBS mission and that detailed explanations are provided for purchases of equipment and maintenance that occurred during the period in which reimbursement is requested. Boating Program staff will review all A-19's and contact you if any expenditure listed is unclear. Copies of receipts may be requested to support reimbursement.
 - ii. Summary of Activities Report (A-428)
 - iii. Yellow copies of all written vessel inspections completed (P&R A-274). Copies submitted with the quarterly Summary of Activities Report will be sufficient.

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- iv. Copies of the vessel log sheet to document each patrol vessel and shift may be requested.
- v. Names of officers performing patrols paid with these funds.
- b. A-19 Invoice Vouchers requesting reimbursement must be received and date stamped at State Parks by the following dates. The timely submission of reimbursement requests allows proper time for the processing of payments. A-19's submitted after these dates will not be accepted, but may, at our discretion, be processed only when State Parks has been contacted in advance of due date.
 - i. For the period April-May-June (2nd quarter): by July 15th.
For the period July-August-September (3rd quarter): by October 15th.
 - ii. Invoices for reimbursement (form A-19) may be submitted monthly or quarterly.
- c. Unforeseen Circumstances: If, during any quarter, an agency is unable to meet the requirements of the grant it should submit a letter, signed by the police chief or sheriff, along with the reimbursement request explaining the reasons and mitigating circumstances. In extreme cases, State Parks may request these applicants to submit a plan within 30 days of the end of the quarter that describes steps the applicant will take to meet minimum requirements. In these cases, reimbursement requests may be deferred until the plan is received and approved by State Parks.
- d. Grantees are required to maintain records of all allowable expenditures for which grant dollars were spent and must make these records available to State Parks for review upon request. Expenditure records may include but are not limited to receipts, invoices, and timesheets. These records must be maintained for six years following the completion of the grant.

Agencies that did not report local expenditures on the annual *Vessel Registration Fee Expenditure Report* due November, 2014 are not eligible to apply for the grant.

I certify that I am authorized to obligate the agency listed below and that I am authorized to accept such funds and to guarantee that the funds will be used solely for expenditures limited to the areas in WAC 352-65-040, and that federal grant funds will be used in conjunction with local funding and state Vessel Registration Fees. Grant funds are not for the replacement of

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local funds or state Vessel Registration Fees and are only for the performance to meet the terms and conditions detailed in this application.

Authorized Representative:

Signature

Date

Print Name

Title