



Office of Grants and Research

FFY 2023 Municipal Road Safety Grant Program

Funding Application

Please complete each field. Agency Head should be either the Chief of Police, Police Commissioner, Mayor or Town Administrator. Fiscal Contact should be the Town Treasurer, CFO, Town Accountant, or similar fiscal personnel.

Cover Sheet

Applicant Organization Information		Signature	
Department Name	Somerville Police Department	Signature	<i>Charles Femino</i>
Address	220 Washington St.	Date	
City, State, Zip	Somerville, MA 02143	Name	Charles Femino
Telephone	617-625-1600	Title	Chief of Police
Agency Head Information		Grant Manager Information	
Name	Charles Femino	Name	Dorothy Cassesso
Title	Chief of Police	Title	Financial Analyst
Email	Cfemino@police.somerville.ma.us	Email	Dcassesso@police.somerville.ma.us
Telephone	17-625-1600 x7200	Telephone	617-625-1600 x7206
Municipal Fiscal Contact		Federally Approved Indirect Cost Rate*	
Name	Salvatore Fusco	Does the applicant have a federally approved rate?	Yes <input type="checkbox"/>
Title	Sergeant		No <input checked="" type="checkbox"/>
Email	Sfusco@police.somerville.ma.us	If yes, what is the rate? Please attach a copy.	
Telephone	617-625-1600 x7245	If not, will the applicant be requesting the de minimis rate?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Please note that unsigned applications cannot be scored and will not be eligible for an award.

*If your department is **not budgeting for Indirect** please skip that section of the cover sheet.

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Program Description

Project Title: Municipal Road Safety Grant (MRS)

Please answer all questions in the spaces provided.

IMPORTANT

All applicants must complete Questions 1 through 6 and 11 through 14.

- If not applying for Non-Enforcement activities, you may skip Question 7
- If not applying for Traffic equipment, you may skip Questions 8 & 9
- If not applying for Ped&Bike safety items, you may skip Question 10

1. Which elements of the MRS are you applying for?

- Traffic Enforcement
- Traffic Enforcement Equipment
- Pedestrian and Bicyclist Safety Enforcement
- Pedestrian and Bicyclist Safety Items
- Non-Enforcement Safety Activities

2. Describe your department's philosophy and commitment to Traffic and/or Ped&Bike Safety.

Include the following information to maximize points earned:

- Why is it important to your department? Please provide a brief, clear summary of the desired outcome for each element applied for.
- Estimated number of hours your department dedicates to Traffic and Ped&Bike Safety enforcement outside of grant activity.
- How these grant funds will augment your traffic safety efforts.

Traffic enforcement, education, and engineering are elements of an overall traffic safety program to promote the safe, efficient, and orderly movement of motor vehicles, bicycles, and pedestrians in Somerville. Enforcement and education programs are designed to change dangerous driving behavior and to promote voluntary compliance with the motor vehicle laws of the Commonwealth.

Somerville is one of the most densely populated Cities in the Commonwealth of Massachusetts, and continues to grow through new construction and development. Hence, there is a need for increased education & enforcement. Bicycles are becoming a preferred mode of transportation for many community members which has increased the number of bike lanes in the City and narrowed many roadways. The addition of the new bike lanes and shared streets creates a need for additional enforcement and education efforts for bicyclists and pedestrians.

The goal is to interact with motorists, bicyclists, and pedestrians in a positive manner so to provide education to the public while creating safer roadways for all.

The number of hours that personnel assigned to the Traffic Division dedicate approximately 6000 hours per year enforcing and/or educating the public. The average patrol officer assigned to Patrol also dedicates approximately 1.5 hours of his/her shift for traffic related education and/or enforcement.

Significant problem areas are identified through issued citations, community input, and information conveyed by City government.

The Somerville Police Department is currently understaffed and as a result the Traffic Division has been reduced. As a result, traffic enforcement and education has been reduced.

3. From the MassDOT Crash Portal, "IMPACT" <https://apps.impact.dot.state.ma.us/cdp/report-view/13> fill in the following:

Crash Category	2019	2020	2021
Total Fatal Crashes	4	1	0
Total Serious Injury Crashes	16	11	11
Total Alcohol Suspected Crashes	25	11	12
Total Speed Related Crashes	6	8	8
Pedestrian Crash Totals			
Number of Pedestrian Crashes	54	25	27
# of Pedestrians with Serious Injuries	10	4	4
Pedestrian Crashes with Fatalities	4	1	1
Bicyclist Crash Totals			
Number of Bicyclist Crashes	57	25	26
# of Bicyclist crashes with Serious Injuries	4	0	2
# of Bicyclist crashes with Fatalities	0	0	0
Driver Distraction in Crashes			
Total crashes involving a driver "manually operating or talking on a hand-held electronic device"	4	5	7
Total crashes involving a driver where driver contributing circumstances is "Inattention" or "Distracted" and distraction is "Not Reported" or "Unknown"	43	23	24
Protective Safety System and Injury Severity (passenger cars and light trucks only)			
No Safety System Used – Fatal Injury & Serious Injury	0	3	0
Blank/Unknown – Fatal Injury & Serious Injury	1	6	1

If the link provided does not work, follow these steps: IMPACT Home, go to Reports → Categories → Standardized Reports (Explore) → Grant Application - Crashes at a Glance (Explore)



4. **From your department's internal data:** Please complete as much of the following as possible. *OGR understands data will be proportional to community size.*

Categories	2019	2020	2021
OUI Alcohol and Drug Arrests	23	8	17
Seat belt citations	120	26	14
Speeding citations	2099	565	2569
Distracted driving citations*	117	109	796
Failure to yield to pedestrian in crosswalk citations	157	57	21
Failure to yield to bicyclist citations	2	0	3

*Distracted driving shall include the following: Improper Use of Phone/Electronic Device, Texting, and Impeded Operation

5. **Enter three measurable target goals/objectives.**

Target goals should be related to the elements being requested. Here are a few examples:

- Ten officers to complete ARIDE training.
- Post traffic safety information to the department's social media page at least once a week.
- Distribute 25 bicycle helmets.
- Distribute 1,000 pieces of educational materials and provide them to pedestrians on Main St. since five crashes involving pedestrians occurred at this location in the past three years.
- Give ten presentations regarding Distracted Driving to local high schools.

Measurable Target Goal / Objective 1	Distribute 2500 pieces of educational materials regarding the sharing of the road by motor vehicles and bikes.
Measurable Target Goal / Objective 2	Distribute 200 pieces of bike/pedestrian safety equipment. Equipment will help illuminate both bicyclist and pedestrians.
Measurable Target Goal / Objective 3	Install radar speed signs which will show drivers their speed and notify them to slow down thus reducing the number of speeders in troubled areas.

6. Identify three road safety problems that exist in your community (either crash or citation-related) pertaining to location, day of the week, and/or time of day.
- If your department budgets for all three elements, then include one trend per element.
 - If you are budgeting for two elements, you can choose two trends for one element and one for the remaining element.
 - *Trend Example:* Our data shows distracted driving citations are issued on Main St twice as often compared to the rest of the town and issued one and a half times more frequently after 4 PM.
 - If budgeting for Non-Enforcement Activity(s), explain how your activity will help address these trends.

Citation statistics show a speeding problem on Washington St. at all hours of the day. With the addition of radar speed signs and selective enforcement the goal is to reduce speeding violations.

Accident statistics show that bicycle and pedestrian involved accidents remain consistent during the past several years and occur on various streets throughout the City, especially the main thoroughfares.

Through selective enforcement the Department will engage the motoring public in a positive manner with a goal to educate on how to share the roadways and properly operate their motor vehicle when pedestrians and bicyclist are in the roadways,

With the assistance of the Bicycle Committee, the Department will engage the community by handing out educational materials that illustrate the rules of the road when it comes to the proper sharing of the roadway by motorist, pedestrians and bicyclist.

7. If proposing to utilize grant funds for Non-Enforcement traffic safety activities, please provide the following details for each activity budgeted for:
- Give the name of the activity and explain why this activity was chosen to be addressed. For example, is there a trend/issue in your community that this activity supports?
 - How do you plan to implement this activity?
 - What do you hope to accomplish through this activity?

Grant funds for non-enforcement traffic safety activities will be used to create traffic related educational materials that would be handed out by officers at various City sponsored events.

The Department will also sponsor separate day events by placing pop-up tents along roadways where bicycle and pedestrian accidents occur (i.e. Washington Street, Broadway, Temple Street) in order to hand out traffic related education materials.

The goal is to engage with the community in a positive, non-enforcement role to provide traffic and safety education

8. **If you are requesting traffic equipment**, please outline the equipment request (equipment type, quantity, and accessories) AND detail your department's current inventory. For the current inventory, provide the quantity and age of Handheld Radar, Lidar, Radar Speed Sign, Traffic Data Recorder.

We are requesting to purchase three Titan TC-400 speed radar signs from Marlin Controls of Uxbridge Mass.

The Somerville Police Department does not have any speed radar signs in its inventory. The City of Somerville Traffic and Parking Division however, has several radar speed signs in use.

The Traffic and Parking Division the radar speed signs will be install the signs using poles, labor and any other needed materials supplied by them.

9. **Explain how the equipment requested will augment the planned enforcement. Please justify the need and how/where the equipment will be used (see AGF for the item listing).**

- Example A: The department has no data recorders and will post them on streets A, B and C in order to...
- Example B: The department would benefit from new Handheld Radar units to enforce speed and reduce crashes caused by speed in areas X, Y, and Z.

Note: OGR reserves the right to adjust an equipment award if adequate justification is not provided. If unallowable items are listed, the funding will be denied and the department will not have the opportunity to update with allowable items.

The radar speed signs will be installed in several school zones, on Washington Street, and on College Ave, all areas that have a history of high speed traffic.

Speed radar signs will alert the drivers to their current speed while displaying the proper speed.

Radar speed signs are a way to alert the operator of a motor vehicle to their speed which will make them cognizant of their infraction.

10. If your department is budgeting for Ped&Bike safety items for public distribution (see AGF for the item listing), provide:

- Justification for why the items are needed to address the problems referenced in question 6
- A distribution plan including targeted population, method of distribution, and an educational component
- Quantity of each item proposed for purchase

Note: Applicants are encouraged to check online and/or with manufacturers for pricing when budgeting. If uncertain, it is suggested to budget using a higher price estimate for the item.

The City of Somerville has seen an increase in pedestrian and bike traffic within its limits which is not unlike other urban areas in the metropolitan Boston area. With the increase in non-motor vehicle traffic there comes a need for the sharing of the roads and the education of those all involve.

The items that are chosen for purchase are lights and reflective bands which will help illuminate both pedestrians and bicyclist which will make them more visible to each other and motor vehicle traffic.

As part of the distribution of these items we will work with the Bicycle Commission and attend events sponsored by them while also attending festivals and other public events within the city speaking with attendees on bike, pedestrian and motor vehicle safety and the need to share the roadways safely.

In addition to handing out safety items the Somerville Police will also be handing out the "sharing the road guide" that was previously supplied by EOPPS and MASS DOT.

11. Motor Vehicle Automated Citation and Crash System (MACCS) – Check here if you are participating in the MACCS program:

Yes

No

12. Please provide 1 countermeasure:

To strengthen the proposal, provide countermeasure title(s) from the publication- "Countermeasures That Work: A Highway Safety Countermeasure Guide for State Highway Safety Offices, Ninth Edition, 2017"
Countermeasures That Work: A Highway Safety Guide which you plan to implement.

Countermeasure Title(s):

- 4.2 Share the Road Awareness Programs
- 2.5 Integrated Enforcement
- 2.2 High-Visibility Enforcement
- 4.4 Enforcement Strategies
- 3.1 Active Lighting and Rider Conspicuity

13. Provide a timeline of the Element(s) activities/deliverables by writing in the activity corresponding to each month your department will be participating. For Traffic and Ped&Bike enforcement, indicate the type of enforcement and total hours planned in the corresponding month. For equipment or safety items, enter the item you plan to purchase in the appropriate month. Traffic Equipment and Safety Items must be delivered or paid for in full no later than April 30, 2023. For Non-Enforcement Activities, including the approximate time needed to complete each, also in the appropriate month. All awardees will be expected to begin services within 90 days of a contract being executed.

Month	Enforcement Activity	Purchase Equipment/ Safety Items	Planned Non-Enforcement Activity
October 2022			
November 2022			
December 2022		Have Pamphlets printed and order safety items.	
January 2023			
February 2023			
March 2023	Pedestrian and Bike Campaign		
April 2023	Distracted Driving		Educate individuals at low income community centers and provide them with safety lighting.
May 2023	Click it or Ticket and Pedestrian/Bike Campaign		Hand handout literature and safety items to the cycling at events
June 2023	Speed Campaign and Pedestrian/ Bike Campaign		Hand handout literature and safety items to the cycling at events.
July 2023	Speed Campaign and Pedestrian/Bike Campaign		Hand handout literature and safety items to the cycling at events
Aug- Sept 15 th , 2023	Summer Impaired beginning 8/12 and Pedestrian and bike beginning 8/1		Hand handout literature and safety items to the cycling at events.

14. Budget Narrative: Please use the space below to describe how your department intends to use budgeted funds. Do not just list proposed budget amounts; please provide a description. Be sure to explain all requested line items detailed in the Attachment B Budget, so the reviewers clearly understand all costs associated with this proposal. This section is for you to explain in detail your plan for scheduling, equipment roll-out, safety item distribution, training plans, and all other details you anticipate using the potential award to fund.

Traffic enforcement overtime: The \$24,320 designated for overtime enforcement will be divided amongst the five campaigns beginning in April. This will allow for \$4,864 to be designated for each campaign. During these campaigns the officers will be assigned to areas that have been selected due to the frequency of infractions.

Traffic Safety Equipment: Three speed radar signs will be purchased and installed by the traffic and parking division of the city. The cost of each unit (Titan TC-400) supplied by Marlin Controls is \$4,000 for a total of \$12,000.

Pedestrian & Bike Enforcement: The sum of \$17,328.00 will be designated for pedestrian & bike safety enforcement for the five campaigns beginning in March. The funds will be divided equally which will provide for \$3,465.60 to designated for each campaign.

Non-enforcement safety activities and items: A total of 8,512.00 will be designated for officers to attend events where they will speak on the need for the sharing of the road by all users and the need for awareness to ensure the safety of all. The officers will also be handing out safety items such as lights and reflective safety gear to both pedestrians and bicyclist. The Somerville Police Department will communicate with the Somerville Bike Committee and request direction and assistance in reaching out to the cycling community.

Pedestrian and Bike Safety Items: The maximum of \$1,500.00 has been requested to purchase safety lights and reflective items for both pedestrians and bicyclist. Officers attending different social events throughout the city will be able to provide the safety equipment at these events.

Educational Materials: \$1,380.00 is requested for the printing of the sharing the road pamphlets which has been designed by EOPPS and is available for downloading and printing. This information will be handed out to those attending community events.

Attachment B Budget Worksheet Instructions

General Instructions for Attachment B – Budget Worksheet

Attachment B – Excel Budget Detail Worksheet must be completed and included in the application packet. The worksheet can be found at <https://www.mass.gov/service-details/traffic-safety-grants> under the link for the FFY22 MRS Grant program.

The budget worksheet contains sections for each element and other related costs:

For Traffic Enforcement: A minimum of four (4) enforcement hours in each of the six (6) campaigns is required (see campaign schedule in the AGF). If you request traffic equipment, fill in the appropriate cost category section.

For Ped&Bike Safety: If you are requesting safety items, a minimum of twenty-five (25) enforcement hours is required; fill in the appropriate cost category section.

For Non-Enforcement Activities: Fill in the appropriate cost category section.

Please note that the total of all sections cannot exceed the maximum award amount per tier level as such:

FFY 2023 Funding Levels

Population	Tier	Max Award Amount
Greater than 40,000	1	\$65,000.00
20,000 to 39,999	2	\$35,000.00
12,000-19,999	3	\$30,000.00
Less than 12,000	4	\$20,000.00

Commonwealth of Massachusetts
Office of Grants and Research
FFY 2023 Municipal Road Safety Grant
Availability of Grant Funding (AGF) Assurances

The Somerville Police Department hereby acknowledges the terms and conditions as identified in the FFY 2023 Municipal Road Safety (MRS) Availability of Grant Funding. The Department understands and agrees that a grant received as a result of this application process is subject to the regulations governing highway safety projects and grant administrative requirements and agrees to comply with all applicable local, State and Federal rules and regulations.

I hereby acknowledge that if purchasing equipment and/or safety items, the Department will comply with all grant contract requirements and related state and federal guidelines as they pertain to the purchasing of allowable equipment and/or safety items. The Department understands and agrees that any items approved for purchasing will be used specifically for the purposes as set forth in conjunction with the FFY 2023 MRS grant program.

I hereby acknowledge that funding is contingent upon the availability of federal NHTSA funds, and certify if awarded, that these federal funds will not supplant any other funds currently made available to the Department.

By signing below, I hereby acknowledge having read and understand all FFY 2023 MRS grant administration requirements and agree to comply with the best of the Department's ability.

Charles Femino, Chief of Police

Name and Title (please print)

Charles Femino

Signature in Blue Ink

7-11-22
Date

 COPY

Application Details

Application Deadline: June 30, 2022

In order to finalize/confirm your submission, please visit the following link:

<https://www.mass.gov/forms/fy23-mrs-application-funding-application-confirmation-form> and fill out all relevant fields.

Two (2) Step Application Submission Process

1. OGR requires one (1) unsigned version of the entire application and supporting documents submitted electronically on or before June 30, 2022, to: OGR.MRS@mass.gov
2. OGR also requires two (2) hard copies, one (1) original signed and one (1) copy, of completed application packets to be received.
 - Original signed application packets must be hand-delivered or submitted by certified mail and postmarked no later than June 30, 2022, to:
Office of Grants and Research
ATTN: Highway Safety Division (MRS Grant)
10 Park Plaza, Suite 3720-A
Boston, MA 02116-3933
 - Acceptable Forms of Signature for the Application, OGR will accept signatures executed by an authorized signatory in any of the following ways:
 - Traditional “wet signature” (ink on paper)
 - An electronic signature that is either: a) hand-drawn using a mouse or finger if working from a touch screen device or b) a printed picture of the signatory’s hand-drawn signature.
 - Electronic signatures affixed using a digital tool such as Adobe Sign or DocuSign. If using an electronic signature, the signature must be visible, include the signatory’s name and title, and must be accompanied by a signature date. Please be advised that typed text of a name not generated by a digital tool such as Adobe Sign or DocuSign, even in computer-generated cursive, is not acceptable.

The documents listed below comprise the application packet:

- Completed FFY2023 Municipal Road Safety Grant Application Template with Signed Assurances Page – Attachment A
- Grant Application Budget Spreadsheet – Attachment B
- Organization’s Employee Seat Belt Policy
- Organization’s Overtime Policy (this can be an excerpt from the policy manual)
- Copy of Federal or Auditor approved Fringe Rate Agreement and/or Indirect Rate Agreement (if applicable)

For more information about this grant, please email Richard Valeri at OGR.MRS@mass.gov.

OGR will conduct a Technical Assistance or Bidder’s Virtual Workshop on **June 8, 2022**, at 10:00 am, and **June 9, 2022**, at 1:00 pm. During the webinar, questions may be asked. Once the webinar has concluded, only written questions will be accepted. A link to register for the workshop will be posted at www.mass.gov/service-details/traffic-safety-grants on/about June 3, 2022.

Application Packet Checklist

- Completed FFY2023 Municipal Road Safety Grant Funding Application including Signed Assurances
- Completed Attachment B – Excel Budget Detail Worksheet
- Completed online FY23 MRS Funding Application Confirmation Form
- Organization's Employee Seat Belt Policy (*departments without a seatbelt policy are not eligible to apply*)
- Organization Overtime Policy (this can be a section from the CBA)
- Copy of Federal or Auditor approved Fringe Rate Agreement and/or Indirect Rate Agreement (*if applicable*)