WASHINGTON STATE PARKS & RECREATION COMMISION

RECREATIONAL BOATING PROGRAM

FEDERAL FINANCIAL ASSISTANCE GRANT PROGRAM

APPLICATION AND GUIDELINES

Washington State Parks & Recreation Commission 2016 Marine Patrol Federal Financial Assistance Grant Program

INTRODUCTION

The Washington State Parks and Recreation Commission, Recreational Boating Safety Program is authorized by law to administer grant funds to local law enforcement agencies who are in Approved Program status. Agencies must meet the minimum Approved Program requirements of WAC 352-65 and have an updated P&R A-299 (Rev 12/2014) on file with State Parks to be considered eligible to apply for the Federal Financial Assistance Grant for FY 2016.

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

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

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

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

The 2016 application must be postmarked on or prior to close of business Friday, January 30th, 2016. Extensions of this deadline will not be granted.

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

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

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CONTACTS

Washington State Boating Law Administrator
Wade Alonzo
Office: 360-902-8836
Mobile: (360) 628-1876
wade.alonzo@parks.wa.gov

Marine Law Enforcement Coordinator
Hoyle Hodges
Office: 360-902-8835
Mobile: 360-628-4920
Hoyle.Hodges@parks.wa.gov

Education Coordinator
Derek Van Dyke
Office: 360-902-8842
Mobile: 360-628-3260
derek.vandyke@parks.wa.gov

Accidents and Reporting
Sherri Sweeney
Office: 360-902-8845
Sherri.Sweeney@parks.wa.gov

Fiscal Analyst
Vacant – Will be filled January 2016
Office: 360-902-8843

Communications Consultant
Satre, Lynn
Office: (360) 902-8837
Lynn.Satre@parks.wa.gov

IT/Applications Specialist
Art Brown
Office: 360-902-8839
Art.Brown@parks.wa.gov

SOAR Reports
Cheri Peel
Office: 360-902-8846
Cheri.Peel@parks.wa.gov

Mailing Address
Washington State Parks
Recreational Boating Program
1111 Israel Rd. SW
P.O. Box 42650
Olympia, WA. 98504-2650

SECTION 1 - PROGRAM INFORMATION

AUTHORITY TO PROVIDE FUNDING

RCW 79A.05.310
Powers and duties — Program of boating safety education — Casualty and accident reporting program.
The state parks and recreation commission shall:

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

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

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

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

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

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

(7) Take additional actions necessary to gain acceptance of a program of boating safety for this state under the federal boating safety act of 1971.
[1998 c 245 § 66; 1994 c 151 § 3; 1984 c 183 § 4; 1983 2nd ex.s. c 3 § 52. Formerly RCW 43.51.400.]
Notes:
Penalties for violations: RCW 88.02.380.

APPROVED PROGRAM STATUS

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

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

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

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

DETERMINING FUNDING

- At our foundations, we are an injury prevention program. As such, we seek to work with our partners in law enforcement to reduce recreational boating injuries and accidents and increase the chances that all boaters go home at the end of the day.

- We wholeheartedly believe in the ability of local law enforcement officers to make a difference working within their communities by collaborating with community leaders, stakeholders and volunteer organizations on community based solutions; to act as teachers to their boaters seeking compliance with the law at the lowest level possible, guardians for those in crisis on the water and a visible deterrent to those that would knowingly violate Washington boating safety laws.

- We strive to provide adequate funding, technical support and the very best training to Washington's corps of maritime officers so that they are equipped with the vessels, equipment, and most importantly the skills necessary to safely, confidently and competently perform the duties that the citizens of Washington expect and deserve.

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

For FY 2016 State Parks and the Marine Law Enforcement Committee developed changes to the criteria used to determine award amounts.

2016 Grant Eligibility Criteria for Equal Share of 60% of Funds ($420,000)

1. Local funding match:
   a. 100% match requirement if agency receives $10,000 or less of vessel registration fees. Example: if an agency receives $6,000 in vessel registration fees, they must show $6,000 in local funding devoted to the marine law enforcement program.

   b. 50% match requirement if agency receives more than $10,000 in vessel registration fees. Example: If an agency receives $20,000 in vessel registration fees, they must show $10,000 in local funding devoted to the marine law enforcement program.

2. Approved Prevention Plan: A plan that includes:
   a. An assessment of the highest priority recreational boating risks and hazards within the jurisdiction based on accident data, any other relevant data, and best professional judgment.

   b. Identification of highest priority audiences: Based on data in subsection (a) identify the demographic groups of boaters that are the highest priority for prevention efforts and the specific behaviors that, if changed, would result in fewer boating accidents or fatalities.

   c. Measureable prevention goals for the end of the current year - FY 2016.

   d. Tactical prevention plan: A plan that describes how the jurisdiction will use a mix of the following tactics to influence the behavior of the target audiences. Not all may be necessary. Tactics must be clearly tied to the goals of the plan and target audiences. Each tactic should include a measureable performance goal.
      i. Patrol plans, emphasis patrols, and enforcement policies
      ii. Safety Inspections
      iii. Education classes

iv. Community events
v. Presentations to groups or schools
vi. Outreach to boaters through a mix of media, including but not limited to traditional media (i.e. press releases) or outreach channels of the agency or its partners and stakeholders including websites, newsletters, outbound email marketing, and social media.
vii. Participation in community forums, drowning prevention cooperatives, safe kids groups, or other injury prevention based partnerships that results in the jurisdiction's ability to leverage the resources and expertise of other community groups to help reduce recreational boating accidents.
viii. Local ordinances

3. Instructors: The jurisdiction must be willing to provide marine law enforcement instructors if requested by State Parks that are able to attend instructor training and then teach up to 40 hours of classes for three years.

4. Participation in meetings: The lead marine officer identified by the agency must attend all meetings and conferences convened by State Parks.

5. Advanced Training / Currency: Agencies must ensure that all marine officers identified in their roster have received all advanced training required by State Parks.

2016 Grant Allocation Criteria of 40% of Funds ($280,000)

1. Boat Launches (Access) – the agency will provide the total number of boat launches providing access to water bodies patrolled by the agency. State Parks will augment the data provided by agencies with information gathered from WDFW and RCO on public boat launches. 10% of the funds will be allocated based on each agency's percent of the total boat launches.

2. Surface Acres of Patrolled Waters – Based on the survey of patrolled water bodies conducted June and July 2014, State Parks will use geographic information systems to calculate the total surface acres of water patrolled by the jurisdiction agency. 10% of the funds will be allocated based on each agency's percent of the total acres of patrolled water.

3. Boating Accidents – State Parks will calculate the total number of reportable boating accidents that occurred during the State FY 2014 within the agency's jurisdiction. State Parks will include all accidents documented and submitted to State Parks as Boating

Accident Reports (State Parks Form A-440) or Boating Accident Investigation Reports (State Parks Form A-425). 10% of the funds will be allocated based on each agency's percent of the total accident reports.

4. Boat Log Hours – State Parks will calculate based on data submitted by the agency from the SOAR for the State FY 2014. This is not a measure of total officer hours but boat patrol hours. 10% of the funds will be allocated based on each agency's percent of the total boat log hours submitted.

5. Assists and Search and Rescues – State Parks will calculate based on data submitted by the agency from the SOAR the total number of documented assists and search and rescues reported in the prior five calendar years. 10% of the funds will be allocated based on each agency's percent of the total assists and search and rescues reported.

6. Inspections – State Parks will summarize the total number of written inspections conducted in the prior calendar year from data submitted by the agency in the SOAR or obtained from SECTOR. 20% of the funds will be allocated based on each agency's percent of the total number of inspections reported.

7. Accuracy and Timeliness of Paperwork – State Parks will monitor the accuracy and timeliness of submittal of SOARs, grant billings and accident reports by marine law enforcement programs. Scored as follows – All paperwork submitted on time = 2 points. Any late submissions = 1. No paperwork / reports submitted on time = 0. 70% of the funding will be set aside for this category among agencies with a score of 2. 30% of the funding will be allocated equally among all agencies with a score of 1. No funding will be allocated among agencies with a score of zero.

8. Prevention Goals Met: 20% of funds will be allocated equally among agencies that meet all the goals stated in their approved prevention plans. Note: For 2016, funds for the Prevention Plan are being allocated equally among all eligible agencies.

ALLOWABLE COSTS AND EXPENDITURES

Vessel Registration Fees & Grant Funding

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

UNIT COST APPROVAL

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

COST PRORATION

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

Allowable Expenditures

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

Allowable expenses include but are not limited to:

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

2. RBS EDUCATION AND INSTRUCTION:

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

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

3. RBS TRAINING:

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

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

4. RBS EQUIPMENT:

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

PATROL VESSELS

- Motors and hardware
- Props
- Trailers and maintenance of trailers (repair, tires, winch, cables, power take-off)
- Patrol vessel and engine drive system repairs
- Repair and replacement of equipment on boat (includes de-watering pumps which can also be used as fire-fighting equipment)
- Tow vehicles (dedicated for 100% RBS use, or the percentage of time used for RBS activities; only for dedicated vehicles to RBS, not for application to an agencies fleet)
- Hitch assemblies and installation cost for tow vehicles that are dedicated for 100% RBS use or the percentage of time used for RBS activities (only for dedicated vehicles to RBS, not for application to agency fleet vehicles)
- Anti-freeze fluid
- Batteries and fluid; maintenance and replacement
- Costs related to the maintenance and repair of the vessel
- Costs related to marking and identifying patrol vessels as government owned;
  - Includes painting, decals and cost of removal and application

- Electrical system repairs and replacement
  - Electronic devices – parts and labor for the maintenance, repairs to maintain, or replacement when devices fail, or are no longer serviceable, or when upgrades are required to meet customary and current standards for LE work;
  - Includes devices dedicated to the program such as agency & VHF radios
  - Radar units
  - Sirens
  - Blue lighting equipment
  - Hailers
  - Global positioning system (GPS) units
  - Personal breath testers (PBT)
  - Cell phones for 100% RBS use only, or percentage of time used on boat
  - Battery chargers and computers dedicated to program use
  - Includes brackets/fittings for installation and use
- Fluids for hydraulic system
- Fuel, fuel additives/filters; associated disposal fees
- Gear oil for lower units
- Glass replacement and costs to install; associated disposal fees
- Grease and lubricants
- Oil and oil filters; associated disposal fees
- Parts and labor for regular scheduled maintenance and scheduled replacement
- Parts for replacement on the vessel when failure occurs or when damaged and labor;
  - Includes engine, lower unit and cooling system repairs and replacement
- Vessel canvas tops and side covers; includes repairs and replacement of canvas/vinyl/plastic material and framing structures
- Vessel hull and structural repairs/replacement of railings, pilot house, decks, cleats, ladders, swim platforms, Sampson posts, fittings, towing equipment, davits, anchors, chain, and associated hardware and fittings

ASSOCIATED EQUIPMENT FOR PATROL VESSELS

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

- Piloting equipment
- Helm fixtures and seats
- Log books
- Depth sounders & radar; does not include FLIR systems
- Portable fuel tanks and hoses

PATROL VESSEL TRAILERS

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

BOAT EQUIPMENT

- Anchors
- Line for towing and mooring
- Chain/shackles and attachment hardware
- Carabineers
- Boat hooks
- Fire extinguishers (only USCG approved)
- Fenders
- Depth finders
- Radar units; does not include FLIR systems
- Radios & computers (dedicated for 100% RBS use, or the percentage of time used for RBS activities)
- Lines for tie up
- Light bars – blue lights only (no red, white or yellow lights)
- Sirens
- Cost of installation and servicing of electronic components
- Canvas and siding for weather protection

- Haul out for cleaning/painting/servicing patrol vessels
- First-aid kits (dedicated for 100% RBS use, or the percentage of time used for RBS activities)
- Rescue throw bags for use on boats only

NAVIGATION AIDS & BUOYS

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

EDUCATION

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

NON-ALLOWABLE COSTS AND EXPENDITURES

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

Note: Grant funds cannot be used for indirect costs.

SECTION 2 - REQUIREMENTS AND TIMELINE FOR GRANT DOCUMENTS

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

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

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

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

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

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

TIMELINE FOR FY 2016 GRANT DOCUMENTS

FY 15 Grant Applications and Supporting Documents are due: Friday, 30 January 2016

FY 2016 GRANT DOCUMENT CHECKLIST

1. P&R A-300 Federal Financial Assistance Grant Application
2. P&R A-299 (REV.12/2015) Boating Safety Program Approval
3. Budget document proving match requirement is met.

SECTION 3 - FY 2016 GRANT APPLICATION

LOCAL FUNDING MATCH: MLE FUNDING ELIGIBILITY REQUIREMENTS.

a) 100% match requirement if agency receives $10,000 or less of VRF fees.

b) 50% match requirement if agency receives more than $10,000 in VRF fees.

c) State Parks feels the most successful RBS programs have support in their local communities. The clearest sign of support is the amount of funds budgeted by county commissioners or city councils for local RBS programs. State Parks is prioritizing its federal assistance grants for communities that have made RBS programs a priority by budgeting local dollars for their program. State Parks does not want to discourage or prevent a community that has made marine law enforcement a priority from receiving federal assistance grants, however State Parks 1) would like to increase the local commitment for funding boating safety and 2) is unable to fund local marine law enforcement programs by itself so it is prioritizing funding to those communities that can provide a local match. The documentation of local match should show what local funds have been budgeted for the agency's marine law enforcement program for 2016 – the same funds that when spent, would be reported in the vessel registration expenditure report. For the purposes of the financial assistance grants application, State Parks would accept an official budget document on agency letterhead, signed by the police chief or sheriff as evidence of the financial commitment made by the community and would suffice to meet the match requirement for the 2016 federal assistance grants. State Parks is only considering locally provided funds as match. Other grant funds or in-kind contributions would not meet these criteria.

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

Based off of the amount of VRF funds that we receive we will be in the 50% match category. The funds for the match requirement will come from the general fund of the City of Everett and be used for the salaries of officers and civilians involved in RBS qualified activities. The employees will be involved in marine patrol, search and rescue, RBS administration, RBS training, and vessel maintenance. In 2015 we were able to fulfill the 50% match requirement.

The budget for 2016
-Overtime in budget code 374 for Marine Unit Training for a total of $_10,000_____
-Overtime in budget code 369 for Marine unit Callouts for a total of $_ 4,000_____
-10% of salary of the Marine Unit coordinator for a total of $14,814
-Salaries and benefits for an instructor to attend two sessions of BMLE for a total of $4,925
-Salaries and benefits for 2 officers to attend the BMLE for a total of $6,274

The above listed total is $_40,013_____ this is more that 50% of the VRF funds that we are projected to receive in 2016

PREVENTION PLAN PART 1 - ASSESSMENT, IDENTIFICATION, GOALS

Risk Factors

Objective: Describe the highest priority recreational boating risks and hazards within your jurisdiction based on accident data, any other relevant data, and best professional judgment.	
High Priority Boating Risks & Hazards	**Data / Professional Judgment**
Lack of PFD's on small boats, less than 16 feet	**2 fatalities in the past four years on boats under 16 feet.**
Paddle craft	**Increasing fatalities throughout the state associated with paddle sports.**

Comments

Over the past several years we have had two fatalities associated with boats less than 16 feet in length. In both these fatalities the victims have not been wearing PFD's. In 2015 we focused on small boats and PFD. That year we had no fatalities. In 2016 we will continue to focus on PFD use on smaller vessels.

Based off the state wide trend of increasing death associated with paddle sport we will also focus on those boats. We have a large population of kite-boarders in the city and many use kayaks and Stand up paddle boards (SUPB) to get to the location to kite-surf. In 2016 we will focus on this population to increase the compliance with the required safety equipment.

High Priority Audiences

Objective: Describe the demographic groups of boaters that are the highest priority for prevention efforts and the specific behavior that, if changed, would result in fewer boating accidents or fatalities.	
Description of the Audience	**Why is this audience a priority?**
Boaters involved in small game fishing	**It is the highest level of boating activity in the City of Everett**
Small boats, less than 16 feet.	**Past fatalities**
Kite boarders	**Use of SUPB in high traffic areas**

Comments

-As stated above we will continue to focus on boaters that are using boats that are under 16 feet in length. We will focus inspections on those boats when possible to increase compliance in the use of safety equipment.
-The very large majority of boaters in the City of Everett are involved in small game fishing. Because of this majority, boaters participating in small game fishing make up the most of our boaters in distress. They also are boating in hours of darkness, and in poor weather conditions.
-We have a large kite-boarder population that uses Jetty Island, a city park off of the marina. Many of these kite-boarders use kayaks and SUPB to cross the Snohomish River to get to the park. This section of river has a very high volume of boat and ship traffic. We will focus on this area to increase compliance of safety equipment on paddle-craft. We will also focus boat patrols in this area to increase compliance with rules of the road to reduce the risk of injury to the persons involved in paddle sports.

PREVENTION PLAN PART 2 - TASKS, TACTICS, MEDIA

1. **Patrol Plans / Emphasis Patrols / Enforcement Policies:** Please describe how you will use patrol to achieve your prevention goals. (Consider emphasis patrols for Operation Dry Water and other campaigns)

Activity	Time Frame	Patrol Hour Goal for this Activity
Operation Dry Water	**June**	**16 hours**
4th of July	**July**	**25 hours**
Opening of crabbing	**July**	**25 hours**
Fishing Crabbing	**July to September**	**700 hours**
Paddle Sports	**July to August**	**50 hours**
	Total Patrol Hour Goal	**816**

Comments

Because Crabbing and fishing is our biggest activity on the water this is where we will focus the majority of our time.

2. Safety Inspections

Activity	Time Frame	Inspection Goals
Fishing / Crabbing	**April to September**	**800**
Paddle sports	**April to September**	**50**
	Total Inspection Goal	**850**

Comments

Inspections are our primary educational tool. We believe that a high level of written inspections will increase the compliance with safety requirements.

3. Education Classes

Activity	Time Frame	Number of Students Trained
Adventure in Boating	**April – May**	**90**
AIB to ORCA School	**December**	**50**
	Total Number of Students Trained Goal	**140**

Comments

4. Community Events

Activity	Time Frame
4th of July	**4th of July**
Marina Days	**March**
Everett Parks Water safety event	**April**
Coho Derby	**September**
Total Community Events Goal	**4**

Comments –Please describe how you will use community events to address the highest priority risks and audiences in your jurisdiction.

The 4th of July and the Coho derby are the busiest days of the year for us. We will have multiple boats on the water to increase the safety of recreational boaters on both dates. Included in these high numbers on 4th of July are members of our target audience, small boats, paddle sports and people involved in fishing.

Marina days gives us an opportunity to interact with the public and persons that Moore their boat in the marina.

5. Presentations to Groups & Schools

Activity	Time Frame
ORCA Schools	**December**
Mukilteo Yacht Club	**December**
Port of Everett	**May**
Total Presentations Goal	**1**

Comments - Please describe how you will influence the behavior of the students /attendees through presentations at schools and groups.

ORCA school is a headstart type high school that focuses on marine science. Due to the amount of time that they spend on or near the water they are a high risk youth population for water related injuries. We will continue our partnership to provide boating safety training this year.

6. Media Plan

What are you attempting to accomplish through media? What audiences do you need to inform or influence? What partners do you have that can re-broadcast your message for you? All the national campaigns listed come with media materials pre-made. You are encouraged to consider using them in your program.

Tactic / Strategy	Describe when and how you will use this tactic	Performance Measure (what are you measuring to evaluate your success?	What is your measurable goal?
Press Releases	**Relay water safety info**	**Number of articles**	**Number of Articles**
Agency Website			
Agency Newsletter			
Facebook	**Provide water safety info**	**Number of looks**	Number of people looking at info
Twitter	**Provide water safety info**	**Number of looks**	**Number of people looking at info**
Media Ride Alongs			
Partner Media			
Operation Dry Water	**We will provide press release**	**Related news article**	Local news story
Nat'l Safe Boating Week			
Spring Aboard			
Wear It!			
Other (please describe)			

Comments

We have an active social media program. We will use our Facebook site and our Twitter feed to relay water safety information. The intent of this is to keep water safety in the forefront for people to increase awareness. Our Public Information Officer is part of the Marine Unit. Last year he would take photos during patrol of sea life, scenery, or patrol boats and post them on our Facebook and Twitter accounts. Along with the posts he would include water safety tips. These were viewed by approx. 2000 people. This year we will continue that and include a water safety tip of the week.

Spring Aboard! – April 17-23 Ready Set Wear It! May 21, 2016

National Safe Boating Week – May 21-27

Operation Dry Water - June 24-26

7. **Professional Prevention Partners;** i.e. Safe Kids, Washington Drowning Prevention Network, US Coast Guard Auxiliary, etc...

Partnering Organizations	What measureable goal does this partner help you achieve?	Time Frame
Everett Parks Dept.	**Increase AIB class participation**	**March -April**
Orca School	**Provide AIB class to participants**	**December**

Comments

We were able to partner again with the Everett Parks Department this year. We were able to advertise our AIB classes in a publication that is sent to every house in the city. We are also looking at expanding the class roster to include other boating related safety classes.

8. Local Ordinances

Goal	**We have no plan to add or remove any local ordinances**
Expected Outcome	

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

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

We work with the Coast Guard and the Navy to assist boater in our jurisdiction. We will continue this partnership to make the waters that we are responsible for safer.

Prevention Goals Summary – Use comment box if needed

Activity	Goal for 2016
Patrol	816 patrol hours
Inspections	850 written inspections
Education Classes	4 classes
Presentations to Groups & Schools	3 presentations
Media	Continued social media
Partners	Everett Parks Department
Local Ordinances	None

Comments

INSTRUCTOR INFORMATION

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

Please list potential MLE Instructor Candidates:			
Name	**Phone #**	**Email**	**Instructor Development (Please enter Yes or No)**
Ofc Russ Crocker	425-257-8400	Acrocker@everettwa.gov	yes

PARTICIPATION IN MEETINGS

The lead marine officer identified by your agency on Form A-299, must attend all meetings and conferences convened by State Parks.

TRAINING / CURRENCY

Agencies must ensure that all marine officers identified in their roster have received all training required by State Parks. Completion of Basic Marine Law Enforcement (BMLE)/Basic Crew Member (BCM) Course and annual BCM currency are the only requirements at this time.

FY 2016 FEDERAL FINANCIAL ASSISTANCE GRANT AWARDS

Agency	Total 2016 Award Calculation
Asotin Co SO	$ 11,717.49
Bainbridge Island PD	$ 12,817.22
Benton Co SO	$ 14,860.63
Black Diamond PD	$ 11,888.79
Bonney Lake PD	$ 11,615.07
Chelan Co SO	$ 14,091.60
Clallam Co SO	$ 24,481.82
Clark Co SO	$ 19,976.22
Cowlitz Co SO	$ 14,002.20
Douglas Co SO	$ 12,196.28
Everett PD	$ 17,911.58
Ferry Co SO	$ 12,695.60
Franklin Co SO	$ 15,181.21
Gig Harbor PD	$ 12,055.68
Grant Co SO	$ 20,431.90
Grays Harbor Co SO	$ 19,040.83
Island Co SO	$ 15,791.59
Jefferson Co SO	$ 18,219.29
Kent PD	$ 13,394.42
King Co SO	$ 16,367.37
Kitsap Co SO	$ 15,068.79
Kittitas Co SO	$ 13,283.05
Klickitat Co SO	$ 12,412.48
Lake Stevens PD	$ 13,786.82
Lakewood PD	$ 12,759.13
Lewis Co SO	$ 15,384.60
Lincoln Co SO	$ 13,056.63
Mason Co SO	$ 15,645.82
Mercer Island PD	$ 16,728.17
Pacific County	$ 13,204.59
Pend Oreille Co SO	$ 13,134.91
Pierce Co SO	$ 18,567.25
Port Orchard PD	$ 12,153.06
Poulsbo PD	$ 11,421.03
San Juan Co SO	$ 17,226.09
Seattle PD	$ 42,023.78
Skagit Co SO	$ 18,395.58
Snohomish Co SO	$ 16,508.56
Spokane Co SO	$ 17,115.29
Tacoma PD	$ 14,330.69
Thurston Co SO	$ 13,018.17
Walla Walla Co SO	$ 12,638.70
Whatcom Co SO	$ 17,690.70
Whitman Co SO	$ 14,840.45
Yakima Co SO	$ 10,868.85
	$ 699,999.98

SECTION 4 - ADDITIONAL BILLING AND ADMINISTRATIVE INFORMATION

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

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

1. Expand patrols beyond those paid for with state Vessel Registration Fees and local funds.
2. Enforce state RBS regulations using a "zero tolerance" policy for:
    a. Life jacket requirements, including lifejackets not worn, insufficient lifejackets, and lifejackets found unserviceable or the incorrect size;
    b. Completion and possession of the mandatory boater education card when operating, for operators required to carry it;
    c. Boat operation under the influence of alcohol (BUI) rules; and
    d. "Rules of the road" and other operating regulations.
3. Participate in the national *Operation Dry Water* campaign June 24, 25 & 26, 2016.
4. Follow the following procedures for requesting reimbursement. Invoices for reimbursement may be submitted no more often than monthly but no less than quarterly.
    a. Submit the following documents.
        i. The Marine Law Enforcement Grant Invoice Voucher (form A-19) provided including the Officer List Worksheet. When preparing the A-19 invoice voucher, please be sure all expenditures support the RBS mission and that detailed explanations are provided for purchases of equipment and maintenance that occurred during the period in which reimbursement is requested. Boating Program staff will review all A-19's and contact you if any expenditure listed is unclear. Copies of receipts may be requested to support reimbursement.
        ii. Summary of Activities Report (A-428)
        iii. Yellow copies of all written vessel inspections completed (P&R A-274). Copies submitted with the quarterly Summary of Activities Report will be sufficient.

iv. Copies of the vessel log sheet to document each patrol vessel and shift may be requested.

v. Names of officers performing patrols paid with these funds.

b. A-19 Invoice Vouchers requesting reimbursement must be received and date stamped at State Parks by the following dates. The timely submission of reimbursement requests allows proper time for the processing of payments. A-19's submitted after these dates will not be accepted, but may, at our discretion, be processed only when State Parks has been contacted in advance of due date.

i. For the period April-May-June (2nd quarter): by July 15th.

For the period July-August-September (3rd quarter): by October 15th.

ii. Invoices for reimbursement (form A-19) may be submitted monthly or quarterly.

c. Unforeseen Circumstances: If, during any quarter, an agency is unable to meet the requirements of the grant it should submit a letter, signed by the police chief or sheriff, along with the reimbursement request explaining the reasons and mitigating circumstances. In extreme cases, State Parks may request these applicants to submit a plan within 30 days of the end of the quarter that describes steps the applicant will take to meet minimum requirements. In these cases, reimbursement requests may be deferred until the plan is received and approved by State Parks.

d. Grantees are required to maintain records of all allowable expenditures for which grant dollars were spent and must make these records available to State Parks for review upon request. Expenditure records may include but are not limited to receipts, invoices, and timesheets. These records must be maintained for six years following the completion of the grant.

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

AUTHORIZED SIGNATURE

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

Authorized Representative: Ray Stephanson 1-26-2016

Signature Date

Ray Stephanson

Print Name

Mayor

Title

ATTEST:

City Clerk

APPROVED AS TO FORM

JAMES D. ILES, City Attorney

Washington State Parks & Recreation Commission

Request for

Federal Financial Assistance Grant and Boating Safety Program Approval

Request for Federal Financial Assistance Grant and Boating Safety Program Approval

Submitted by:

Everett Police Department

(Applicant)

To Washington State Parks & Recreation Commission

Contents

This application for Boating Safety Program Approval consists of this request form, the Boating Safety Program Description and any attachments to it, and any other addenda, or amendments approved by the Director under the authority of RCW 39.34 Interlocal Cooperation Act as authority to enter into this agreement.

Statement of Purpose

RCW 79A.60.010 states, in part:

"...It is also the intent of the legislature to increase boat registration fees in order to provide additional funds to local governments for boating safety enforcement and education programs. The funds are to be used for enforcement, education, training, and equipment, including vessel noise measurement equipment. The legislature encourages programs that provide boating safety education in the primary and secondary school system for boat users and potential future boat users. The legislature also encourages boating safety programs that use volunteer and private sector efforts to enhance boating safety and education."

RCW 79A.60.510 states, in part:

"...The legislature finds that there is a need to educate Washington's boating community about safe and responsible actions on our waters and to increase the level and visibility of the enforcement of boating laws. To address the incidence of fatalities and injuries due to recreational boating on our state's waters, local efforts directed towards safe boating must be stimulated. To provide for safe waterways and public enjoyment, portions of the watercraft excise tax and boat registration fees should be made available for boating safety and other boating recreation purposes."

RCW 88.02.040 states, in part:

"...Fees for vessel registrations collected by the director shall be deposited in the general fund: PROVIDED, that any amount above one million one hundred thousand dollars per fiscal year shall be allocated to counties by the sate treasurer for boating safety/education and law enforcement programs. Eligibility for such fee allocation shall be contingent upon approval of the local boating safety program by the State Parks & Recreation Commission. Fund allocation shall be based on the numbers of registered vessels by county of moorage."

Statement of Required Assurances

Chapter 352-65 WAC requires that each county or local jurisdiction requesting approval of its boating safety program make the following assurances. The county or local jurisdiction will:

1. Operate the boating safety program throughout its scheduled season(s) in compliance with minimum program requirements now or hereafter specified in WAC 352-65-040;
2. Established and deposit allocated funds into an account as required by RCW 88.02.045, that is dedicated solely for supporting the jurisdiction's boating safety program activities as specified in WAC 352-65-040;
3. Submit to State Parks a copy of any audit which discloses disallowed or questioned costs, and resolve to State Park's satisfaction any findings pertaining thereto;

4. Enforce boating safety equipment, vessel operation, noise level, and registration laws as specified in Title 88 RCW, *Navigation and Harbor Improvements*, RCW 79A.60 *Regulation of Recreational Vessels*, rules adopted by State Parks, and as specified in local rules or ordinances;

5. For counties only; equitably distribute state allocated funds to all eligible jurisdictions within seventy-five days of the allocation from the State Treasurer's Office, and notify State Parks of the amount distributed to each eligible jurisdiction;

6. For cities only; enter into a cooperative agreement with the county for annual, equitable distribution of allocated vessel registration fees.

he applicant must advise State Parks in writing of any material change to its boating safety program, so that compliance with the bove required assurances, including minimum program requirements, may be assessed.

Certification

y this signature, applicant, through its authorized representative, certifies that it has read and understands the above *tatement of Required Assurances*, and hereby makes the required assurances and agrees to be bound thereby. pplicant understands that failure to act consistent with one or more required assurances, or failure to advise State Parks f material changes to its boating safety program, may be cause for revocation of the Commission's approval of the pplicant's boating safety program.

Ray Stephanson 1-26-2016

gnature of Authorized Representative Date

Approval

irector, Washington State Parks & Recreation Commission Date

ATTEST:

City Clerk

APPROVED AS TO FORM

JAMES D. ILES, City Attorney

Boating Safety Program Description
Staffing and Schedule

Agency: Everett Police Department

Agency Sheriff or Chief: Chief Dan Templeman

Date:

Staffing	Name/Rank	Commission Held (Regular or Reserve)	Date of Marine L.E. Training Date Per WAC 352-65-040(4)
Supervisor	1 Sgt Jeff Hendrickson	R	04-2001
	2 Lt Rod Sniffen	R	N/A
Lead Accident Investigators	1 Jeff Hendrickson	R	04-2001
	2 MPO Russ Crocker	R	04-2008
Boating Safety Officers	1 MPO Russ Crocker	R	04-2008
	2 Ofc Kevin Davis	R	04-2009
	3 Ofc Greg Ybarra	R	04-2009
	4 Ofc Brett Stewart	R	04-2009
	5 Ofc Aaron Snell	R	05-2012
	6 Ofc Kevin Obrien	R	04-2006
	7 Ofc Ryan Hanks	R	04-2015
	8 Ofc Shae Alexander	R	04-2013
	9 Ofc Alex Helphrey	R	04-2015
	10 Sgt Karen White	R	04-2008
Coordinator of Boating Education	Ofc Russ Crocker	R	04-2008
Certified Boating Ed Instructor	1 Ofc Russ Crocker	R	04-2008
	2		

Boat Patrol Schedule

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Patrol Hours	8					8	8
# of Officers	2					2	2
# of Patrol Boats	1					1	1

Patrol Season Begins: May **Patrol Season Ends:** October

1. Boating Accident Reporting - WAC 352-65-040(1)

a. Each county or local jurisdiction must provide an assurance that all serious or fatal accidents will be thoroughly investigated to the maximum extent possible, and that copies of the investigative reports will be submitted to State Parks in a timely manner as specified in RCW 79A.60.220.

b. The approved county or local jurisdiction must support the state-wide boating accident reporting system by:

i. Providing recreational boaters with copies of the state required boating accident report (BAR) form and informing recreational boaters of their responsibility to submit the completed BAR in a timely fashion as specified in RCW 79A.60.200; and

ii. Submitting to State Parks a completed BAR form which includes all available information about the accident or casualty as specified in chapter 352-70 WAC.

2. Boater Assistance - WAC 352-65-040 (2)

The county or local jurisdiction will have the ability to respond or coordinate response to boating emergencies which occur within this jurisdiction. Such emergencies may include swift water response, open water rescue, ice rescue, vessel fire, overdue boater search, or other boating-related emergencies or distress calls.

2. Training - WAC 352-65-040(3)

The county or local jurisdiction will be responsible for acquiring the training for its assigned boating safety program personnel. The training will include basic boating safety officer training as provided by the United States Coast Guard, State Parks, or any county or local jurisdiction whose training program is approved by State Parks.

Such training must be acquired within one year of initiating a new boating safety program, and within one year for each newly assigned boating safety officer.

Marine Leads or Supervisors are responsible for maintaining and submitting the BMLE /BCM Currency Form (Enclosure 1)for each assigned member of their Marine Unit. Forms must be submitted annually as part of the A-299 Form.

4. Rules and Regulations - WAC 352-65-040(4)

When the county or local jurisdiction adopts ordinances governing recreational boating, the ordinances must be as restrictive, but may be more restrictive than Washington state boating laws and regulations.

Identify the boating laws, rules and ordinances, which are enforced by the agency's boating safety officers. If local boating ordinances have been passed, please attach a current copy.

5. Enforcement - WAC 352-65-040(5)

The county or local jurisdiction must:

a) Provide:

i.) Officers with law enforcement certificates from the criminal justice training commission which authorizes such officers to enforce all boating laws and regulations or officers who have completed such other training program as may be approved by the director or designee;

ii.) A patrol schedule that ensures such officers patrol the waterways during peak recreational boating periods;

iii.) The necessary boating safety patrol equipment, including vessel(s) capable of serving the minimum requirements of this section. The patrol vessel must be properly marked and properly equipped as provided in chapter 88.02 RCW and chapter 352-60 WAC;

b) Respond to on-water complaints, accidents, and emergencies;

c) Enforce safety equipment, vessel operation, noise level, navigation and harbor improvements, and registration laws as specified in Title 88 RCW, and as specified in local codes or ordinances.

In addition, the laws in RCW 79A.60 and rules adopted by State Parks are to be enforced.

6. Boating Education - WAC 352-65-040(6)

The county or local jurisdiction must have a boating safety education and information program as follows: Have a designated officer, trained by State Parks, to coordinate the activities of boating safety education instructors, act as liaison to boating education organizations, and to coordinate:

a) Boating safety presentations, which may include any of the following: Presentations in primary and secondary schools, to boating organizations, and youth groups.

b) Boating safety instruction. A public course of instruction using lessons and materials from State Parks education curriculum, or other state or nationally recognized curriculum approved by State Parks.

c) Boating safety information. Distribute boating safety information and materials, including materials provided by State Parks, to boating and outdoor recreation organizations, the boating public, public agencies, and the local media.

7. Waterway Marking - WAC 352-65-040(7)

The county or local jurisdiction will use only those waterway markers which conform to the uniform state waterway marking system as identified found in chapter 352-66 WAC.

8. Boating Safety Inspections - WAC 352-65-040(8)

The county or local jurisdiction will complete written boating safety inspections during enforcement and informational contacts when considered safe and appropriate to document boater compliance with state boating laws. State Parks will provide boating safety inspection forms. A copy of the completed inspection will be submitted to State Parks for statistical purposes.

9. Reports - WAC 352-65-040(9)

The county or local jurisdiction agrees to submit an annual report of activities performed through the boating safety program and to submit an annual report of all program expenditures. The county or local jurisdiction agrees to participate in state-wide boating surveys coordinated by State Parks.

10. Limitations on Use of Funds - WAC 352-65-040(10)

These funds are intended to increase education and enforcement efforts and to stimulate greater local participation in boating safety and are not to supplant existing local funds used for boating safety programs.

The county or local jurisdiction agrees to deposit vessel registration fees allocated by the state treasurer under RCW 88.02.040 into an account dedicated solely for boating safety purposes which include all activities or expenditures identified in this section.

The dedicated account is established and subject to the requirements in 88.02.045 RCW.

Dedicated Account Number:	156-3368401-046

13. Participation in Meetings

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

14. Additional Training

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

3 Officers attended NASBLA EVOC

Patrol Vessel

Length	Power	Manufacturer/Model	Funds Used For Purchase (local, state, federal)	Year
33	900	Safeboats	Federal	2013
24	280	Zodiac	Local	1992
16	75	Almar	Local	1999

(Enclosure 1) BOAT Currency Requirements Report

Officer Name _____ **ID** _____

COMPETENCY ☐ Boat Crew ☐ Boat Operator for SAR ☐ Tactical Operator DATE _____

Boat Crew Member					
TASK	COMPETENCY	REQUIRED	FREQUENCY	DATE COMPLETED	SUPERVISOR SIGNOFF
First Aid Training	All boat crew positions	Burns, hypothermia, shock, bleeding and CPR	1 time each year		
Operational Risk Management Training	All boat crew positions	Review risk mgt. concepts with an emphasis on mission analysis (risk mgt. principles and use of GAR model)	1 time each year		
Man Overboard Recovery	All boat crew positions	Conduct in accordance with Task BCM-07-01-TYPE, and Task BCM-07-02-TYPE	1 time each year		
Area of Responsibility (AOR) Familiarization	All boat crew positions	Equivalent of one day and one night rip through all designated areas of interest within the AOR.	1 time each year		
Underway Hours	All boat crew positions	Minimum of 40 hours total, with a minimum of 10 nighttime hours	1 time each year		
Boat Launch and Recovery	All boat crew positions	Participate in the launch and recovery of the vessel.	1 time each year		
Towing	All boat crew positions	Conduct in accordance with Task BCM-07-09-ANY, Task BCM-07-10-TYPE, Task BCM-07-11-ANY, and Task BCM-07-12-TYPE	1 time each year		
Boat Handling	All boat crew positions	Conduct in accordance with the Basic Crew Member (BCM) Course Curriculum Section D: Boat Handling	1 time each year		
Mooring Evolution	All boat crew positions	Conduct in accordance with Task BCM-04-11-TYPE	1 time each year		
Conduct Pre-Start/Check and Start the Boat	All boat crew positions	Conduct the check and start of each boat type in accordance with the applicable qualification tasks for which the trainee is qualified.	1 time each year		
Secure the boat	All boat crew positions	Conduct securing procedures for each boat for which the member is qualified.	1 time each year		

Officer's Name: _____

Officer's Agency/Department: _____

Role of Signing Authority: ☐ Supervisor ☐ NASBLA Instructor ☐ Coast Guard Coxswain

Signing Authority Name: _____

Signing Authority Agency: _____

January 11, 2016

Washington State Parks &
Recreation Commission
Recreational Boating Program
Federal Financial Assistance Grant Program

As per the Federal Financial Assistance Grant Program requirements, a match of 50% of Vessel Registration Funding to be received by the City of Everett Police Department must be deemed as a financial commitment for the 2016 federal assistance grants.

The City of Everett Police Department has committed to the use of local funding from the General Fund and is allocated in the budget shown below:

2016 FFA Match
Salary & Benefits

	Salary/ Benefits	Hourly	BMLE Training	Instructor 2 weeks (84 hrs)	10% of Full S/B	Totals
Alexander	$127,572	58.09	$3,137.02	$0.00	$0.00	$3,137.02
Crocker	$128,765	58.64	$0.00	$4,925.44	$0.00	$4,925.44
Helphrey	$127,572	58.09	$3,137.02	$0.00	$0.00	$3,137.02
Hendrickson	$148,141	67.46	$0.00	$0.00	$14,814.10	$14,814.10
		Sub Total	$6,274.03	$4,925.44	$14,814.10	***$26,013.57***
			OT Budget	369 Marine Call-Outs		$10,000.00
			OT Budget	374 Marine Training		$4,000.00
					Sub Total	***$14,000.00***
			Total Salary & Benefits allocated from Everett PD General Fund			**$40,013.57**

Please accept this letter as our official budget document for the Washington State Parks & Recreation Commission FY 2016 Marine Patrol Federal Financial Assistance Grant Program application.

Dan Templeman
Chief of Police

Grant EVERETT CITY COUNCIL AGENDA ITEM COVER SHEET # 6

PROJECT TITLE:
Application for Washington State Parks and Recreation Commission 2016 Marine Patrol Federal Financial Assistance Grant Program & Request for Federal Financial Assistance Grant and Boating Safety Program Approval

	Briefing
	Proposed Action
	Consent
X	Action
	First Reading
	Second Reading
	Third Reading
	Public Hearing
X	Budget Advisory

COUNCIL BILL #	
Originating Department	Police
Contact Person	D/C St. Clair
Phone Number	425-257-8432
FOR AGENDA OF	January 20, 2016

Initialed by:
Department Head
CAA db
Council President

Location	Preceding Action	Attachments	Department(s) Approval
		Grant Program Application, Boating Safety Program Approval Request, Local Match Budget Document	Legal, Police

Amount Budgeted	$0	Account Number: 002-333-6702-400
Expenditure Required	$17,912	Account Number: 031-5xx-0000-120 031-540-0003-350
Budget Remaining	-0-	
Additional Required	$17,912	

DETAILED SUMMARY STATEMENT:
The Everett Police Department (EPD) is requesting to apply for a pre-designated amount of $17,912.00 in grant money from the Washington State Parks and Recreation Commission (the Commission) for April 1, 2016, through September 30, 2016. The award is to reimburse costs of on-the-water patrols and boating education classes.

The application and accompanying Boating Safety Program Approval with the Commission would establish the framework between the Commission and the EPD for accomplishing patrols, classes and special emphasis enforcement. The ultimate goals of the activities are to reduce injury from boating incidents and promote a safe and enjoyable boating environment for all users. There is a non-supplantation requirement. A local match of 50% of Vessel Registration Funds received is required.

Council approved 01-20-16 A.P.

RECOMMENDATION (Exact action requested of Council):
Authorize the Mayor to sign all necessary documents with the Washington State Parks and Recreation Commission regarding application, utilization, award and acceptance of the $17,912.00 FFY 2016 Marine Patrol Federal Financial Assistance Grant Program & the Request for Federal Financial Assistance Grant and Boating Safety Program Approval.