

Nebraska Department of Transportation Highway Safety Office (NDOT-HSO)  
**SELECTIVE OVERTIME ENFORCEMENT MINI-GRANT CONTRACT APPLICATION AND AWARD**  
**MUST BE APPROVED BY NDOT-HSO PRIOR TO PURCHASE**

|  |                            |  |
|--|----------------------------|--|
| <b>Please Type</b>   |                            | <b>DATE:</b> _____                     |
| <b>APPLICANT:</b> Crete Police Department                  |                            |  |
| <b>ADDRESS:</b> 1945 Forest Avenue                         |                            |  |
| <b>CITY, STATE, ZIP:</b> Crete, Nebraska 68333             |                            | <b>E-MAIL:</b> dawn.jonas@crete.ne.gov |
| <b>TELEPHONE #:</b> 402-826-4311                           | <b>FAX #:</b> 402-826-2180 | <b>FEDERAL I.D. #:</b> 47-06006154     |
| <b>Commercial and Government Entity (CAGE) Code:</b> 6VZ55 |                            |  |
| <b>Unique Entity Identifier (UEI) #:</b> NSZJX92LS4R3      |                            |  |

**PROJECT DESCRIPTION:** The purpose of this mini-grant contract is to provide funding assistance to law enforcement agencies for selective overtime enforcement in the emphasis area of: (Check One) Occupant Protection ☒ Alcohol ☐ Speed ☐ Distracted Driving ☐ or General Traffic ☐ . The funding assistance will provide reimbursement for overtime salaries. Regular traffic enforcement activities must remain at the current level and all activities funded by this mini-grant must be above and beyond the current level of enforcement activity.

Please complete items 1 – 5 below using the definitions on the reverse side and submit a copy of your department's current seat belt policy and drug-free workplace policy.

1. **Baseline Information:**  
To Participate in the "Click It or Ticket" High Visibility Enforcement Mobilization May 15 - June 4, 2023
2. **Selective Overtime Enforcement Objective:**  
To increase statewide observed seat belt use of front seat outboard occupants in passenger vehicles by 2.7percentage points from the 2021 calendar year usage rate 81.2% to 83.9% by December 31, 2023
3. **Selective Overtime Enforcement Activity:**  
See attached
4. **Selective Overtime Enforcement Budget:**  
See attached
5. **Impact Evaluation:**  
See attached

Within sixty (60) days from the conclusion of the activity the reimbursement request must be submitted. After sixty (60) days, reimbursements may not be honored. This mini-grant contract is financed on a reimbursement basis. The applicant must 1) receive approval of the mini-grant contract from the NDOTHSO;

2) incur the expenses (pay the bills); 3) request reimbursement on a Mini-Grant Contract Claim for Reimbursement (CR) located on the NDOT-HSO website at <http://dot.nebraska.gov/safety/hso/grants/grant-forms/>; and 4) complete the CR and attach the required supporting documentation as prescribed below.

- a) Copies of the pre- and post-publicity announcing the overtime enforcement activity.
- b) Grant Funded Enforcement Activity Summary (provided with award letter).
- c) Provide the name, number of hours worked, regular and overtime hourly rates, and SFST certificate (alcohol only) for each officer.
- d) Provide the amount paid to each officer and payroll documents to substantiate each expenditure.

**Acceptance of Conditions:** The mini-grant contract award recipient agrees to comply with all applicable federal and state laws, rules and regulations, and certification and assurances located in Attachment A of the Grant Contract Proposal Guide and Policies and Procedures. The Guide can be found on the NDOT-HSO website at <http://dot.nebraska.gov/safety/hso/grants/> .

Failure to comply with these conditions may result in termination of this grant contract award. All awards are subject to availability of Federal Funding.

|                                   |      |                                   |
|-----------------------------------|------|-----------------------------------|
| Authorized Signature of Applicant | Date | Print or Type Name, Title         |
| NDOT - Highway Safety Office      | Date | William J. Kovarik, Administrator |

Return completed form to: NDOT - Highway Safety Office Email: [ndot.hso@nebraska.gov](mailto:ndot.hso@nebraska.gov)  
P.O. Box 94612 Phone (402) 471-2515  
Lincoln, Nebraska 68509-4612 FAX (402) 471-3865

| TO BE COMPLETED BY NDOT-HSO  |  |
|--|--|
| <b>FUNDING ASSISTANCE:</b> The NDOT-HSO will provide reimbursement for the following expenditures:       |  |
| Overtime Salaries \$ _____   | Total Reimbursement not to Exceed \$ _____   |
| <b>Project No.:</b>  | <b>SB:</b> <input type="checkbox"/> <b>DF:</b> <input type="checkbox"/> <b>RA:</b> <input type="checkbox"/> <b>Contract Approval Date:</b> |
| The Catalog of Federal Domestic Assistance (CFDA) number assigned to this Mini-Grant Contract is: 20.600 |  |
| Federal Aid Identification Number (FAIN): 69A3752300004020NE0/69A3752300004020NE0/69A3752330S04020NE0    |  |