



**south carolina**  
**DEPARTMENT *of* PUBLIC SAFETY**  
**PROTECT. EDUCATE. SERVE.**

**OFFICE *of* HIGHWAY SAFETY AND JUSTICE PROGRAMS**

**Highway Safety Grant Program  
Grant Solicitation**

**HIGHWAY SAFETY FUNDING GUIDELINES**

**JANUARY 2024**

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### **PURPOSE OF THE FUNDING GUIDELINES**

The purpose of this manual, prepared by the Office of Highway Safety and Justice Programs (OHSJP) of the South Carolina Department of Public Safety, is to outline the specific criteria to be followed in the preparation of Highway Safety grant applications and to assist potential applicants in determining whether a proposed traffic safety activity is eligible for funding in Federal Fiscal Year (FFY) 2025. The manual provides direction for the state's highway safety planning process and presents concise guidelines to assist eligible applicants in obtaining federal funding support for highway safety programs. Highway Safety funds are received on an annual basis from the National Highway Traffic Safety Administration (NHTSA) of the U. S. Department of Transportation (USDOT).

Those interested in applying for FFY 2025 Highway Safety funding are strongly encouraged to attend the Grant Solicitation Workshop in January 2024. Details regarding workshop registration can be found on page 2 of this manual. **Please note that only the following entities are eligible for consideration for Highway Safety funding: (1) State agencies; (2) private, non-profit organizations listed as 501(c)3; (3) political subdivisions (city/county governments); and (4) state, local and federally recognized tribal governments.**

Please note that a law enforcement applicant must be in compliance with Section 56-5-6560 of the South Carolina Code of Laws regarding the reporting of Public Contact Information to be considered eligible for funding. Applicants must not be delinquent in the submission of fines, fees, and surcharges to the State Treasurer's Office.

**FFY 2025 Highway Safety grant applications must be received electronically by the Office of Highway Safety and Justice Programs by 11:59 PM on Friday, March 8, 2024.** Supporting documents and/or appendices to the application may be uploaded as an attachment. Applications received after March 8, 2024, **will not** be considered. The grant application must be completed using *SCDPS Grants*, the Office of Highway Safety and Justice Programs' online grant management system. The Highway Safety application will be available on *SCDPS Grants* beginning January 30, 2024.

Following the submission deadline, the OHSJP will utilize a multi-level review process to determine whether an application is approved or disapproved. Grant award announcements will be emailed prior to the start of the FFY 2025 grant period which is October 1, 2023.

HIGHWAY SAFETY GRANT CYCLE FFY 2025

- January 10, 2024: Notification of solicitation of applications and workshop announcement emailed to potential applicants.
- January 16, 2024: RSVP Deadline for Highway Safety Grant Solicitation Workshop.
- January 23, 2024 OHSJP Grant Solicitation Workshop. Registration: 8:30 AM - 9:00 AM. Justice Programs: 9:00 AM - 11:00 AM. Highway Safety: 11:00 AM - 1:00 PM, Seawell's, 1125 Rosewood Drive, Columbia, SC 29201.
- January 30, 2024: Application opens. The grant application must be completed using *SCDPS Grants* <https://www.scdpsgrants.com>.
- January 30, 2024: OHSJP Grant Solicitation Workshop. Registration: 8:30 AM - 9:00 AM. Justice Programs: 9:00 AM - 11:00 AM. Highway Safety: 11:00 AM - 1:00 PM, Seawell's, 1125 Rosewood Drive, Columbia, SC 29201.
- February 23, 2024: *SCDPS Grants* New User Registration Deadline. New users must submit their subgrantee user registration requests no later than **5:00 PM on Friday, February 23, 2024.**
- March 8, 2024: Due date for Highway Safety grant applications. All grant applications **must** be received electronically by the OHSJP by 11:59 PM on Friday, March 8, 2024. **Applications received after the due date will not be considered.**
- September 2024: FFY 2025 grant awards issued with funding beginning October 1, 2024. Notification of applicants not approved for funding.

## DESCRIPTION OF SOUTH CAROLINA'S TRAFFIC COLLISION PROBLEM

**Traffic Collision Statistics (preliminary data):** Statistics for South Carolina indicate that during 2022, approximately 143,377 traffic collisions were reported; this is a 2.94% decrease from 2021, when 147,724 collisions were reported. Collisions in 2022 resulted in 1,093 fatalities and an estimated 50,128 injuries. The number of traffic fatalities in 2022 was 8.77% lower than in 2021, when 1,198 persons were fatally injured in South Carolina traffic collisions.

**Mileage Death Rate (preliminary data):** The state's mileage death rate (MDR), or traffic fatalities per 100 million miles of travel, in 2022 was 1.85, an 11.1% decrease from 2021 when the MDR was 2.08. According to the most recent data available, the national mileage death rate in 2021 was 1.37. Based on 2021 figures, South Carolina's MDR of 2.08 was about 52.00% higher than the national mileage death rate of 1.37.

**2022 SC Traffic Collision Statistics Clock (preliminary data):** Breaking collision statistics down by time in 2022 indicated the following:

- \* 1 Traffic Collision was reported every 3.7 minutes.
- \* 1 Traffic Death was reported every 8 hours.
- \* 1 Non-fatal Traffic Injury was reported every 10.5 minutes.
- \* 1 Property-Damage-Only Collision was reported every 4.9 minutes.

In 2022, South Carolina had 4,043,200 licensed drivers who operated 4,953,452 registered motor vehicles on a roadway system of 79,190 miles of streets and highways.



### **DUI Involvement in Collisions:**

According to NHTSA's Fatality Analysis Reporting System (FARS) 2021 data, alcohol-impaired fatalities for 2021 totaled 401 (2021 is the most recent year in which FARS data is available). Of the total number of fatalities in SC during 2021, 401 people had a blood alcohol concentration (BAC) of .08 or greater, which accounted for 33.00% of all drivers involved in fatal collisions.



### **Speed Involvement in Collisions (preliminary data):**

According to the SC Department of Public Safety's preliminary data for 2022, of the approximately 50,128 total traffic-related injuries reported in 2022, 15,072 or approximately 30.10%, occurred in speeding-related collisions. Injuries in speeding-related traffic collisions decreased from 16,253 in 2021 to 15,072 in 2022, decrease of 7.38%. The percentage of traffic-related injuries that involved speeding decreased slightly from 30.40% in 2021 to 30.10% in 2022.

Serious injuries in speeding-related traffic collisions decreased by 12.55% from 2021 to 2022 with 1,012 such injuries occurring in 2021 and 885 in 2022; however, the percentage of traffic-related serious injuries that involved speeding increased slightly, from 34.00% in 2021 to 34.5% in 2022. Total and serious traffic-related injuries that involved speeding decreased in 2022 when

compared to 2021, and state data shows that South Carolina’s overall speeding-related fatalities decreased by 15.80%, from 500 fatalities in 2021 to 421 fatalities in 2022.

**Five-Year Collision Data:** In order to examine traffic collision trends over time, the Office of Highway Safety and Justice Programs’ staff reviewed collision data for the period 2017-2021. During this five-year period, the state’s MDR in 2017 was 1.78 before increasing to 1.82 in 2018; it fell to 1.74 in 2019 before rising to 1.98 in 2020. For 2021, the state’s MDR increased to 2.08. Collision statistics for the period are presented in the chart below.

**South Carolina Collision Statistics  
2018 - 2022**

Year	Total Collisions	Total Fatalities	Total Persons Injured	Death Rate
2018	142,406	1,036	58,053	1.82
2019	141,096	1,006	58,410	1.74
2020	121,235	1,066	47,985	1.98
2021	147,575	1,198	53,513	2.08
2022	143,377	1,093	50,128	1.85

All 2022 data are preliminary

**Top Primary Contributing Factors 2022**

2022 Top Primary Contributing Factors		
Fatal Collisions	Injury Collisions	Total Collisions
Driver Under Influence	Driving Too Fast for Conditions	Driving Too Fast for Conditions
Driving Too Fast for Conditions	Failed To Yield Right of Way	Failed To Yield Right of Way
Failed To Yield Right of Way	Disregarded Signs/Signals/Etc.	Improper Lane Usage/Change
Lying &/Or Illegally In Roadway	Driver Under Influence	Followed Too Closely
Wrong Side/Wrong Way	Distracted/Inattention	Distracted/Inattention

All 2022 data are preliminary

**Location of Highest Numbers of Property-Damage-Only Crashes:** During the five-year period from 2018-2022, the five counties with the highest number of property-damage-only collisions were Greenville, Charleston, Richland, Spartanburg, and Horry counties.

**Location of Highest Numbers of Injury Crashes:** The locations of the largest number of injury collisions during the five-year period from 2018-2022 were Charleston, Greenville, Richland, Horry, and Spartanburg counties.

**Location of Highest Numbers of Fatal Crashes:** The locations of the largest number of fatal crashes during the five-year period from 2018-2022 were Greenville, Horry, Charleston, Spartanburg, and Richland counties.

**Driver Groups Involved in Crashes:** During the five-year period from 2018-2022, the age groups with the highest number of drivers involved in fatal collisions (presented in order) included drivers ages 25-29, 20-24, and 30-34. The age groups with the highest number of drivers involved in serious injury collisions (presented in order) included drivers ages 25-29, 20-24, and 30-34. Drivers under the age of 35 continued to be over-represented in traffic crashes, based on the size of the category of licensed drivers in this group. Male drivers continued to be involved in a higher number of collisions than female drivers.

**An Analysis by the Office of Highway Safety and Justice Programs:** Based on traffic data over the 2018-2022 period, the charts on pages 8-15 show counties in the state of South Carolina which lead the state in statistical categories regarding fatal and serious injury collisions:

- number of fatal and serious injury collisions;
- number of fatal and serious injury by DUI alcohol-related and/or drug collisions;
- number of fatal and serious injury by speed-related collisions;
- number of fatally and seriously injured unrestrained occupants fatalities;
- number of fatal and serious injury young driver involved collisions;
- number of fatal and serious injury mature driver involved collisions;
- number of fatal and serious injury collisions with a primary contributing factor of distracted driving;
- number of fatal and serious injury pedestrian-involved collisions

SC Fatal and Serious Injury Collisions 2018-2022 (2022 Preliminary)						
County	2018	2019	2020	2021	2022	2018-2022
Charleston	263	306	302	332	268	1,471
Greenville	272	335	257	304	299	1,467
Horry	241	242	206	261	250	1,200
Spartanburg	220	213	206	247	178	1,064
Richland	143	201	174	188	181	887
Lexington	176	171	123	144	135	749
York	125	157	141	148	127	698
Anderson	148	152	135	141	110	686
Berkeley	102	124	109	107	115	557
Orangeburg	103	112	118	133	88	554
Florence	97	132	91	119	81	520
Beaufort	78	82	83	91	97	431
Aiken	86	74	77	100	77	414
Sumter	50	85	80	93	101	409
Pickens	78	81	57	84	64	364
Dorchester	65	71	72	76	70	354
Laurens	70	69	64	44	59	306
Oconee	58	70	61	45	66	300
Cherokee	47	53	48	55	50	253
Darlington	38	56	35	58	62	249
Kershaw	48	47	49	55	48	247
Jasper	36	55	46	59	51	247
Georgetown	61	44	41	53	44	243
Lancaster	43	58	59	44	29	233
Colleton	47	45	55	45	38	230
Greenwood	43	49	46	37	46	221
Williamsburg	33	43	36	39	29	180
Chesterfield	28	44	34	35	33	174
Chester	42	37	27	36	29	171
Clarendon	22	46	28	32	35	163
Dillon	24	28	24	32	32	140
Marlboro	13	29	27	31	34	134
Newberry	26	28	22	28	28	132
Marion	19	35	24	24	26	128
Fairfield	32	20	31	24	17	124
Union	21	26	30	17	24	118
Hampton	12	23	30	23	19	107
Lee	25	18	19	15	18	95
Calhoun	15	14	20	32	14	95
Barnwell	19	13	12	16	14	74
Abbeville	14	19	13	12	15	73
Edgefield	13	14	15	10	15	67
Bamberg	18	9	10	7	9	53
Saluda	9	11	8	15	8	51
Allendale	12	9	10	8	6	45
McCormick	8	6	5	5	6	30
	<b>3,143</b>	<b>3,556</b>	<b>3,160</b>	<b>3,504</b>	<b>3,145</b>	<b>16,508</b>



SC Fatal and Serious Injury DUI Alcohol and/or Drug Collisions 2018-2022 (2022 Preliminary)						
County	2018	2019	2020	2021	2022	2018-2022
Greenville	63	55	53	71	66	308
Richland	38	36	40	55	52	221
Horry	31	53	41	44	44	213
Spartanburg	41	47	49	46	25	208
Lexington	49	36	35	35	37	192
Charleston	38	45	34	37	28	182
York	31	40	34	42	16	163
Anderson	33	31	32	31	23	150
Berkeley	23	24	23	24	26	120
Aiken	23	17	13	22	26	101
Florence	22	25	17	26	8	98
Orangeburg	17	21	26	12	21	97
Sumter	10	16	21	21	20	88
Pickens	10	20	15	18	14	77
Laurens	18	18	15	9	17	77
Oconee	12	20	20	13	11	76
Beaufort	17	12	20	13	14	76
Dorchester	8	19	21	13	13	74
Colleton	11	12	26	11	11	71
Greenwood	11	12	11	15	17	66
Kershaw	13	12	8	16	13	62
Lancaster	9	14	14	10	7	54
Darlington	10	18	6	10	8	52
Chester	10	5	5	16	11	47
Cherokee	8	12	15	5	6	46
Jasper	6	15	7	8	8	44
Clarendon	4	14	7	7	11	43
Chesterfield	8	11	9	6	7	41
Georgetown	8	5	4	12	6	35
Lee	9	6	6	4	7	32
Fairfield	6	5	6	7	6	30
Newberry	4	0	9	7	8	28
Abbeville	3	7	5	8	5	28
Williamsburg	6	7	4	5	4	26
Edgefield	2	6	9	4	4	25
Union	8	4	5	1	4	22
Marion	2	6	3	6	2	19
Hampton	6	2	4	2	4	18
Marlboro	2	5	5	1	3	16
Saluda	1	4	2	5	3	15
Dillon	2	4	3	0	4	13
McCormick	0	3	2	3	4	12
Barnwell	3	3	2	1	2	11
Calhoun	3	2	1	2	2	10
Allendale	1	2	2	1	1	7
Bamberg	3	1	1	0	1	6
	<b>643</b>	<b>732</b>	<b>690</b>	<b>705</b>	<b>630</b>	<b>3,400</b>

SC Fatal and Serious Injury Speed\Too Fast for Conditions Collisions 2018-2022 (2022 Preliminary)						
County	2018	2019	2020	2021	2022	2018-2022
Greenville	79	101	82	90	92	444
Charleston	70	69	99	108	87	433
Spartanburg	89	83	84	85	60	401
Horry	69	73	61	88	65	356
Lexington	74	72	38	51	53	288
Richland	56	56	58	55	59	284
Orangeburg	47	64	58	58	45	272
Anderson	51	57	47	58	40	253
York	48	50	44	46	46	234
Berkeley	34	45	40	39	34	192
Florence	38	35	35	41	33	182
Aiken	34	29	33	44	29	169
Sumter	19	30	29	26	44	148
Laurens	37	37	23	18	29	144
Pickens	30	30	23	32	21	136
Beaufort	31	25	22	27	24	129
Darlington	18	22	17	26	32	115
Oconee	26	22	20	15	19	102
Kershaw	18	20	20	21	22	101
Lancaster	19	22	21	19	10	91
Dorchester	16	17	21	18	19	91
Georgetown	22	15	16	19	17	89
Williamsburg	19	23	16	15	15	88
Jasper	15	15	16	26	15	87
Cherokee	13	15	17	22	15	82
Clarendon	15	19	12	19	13	78
Colleton	15	9	20	14	19	77
Greenwood	10	21	11	14	14	70
Chester	16	15	14	11	9	65
Marlboro	9	13	11	17	14	64
Newberry	13	12	13	15	11	64
Dillon	12	13	11	13	13	62
Calhoun	10	12	10	23	7	62
Hampton	5	15	12	12	12	56
Chesterfield	10	14	14	11	7	56
Fairfield	17	5	16	8	8	54
Marion	7	17	9	8	9	50
Union	7	7	14	9	11	48
Lee	10	5	9	8	8	40
Abbeville	4	10	3	6	8	31
Barnwell	8	6	7	6	3	30
Edgefield	5	6	9	2	8	30
Allendale	7	6	5	3	4	25
Saluda	2	5	2	10	4	23
Bamberg	7	0	4	5	6	22
McCormick	3	4	1	3	1	12
	<b>1,164</b>	<b>1,241</b>	<b>1,147</b>	<b>1,264</b>	<b>1,114</b>	<b>5,930</b>

SC Unrestrained Fatally and Seriously Injured Occupants with Access to a Seatbelt 2018-2022 (2022 Preliminary)						
County	2018	2019	2020	2021	2022	2018-2022
Greenville	48	76	63	55	71	313
Charleston	52	61	56	55	50	274
Horry	39	47	51	56	52	245
Spartanburg	54	45	35	52	38	224
Richland	46	37	47	50	42	222
Orangeburg	44	38	43	34	33	192
Lexington	49	38	29	44	31	191
Anderson	27	35	32	49	26	169
Florence	29	39	31	40	21	160
York	32	27	41	32	25	157
Berkeley	22	23	43	27	32	147
Sumter	15	20	29	25	33	122
Aiken	19	23	24	27	27	120
Colleton	15	16	37	18	22	108
Dorchester	22	20	20	28	18	108
Pickens	17	19	22	21	20	99
Laurens	25	17	26	13	24	105
Beaufort	16	16	17	30	23	102
Georgetown	24	15	13	11	18	81
Darlington	9	21	17	17	30	94
Oconee	17	18	17	10	18	80
Jasper	12	15	15	19	14	75
Kershaw	16	10	12	23	16	77
Williamsburg	10	20	18	7	18	73
Chesterfield	11	14	14	14	10	63
Clarendon	10	12	10	20	15	67
Greenwood	15	16	7	9	14	61
Lancaster	11	20	20	10	6	67
Dillon	7	7	9	18	11	52
Cherokee	12	8	8	9	9	46
Newberry	7	13	8	9	10	47
Union	4	9	12	8	13	46
Chester	6	6	13	12	7	44
Marlboro	7	11	10	8	11	47
Fairfield	12	5	7	11	5	40
Hampton	3	9	8	12	7	39
Marion	5	10	9	9	6	39
Abbeville	7	5	6	7	6	31
Calhoun	6	6	4	10	6	32
Barnwell	7	4	4	7	8	30
Edgefield	5	3	10	2	6	26
Saluda	4	8	4	6	6	28
Lee	7	7	4	3	6	27
Allendale	5	6	5	1	3	20
Bamberg	3	2	3	3	3	14
McCormick	2	2	0	3	3	10
	<b>815</b>	<b>879</b>	<b>913</b>	<b>934</b>	<b>873</b>	<b>4,414</b>

SC Fatal and Serious Injury Young Driver (15-24) Involved Collisions 2018-2022 (2022 Preliminary)						
County	2018	2019	2020	2021	2022	2018-2022
Greenville	85	92	80	96	83	436
Charleston	57	76	75	76	66	350
Spartanburg	58	60	66	77	58	319
Horry	57	56	52	67	51	283
Richland	37	54	40	64	51	246
Lexington	58	50	27	44	41	220
Anderson	52	40	39	42	30	203
York	32	50	36	33	36	187
Berkeley	34	41	28	26	42	171
Florence	28	31	33	33	19	144
Orangeburg	29	32	21	34	24	140
Beaufort	22	24	19	35	31	131
Sumter	16	24	29	27	28	124
Pickens	27	25	14	28	21	115
Dorchester	20	13	24	26	20	103
Aiken	16	18	19	25	15	93
Laurens	22	19	17	10	15	83
Oconee	16	13	18	13	17	77
Darlington	11	20	7	13	18	69
Greenwood	8	12	15	15	14	64
Kershaw	7	15	14	14	11	61
Georgetown	20	13	9	14	5	61
Cherokee	11	13	7	14	15	60
Jasper	6	13	10	18	11	58
Lancaster	13	11	10	10	10	54
Colleton	9	14	12	7	12	54
Chester	16	10	6	7	10	49
Williamsburg	9	8	8	8	12	45
Chesterfield	7	10	10	7	10	44
Newberry	7	11	5	13	3	39
Dillon	4	12	5	9	7	37
Marlboro	6	5	5	12	9	37
Union	5	8	9	3	7	32
Fairfield	8	6	9	6	2	31
Clarendon	5	7	3	5	11	31
Marion	4	9	4	8	4	29
Hampton	5	6	5	4	7	27
Calhoun	5	5	5	8	1	24
Barnwell	6	5	1	7	4	23
Lee	4	6	4	1	4	19
Abbeville	1	5	3	3	7	19
Bamberg	6	2	3	4	3	18
Saluda	5	1	2	5	1	14
Allendale	5	2	2	1	1	11
Edgefield	1	2	3	2	2	10
McCormick	3	2	0	1	2	8
	<b>863</b>	<b>951</b>	<b>813</b>	<b>975</b>	<b>851</b>	<b>4,453</b>

SC Fatal and Serious Injury Older Driver (55+) Involved Collisions 2018-2022 (2022 Preliminary)						
County	2018	2019	2020	2021	2022	2018-2022
Greenville	95	112	81	91	108	487
Charleston	91	101	79	109	77	457
Horry	85	94	67	94	88	428
Spartanburg	77	67	71	77	62	354
Lexington	65	52	51	51	46	265
Richland	34	54	56	50	50	244
York	38	70	38	55	41	242
Anderson	48	51	43	42	40	224
Orangeburg	35	38	44	52	27	196
Berkeley	40	33	36	34	36	179
Florence	34	40	27	32	34	167
Beaufort	29	39	27	23	39	157
Pickens	31	30	16	28	23	128
Sumter	13	27	22	29	30	121
Oconee	24	25	22	18	30	119
Aiken	26	25	28	22	17	118
Dorchester	22	21	17	30	17	107
Georgetown	23	23	20	18	19	103
Kershaw	16	15	21	21	20	93
Lancaster	17	19	24	21	9	90
Cherokee	21	18	14	23	14	90
Laurens	15	20	19	17	18	89
Jasper	14	20	11	17	23	85
Darlington	12	24	11	16	17	80
Colleton	17	17	16	10	14	74
Greenwood	15	18	11	11	16	71
Chesterfield	14	14	14	13	14	69
Clarendon	7	18	14	9	18	66
Chester	15	17	7	8	11	58
Williamsburg	13	9	9	14	8	53
Dillon	7	10	9	10	8	44
Newberry	6	12	2	10	13	43
Fairfield	10	4	11	11	5	41
Marion	5	13	5	7	9	39
Union	6	12	10	5	6	39
Marlboro	3	12	8	8	8	39
Calhoun	5	7	8	13	5	38
Hampton	5	5	13	5	6	34
Lee	6	2	11	6	5	30
Barnwell	4	5	4	5	7	25
Abbeville	2	7	4	2	6	21
Edgefield	5	4	2	2	6	19
Bamberg	6	4	4	1	3	18
Saluda	2	7	2	2	3	16
Allendale	3	1	3	3	1	11
McCormick	4	2	3	0	0	9
	<b>1,065</b>	<b>1,218</b>	<b>1,015</b>	<b>1,125</b>	<b>1,057</b>	<b>5,480</b>

SC Fatal and Serious Injury Collisions with Primary Contributing Factor of Distracted Driving 2018-2022 (2022 Preliminary)						
County	2018	2019	2020	2021	2022	2018-2022
Charleston	13	24	19	29	28	113
York	5	7	4	9	6	31
Horry	4	4	5	8	2	23
Spartanburg	1	4	7	4	6	22
Beaufort	3	3	4	3	9	22
Greenville	4	7	3	7	0	21
Lexington	4	5	1	4	4	18
Berkeley	4	3	3	4	2	16
Dorchester	1	3	2	3	4	13
Pickens	1	4	3	2	2	12
Jasper	2	2	2	1	5	12
Georgetown	2	6	1	1	1	11
Richland	2	2	0	3	4	11
Cherokee	2	2	0	3	3	10
Greenwood	3	2	3	1	0	9
Barnwell	2	1	0	2	2	7
Chesterfield	1	1	1	1	2	6
Laurens	0	3	2	0	1	6
Florence	0	3	1	1	1	6
Chester	3	1	1	0	0	5
Sumter	1	0	1	2	1	5
Colleton	1	1	2	1	0	5
Anderson	0	1	0	3	1	5
Lancaster	0	1	1	3	0	5
Marion	0	0	1	1	3	5
Oconee	1	0	0	1	2	4
Orangeburg	0	3	0	1	0	4
Newberry	0	0	0	4	0	4
Kershaw	1	1	0	0	1	3
Darlington	1	1	0	1	0	3
Aiken	0	2	1	0	0	3
Hampton	0	1	1	0	1	3
Saluda	1	0	0	1	0	2
McCormick	1	0	0	0	0	1
Marlboro	0	1	0	0	0	1
Clarendon	0	1	0	0	0	1
Fairfield	0	0	1	0	0	1
Bamberg	0	0	0	1	0	1
Williamsburg	0	0	0	1	0	1
Abbeville	0	0	0	1	0	1
Calhoun	0	0	0	0	1	1
Edgefield	0	0	0	0	1	1
Allendale	0	0	0	0	1	1
	<b>64</b>	<b>100</b>	<b>70</b>	<b>107</b>	<b>94</b>	<b>435</b>

SC Fatal and Serious Injury Pedestrian Involved Collisions 2018-2022 (2022 Preliminary)						
County	2018	2019	2020	2021	2022	2018-2022
Charleston	56	58	49	46	36	245
Greenville	36	42	35	43	39	195
Horry	43	26	29	41	47	186
Richland	25	35	34	34	37	165
Spartanburg	16	25	18	26	15	100
Lexington	14	19	19	15	14	81
Florence	16	16	9	18	16	75
Anderson	9	20	22	11	6	68
York	12	11	13	12	16	64
Berkeley	9	6	14	12	14	55
Beaufort	10	9	6	9	17	51
Aiken	14	6	8	10	9	47
Orangeburg	7	10	9	10	9	45
Sumter	8	10	9	9	5	41
Dorchester	6	5	8	7	14	40
Darlington	5	5	6	8	5	29
Greenwood	6	5	10	4	4	29
Pickens	8	1	2	10	7	28
Colleton	3	4	6	7	6	26
Cherokee	8	3	3	2	9	25
Jasper	3	6	6	5	4	24
Laurens	4	5	5	3	6	23
Oconee	4	8	4	1	2	19
Dillon	4	3	4	4	3	18
Lancaster	5	2	6	3	2	18
Georgetown	4	3	5	5	1	18
Chester	2	5	4	5	2	18
Kershaw	3	5	2	4	3	17
Williamsburg	4	4	6	2	1	17
Marion	3	1	6	3	4	17
Marlboro	1	2	5	4	4	16
Chesterfield	2	4	4	1	3	14
Newberry	1	6	4	1	1	13
Lee	4	2	1	2	1	10
Fairfield	2	1	3	1	3	10
Clarendon	3	1	2	0	2	8
Hampton	0	1	5	1	1	8
Edgefield	2	0	1	2	1	6
Union	1	2	0	0	2	5
Abbeville	0	3	0	0	1	4
Allendale	1	0	1	0	1	3
Calhoun	0	1	0	2	0	3
Saluda	0	1	1	0	0	2
Bamberg	0	1	0	0	0	1
McCormick	0	0	0	1	0	1
	<b>364</b>	<b>383</b>	<b>384</b>	<b>384</b>	<b>373</b>	<b>1,888</b>

## ASSISTANCE IN DEVELOPING GRANT PROPOSALS

### Research Assistance

Applicants are encouraged to visit the following websites for a wealth of research information (including, but not limited to, collision statistics) for developing Highway Safety grant applications:

- The National Highway Traffic Safety Administration's National Center for Statistics and Analysis (NCSA): <https://cdan.nhtsa.gov/>
- Statistical Analysis and Research Section of the SC Department of Public Safety's Office of Highway Safety and Justice Programs: [https://scdps.sc.gov/ohsjp/stat\\_services](https://scdps.sc.gov/ohsjp/stat_services)
- SC Strategic Highway Safety Plan, 2020-2024: [https://www.scdot.org/performance/pdf/reports/BR1\\_SC\\_SHSP\\_Dec20\\_rotated.pdf](https://www.scdot.org/performance/pdf/reports/BR1_SC_SHSP_Dec20_rotated.pdf)

### Assistance from Office of Highway Safety and Justice Programs

Applicants are strongly encouraged to contact the OHSJP early in the process for assistance and guidance in completing and submitting grant applications (e.g., forming appropriate project goals, objectives, evaluation measures, etc.). Listed below are contact names and program area(s) of expertise. The OHSJP staff can be reached at 803-896-9950.

- Lekia Richards: Police Traffic Services/Speed Enforcement, Occupant Protection
- Sabrina Culp: Impaired Driving Countermeasures, Pedestrian Safety
- Wilson Matthews: Traffic Records
- Angela Campbell: Financial/Budget
- Talima Richburg: Financial/Budget
- Brian Hilpisch: Financial/Budget
- Ivy Brown: Financial/Budget
- Ross Hartfield: Statistics

**All other questions can be directed to Shawnée Goodman, Highway Safety Grant Program Manager.**

Applicants can also find further guidance using the Highway Safety Application Review Checklist and the Frequently Asked Questions.



## PRIORITY EMPHASIS AREAS ELIGIBLE FOR FUNDING IN FFY 2025

Applications must address at least one of the following priority emphasis areas, and/or support strategies found in South Carolina's Strategic Highway Safety Plan (SHSP), or other traffic safety program areas that are identified and supported by data.



**Police Traffic Services:** The goal of this program area is to reduce fatalities and serious injuries resulting from collisions on South Carolina's roadways through high visibility enforcement and traffic safety education. Under this program area, traffic safety education and training for law enforcement officers should be provided, and law enforcement agencies should aim to develop or enhance traffic enforcement programs necessary to directly impact traffic collisions, fatalities, and injuries. Police Traffic Services programs may be implemented as a comprehensive approach to provide general enforcement to address focus areas within individual jurisdictions. Enforcement programs may also be developed to focus on priority violation-types and issues (e.g. speeding, distracted driving, occupant protection, pedestrian activity).



**Impaired Driving Countermeasures:** The goal of this program area is to reduce fatalities and serious injuries resulting from impaired driving (or walking, or biking) collisions on South Carolina's roadways. Impaired driving program areas include enforcement of DUI laws, effective prosecution and adjudication through South Carolina's judiciary system, traffic safety education and training for law enforcement officers, prosecutors, and judges, and increased outreach and awareness efforts. Impaired driving program funds provide technical assistance, educational and training opportunities, awareness campaigns, enforcement, and resources to agencies such as the court system, prosecutors, law enforcement agencies, and non-profit organizations conducting proven countermeasure strategies in the effort to eliminate impaired driving.



**Highway Safety Education:** The goal of this program area is to promote behavior change among identified populations in an effort to reduce traffic collisions, injuries, and fatalities. Highway safety education may be provided to address the following groups/issues: young drivers, mature or older drivers, underserved/overrepresented communities, the judicial system, child passenger safety, and pedestrian safety.

**PRIORITY EMPHASIS AREA PROGRAM DESCRIPTIONS**

**EMPHASIS AREA PROGRAM DESCRIPTION: POLICE TRAFFIC SERVICES**

The following projects are eligible for funding in FFY 2025 under the PTS program area:

*ENFORCEMENT PROJECTS*

**General or Specialized Enforcement Projects – General or Specialized (Speed and aggressive driving; Occupant Protection, Distracted Driving, Pedestrian)**

In order for enforcement proposals to be considered for funding, local crash data (hot spot locations and/or high-crash corridors), citation data, and radar readings should be used and available to fully justify the need for increased traffic enforcement. Jurisdictions must have a high incidence of collisions or a significant increase over the previous year in order to justify a proposal. Collision data and analyses, along with citation data, should be used to clearly indicate a major problem and to demonstrate that increased enforcement will have a major impact on the reduction of traffic collisions and increase compliance of traffic laws. The traffic officers assigned to conduct program activities must be highly trained and skilled. They must be able to administer proper field sobriety tests, videotape the suspect, supervise administration of the breath test during booking proceedings, and provide adequate case documentation for court presentation. All traffic officers assigned to conduct enforcement activities must be Class 1 certified officers and maintain a current certification in Standardized Field Sobriety Testing and Speed Measurement Device Operator (if your agency allows the use of radar/LIDAR for speed enforcement). Current CPS Technician, DataMaster DMT, ARIDE and Drug Recognition Expert (DRE) certifications are recommended but not required.

Proposals for Enforcement Projects must:

- a. Describe how the enforcement effort will be initiated to increase enforcement of traffic laws, including safety belt and child passenger safety laws, and other hazardous driving actions. Sufficient enforcement activities must be performed in order to have an effective impact on collision reduction and traffic law compliance. Include an enforcement plan detailing specific locations, days/nights of the week and hours during which the enforcement will be conducted. Include an enforcement plan that includes the approximate number of enforcement activity hours to be conducted under the grant (e.g., it is anticipated that 50 hours of enforcement activity will be conducted each month for a total of approximately 600 hours over the course of the grant period).
- b. Describe the need for this project, based on data (i.e. citation/public contact information and the number of collisions, injuries, and fatalities) specific to the area to be covered by the program.
  - a. The enforcement project may be for general or specialized (speed and aggressive driving; occupant protection, distracted driving, pedestrian) enforcement.

- c. Equipment will only be considered when there is a **demonstrated** need in the problem identification statement. Equipment required to perform enforcement activities must be **fully justified** and must have a direct effect upon the apprehension and conviction of traffic offenders while performing grant activity hours. Requests for vehicles will not be considered.
- d. Agencies applying for and receiving funding for any enforcement program must agree to continue or begin participation in the South Carolina Law Enforcement Network (SCLEN).
- e. If funding was received in the previous fiscal year, applicants must provide an analysis of the results of the previous year's activities (e.g. the number of DUI arrests compared with previous years, the number of speeding citations issued compared with previous years, the number of citations for other violations issued compared with previous years, the number of traffic collisions and fatalities compared with previous years, etc.).
- f. All applications should address how funding will serve to decrease the number of collisions, injuries, and fatalities in their respective jurisdictions through enhanced enforcement. Enforcement of all traffic laws/violations is important; however, speed, distracted driving, occupant protection, DUI, and Pedestrian violations are considered to be violation priorities.
- g. All enforcement programs must include media components such as social media posts (or press releases) educating the public on traffic safety issues, promoting statewide traffic safety campaigns and enforcement mobilizations, and detailing the grant project's activities) to support the enforcement program.

### **Law Enforcement Target Zero Challenge Grant Projects**

In order for an agency to apply for a Law Enforcement Target Zero Challenge Grant, the agency *must also* participate in the state's 2025 Law Enforcement Target Zero Challenge and submit a signed Target Zero Challenge Participation Statement. Collision data and analyses, along with citation data, should be used to clearly indicate a problem and to demonstrate that increased enforcement will have a major impact on the reduction of traffic crashes and an increase in compliance with traffic laws. The traffic officers assigned to conduct program activities must be highly trained and skilled. They must be able to administer proper field sobriety tests, videotape the suspect, supervise administration of the breath test during booking proceedings, and provide adequate case documentation for court presentation. All traffic officers assigned to conduct enforcement activities must be Class 1 certified officers and maintain a current certification in Standardized Field Sobriety Testing and Speed Measurement Device Operator. Current CPS Technician, DataMaster DMT, ARIDE and Drug Recognition Expert (DRE) certifications are recommended but not required.

Proposals for Law Enforcement Target Zero Challenge Grant Projects must:

- a. Include a statement certifying that the agency will participate in the 2025 Law Enforcement Target Zero Challenge and conduct proactive traffic enforcement efforts (checkpoints, saturation/directed patrols) during the Challenge period, to include

specialized enforcement activities during the four major mobilization periods: *Christmas/New Year's Sober or Slammer! (SOS!)*, *Buckle Up, South Carolina (BUSC)*, *Operation Southern Slow Down*, and *Labor Day SOS!*

- b. Describe how the enforcement effort will be initiated in the jurisdiction to increase enforcement of traffic laws, including safety belt and child passenger safety laws, and other hazardous driving actions. Sufficient enforcement activities must be performed in order to have an effective impact on collision reduction and traffic law compliance.
- c. All applications should address how funding will serve to decrease the number of collisions, injuries, and fatalities in their respective jurisdictions through enhanced enforcement. Enforcement of all traffic laws/violations is important; however, speed, distracted driving, occupant protection, DUI, and Pedestrian violations are considered to be violation priorities.

#### *LAW ENFORCEMENT TRAINING PROJECTS*

**Traffic Safety Officer Training:** the goal of this project type is to provide essential traffic safety training for law enforcement officers throughout the state. These project types would provide critical support to enhance the capability of the state's law enforcement officers to enforce the traffic laws by providing access to specialized traffic safety training opportunities. This specialized training is available to educate, prepare and assist officers in their daily traffic-related duties and serves to enhance overall public safety on the roadways. Proposals for projects that provide training for law enforcement officers must:

- a. Assess training needs and develop and provide training programs for law enforcement officers;
- b. Include a minimum number of training courses to be provided throughout the grant year;
- c. Provide descriptions of the training courses to be provided and should address how funding will serve to decrease the number of collisions, injuries, and fatalities in the state and increase compliance with the state's traffic laws.
- d. State agencies applying for PTS Law Enforcement Training projects must demonstrate in the application that, if awarded, funds will be expended by the State agency *on behalf of* local political subdivisions
  - 1. This may be accomplished by providing proof of the specific political subdivision's submission of a request for the State agency to implement a project on its behalf. The request does not need to be a formal application but should, at minimum, contain a description of the political subdivision's problem identification and a description of where and/or how the project or activity should be deployed to have effect within political subdivisions. This documentation should be uploaded to the applicant's electronic application prior to application submission.

## EMPHASIS AREA PROGRAM DESCRIPTION: IMPAIRED DRIVING COUNTERMEASURES (IDC)

The following projects are eligible for funding in FFY 2025 under the IDC program area:

### *ENFORCEMENT PROJECTS*

In order for DUI enforcement proposals to be considered for funding, local crash data (hot spot locations and/or high DUI-related crash corridors) and citation data should be used and available to fully justify the need for increased DUI enforcement activity. Jurisdictions must have a high incidence of DUI-related collisions or a significant increase over the previous year in order to justify a proposal. Collision data and analyses, along with citation data, should be used to clearly indicate a major DUI problem and to demonstrate that increased DUI enforcement will have a major impact on the reduction of DUI-related collisions and increase compliance of traffic laws. The officers assigned to conduct program activities must be highly trained and skilled. They must be able to administer proper field sobriety tests, videotape the suspect, supervise administration of the breath test during booking proceedings, and provide adequate case documentation for court presentation. All traffic officers assigned to conduct enforcement activities must be Class 1 certified officers and maintain a current certification in Standardized Field Sobriety Testing and Speed Measurement Device Operator (if your agency allows the use of radar/lidar for speed enforcement). Current DataMaster DMT, ARIDE and Drug Recognition Expert (DRE) certifications are recommended but not required.

Proposals for DUI Enforcement Projects must:

- a. Describe how the enforcement effort will be initiated to increase impaired driving enforcement and other hazardous driving actions. Sufficient enforcement activities must be performed in order to have an effective impact on DUI-related collision reduction and traffic law compliance. Include an enforcement plan that includes the approximate number of DUI enforcement activity hours to be conducted under the grant (e.g., it is anticipated that 50 hours of DUI enforcement activity will be conducted each month for a total of approximately 600 hours over the course of the grant period).
  - **DUI enforcement project activities must primarily be conducted during night and weekend shifts between the hours of 3 PM and 6 AM, except in cases in which an officer is required to appear in court or scheduled to attend approved training.**
- b. Describe the need for this specialized program based on data (i.e. citation/public contact information and the number of DUI-related collisions, injuries, and fatalities) specific to the area to be covered by the program.
- c. Equipment will only be considered when there is a **demonstrated** need in the problem identification statement. Equipment required to perform enforcement activity must be **fully justified** and must have a direct effect upon the apprehension and conviction of traffic offenders while performing grant activity hours. Requests for vehicles will not be considered.
- d. Agencies applying for and receiving funding for any enforcement program must agree to continue or begin participation in the South Carolina Law Enforcement Network (SCLLEN).

- e. If funding was received in the previous fiscal year, applicants must provide an analysis of the results of the previous year's activities (e.g. the number of DUI arrests compared with previous years).
- f. All applications should address how funding will serve to decrease the number of DUI-related collisions, injuries, and fatalities in their respective jurisdictions through enhanced enforcement.
- g. All enforcement programs must include media components such as social media posts (or press releases) educating the public on traffic safety issues, promoting statewide traffic safety campaigns and enforcement mobilizations, and detailing the grant project's activities) to support the enforcement program.

### *TRAINING*

The following IDC training projects are eligible for funding in FFY 2025:

#### **Traffic Safety Resource Prosecutor**

A Traffic Safety Resource Prosecutor (TSRP) project would provide critical support to enhance the capability of the state's prosecutors and law enforcement to effectively prosecute traffic safety violations. Proposals for projects that establish a Traffic Safety Resource Prosecutor must:

- a. Assess training needs and develop and provide training programs for prosecutors, law enforcement officers, and other traffic safety professionals with an emphasis on the effective prosecution of impaired driving cases;
- b. Provide technical assistance and legal research to prosecutors on a wide variety of legal issues, including probable cause; Standardized Field Sobriety Testing (SFST); implied consent; breath/blood testing; accusatory instruments; pre-trial procedures; trial practice; and appellate practice;
- c. Serve as a resource to prosecutors in the state on impaired driving and other traffic cases;
- d. Prepare briefs, legal memoranda, and other pleadings for use at hearings, trials, or on appeal of such cases;
- e. Train and provide technical assistance to state, local, and county law enforcement in methods of evidence gathering, especially newly emerging technology and trial techniques, which will improve officers' ability to effectively prosecute impaired driving cases;
- f. Coordinate with the Office of Highway Safety and Justice Programs to serve as the liaison with additional prosecutors to enable them to become more involved in traffic safety initiatives;
- g. Respond to written and verbal inquiries made by prosecutors concerning criminal law, associated administrative issues, procedure, or special problems, and offer competency and expertise in providing a broad range of technical assistance and support services for prosecuting traffic safety offenses;
- h. Regularly attend SCLLEN meetings and meet regularly with law enforcement agencies to explain prosecutorial policy, answer questions, and receive suggestions; foster improved law enforcement/prosecutor cooperation; strengthen effective law

enforcement and prosecution strategies; and regularly apprise prosecuting attorneys on evolving areas of traffic safety law;

- i. Attend the annual NHTSA Region 4 Law Enforcement Liaison Conference;
- j. Serve as an active participant on the state's Impaired Driving Prevention Council; and
- k. Provide consultation on and prosecute, or serve as second chair on, difficult impaired driving cases at various locations around the state.

### **Impaired Driving Countermeasures Training for Law Enforcement**

The goal of this project type is to provide essential impaired driving detection and enforcement training for law enforcement officers throughout the state. This project would provide critical support to enhance the proficiency of the state's law enforcement officers to detect, apprehend and successfully prosecute impaired drivers through the provision of SFST, ARIDE, and DRE training. This specialized training is available to educate, prepare and assist officers in their daily traffic-related duties and serves to enhance overall public safety by removing impaired drivers from the roadways and increasing DUI conviction rates. Proposals for projects that provide impaired driving training for law enforcement officers must:

- a. Identify how efforts to increase the number of law enforcement officers trained and actively certified as DREs and DRE Instructors will be accomplished;
- b. Include a minimum number of SFST, ARIDE, and DRE training courses to be provided throughout the grant year;
- c. Provide descriptions of the training courses to be provided and address how funding will serve to decrease the number of impaired driving-related collisions, injuries, and fatalities in the state and increase compliance with the state's traffic laws.

## *PROSECUTION/ADJUDICATION*

### **Special DUI Prosecutors**

The goal of this project category is to impact DUI recidivism and the conviction rate of DUI offenders in priority counties and/or judicial circuits where there is a backlog of DUI cases, as well as a problem of effectively prosecuting DUI jury trials. Special DUI Prosecutor projects can be housed in solicitor's offices or law enforcement agencies (LEAs), such as police departments and sheriff's offices/departments.

Special DUI Prosecutor projects housed in solicitor's offices will fund activity hours for Assistant Solicitors to prosecute DUI-related cases in both General Sessions and Summary Courts. Special DUI Prosecutor projects housed in LEAs will fund activity hours for LEA Prosecutors to prosecute all drug- and alcohol-related driving arrests made by agency law enforcement officers/deputies. All prosecutors who perform activity hours will also be required to participate in their local South Carolina Law Enforcement Network (SCLLEN). This will allow for relationship building with law enforcement and enhanced officer knowledge of DUI investigative techniques and current statutory and case law developments. Also, all prosecutors who perform activity hours will be required to attend the Traffic Safety Resource Prosecutor-sponsored trainings to increase their knowledge of DUI Prosecution.

The Assistant Solicitor(s) assigned to perform grant activity hours, as well as the LEA Prosecutor(s) assigned to perform grant activity hours, shall be prohibited from defending DUI cases while serving as the grant-assigned Special DUI Prosecutor.

This project category is activity hour-based, so multiple qualified prosecutors may be assigned to perform project activity hours.

Proposals for projects that establish a Special DUI Prosecutor must:

- a. Provide the number of *nolle prosee* cases, or the number of cases dismissed over the past three years;
- b. Demonstrate that the targeted county has a substantial backlog of DUI cases. Comparisons with the backlogs of other jurisdictions would be helpful. The age of backlogged cases should also be provided;
- c. Outline OHSJP-approved DUI-related training to be provided for the assigned prosecutor, such as Standardized Field Sobriety Testing (SFST), Drug Recognition Expert (DRE), and emerging technologies for the detection of alcohol and other drugs. Prosecutors should learn about sentencing strategies for offenders who abuse these substances and participate in multi-disciplinary training with law enforcement personnel;
- d. Establish special goals for increasing the jury trial conviction rate of Summary Court DUI prosecutions and for decreasing the DUI case backlog;
- e. Discuss how the project will be evaluated;
- f. Discuss how DUI cases are currently being handled with existing staff;
- g. Provide a sound approach for project implementation; and
- h. Provide the conviction rate for the previous three years, by county, in the judicial circuit.

### **Special DUI Paralegals**

The purpose of funding is to provide paralegal assistants to law enforcement who prosecute misdemeanor traffic offense cases without assistance in Summary Courts. These Special DUI Paralegals will perform activity hours, which may include activities such as providing clerical and research assistance and processing discovery requests forwarded to officers in response to DUI cases, to aid in the preparation of cases for court. The Special DUI Paralegals should also coordinate and maintain an inter-agency or inter-department schedule/calendar of the officers' Office of Motor Vehicle Hearing (OMVH) appearances related to DUI arrests.

The goal of this project category is to impact the number of administrative-related dismissals of DUI cases and to provide law enforcement with much-needed support, which would allow them to spend more time conducting enforcement activities as opposed to the administrative tasks related to preparing for court.



Proposals for projects that establish a Special DUI Paralegal must:

- a. Certify that the county or jurisdiction has law enforcement who prosecute their own DUI cases without assistance in summary courts;
- b. Demonstrate that the targeted county has a substantial backlog of DUI cases. Comparisons with the backlogs of other jurisdictions would be helpful. The age of backlogged cases should also be provided;
- c. Discuss how DUI cases are currently being handled with existing staff;
- d. Provide the number of *nolle prosee* cases, or the number of cases dismissed over the past three years, and the average of these cases.
- e. Provide the number of administrative-related dismissals of traffic cases (if possible);
- f. Provide the DUI conviction rate for the previous three years, by county in the judicial circuit, and if possible, the DUI conviction rate for cases prosecuted by the agency's officers/troopers/deputies;
- g. Include the length of time it currently takes officers/law enforcement staff to process discovery requests and other clerical and research tasks related to traffic and DUI cases;
- h. Discuss how the project will be evaluated; and
- i. Provide a sound approach for project implementation.

#### *COURT MONITORING*

##### **Court Monitoring**

The purpose of funding is to provide data on how many impaired driving cases are dismissed or pled down to lesser offenses, how many result in convictions, what sanctions are imposed, and how these results compare across different judges and different courts. In court monitoring programs, people observe, track, and report on DWI/DUI court or administrative hearing activities.

Proposals for court monitoring projects must:

- a. Identify counties in which courts will be monitored and demonstrate that the targeted counties have documented impaired-driving issues.
- b. Identify the number of cases to be monitored throughout the grant period and the staff needed to successfully monitor those cases.
- c. Discuss current DUI conviction rates in the counties identified for court monitoring efforts
- d. Detail the activities that will be accomplished throughout the grant period (e.g. volunteer recruitment, stakeholder events, presentations, reports, etc.)
- e. Discuss how the project will be evaluated; and
- f. Provide a sound approach for project implementation.

## **EMPHASIS AREA PROGRAM DESCRIPTION: HIGHWAY SAFETY EDUCATION**

The following education projects are eligible for funding in FFY 2025:

### *JUDICIAL EDUCATION*

Judges, by virtue of having the responsibility of sentencing impaired drivers, are in a unique position to impact offenders who are over-represented in fatal crashes. Using newly-developed screening tools, judges can identify those persons most likely to re-offend, and direct interventions and technology that have been proven to reduce recidivism. The Judicial Outreach Liaison (JOL) program informs this process by bringing the latest research to judges on the front-line through peer-to-peer interactions. A State JOL will function as an educator, writer, consultant and liaison to share the latest research with the judges of South Carolina. In addition to informing sentencing and interventions in this manner, the State JOL can, upon request, also provide important insight to policy makers attempting to improve impaired driving traffic safety.

A Judicial Outreach Liaison (JOL) project would provide critical support to improve the delivery of justice in impaired driving through education, communication, community outreach activities, and collegial and ethical collaboration with judges, traffic safety entities, and stakeholders. Proposals for projects that establish a State JOL must include a plan to accomplish the following activities:

- a. Develop a thorough understanding of 1) national and state judicial education programs available on the topics of impaired driving, 2) the judicial serving organizations of South Carolina, and 3) the initiatives and programs of the OHSJP relating to the judiciary;
- b. Provide training and education to judges and other court officials regarding impaired driving;
- c. Contact and establish a working relationship with judges and judicial educators to promote judicial education related to sentencing and supervision of DWI offenders, evidentiary issues, legal updates, alcohol/drug testing, and monitoring technology;
- d. Identify barriers that hamper effective training, education or outreach to the courts and recommend alternative means to address these issues and concerns;
- e. Regularly attend and participate in SCLN and Statewide Impaired Driving Task Force meetings;
- f. Solicit opportunities to speak at state highway safety conferences and state judicial conferences;
- g. Attend and present at meetings, conferences, workshops, media events and other gatherings, focusing on impaired driving;
- h. Share information, as appropriate, with Law Enforcement Liaisons (LELs), the OHSJP, NHTSA Regional Offices, TSRPs, and Prosecutor and Probation Fellows, about opportunities to improve the criminal justice system;

- i. Identify issues of concern to judges and other court officials regarding impaired driving and bring them to the attention of appropriate criminal justice or highway safety officials.

#### *CHILD AND ADULT PASSENGER SAFETY EDUCATION*

Projects submitted to address child and adult passenger safety education should promote the importance of proper usage of seat belts and child passenger safety restraints in motor vehicles. Projects which encourage and educate on the proper use of occupant restraints including seat belt and child passenger safety seat programs will be given priority. Allowable activities may include pursuing Child Passenger Safety Technician (CPST) and Child Passenger Safety Technician Instructor (CPSTI) certifications; teaching the Child Passenger Safety Technician Certification course, and community seat check events, caregiver education and the distribution of Child Passenger Safety Seats within communities. Proposals submitted for projects that provide Child Passenger Safety Education must include the following:

- a. Identify how efforts to increase the number of actively certified CPSTs and CPSTIs will be accomplished;
- b. Include a minimum number of CPST training courses to be provided throughout the grant year;
- c. Identify how efforts to increase the number of permanent fitting stations will be accomplished, particularly in underserved communities without fitting stations;
- d. Identify the number of inspection events serving each of the following population categories: urban, rural, and at-risk.
- e. Identify how efforts to increase access to child safety seat inspection events, particularly in underserved communities without fitting stations and limited access to resources, will be accomplished and identify how this will be tracked;
- f. Include a minimum number of educational presentations on the state's primary seat belt law and the proper usage of seatbelts and child restraint devices;
- g. Identify the number of child safety seats to be distributed within the community. The distribution of seats must be supported by a distribution plan which includes a description of how seats will be distributed to underserved populations and the methods used to track distribution.
- h. Address how funding will serve to decrease the number of collisions, injuries, and fatalities involving improperly restrained or unrestrained occupants in the state and increase compliance with the state's primary seat belt law.
- i. State agencies applying for Child and Adult Passenger Safety Education projects must demonstrate that, if awarded, funds will be expended by the State agency *on behalf of* local political subdivisions and provide evidence of the political subdivision's involvement in identifying its traffic safety needs and input into the implementation of the activity within its jurisdiction.
  1. This may be accomplished by providing proof of the specific political subdivision's involvement in the planning process of the highway safety program and that the project has been developed based on identification of need by the political subdivisions and will be implemented accordingly. Documentation showing the political subdivision's participation in the

planning processes (e.g., meeting minutes, data submissions, etc.) should be uploaded the applicant's electronic application prior to application submission.

- a. If project is awarded, the state agency also must obtain written acceptance by the political subdivisions of the project or activity being provided on its behalf prior to implementation.
2. If the political subdivisions are not involved in the planning process, but submits a request for the State agency to implement a project on its behalf, this is also allowable. The request does not need to be a formal application but should, at minimum, contain a description of the political subdivision's problem identification and a description of where and/or how the project or activity should be deployed to have effect within political subdivision. This documentation should be uploaded the applicant's electronic application prior to application submission.

#### *MATURE/OLDER DRIVER EDUCATION*

The goal of this program area is to reduce fatalities and serious injuries resulting from collisions involving mature drivers (ages 55 and up) on South Carolina's roadways. Projects addressing mature or older driver education may include classroom-based training in basic safe driving practices and in how to adjust driving to accommodate age-related cognitive and physical challenges or programs that combine classroom and individualized on-road training.

#### *YOUNG DRIVER EDUCATION*

The goal of this program area is to reduce fatalities and serious injuries resulting from collisions involving young drivers (under the age of 20) on South Carolina's roadways. Such projects may include education on alcohol and/or drugs, safety belt usage, and speeding will be given consideration. These projects should have a greater focus on young drivers and will provide more exposure to alcohol/drug and highway safety messaging than public awareness (media) campaigns, though public awareness campaigns may be a component of such projects. Other projects may include peer-to-peer education, conducting mock DUI trials in schools/community settings, the implementation of victim impact panels, and driving simulation programs, etc.

#### *PEDESTRIAN SAFETY EDUCATION*

The goal of this program area is to facilitate engineering improvements, provide training and education, and implement enforcement to reduce fatalities and serious injuries throughout the state. These projects may include comprehensive efforts to combine education and enforcement interventions at high crash locations, social norming campaigns, elementary-age child pedestrian training, education and encouragement activities associated with the promotion of walking as a common mode of travel, walking school bus programs, conspicuity enhancement programs, University Educational Campaigns, education on traffic laws related to pedestrians, etc.

#### *COMMUNITY-BASED EDUCATION*

Community-based education programs must address at least one of the following program areas (or combination thereof) and/or support strategies found in the SC Strategic Highway Safety Plan (SHSP):

- Speeding and aggressive driving
- Impaired driving, riding, or walking
- Pedestrian, bicyclist, and/or motorcycle safety
- Preventing roadside deaths or injuries of first responders or in work zones
- Protecting passengers and children during vehicle operation
- Protecting children and others from risks related to being left unattended in a vehicle

Community-based education projects should serve underserved/overrepresented audiences and may include a variety of strategies and can be comprehensive. These programs should provide opportunities for ongoing education for all (or future) road users and may be delivered in non-traditional, community based settings, such as faith-based organizations, community centers, day care centers, recreation centers, etc. These projects should also aim to reach underserved communities.

Proposals for **mature/older driver**, **young driver**, **pedestrian**, and **community-based** educational projects should accomplish the following:

- a. Projects must accurately define the focus population. Young (age 20 or younger) drivers and/or young people who have not yet reached driving age are appropriate groups; older drivers; males 18-24, college students, etc.;
- b. Projects must specify a methodology for reaching the defined population. The methodologies designed should clearly outline the manner in which the group will be accessed and the anticipated number to be impacted by the project;
- c. Projects eligible for funding should be located in school districts, colleges, universities, and city or county agencies that deal with safety education or recreation;
- d. Projects should also foster equity and inclusion by providing services in underserved minority and/or rural communities;
- e. Educational projects should provide in-depth education to a specific population and should measure and evaluate that impact.

## RESPONSIBILITIES OF FUNDED APPLICANTS

When a project is funded, the authorized official of the recipient agency enters into a written contractual agreement with the SC Department of Public Safety that outlines specific responsibilities. A few conditions of the agreement are:

### Reporting Requirements

- Monthly Enforcement Data Reports (enforcement projects only)
- Quarterly Progress Reports (programmatic)
- A Final Narrative Report

### Claims

Claims for reimbursement are to be submitted on designated forms as issued by the OHSJP. Claims may be submitted no more than once each month and no less than once a quarter; however, claims are held if the grant recipient is delinquent in the submission of required reports or completion of other necessary actions. Failure to submit claims as required may result in project termination.

### Procurement

Proper procurement procedures as required by federal, state, and local statutes (OMB Super Circular [2 CFR Part 200 Subparts A-F], 23 CFR Part 1300, and if applicable, the SC Consolidated Procurement Code and Regulations) are to be followed. In addition,

- **All** purchases must be submitted to the OHSJP for review and approval prior to expending funds.
- If the subgrantee utilizes their agency procurement guidelines, relevant documentation must be submitted to the OHSJP to support these purchases (including, but not limited to approval procedures and specific procurement guidelines/laws).
- The updated SC Procurement Code procurement thresholds are as follows :
  - **Small Purchases (\$0-\$10,000):** Small purchases not exceeding ten thousand dollars may be accomplished without securing competitive quotations if the prices are considered reasonable. Your Agency's purchasing department must annotate the purchase requisition: 'Price is fair and reasonable' and sign. The purchases must be distributed equitably among qualified suppliers. When practical, a quotation must be solicited from other than the previous supplier before placing a repeat order.
  - **Small Purchases (\$10,001-\$25,000):** Written request for written quotes from a minimum of three qualified sources of supply may be made and, unless adequate

public notice is provided in the South Carolina Business Opportunities, documentation of at least three bona fide, responsive, and responsible quotes must be attached to the purchase requisition for a small purchase over ten thousand dollars but not in excess of twenty-five thousand dollars.

- **Advertised Small Purchases (\$25,001-\$100,000):** Written solicitation of written quotes, bids, or proposals may be made for a small purchase, other than a small purchase of construction, not in excess of one hundred thousand dollars. The procurement must be advertised at least once in the South Carolina Business Opportunities publication. A copy of the written solicitation and written quotes must be attached to the purchase requisition. The award must be made to the lowest responsive and responsible source or, when a request for proposal process is used, the highest ranking offer.
- All contracts for services must be submitted for review and approval prior to execution. **Only under exceptional circumstances are sole source contracts approved.**
- Purchases in excess of \$5,000 in the unit or aggregate and requiring approval of specifications/bid awards must be submitted through the standard approval process prior to August 1.
- All grant-funded purchases must be requested, purchased, invoiced, delivered and paid during the grant period: October 1 - September 30. Therefore, any purchases made under the FFY 2025 grant must be documented with purchase requisitions/purchase orders dated on or before September 30, 2025.
- Equipment items identified in the grant budget are encouraged to be purchased during the first quarter of the grant period. If the subgrantee is unable to purchase items in the first quarter of the grant period, a written justification must be provided to the OHSJP Financial Staff for review.

**Agencies failing to follow these procedures will not receive reimbursement for such procurements. Purchases for items that are on a state contract require approval from the OHSJP Financial Staff prior to purchase, to ensure the purchase meets all requirements. Recipient agency staff should verify contract dates prior to purchase to ensure that the contract is in existence at the time of purchase and includes both the contract number and expiration date on documentation submitted when reimbursement is requested.**

#### **Written Requests**

- Requests for grant revisions after a grant is awarded must be submitted to the Office of Highway Safety and Justice Programs prior to the implementation of the change. Revisions cannot be implemented until written approval is granted by the Office of Highway Safety and Justice Programs. **Retroactive approval of revisions will not be granted, and costs incurred in such situations will not be reimbursed.**

- Reimbursement for travel expenditures must be in accordance with the Approved Budget. **All trainings and/or conferences for personnel and activity hour-based projects must be approved by the OHSJP prior to attendance and listed in the budget narrative. Failure to obtain such prior written approval will result in such travel expense claims being denied for reimbursement using grant funds.** If grant funded personnel are unable to travel for any reason, the OHSJP will not reimburse for those expenditures. The subgrantee is encouraged to request a refund from the original vendor to be reimbursed for any unused travel expenses.

### **Personnel**

- Time sheets must be maintained for all personnel performing grant activities, reflecting the hours worked on and charged to the project. Costs associated with the performance of tasks outside the scope of the grant will not be reimbursed.
- For Police Traffic Services, Occupant Protection, and Impaired Driving Countermeasures Enforcement Programs, DUI Prosecutors, and Paralegals, the OHSJP can reimburse for time spent performing activities, not positions. NHTSA highway safety grants used for enforcement and prosecutorial projects are for performing highway traffic safety activities, not for hiring State or local law enforcement and prosecutors. Therefore, project agreements involving law enforcement or prosecutors must specify hours of eligible activity required to perform the project. Project agreements may not be expressed in terms of full or part-time employee positions. Agencies may apply for combined overtime and straight time activity hours, but the same officer may not be assigned to multiple grant projects (for example, Officer A cannot be assigned to an impaired driving enforcement project and a police traffic services enforcement project).
- Reimbursement for hours of eligible straight-time activity includes compensation for time spent on the activity and a corresponding proportional share of fringe benefits (i.e., those fringe benefits, excluding leave hours, earned during the hours performing activity under a NHTSA-funded activity hour-based grant). Percentage based fringes (FICA/Medicare, retirement, workers compensation) can be requested for all officers working grant activities, however health, dental, vision, etc. are only able to be requested for up to 4 officers.
- Reimbursement for hours of eligible overtime activity includes compensation for time spent on the overtime activity and a corresponding proportional share of fringe benefits (i.e., those fringe benefits, excluding leave hours, earned during overtime hours only). The fringes must pertain directly to the overtime hours, i.e. FICA/Medicare, retirement percentage, and worker's compensation. Your application must specifically include a request for overtime enforcement hours to qualify for reimbursement.



- Law enforcement officers performing grant-funded IDC enforcement hours—straight-time activity hours or overtime hours—must primarily work nights and weekends (between the hours of 3 PM - 6 AM).
- Grant activities may be reimbursed only for personnel specifically identified in the approved grant budget.

#### **Equipment Purchased with Grant Funds**

- All equipment purchased with Highway Safety grant funds must be used for the originally authorized grant purposes for which it was acquired, whether or not the project continues to be supported by federal funds. Agencies receiving funds to purchase equipment must notify the Office of Highway Safety and Justice Programs and request disposition instructions when (1) equipment becomes obsolete, and the agency desires to sell or dispose of the equipment; or (2) the equipment is no longer able to be used for the original purpose. No disposition of property can be made by the subgrantee until written instructions are provided by the Office of Highway Safety and Justice Programs.
- Property Control records must be submitted for all equipment purchased with Highway Safety funds. The equipment is subject to an annual property inventory to verify use in accordance with the original grant-funded activities. Serial numbers listed on the Property Control Form should reflect visible serial numbers on the installed equipment.

## **OVERVIEW & GENERAL FUNDING REQUIREMENTS/LIMITATIONS**

The Office of Highway Safety and Justice Programs of the South Carolina Department of Public Safety is charged with the administration of highway safety programs throughout the state. Highway safety programs in South Carolina originated under the Highway Safety Act of 1966 and have promoted safety in a variety of areas through state and local projects. It requires states to provide a data-driven traffic safety enforcement program to prevent traffic violations, crashes, crash fatalities, and crash injuries. On November 21, 2021, the Infrastructure Investment and Jobs Act (also known as the Bipartisan Infrastructure Law), was signed into law. The Act authorized \$550 billion over fiscal years 2022 through 2026 for new spending on the nation's infrastructure, including roads, bridges, and mass transit. To be eligible for federal funds, each traffic safety problem must be substantiated through appropriate data analysis, and the proposed solutions must possess a potential for impact.

### **General Requirements:**

All proposals submitted should demonstrate:

1. A highway safety problem/need exists;
2. A measurable impact on highway and traffic safety;
3. Cost effectiveness;
4. A comprehensive and systematic approach implemented in a well-defined geographic area;
5. A method for project evaluation (both performance and impact evaluation);
6. All cost items are an integral part of an approved highway safety program and have been justified accordingly.

### **Special Note Regarding General Costs of Government:**

**Federal grant funds may not be used for activities considered "general costs of government" (2 CFR § 200.444) according to long-standing Federal law, codified in the government-wide rule for Federal grants (the Supercircular), unless specifically allowed under the Federal statute or regulation. The rationale is that Federal funds should not support costs incurred by a State or locality in the ordinary course of conducting its own affairs. General costs of government include salaries and other expenses associated with government operation. The Supercircular specifically identifies "police" (i.e., law enforcement) and "prosecutors," who carry out government services normally provided to the general public. (2 CFR § 200.444(a)(4-5) .**

The replacement of routine and/or existing state or local expenditures with the use of federal grant funds and/or the use of federal grant funds for costs of activities that constitute general

expenses required to carry out the overall responsibilities of a state or local agency is considered to be replacement of general costs of government and is not allowable.

**General Allowable Costs:**

To be allowable, an applicant's costs must be necessary, reasonable, allocable, and used in accordance with appropriate statutes and implementing grant regulations. Highway Safety grant funds are to be used to support state problem identification, planning, and implementation of a program to address a wide range of highway safety problems that are related to human factors and the roadway environment and which contribute to the reduction of crashes, deaths, and injuries.

1. The following are some examples of eligible items for Highway Safety grant funding. Please be advised that certain project types have further restrictions on allowable costs:
  - Implementation of educational efforts to increase public compliance with occupant protection laws.
  - Implementation of a comprehensive enforcement program for detecting, investigating, arresting, and convicting alcohol-impaired or drug-impaired drivers.
  - Development and administration of countermeasures programs to correct identified problems.
  - Program coordination for alcohol-impaired driving and drug-impaired driving prevention, public information, and education activities.
  - Necessary mission-related equipment, training, and travel. .
  - Evaluation of the effectiveness of program or project improvements.
  - The cost of training is allowable using curricula developed by, equivalent to, or endorsed by USDOT/NHTSA.
  - Purchase of child restraint devices is allowable if they are in compliance with NHTSA performance standard FMVSS #213 for these devices. A plan to distribute and track distribution must be in place.
  - Development costs of new training curricula and materials are allowable if they will not duplicate materials already developed for similar purposes by USDOT/NHTSA or by other states. This does not preclude modifications of present materials necessary to meet particular state and local instructional needs.
2. Costs are allowable for highway safety consultant services from universities, public

agencies, non-government organizations, and individuals for state or local highway safety support services or products consistent with the applicable OMB Circular, provided applicable procurement purchasing procedures are followed.

3. Costs are allowable to support a specific highway safety project with educational activities that offer specific educational items/educational printed materials. Documentation must be available to show that such activities do not violate state law. Educational items, activities, and any printed materials must directly relate to the project objectives and must be preapproved by the OHSJP and specifically listed in the budget.
4. Costs of meetings and conferences, in which the primary purpose is the documentable dissemination of technical information, are allowable, including meals, transportation, rental of meeting facilities, and other incidental costs with prior approval from the OHSJP and specifically listed in the budget.

**Specific Examples of Allowable/Non-Allowable Costs:**

The provisions stated in the following sections are not intended to deny flexibility in supporting potential traffic collision and injury reduction activities; however, the conditions do serve as a guide in describing costs that **are allowable or not allowable for highway safety funding**.

**1. Facilities**

a. The cost of land is not allowable.

b. The cost of construction or reconstruction of driving ranges, towers, and skid pads is not allowable.

c. The cost of construction, rehabilitation, remodeling, or office furnishings and fixtures for state, local, or private buildings or structures is not allowable. The following are some examples of those items considered as furnishings or fixtures, for which costs are not allowable:

Desk	Coat Rack	Floor Covering	Picture/Clock
Chair	Credenza	Storage Cabinet	Draperies
Table	Book Case	Portable Partition	Fixed Lighting
Filing Cabinet	Shelving	Office Planter	Lamp

**2. Promotional Items**

The costs of promotional items are not eligible for reimbursement (promotional items include but are not limited to: pens, shirts, keychains, etc.)

**3. Equipment –**

- a. Costs for major (\$5,000 or more) equipment purchases require specific prior approval from NHTSA.
- b. Equipment purchased with grant funds can only be used in conjunction with project activity hours as listed in the Program Objective
- c. Purchase of the following equipment items is allowable only if they are part of a comprehensive traffic enforcement program:

***(NOTE: Equipment-only applications will not be considered for funding.)***

- 1) Hand-held radar units/LIDAR units. Devices must meet federal Standards
  - 2) Traffic Cones (SCDOT specification – Not to exceed \$25 each)
  - 3) Lighting and Safety Equipment that is not considered “standard issue” (e.g. lighting used at checkpoints)
  - 4) Alcohol testing devices used for training purposes (Devices must be on the Conforming Product List issued by the U.S. Department of Transportation and the International Association of Chiefs of Police).
- d. The following items are not allowable for purchase/reimbursement with grant funds:
- 1) Mainframe computers
  - 2) Weapons, uniforms, or badges
  - 3) Stop sticks
  - 4) Passive alcohol sensors
  - 5) Monthly cell phone service
  - 6) Monthly radio service charges
  - 7) Golf carts

- 8) License plate readers
- 9) Electronic speed limit signs
- 10) Permanent signage/signage without a safety message
- 11) Monthly wifi/mifi service charges
- 12) Purchase of body-worn cameras
- 13) Speed/checkpoint trailers
- 14) Block/in-service trainings
- 15) Leave hours of any kind for activity hours-based grants
- 16) Hours spent working a natural disaster

**NOTE: All equipment with a unit cost over \$5,000 must comply with the BUY AMERICA ACT:**

**The Buy America Act (BAA) prohibits subgrantees from using highway safety grant funds under Title 23 U.S.C. Chapter 4 §313 to purchase products, unless they are produced (manufactured or assembled) in the United States. This prohibition applies to steel, iron, and all manufactured products, unless the Secretary of Transportation has determined that it is appropriate to waive the BAA requirement.**

**Subgrantees must have vendors complete the BAA Certificate for Compliance Form for purchases with highway grant funds to be eligible for reimbursement.**

**A product's listing on State Contract does not certify that it complies with the BAA.**

**The subgrantee should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).**

#### **4. Travel**

- a. The cost of international travel is not allowable, except as separately approved by NHTSA and the state.
- b. The Office of Highway Safety and Justice Programs must approve all requests for out-of-state travel in writing and in advance, and must be specifically listed in the Travel section of the approved application budget.
- c. The current policy of the S.C. Comptroller General's Office only allows for reimbursement after the lodging has occurred. Therefore, billing payments made

upfront through travel websites (ex. Expedia, Kayak, Travelocity, etc.) are considered “advance payments” for lodging and will not be reimbursed through the state.

- d. The cost of day-to-day patrol mileage for an officer performing grant activity is allowable based on the approved grant mileage rate if there are corresponding activity hours worked. \*See mileage requirement..

## 5. Training

- a. Costs are allowable to pay for the salary and pro rata share of fringe benefits of individuals assigned to perform grant activities while pursuing OHSJP-approved training when prior approval is obtained and trainings are specifically listed in the budget narrative.
- c. **The purchase of portable alcohol breath testing devices is allowable if listed in the budget narrative, but the devices may be used only in a training context.**

## 6. Alcohol Treatment Services

The cost of counseling and other alcohol and drug abuse treatment services, the cost of the promotion of such services, and the cost of any materials related to treatment services are not allowable.

## 7. Letters of Support:

Letters of support are requested with the grant application **only** if funds are requested for multi-agency traffic enforcement projects and other projects involving multiple partners.

## 8. Matching Requirements:

Grant applications are 100% federally funded for FFY 2025. No cash match is required for any eligible applicant.

## 9. Limitations of Federal Funding:

Federal funding is limited to the support of new highway safety activities, the upgrading/expansion of established highway safety activities, or both.

## 10. Indirect Cost Rates:

- **States and Local Government and Tribe:** Agencies must prepare an indirect cost proposal, and submit it to the State Indirect Cost Officer for review and approval. The OHSJP reserves the right to negotiate indirect cost rate charges to a grant prior to award. If the subgrantee does not have a federally negotiated indirect cost rate, the De Minimis indirect cost rate of 10% of the Modified Total Direct Costs (MTDC) may be applied. See the Omnibus Super Circular Title 2 Subtitle A Chapter II Part 200 Subpart E and Appendix VII to Part 200 for more details.

- **Private, Non-Profit Organizations:** private, non-profit organizations receiving federal funds are authorized to recover indirect costs. See the Omnibus Super Circular Title 2 Subtitle A Chapter II Part 200 Subpart E for more details.

#### **CRITERIA FOR GRANT APPLICATION REVIEW**

Applications for proposed highway safety activities from qualified applicants will be reviewed by OHSJP staff in accordance with the review criteria listed below. Recommendations by the OHSJP staff will then be forwarded to the SC Public Safety Coordinating Council for its review/approval pursuant to Section 23-6-520, SC Code of Laws, 1976, as amended. Applications for funding will be reviewed on the following basis:

1. The degree to which the proposal addresses a national or state-identified problem area. Priority consideration will be given to applicants proposing major alcohol countermeasures, occupant protection, and speed enforcement programs within the counties identified previously as having the highest numbers and percentages of alcohol-, speed-, and /or unrestrained-related traffic collisions, deaths, and injuries during the last three years.
2. The extent to which the proposal meets the published criteria within the specific guidelines.
3. The degree to which the applicant identifies, analyzes, and comprehends the local or state problems. **Applicants who do not demonstrate a traffic safety problem/need will not be considered for funding.**
4. The extent to which the proposal seeks to provide a realistic and comprehensive approach toward problem solution, including documenting coordination with local and state agencies necessary for successful implementation.
5. The assignment of specific and measurable objectives with performance indicators capable of assessing project activity.
6. The extent to which the estimated cost justifies the expected results.
7. The ability of the proposed efforts to generate additional identifiable highway safety activity in the program area; the ability of the applicant to become self-sufficient and to continue project efforts once federal funds are no longer available.
8. The ability of the applicant to successfully implement the project based on the agency's past experience in implementing similar projects; the capability of the agency to provide necessary administrative support to the project.



9. For projects funded in previous fiscal years, the quality of work and the responsiveness to grant requirements demonstrated in past funding years; current or past grant performance, results of past monitoring visits, and the timeliness and thoroughness of required reports.
10. Applicants must not be delinquent in the submission of fines, fees, and surcharges to the State Treasurer's Office.
11. Law enforcement applicants must be current in the reporting of Public Contact Information to the SCDPS pursuant to Section 56-5-6560 of the South Carolina Code of Laws.

**HIGHWAY SAFETY APPLICATION REVIEW CHECKLIST**



**ALL APPLICATIONS SHOULD BE REVIEWED PRIOR TO SUBMISSION USING THE CHECKLIST PROVIDED BELOW. IF THERE ARE ANY NEGATIVE ANSWERS, PLEASE REVISE YOUR APPLICATION TO ENSURE COMPLIANCE IN PROVIDING THE NECESSARY INFORMATION.**

<b>Yes</b>	<b>No</b>	
—	—	1. Is the problem statement clear and concise?
—	—	2. Is sufficient information regarding the problem provided?
—	—	3. Has sufficient data been provided in the problem analysis to prove the problem?
—	—	4. Has adequate information on the current situation been provided in the problem analysis?
—	—	5. Are the objectives stated in measurable terms for specific time periods?
—	—	6. Does the narrative describe the project and discuss the tasks and activities proposed to correct the identified problem?
—	—	7. Will the performance indicators listed measure the attainment of stated objectives?
—	—	8. Has the source or method of collecting data to measure effect been identified?
—	—	9. Will the indicators listed measure the impact of program goals?
—	—	10. Has an evaluation plan been included in the application?
—	—	11. Has the subject of continuation of project activity for future years been adequately discussed?
—	—	12. If funding was received in the previous fiscal year, has a thorough analysis of the results of the previous year's project been included in the narrative?
—	—	13. Does the application fall under one of the program areas identified for funding?

- 14. Have all costs been satisfactorily justified according to the approach proposed? Has sufficient budget detail been given and all figures checked for accuracy?
- 15. Is the agency current in the submission of fines, fees, and surcharges?
- 16. Is the agency current in reporting Public Contact Information to the SCDPS pursuant to Section 56-5-6560 of the South Carolina Code of Laws?
- 17. Have funding requests for items other than equipment been included?

## FREQUENTLY ASKED QUESTIONS

### **1. Can we receive funding for equipment only?**

- a. No, highway safety grants must also have a significant programmatic component.

### **2. What is the reason that vehicles and installed equipment cannot be purchased in FFY 2025?**

- a. National Highway Traffic Safety Administration (NHTSA) highway safety grant funds for enforcement projects are for performing traffic safety activities, thus funding may only be used for activities and equipment considered essential to the performance of those activities. It would not be feasible to expect vehicles and installed equipment to be used 100% in support of grant activities as officers may, at times, be required to use the vehicles and installed equipment for non-grant-related activities, such as responding to calls-for-service or collisions. Therefore, these items are not allowable.

### **3. Can we receive funding for items such as pens, shirts, and bags with our logo/emblem printed on them?**

- a. No, the National Highway Traffic Safety Administration (NHTSA) has deemed these items to be classified as 'Promotional' and not eligible for reimbursement using NHTSA grant funds.

### **4. Is there a grant award cap?**

- a. Law Enforcement Target Zero Challenge Grant projects are capped at \$10,000. For all other project types, there is not a cap during the application process. You are able to request as little or as much as is needed to complete the goals and objectives of your grant project; however, the amounts requested may be adjusted during the review and award process. Any supplemental information that you can provide with regard to why you may need certain items/funding is helpful during the review process.

### **5. How can we determine the best budget estimate to use for training/travel expenses as we complete the application?**

- a. The OHSJP is only able to reimburse the maximum allowable rates established by our agency and NHTSA. If desired, your agency can pay any remaining amount (i.e., if the expenses are \$200 and the OHSJP can only reimburse \$175, your agency may pay the \$25 out of your agency's funds).

Lodging cannot exceed the U.S. General Services Administration (GSA) rate. You can visit <http://www.gsa.gov/portal/content/104877> to gauge what the rate may be in FFY 2025.

Meals cannot be more than the State of South Carolina's per diem, as listed below. If your agency's policy is stricter, please follow that policy.

	IN-STATE	OUT OF STATE	DEPART BEFORE	RETURN AFTER
Breakfast	\$8.00	\$10.00	6:30 am	11:00 am
Lunch	\$10.00	\$15.00	11:00 am	1:30 pm
Dinner	\$17.00	\$25.00	5:15 pm	8:30pm
Maximum	\$35.00	\$50.00		

Reimbursement for mileage cannot be higher than your agency’s rate. The maximum reimbursement for mileage is updated by the Internal Revenue Service (IRS) in January.

**6. How does the OHSJP determine which projects to recommend for grant funding?**

- a. Several things are considered and the information provided here represents only a fraction of the process used to compile recommendations for funding. If more guidance is desired for your organization/agency, please attend the Grant Solicitation Workshop and/or call staff at 803-896-9950 for more assistance. The OHSJP staff reads every application and looks at data to determine what counties are experiencing the most fatalities and severe injury collisions for each program area. The priority counties for funding are highlighted on each of the charts. Organizations/agencies are encouraged to apply for the program area(s) in which their counties are experiencing problems. Availability of grant funds and specifics requested in the application are also considered.

**7. If we are approved for funding for a Federal Fiscal Year 2025 highway safety grant, can we increase the grant funds requested in the application?**

- a. No, the grant funding amount cannot be altered by the applicant. The level of funding for an agency/organization can be lowered by the OHSJP at the time of funding recommendation. However, the overall requested amount listed in the application cannot be increased.

**8. If I currently have a highway safety grant, do I have to apply again?**

- a. Yes, if you would like to be considered for an additional year of funding. Grants are awarded for one fiscal year only.

**9. When should I start applying for FFY 2025 grants?**

- a. The grant application will open on January 30, 2024 and everyone is encouraged to begin applying as soon as possible. The deadline for application submission is **11:59 PM Friday, March 8, 2024.**

**10. What are the dates for FFY 2025/when does FFY 2025 start and end?**

- a. October 1, 2024–September 30, 2025.

**11. How can I obtain new login information in SCDPS Grants?**

- a. You are able to create a new subgrantee login and select the appropriate agency to affiliate yourself with in SCDPS Grants. Please contact a member of our staff for further assistance.

**12. Can a law enforcement agency apply for multiple grant programs, e.g. a Police Traffic Services grant, an Impaired Driving Countermeasures Enforcement grant, an Occupant Protection grant, and a Special DUI Prosecutor grant?**

- a. Yes, a law enforcement agency can submit an application for all of the aforementioned programs. Note: an officer cannot be assigned to perform hours on more than one enforcement grant during the fiscal year.

**13. Does a law enforcement agency have to have an overtime policy in place in order to include overtime enforcement activity in its application?**

- a. Yes, a law enforcement agency must have an overtime policy in place to apply if applying for overtime hours in a FFY 2025 Highway Safety Grant and the policy must be submitted with the application by uploading the document under the Documents tab on the *SCDPS Grants* online grant management system.

**14. Does an officer have to spend 100% of their time on grant activities?**

- a. No. However, you should only submit and will only be reimbursed for the time that is spent on grant activities. Additionally, any equipment awarded must be used 100% of the time for project activities.

**15. Do we have to hire a new officer if awarded a grant?**

- a. No. You may hire a new officer, but it is not required. Activities worked should be in addition to your current activities, so it is not necessary to hire a new officer for the sole purpose of conducting grant activities. Additionally, enforcement and prosecutorial projects fund activities, rather than people. Since any person may be identified and assigned to perform grant activity, hiring a person for the sole purpose of performing grant activity is not necessary. Nor is it necessary to hire someone to fill the duties of the individual assigned to perform the grant activity since that individual may still perform his/her original duties (time spent performing those duties would just not be reimbursable under the grant).

**16. If we already have a traffic team, are we supplanting if we request reimbursement for traffic enforcement activities?**

- a. As aforementioned, per NHTSA’s guidance on General Costs of Government, our office no longer funds “positions” and only funds “activity based hours.” The allowable grant activity hours are considered supplemental and specialized activities

geared toward high visibility enforcement and prosecutorial projects, and therefore are not considered supplanting/General Costs of Government. Please keep in mind that highway safety grant projects must either develop new highway safety activities or expand established highway safety activities. An agency that currently has a traffic team and is approved for a highway safety grant in FFY 2025 will need to demonstrate, and provide supporting documentation for, traffic enforcement activities that go beyond their previous level of traffic safety efforts.

**17. Is there a limit to the number of officers that can be assigned?**

There is not a limit to the number of officers that may be assigned; however, non-percentage based fringes (health, dental, vision insurance) are only eligible costs for up to 4 officers per grant.

**18. What are eligible activity hours/eligible activities?**

- a. Eligible activity hours/eligible activities will depend upon the emphasis area under which the program is funded and the specific project type. For example, the purpose of enforcement projects is to provide increased/additional enforcement activity, above and beyond what is accomplished through the regular course of patrol or through regular enforcement activity. Therefore, eligible activities include active enforcement activities and participation in active enforcement events: checkpoints, saturation patrols, and LEN/multi-jurisdictional checkpoints. In certain instances, eligible activities under enforcement projects may also include time spent during OHSJP-approved trainings (not block training), but that will be determined on a case-by-case basis.

**19. Do we need to know how many activity hours we will want repayment for prior to the grant being given?**

- a. It is good practice to have an idea of the amount of activity hours needed in order to implement the project so that you may accurately estimate the funding amount that would be required to achieve your grant goals and objectives. You may indicate this information in the budget narrative section of your grant application.

**20. Which officers are able to work on the grant/which qualifications do they need to have?**

- a. It is in the subgrantee's best interest to assign its agency's most "seasoned" and dedicated officers to perform grant activity; however, at minimum, enforcement activity hours should be conducted by officers trained and certified in Standard Field Sobriety Testing, and Speed Measurement Device Operator (if your agency uses Radar/LIDAR for speed enforcement). Advanced Roadside Impaired Driving Enforcement, Drug Recognition Expert, Datamaster DMT, and Child Passenger Safety Technician certifications are suggested, but not required.

**21. Would prosecutors only be able to count "court time" as working on said project?**

- a. There are many eligible activities for prosecutorial projects including the following that are related to grant DUI/alcohol cases:
  - Case Review
  - Court Hearings/Trials

- Court Observations
- Attorney Communication
- Law Enforcement Network (LEN) Meetings
- OHSJP-Approved Trainings
- Pre-Trial Meetings with Officers
- Trial Preparation
- Officer/Witness Meetings

**22. Would you be able to review a draft of our application/provide technical assistance on our grant applications?**

- a. Yes, our office is able to review a draft of your application and provide technical assistance on a first-come, first-served basis if adequate time has been provided to do so. Please note, however, that positive feedback on an existing application is not a guarantee that the application will be approved. Additionally, implementing all of the feedback/assistance provided is also not a guarantee of approval.



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