

Application Details

Application Deadline: June 30, 2021

Municipal Road Safety

General Instructions

- All Massachusetts municipal police departments are eligible to apply for the MRS grant. A complete list of cities/towns by population can be found in Appendix A of the MRS AGF.
- Required forms are available for download: <https://www.mass.gov/service-details/traffic-safety-grants>.
- A complete application packet must include all the required documents listed in the checklist below.
- ***NEW:* Application packets are required to be submitted both electronically, and, the originals must be must be mailed to OGR and postmarked no later than June 30, 2021.**
 - ***Electronic application packets*** must be emailed to Richard Valeri at Richard.Valeri@Mass.Gov. Original signatures and/or initials on documents that have been scanned and emailed will be accepted. Electronic and/or digital signatures will not be accepted.
 - ***Original application packets*** with wet signatures must be mailed to:
Office of Grants and Research
ATTN: Highway Safety Division (R. Valeri)
10 Park Plaza, Suite 3720-A
Boston, MA 02116-3933
- OGR will conduct a Technical Assistance/Bidder's Virtual Workshop on June 8, 2021, at 10 am, and June 9, 2021, at 1 pm. During the webinar, questions may be asked. Once the webinar has concluded, only written questions will be accepted. A link for the workshop will be posted at www.mass.gov/service-details/traffic-safety-grants on/about June 3, 2021.
 - Written questions must be submitted via email to Richard.Valeri@mass.gov no later than June 15, 2021. Responses to questions will be posted on the OGR website by June 23, 2021.

If you have any questions about the application or the program more generally,
please contact Richard Valeri at Richard.Valeri@Mass.Gov.

Application Packet Checklist

- Completed FFY2022 Municipal Road Safety Grant Funding Application including Signed Assurances
- Completed Attachment B – Excel Budget Detail Worksheet
- Organization's Employee Seat Belt Policy (*departments without a seatbelt policy are not eligible to apply*)
- Copy of Federal or Auditor approved Fringe Rate Agreement and/or Indirect Rate Agreement (*if applicable*)



Office of Grants and Research

FFY 2022 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		Agency Head Contact Information	
Organization Name: Somerville Police Department		Name: Charles Femino	
Project Title: Municipal Road Safety Grant (MRS)		Title: Chief of Police	
Address: 220 Washington Street		Address: 220 Washington Street	
City: Somerville	State: MA	City: Somerville	State: MA
Zip: 02143	+4:	Zip: 02143	+4:
Telephone: (617) 625-1600		Telephone: (617) 625-1600	
Website: SomervillePD.com		Fax:	
		Email: cfemino@police.somerville.ma.us	
Fiscal Contact Information		Grant Manager Contact Information	
Name: Sean Sylvester		Name: Dorothy Cassesso	
Title: Sergeant		Title: Financial Analyst	
Address: 220 Washington Street		Address: 220 Washington Street	
City: Somerville	State: MA	City: Somerville	State: MA
Zip: 02143	+4:	Zip: 02143	+4:
Telephone: (617) 625-1600		Telephone: (617) 625-1600	
Email: ssylvester@police.somerville.ma.us		Email: dcassesso@police.somerville.ma.us	
Signature		Federally Approved Indirect Cost Rate	
Name and Title: CHARLES FEMINO		Does applicant have a federally approved rate?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Signature: <i>Charles Femino</i>		If yes, what is the rate? Attach copy.	
Date: 6/28/2021		If no, will the applicant be requesting the de minimis rate?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Program Description

Project Title: Municipal Road Safety Grant (MRS)

Complete all sections using a font size of 12 pt.

IMPORTANT

All applicants must complete Questions 1 through 7 and 12 through 15.

- If not applying for Non-Enforcement activities, you may skip Question 8
- If not applying for Traffic equipment, you may skip Questions 9 & 10
- If not applying for Ped&Bike safety items, you may skip Question 11

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 as much of the following information as you can:

- Why it is important to your department?
- Estimated number of hours dedicated to Traffic and Ped&Bike Safety enforcement, outside of grant activity.
- How these grant funds will augment your traffic safety efforts.
- If your department has suffered budget reductions, please explain the impact as it pertains to traffic safety.

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

With Somerville being the most densely populated city in the Commonwealth and increasing its capacity through new construction there is a need for increased enforcement. Bicycles are becoming a preferred mode of transportation which has increased the number of bike lanes. As a byproduct this has narrowed some roadways. The shared streets creates a need for increased motor vehicle education and enforcement. By performing enforcement for both motor vehicle and bicycles we will be educating the public while creating safer roadways for everyone.

The number of hours that the traffic unit dedicates to enforcement is approximately 6000 hours per year. The average patrol officer may dedicate 1 to 2 hours of his/her shift for traffic duties. which would be a department total of approximately 7300 hours per year.

2) the most significant problem areas are identified through past citations issued, citizen input, and city councilors relaying citizen's concerns. Both 2020 and 2021 due to corona virus and the significant decrease in motor vehicle usage in 2020 which restricted enforcement efforts. The two major issues are failure to stop and speeding.

If granted these awards it will allow the Somerville Police Department to assign additional officers to solely traffic enforcement duties during each identified campaign time. This will greatly assist now that motorists are back on the roadways as corona virus restrictions are lifted. These officers will be assigned to predetermined locations where the need for enforcement is the greatest at that time.

After sustaining deep cuts of 7.7% in last year's fiscal budget to the police department the city council cut an additional \$330k from the Mayor's proposed budget this year. These budget cuts along with a shortage of patrol officers will almost certainly increase the individual officer's call for service while decreasing the amount of time they would have to dedicate to traffic enforcement.

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

Crash Category	2017	2018	2019	2020
Total Fatal Crashes	0	0	4	1
Total Serious Injury Crashes	13	10	16	11
Total Alcohol Suspected Crashes	30	20	25	11
Total Speed Related Crashes	12	6	6	8
Pedestrian Crash Totals				
Number of Pedestrian Crashes	28	32	54	25
# of Pedestrians with Serious Injuries	4	4	10	4
Pedestrian Crashes with Fatalities	0	0	4	1
Bicyclist Crash Totals				
Number of Bicyclist Crashes	51	41	57	25
# of Bicyclist crashes with Serious Injuries	2	0	4	0
# of Bicyclist crashes with Fatalities	0	0	0	0
Driver Distraction in Crashes				
Total crashes involving a driver “manually operating or talking on a hand-held electronic device”	14	11	4	5
Total crashes involving a driver where driver contributing circumstances is “Inattention” or “Distracted” and distraction is “Not Reported” or “Unknown”	48	48	43	23
Protective Safety System and Injury Severity (passenger cars and light trucks only)				
No Safety System Used – Fatal Injury & Serious Injury	0	0	0	0
Blank/Unknown – Fatal Injury & Serious Injury	1	4	1	6

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	2017	2018	2019	2020
OUI Alcohol and Drug Arrests	32	32	23	8
Seat belt citations	97	85	120	26
Speeding citations	1593	1369	2099	565
Distracted driving citations*	82	54	117	109
Failure to yield to pedestrian in crosswalk citations	195	98	157	57
Failure to yield to bicyclist citations	5	7	2	0

*Distracted driving shall include the following: Hands-Free 90/13 or 90/8M, Improper Use of Phone/Electronic Device, Texting, and Impeded Operation

5. Enter three measurable target goals/projections.

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

- Conduct at least 5 hours of enforcement (or 20% of total enforcement) at Main St/Broadway since 15% of our crashes in 2020 occurred at this location
- 10 officers to complete ARIDE training
- Post traffic safety information, at least once a week, to the department’s social media page
- Distribute 25 bicycle helmets
- Distribute 1,000 pieces of educational materials and provide them to pedestrians on Main St. since 5 crashes involving pedestrians occurred at this location in the past 3 years
- Give 10 presentations regarding Distracted Driving to local high schools

Measurable Target Goal / Projection 1	To decrease unrestrained passenger vehicle occupants injuries 100% from 2 already in 2021 to 0 in 2022
Measurable Target Goal / Projection 2	Conduct 10 hours of speed enforcement on the main roads Alewife Brook Parkway since this area have been identified as having a high number of speed offenders.
Measurable Target Goal / Projection 3	To reduce fatal accidents from 1 in 2021 to zero in 2022.
<i>Important Note: You will be required to report on the progress of these goals on July 1, 2022 as noted in the AGF. A template report will be available online at https://www.mass.gov/service-details/traffic-safety-grants.</i>	

6. Identify the road safety problem(s) that exist in your community.

For example, issues related to impaired driving, distracted driving, speed and occupant protection, crosswalk violations, pedestrian and bicyclists’ injuries. Specify at least two trends (either crash or citation-related) as they pertain to location (street, intersection, etc.), day of the week, and/or time of day.

If budgeting for Non-Enforcement Activity(s), explain how your activity will help address these trends.

In 2020 there were 23 crashes where "Inattention" or "Distracted" were contributing circumstances. So far in 2021 there have been 8. The location of these accidents are not centralized and are located throughout the city.

As of the date of this application there have been 145 motor vehicle accidents with only 2 occupants reported as not using a safety system that caused serious or fatal injury. This accounts for only 1.38% of accidents that involve motorists not using safety systems. This can be attributed to the pro-active enforcement of the Somerville Police Department.

Speeding is an issue throughout the entire City of Somerville. To date, the Somerville Police Department has issued 3344 citations of which 1104 were for speeding. These speeding citations account for approximately one third of all citations written so far in 2021. The main thoroughfares of Washington St., Broadway, Alewife Brook Parkway and College Ave. are seeing the highest number of offenders cited. Speeding is occurring at all times of the day and days of the week.

7. Based on the answer to question six, identify three streets and/or intersections where grant funded activity will have the greatest impact. Also, provide the trend used to determine each location. If budgeting for Ped&Bike Safety, one location must be related to Ped&Bike Safety. If budgeting for Non-Enforcement Activity(s), provide the areas/locations where you intend to conduct that activity (for example, High School, Supermarket parking lot).

Location		Trend
1	Alewife Brook Parkway	past citation issued
2	College Ave	past citation issued
3	Washington St.	past citation issued

8. If proposing to utilize grant funds for Non-Enforcement traffic safety activities:

- Give the name of the activity
- 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 you hope to accomplish through this activity

Use as much space as needed. Attach any additional pages if necessary.

Activity:
Activity:
Activity:

9. Please fill in the chart if your department is budgeting for enforcement equipment:

Only the following items may be requested: Radar, LiDAR, Speed Radar Signs, Traffic Data Recorders.

<i>Equipment</i>	<i>Present Inventory</i>	<i>Approx. Age</i>	<i>Equipment</i>	<i>Present Inventory</i>	<i>Approx. Age</i>
Radar			Speed Radar Signs		
LiDAR			Traffic Data Recorders		
Avg. Number of Officers on a Patrol Shift:					
<p>Did your department purchase two (2) or more Radar/LiDAR units with FFY 2021 MRS grant funding?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Important: <i>If yes, then you cannot purchase additional Radar/LiDAR units with this grant. However, it is allowable to purchase additional Speed Radar Signs and/or Traffic Data Recorders.</i></p> <p>Fill in the number of units you are proposing to purchase:</p> <p style="text-align: center;"> Radar Speed Radar Signs LiDAR Traffic Data Recorders </p> <p><i>Note: Applicants are encouraged to check on-line and/or with manufacturers for pricing when budgeting. If uncertain, it is suggested to budget using a higher price estimate for the item.</i></p>					

10. Provide an explanation as to how the equipment requested will augment the planned enforcement. Please justify the need and how/where the equipment will be used.

- Example A: The department has no data recorders and will post them on street 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 area X, Y and Z.

Use as much space as needed. Attach any additional pages if necessary.

Note: *OGR reserves the right to adjust the equipment award if adequate justification is not provided.*

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

- Quantity of each item proposed for purchase
- Justification for why the items are needed to address the problems referenced in questions 6 and 7
- A distribution plan including targeted population, method of distribution, and an educational component

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

12. Motor Vehicle Automated Citation and Crash System (MACCS)

- Check here if you are already participating in the MACCS program or if you have submitted a request to DCJIS to participate in the MACCS program.

13. Proposed Countermeasure Strategies (Optional):

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 Titles:

14. Provide a timeline of the Element(s) activities/deliverables by checking the corresponding boxes to each activity/month your department will be participating. For equipment or safety items, enter the item you plan to purchase in the appropriate month. Traffic Equipment must be delivered or paid for in full no later than April 30, 2022. 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	Activity/ Participating	Purchase Equipment/ Safety Items	Planned Non-Enforcement Activity
October 2021	<input type="checkbox"/> Ped&Bike		
November 2021	<input type="checkbox"/> Ped&Bike		
December 2021	<input checked="" type="checkbox"/> Winter Impaired		
January 2022	No OT Enforcement		
February 2022	<input type="checkbox"/> Ped&Bike		
March 2022	<input type="checkbox"/> Ped&Bike		
April 2022	<input checked="" type="checkbox"/> Distracted Driving		
May 2022	<input checked="" type="checkbox"/> Click it or Ticket		
June 2022	<input checked="" type="checkbox"/> Speed Enforcement		
July 2022	<input type="checkbox"/> Ped&Bike		
August 2022	<input checked="" type="checkbox"/> Summer Impaired <input type="checkbox"/> Ped&Bike		
September 1 st -15 th	<input type="checkbox"/> Summer Impaired <input type="checkbox"/> Ped&Bike		

15. Budget Narrative: Please use the space below to describe how your department intends to use budgeted funds. Be sure to explain all budget items requested so the reviewers clearly understand all costs associated with this proposal.

The Somerville Police Department has made a firm commitment to reducing accidents within the city by committing two additional officers (1 Sergeant and 1 Patrol Officer) to its existing traffic unit, specifically for the purpose of implementing Vision Zero. Vision Zero is the department's commitment to reducing all fatal and serious injury accidents to zero. This is done through education and enforcement.

The funds will be divided equally amongst the five enforcement and education campaigns to increase officers assigned to the shift. This will allow additional officers to increase enforcement during these five vital time periods during the year.

BUDGET WORKSHEET

General Instructions

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 five (5) campaigns is required (see campaign schedule in the AGF). If you are requesting traffic equipment, fill in the appropriate cost category section.

For Ped&Bike Safety: If you are requesting safety items, then a minimum of thirty (30) 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 2022 Funding Levels

Population	Tier	Max Award Amount
Greater than 40,000	1	\$50,000.00
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

Funding Requested for Each Element.

From the Summary tab of Attachment B, fill in the amounts for each element requested. For Non-Enforcement Traffic Safety Activities, include any costs in sections labeled, Contractor/Consultant and Travel.

Points will be deducted from the application score if amounts listed in this table do not match the Summary tab of Attachment B.

Department Tier:	1
Traffic Enforcement Budget:	\$ 50,000.00
Traffic Equipment Budget:	
Pedestrian & Bicycle Safety Enforcement Budget:	
Pedestrian & Bicycle Safety Items:	
Non-Enforcement Traffic Safety Activities & Items:	
Total Award Amount Requested:	\$ 50,000.00

Commonwealth of Massachusetts
Office of Grants and Research
FFY 2022 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 2022 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 2022 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 2022 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

6/28/2021
Date

COMMONWEALTH THE OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING FORM



CONTRACTOR LEGAL NAME:

CONTRACTOR VENDOR/CUSTOMER CODE:

INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
Charles Femino	Chief of Police
Christopher Ward	Deputy Chief of Police

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

Signature: _____

Date: _____

Title: Mayor City of Somerville _____

Telephone: _____

Fax: 617-625-3434 _____

Email: Mayor@Somerville.ma.us

[Listing cannot be accepted without all of this information completed.]

A copy of this listing must be attached to the "record copy" of a contract filed with the department.



COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING

Issued
May
2004



CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:

PROOF OF AUTHENTICATION OF SIGNATURE

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): Charles Femino _____

Title: Chief of Police _____

X Charles J Femino

Signature as it will appear on contract or other document (Complete only in presence of notary):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, STEPHEN CARRABINO (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:

JANUARY 13, 20 21

My commission expires on: 7/22/2027



STEPHEN CARRABINO
NOTARY PUBLIC
Commonwealth of Massachusetts
My Commission Expires
July 22, 2027

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20____

AFFIX CORPORATE SEAL

COPY

COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING

Issued
May
2004



CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:

PROOF OF AUTHENTICATION OF SIGNATURE

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): Christopher Ward

Title: Deputy Chief of Police _____

X Christopher J. Ward

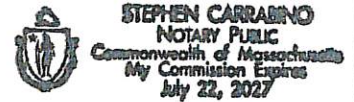
Signature as it will appear on contract or other document (Complete only in presence of notary):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, STEPHEN CARRABINO (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:

JANUARY 13, 2021

My commission expires on: 7/22/2027



AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20____

AFFIX CORPORATE SEAL

COPY