

# LOS ANGELES POLICE COMMISSION

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POLICE ADMINISTRATION BUILDING  
100 WEST FIRST STREET, SUITE 134  
LOS ANGELES, CA 90012-4112

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December 19, 2024

BPC #24-328

The Honorable Karen Bass  
Mayor, City of Los Angeles  
City Hall, Room 303  
Los Angeles, CA 90012

The Honorable City Council  
City of Los Angeles, Room 395  
c/o City Clerk's Office

Dear Honorable Members:

RE: GRANT APPLICATION AND AWARD FOR THE 2024 OFF-HIGHWAY MOTOR  
VEHICLE RECREATION PROGRAM – EDUCATION AND SAFETY

At the regular meeting of the Board of Police Commissioners held Tuesday, December 17, 2024, the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in cursive script that reads "Maria Silva".

MARIA SILVA  
Commission Executive Assistant II

Attachment

c: Chief of Police

185 12/12/24  
24-328  
24-328

**INTRADEPARTMENTAL CORRESPONDENCE**

December 14, 2024  
1.14

**TO:** The Honorable Board of Police Commissioners

**FROM:** Chief of Police

**SUBJECT:** TRANSMITTAL OF THE GRANT APPLICATION AND AWARD FOR  
THE 2024 OFF-HIGHWAY MOTOR VEHICLE RECREATION PROGRAM –  
EDUCATION AND SAFETY

**RECOMMENDED ACTIONS**

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the attached grant application and award, pursuant to Administrative Code Section 14.6(a), to the Mayor, Office of the City Administrative Officer, Office of the Chief Legislative Analyst, and to the City Clerk for Committee and City Council consideration.
3. That the Board REQUEST the Mayor and City Council to:
  - A. AUTHORIZE the Chief of Police or his designee to retroactively APPLY for and ACCEPT the grant award of \$199,972 from the State of California, Department of Parks and Recreation for the Off-Highway Motor Vehicle Recreation (OHMVR) Program – Education and Safety for the period of January 1, 2025, through December 31, 2025;
  - B. AUTHORIZE the Chief of Police or his designee to negotiate and execute the Project Agreement subject to the review of the City Attorney as to form and legality;
  - C. AUTHORIZE the Los Angeles Police Department (LAPD) to spend up to the total grant amount of \$199,972 in accordance with the grant award agreement;
  - D. AUTHORIZE the LAPD to submit grant reimbursement requests to the grantor and deposit grant receipts in Fund No. 339, Department No. 70;
  - E. AUTHORIZE the Controller to establish a grant receivable and appropriate \$199,972 to an appropriation account to be determined, in Fund No. 339, Department No. 70, for the receipt and disbursements of the 2024 OHMVR Program –Education and Safety grant funds;

- F. AUTHORIZE the Controller to increase appropriations as needed for the 2024 OHMVR Program – Education and Safety from Fund No. 339, Department No. 70, appropriation account number to be determined, to Fund No. 100, Department No. 70, account number and amount as follows:

Account No. 001092	Overtime Sworn	\$91,374.27
Account No. TBD	Related Costs	\$ 8,625.73

- G. INSTRUCT the City Clerk to place the following action relative to the 2024 OHMVR Program – Education and Safety on City Council agenda on July 1, 2025 or the first meeting day thereafter.

AUTHORIZE the Controller to increase appropriations as needed for the 2024 OHMVR Program – Education and Safety from Fund No. 339, Department No. 70, appropriation account number to be determined, to Fund No. 100, Department No. 70, account number and amount as follows:

Account No. 001092	Overtime Sworn	\$78,485.01
Account No. TBD	Related Costs	\$ 7,408.99

- H. AUTHORIZE the Chief of Police, or his designee, to amend the existing Memorandum of Agreement with the LAPD Devonshire Police Activity League Supporters (PALS) to include the implementation of the LAPD to operate the Off-Highway Vehicle for Mentoring and Education (OHV4ME) youth program using minibikes as a motivational tool and supplementing insurance expense according to the grant's budget, subject to the approval of the City Attorney as to form and legality;
- I. AUTHORIZE the LAPD to prepare Controller Instructions for any technical corrections, subject to the approval of the City Administrative Officer, and AUTHORIZE and INSTRUCT the Controller to implement the instructions.

## DISCUSSION

The Los Angeles Police Department (LAPD) was awarded \$199,972 from the State of California, Department of Parks and Recreation's 2024 Off-Highway Motor Vehicle Recreation (OHMVR) Program – Education and Safety for the period of January 1, 2025, through December 31, 2025. The OHMVR Program – Education and Safety provides financial assistance for responsible off-highway vehicle (OHV) recreation and/or provide safety programs.

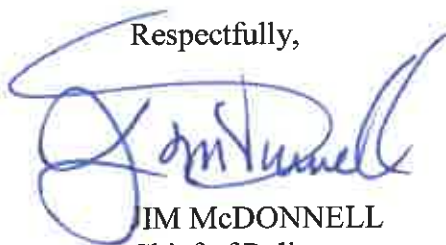
The LAPD Valley Traffic Division's Off-Road Unit (ORU), through the OHMVR Program – Education and Safety, and in partnership with the LAPD Devonshire Police Activity League Supporters, has implemented Off-Highway Vehicle for Mentoring and Education (OHV4ME), which introduces OHV recreation and education to LAPD youth program participants. The OHV4ME provides hands-on and classroom training on minibike use and safety, environmental

responsibility, and respect for private property. It also seeks to develop participants' self-esteem, strong values, and a sense of responsibility.

The 2024 OHMVR Program – Education and Safety will continue the OHV4ME and will fund \$169,859.28 for sworn overtime, \$16,034.72 for overtime fringe benefits, \$10,578 for youth participants' safety equipment, and \$3,500 for the LAPD Devonshire PALS to supplement the insurance policy. The grant requires a minimum in-kind match of 26 percent of the grant program budget, which will be satisfied by utilizing salaries for the ORU personnel.

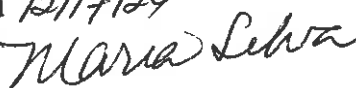
If you have any questions, please contact Senior Management Analyst II Barbra Montesquieu, Officer in Charge, Grants Section at (213) 486-0380.

Respectfully,



JIM McDONNELL  
Chief of Police

**BOARD OF  
POLICE COMMISSIONERS**  
Approved 12/17/24  
Secretary



Attachments



10/14/2024

## PROJECT AGREEMENT

PROJECT AGREEMENT NUMBER: G24-03-66-S01      PROJECT TYPE: Education & Safety

GRANTEE: Los Angeles Police Department

PROJECT TITLE: Education & Safety

PROJECT PERFORMANCE PERIOD: FROM 01/01/2025 THROUGH 12/31/2025

MAXIMUM AMOUNT PAYABLE SHALL NOT EXCEED **\$199,972.00** (One Hundred Ninety Nine Thousand Nine Hundred Seventy Two and 00/100)

THIS PROJECT AGREEMENT is made and entered into, by and between the State of California, acting by and through the Department of Parks and Recreation, Off-Highway Motor Vehicle Recreation Division and Grantee.

The Grantee agrees to complete the project as described in the Project Description. The Grantee's Application, the Off-Highway Motor Vehicle Act of 2003 and the California Code of Regulations, Division 3, Chapter 15, Sections 4970-4970.26 are hereby incorporated into this agreement by reference.

The parties hereto agree to comply with the terms and conditions of the following attachments which by reference are made a part of the Project Agreement.

ATTACHMENT 1 - PROJECT COST ESTIMATE

ATTACHMENT 2 - GENERAL PROVISIONS

GRANTEE		STATE OF CALIFORNIA			
AUTHORIZED SIGNATURE:		AUTHORIZED SIGNATURE:			
AUTHORIZED NAME:		AUTHORIZED NAME: Jennifer Grady			
TITLE:		TITLE: Grants Manager			
DATE:		DATE:			
CERTIFICATION OF FUNDING (FOR STATE USE ONLY)					
CONTRACT NUMBER: C32-36-061		SUPPLIER ID NUMBER: 0000011753		FUND DESCRIPTION: Off-Highway Vehicle Trust Fund	
REPORTING STRUCTURE: 37900550	ACCOUNT: 5432000	ACTIVITY: 62686	CHARGE AMOUNT: 199,972.00		PROGRAM: 2855
BU: 3790	REF: 101	FUND: 0263	CHAPTER: 22	ENY/STATUTE 2024	FISCAL YEAR: 2024/2025

I hereby certify upon my own personal knowledge that budgeted funds are available for this encumbrance.

SIGNATURE OF DPR ACCOUNTING OFFICER:

DATE:

N/A

# ATTACHMENT 1

## Project Cost Estimate for Grants and Cooperative Agreements Program - 2024 Agency: Los Angeles Police Department Application: Education & Safety

<b>APPLICANT NAME :</b>	Los Angeles Police Department						
<b>PROJECT TITLE :</b>	Education & Safety				<b>PROJECT NUMBER (Division use only) :</b>	G24-03-66-S01	
<b>PROJECT TYPE :</b>	<input type="checkbox"/> Law Enforcement <input type="checkbox"/> Restoration <input checked="" type="checkbox"/> Education & Safety <input type="checkbox"/> Acquisition <input type="checkbox"/> Development <input type="checkbox"/> Ground Operations <input type="checkbox"/> Planning						
<b>PROJECT DESCRIPTION :</b>	<p>The Project is to provide Off-Highway Vehicle (OHV) Education and Safety Project activities as outlined in the Project Deliverables below. These activities will take place within the area specified in the "Location of Training/Services" section of the Agency's Application, following section 4970.13(f)(5) of the Program Regulations, and within the jurisdiction of the Los Angeles Police Department.</p> <p>The Project may also provide for the purchase of Equipment, materials, and supplies as detailed in the Project Cost Estimate (Attachment 1).</p> <p>Additionally, the Grantee must provide a minimum of twenty-six (26) percent of the total Project cost in matching funds.</p> <p><u>Project Deliverables</u></p> <ol style="list-style-type: none"> <li>Classroom/Field Training           <ul style="list-style-type: none"> <li>Conduct approximately four (4) Motorcycle Safety Foundation (MSF) courses for adolescents 10-17 years of age at the Edward M. Davis Training Facility. Each course includes twenty-one (21) lessons and a comprehensive road test. Activities that include but are not limited to classroom and field training on riding techniques, environmental responsibility related to OHV use, and Tread Lightly principles.</li> </ul> </li> <li>Educational Outreach           <ul style="list-style-type: none"> <li>Anticipate attending approximately ten (10) community events to provide OHV educational outreach including static displays of OHV gear and equipment. Locations of events/fairs: VTD car show, LAPD Divisional Open Houses, and similar events.</li> </ul> </li> </ol>						

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<b>DIRECT EXPENSES</b>						
<b>Program Expenses</b>						
<b>1 Staff</b>						
1. Staff-Sergeant	380.000	134.611	HR	51,152.00	51,152.00	0.00
Notes : This line denotes 380 hours of Motor Sergeants'	0					

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>overtime at a pay rate of \$123 per hour plus 9.44% direct related costs, totaling \$134 per hour..</p> <p>1 sergeant x 10 hours x 4 shifts x 9.5 months x \$140.712/hour. Each shift will cover two OHV4ME groups.</p> <p>The overtime rate is 1.5 multiplied by hourly rate; rates shows an increase from G23 amounts. The rates for Sergeants and Police Officers have been raised per MOU agreements approved in 2023. The rate shows the average for a Motor Sergeant Position.</p> <p>Sworn Overtime Fringe Benefit rate- 9.44% is from the approved CAP 41 and includes Medicare – 1.38%, Worker's Comp – 7.64%, Unemployment Claims - .01%, Share of Carry Forward - .41% .</p> <p>Documentation will be provided as requested.</p>						

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>This request will pay a Motor Sergeant to supervise and oversee each OHV4ME training event. This would cover 4 10-hours OHV4ME shift per month for 10 months. Overtime hours will be used to implement this project as an auxiliary but integral duty to VTD</p>						
<p>2. Staff-Motor Officers Notes : This line denotes 1,140 hours of Motor Officers' overtime at \$108 per hour plus 9.44% direct related costs, totaling \$118.195 per hour.</p> <p>3 Motor Officers x 10 hours x 4 shifts x 9.5 months x \$123.552 /hour. Each shift will cover two OHV4ME groups.</p> <p>The overtime rate is 1.5 multiplied by hourly rate; rates shows an increase from G23 amounts. The rates for Sergeants and</p>	1140.00 00	118.195	HRS	134,742.00	134,742.00	0.00



**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>Police Officers have been raised per MOU agreements approved in 2023. The rate shows the average for a Motor Officer Position.</p> <p>Sworn Overtime Fringe Benefit rate- 9.44% is from the approved CAP 41 and includes Medicare - 1.38%, Worker's Comp - 7.64%, Unemployment Claims - .01%, Share of Carry Forward -.41%. Documentation will be provided as requested.</p> <p>This request will pay for 3 Motor Officer to manage and conduct each OHV4ME training event. This would cover 3 Motor Officers every 10-hour OHV4ME shift per week for 10 months. Overtime hours will be used to implement this project as an auxiliary but integral duty to VTD.</p>						
<p>3. Staff-Motor Sergeant - Match</p> <p>Notes : MATCH. This</p>	<p>150.000</p> <p>0</p>	<p>144.164</p>	<p>HRS</p>	<p>21,625.00</p>	<p>0.00</p>	<p>21,625.00</p>

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>line denotes 150 hours of Motor Sergeants' hourly rate at \$82 plus 75.81% fringe benefit rates. .</p> <p>This request will pay a Motor Sergeant to supervise and oversee each OHV4ME training event. This would cover 1.5 10-hours OHV4ME shift per month for 10 months. 1 Motor Sergeant x 10 hours x 1.5 shifts x 10 months x \$144.164. Each shift will cover two OHV4ME groups.</p> <p>The rate shows an increase from G23 amounts. The rates for Sergeants have been raised per MOU agreements approved in 2023. The rate shows the average for a Motor Sergeant Position.</p> <p>Sworn Salary Fringe Benefit rate - 75.81% is from the federally approved CAP 41 and includes Pension 46.83%, L.A. Well Health &amp; Dental Plans</p>						

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>13.93%, Employee Assistance 0.10%, Medicare 1.53%, Part Time/Seasonal/Temporary Pension 0.04%, Unused Sick/Vacation Payout 1.49%, Unemployment Claims 0.00%, Workers Compensation 8.47%, Carry Forward, Positive 3.41%. Documentation will be provided as requested.</p> <p>Hourly rate is based on current Union MOU</p>						
<p>4. Staff-Motor Officers - Match</p> <p>Notes : MATCH. This line denotes 500 hours of Motor Officers' hourly rate at \$72 plus 75.81% fringe benefit rates.</p> <p>This request will pay for 3 Motor Officer to manage and conduct each OHV4ME training event. This would cover 1.5 10-hours OHV4ME shift per month for 10 months.</p> <p>3 Motor Officer x 10</p>	450.0000	126.583	HRS	56,962.00	0.00	56,962.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>hours x 1.67 shifts x 10 months x \$126.583. Each shift will cover two OHV4ME groups.</p> <p>The rate shows an increase from G23 amounts. The rates for Police Officers have been raised per MOU agreements approved in 2023. The rate shows the average for a Motor Officer Position.</p> <p>Salary Fringe Benefit rate - 75.81% is from the federal approved CAP 41 and includes Pension 46.83%, L.A. Well Health &amp; Dental Plans 13.93%, Employee Assistance 0.10%, Medicare 1.53%, Part Time/Seasonal/Temporary Pension 0.04%, Unused Sick/Vacation Payout 1.49%, Unemployment Claims 0.00%, Workers Compensation 8.47%, Carry Forward, Positive 3.41%. Documentation will be provided as requested</p>						

# ATTACHMENT 1

## Project Cost Estimate for Grants and Cooperative Agreements Program - 2024 Agency: Los Angeles Police Department Application: Education & Safety

	Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
	Hourly rate is based on current Union MO						
<b>Total for Staff</b>					264,481.00	185,894.00	78,587.00
<b>2</b>	<b>Contracts</b>						
<b>3</b>	<b>Materials / Supplies</b>						
	1. Materials / Supplies- Motorcycle Safety Gloves Notes : This line item is for Off-Road safety gloves for 21 juveniles with a variety of different sizes. The safety gloves are required safety equipment for all participants in the OHV4ME program. Additionally, any gloves which sustains damage in a "crash" require replacement for safety concerns. The cost was obtained using basic entry level comparison pricing IE: O'Neal Element gloves.  Each participant will require safety gloves to be assigned throughout the entire program. This demands additional gloves in inventory. The roadway is dirt and	21.0000	22.500	EA	473.00	473.00	0.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>rock, causing damage to the safety gear and rendering it useless. Wear and tear from the 10-17 year-olds &amp; newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out on an annual basis. We plan on replacing 21 of the prior years gloves due to wear and tear as explained above.</p>						
<p>2. Materials / Supplies- Safety Goggles Notes : This line item is for Off-Road safety goggles for 21 juveniles. The goggles are required safety equipment for all participants in theOHV4ME program. Additionally, any goggles which sustains damage in a "crash" requires replacement for safety concerns. The goggles are a safety item and will prevent</p>	21.0000	25.000	EA	525.00	525.00	0.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>potential eye injury to the participants. The cost estimate was obtained using basic entry level goggle price comparison IE: "100% Strata 2" goggles</p> <p>Each participant will require safety goggles assigned during the entire program. This demands additional goggles in inventory.</p> <p>The roadway is dirt and rock, causing damage to the safety gear and rendering it useless.</p> <p>Wear and tear from the 10-17-year-olds &amp; newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out annually.</p> <p>We expect to replace 21 of the prior years goggles due to the above explanation.</p>						
<p>3. Materials / Supplies- Elbow Guards</p> <p>Notes : This line item is for Off-Road safety</p>	21.0000	25.000	EA	525.00	525.00	0.00

# ATTACHMENT 1

## Project Cost Estimate for Grants and Cooperative Agreements Program - 2024 Agency: Los Angeles Police Department Application: Education & Safety

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>elbow guards for 21 juveniles with a variety of different sizes. The elbow guards are required safety equipment for all participants in the OHV4ME program. Additionally, any safety elbow guards which sustains damage in a "crash" requires replacement for safety concerns. The elbow guards are safety equipment and would eliminate or prevent any injuries to the juveniles upon an unexpected fall. The cost was obtained using a basic level elbow guard price.</p> <p>Each participant will require elbow guards assigned during the entire program. This demands additional elbow guards in inventory.</p> <p>The roadway is dirt and rock, causing damage to the safety gear and rendering it useless.</p> <p>Wear and tear from the 10-17 year-olds &amp; newly exposed to motorcycle</p>						



**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out annually. We plan on replacing 21 elbow guards this season due to wear and tear.						
4. Materials / Supplies- Knee Guards Notes : This line item is for Off-Road safety knee guards for 21 juveniles with a variety of different sizes. The safety knee guards are required safety equipment for all participants in the program. Additionally, any safety knee guards which sustains damageOHV4ME in a "crash" requires replacement for safety concerns. The knee guards are safety equipment and would eliminate or prevent any injuries to the juveniles upon an unexpected fall. The cost was	21.0000	30.000	EA	630.00	630.00	0.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>obtained using a basic level knee guard price.</p> <p>Each participant will require knee guards to be assigned during the entire program. This demands additional knee guards in inventory.</p> <p>The roadway is dirt and rock, causing damage to the safety gear and rendering it useless.</p> <p>Wear and tear from the 10-17 year-olds &amp; newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out annually.</p> <p>We plan on replacing 21 knee guards this season due to wear and tear.</p>						
<p>5. Materials / Supplies- Safety riding pants</p> <p>Notes : This is for 40 pair of motorcycle safety riding pants. cost based on 40 pants x \$100 each =\$4400</p>	40.0000	100.000	EA	4,000.00	4,000.00	0.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
Each participant will require riding to be assigned during the entire program. This demands additional riding pants in inventory. The roadway is dirt and rock, causing damage to the safety gear and rendering it useless. Wear and tear from the 10-17 year-olds & newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out annually. Due to pant sizing and wear from prior use, we plan on replacing 40 pairs of safety pants.						
6. Materials / Supplies- Motorcycle Helmets Notes : This line item is for Off-Road helmets for 21 juveniles with a variety of different sizes. The helmets are required safety equipment for all participants in the OHV4ME program.	21.0000	125.000	EA	2,625.00	2,625.00	0.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>Additionally, any helmet which sustains damage in a "crash" requires replacement for safety concerns.</p> <p>The cost for the helmets was obtained using basic entry level helmet price comparison IE: O'Neal series-3 helmet. Each participant will require a helmet to be assigned throughout the entire program. This demands additional helmets in inventory.</p> <p>The roadway is dirt and rock, causing damage to the safety gear and rendering it useless.</p> <p>Wear and tear from the 10-17 year-olds &amp; newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out on an annual basis. We will be replacing 21 of our prior years helmets due to the above explanation.</p>						

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
7. Materials / Supplies- Safety riding jersey Notes : This is for 36 safety riding jerseys. Cost based on 36 jerseys x \$50 each =\$2000  Each participant will require riding equipment to be assigned during the entire program. These jerseys are worn out annually and require annual replacement.	36.0000	50.000	EA	1,800.00	1,800.00	0.00
<b>Total for Materials / Supplies</b>				10,578.00	10,578.00	0.00
<b>4 Equipment Use Expenses</b>						
<b>5 Equipment Purchases</b>						
<b>6 Others</b>						
<b>Total Program Expenses</b>				275,059.00	196,472.00	78,587.00
<b>TOTAL DIRECT EXPENSES</b>				275,059.00	196,472.00	78,587.00
<b>INDIRECT EXPENSES</b>						
<b>Indirect Costs</b>						
<b>1 Indirect Costs</b>						
1. Indirect Costs- Insurance Liability Policy Notes : The line item covers insurance policy covers the participants and the volunteers who participate in the OHV4ME training event.	1.0000	3500.000	YR	3,500.00	3,500.00	0.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety**

Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
It also covers the additional insured, their agents or entities, directors, and Motor Officers of entities that are connected in any way to the OHV4ME training events. Quotes gathered from providers amount to approximately \$5,000.						
<b>Total Indirect Costs</b>				3,500.00	3,500.00	0.00
<b>TOTAL INDIRECT EXPENSES</b>				3,500.00	3,500.00	0.00
<b>TOTAL EXPENDITURES</b>				<b>278,559.00</b>	<b>199,972.00</b>	<b>78,587.00</b>
<b>TOTAL PROJECT AWARD</b>				<b>199,972.00</b>		

## **Project Agreement General Provisions (Nonfederal Applicants Only)**

### **A. Definitions**

1. The term "State" as used herein means the State of California, Department of Parks and Recreation.
2. The term "Act" as used herein means the Off-Highway Motor Vehicle Recreation Act of 2003 as amended.
3. The term "Project" as used herein means the Project described in Attachment 1 of this Agreement and in the Application.
4. The term "Application" as used herein means the individual Project Application and attachments required pursuant to the enabling legislation, regulations, and/or Grant program, which is incorporated into this Agreement by reference.
5. The term "Project Agreement" as used herein means the Application and the Project Agreement and its General Provisions.
6. The term "Grantee" as used herein means the party described as the Grantee on page 1 of the Project Agreement.

### **B. Project Execution**

1. Subject to the appropriation and availability of Grant funds in the state budget, the State hereby awards to the Grantee the sum of money (Grant money) stated on page 1 of the Project Agreement in consideration of and on condition that the sum be expended in carrying out the purposes as set forth in the Project Description on Attachment 1 of the Project Agreement and the terms and conditions set forth in this Agreement.

The Grantee assumes the obligation to furnish any additional funds that may be necessary to complete or carry out the Project as described. Any modification or alteration in the Project as set forth in the Application on file with the State must be submitted to the State for approval. The State's obligation to make Grant payments is limited to the Project as provided for herein, or as modified with the approval of the State.

2. The Grantee agrees to complete the Project in accordance with the Project performance period set forth on page 1 of the Project Agreement, and under the terms and conditions of this agreement.
3. If the Project includes development, the development plans, specifications and estimates or Force Account Schedule shall be reviewed and approved by the State prior to the Grantee proceeding with the Project. Unless the development plans, specifications and estimates are approved by the State, the State shall have no obligation to make Grant payments for the work.

The Grantee shall comply with all applicable current laws and regulations affecting Development Projects, including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, and laws and codes pertaining to individuals with disabilities. In addition, the Grantee shall complete the development work in accordance with the State-approved development plans, specifications, and estimates or Force Account Schedule.

4. The Grantee shall make property or facilities acquired and/or developed pursuant to this Agreement available for inspection upon request by the State to determine if development work is in accordance with the approved plans, specifications and estimates or Force Account Schedule, including a final inspection upon Project completion.
5. If the Project includes acquisition of real property, the cost of which is to be reimbursed with Grant moneys under this Agreement, the acquisition shall comply with Chapter 16 (commencing with Section 7260) of Division 7 of Title 1 of the Government Code and any

other applicable federal, state, or local laws or ordinances. Documentation of such compliance will be made available for review by the State upon request. Eminent domain may not be used to acquire property using the Grant funds provided by this Agreement.

6. If the Project includes acquisition of real property, the purchase price shall be the fair market value of such property as established by an appraisal completed according to established current appraisal practices and methods as approved by both the Grantee and the State. The Grantee agrees to furnish the State with additional supportive appraisal material or justification as may be requested by the State to complete its review and approval of the fair market value.

The Grantee agrees to furnish the State with preliminary title reports respecting such real property or such other evidence of title which is determined to be sufficient by the State. The Grantee agrees to correct prior to or at the close of escrow any defects of title which in the opinion of the State might interfere with the operation of the Project.

#### C. Project Costs

1. The Grant moneys to be provided to the Grantee under this Agreement shall be disbursed as follows, but not to exceed in any event one-hundred (100) percent of the allowable Project costs or the State Grant amount as set forth on page 1 of this Agreement, whichever is less:
2. If the Project includes acquisition of real property, the State shall disburse to the Grantee the Grant moneys as follows, but not to exceed in any event the State Grant amount set forth on page 1 of this Agreement.

The State will disburse the amount of the State-approved purchase price together with State-approved costs of acquisition. Funds for acquisition shall only be released into an escrow account established for the acquisition.

#### D. Project Administration

1. The Grantee shall promptly submit such progress, performance or other reports concerning the status of work performed on the Project as the State may request. In any event, the Grantee shall provide the State a report showing total final Project expenditures including State and all other moneys expended within one hundred-twenty (120) days after completion of the Project.
2. The Grantee shall make property and facilities maintained, operated, acquired or developed pursuant to this Agreement available for inspection by the State upon request.
3. The Grantee may be provided advanced payments for Grants. The Grantee shall place such moneys in a separate interest-bearing account, if legally able to do so, setting up and identifying such account prior to the advance. Interest earned on Grant moneys shall be used on the Project or paid to the State. If Grant moneys are advanced and not expended, the unused portion of the Grant (plus interest) shall be returned to the State within one hundred-twenty (120) days of completion of the Project or end of the Project performance period, whichever is earlier.

Income, after deduction for reasonable expenses associated with that income, that is earned by the Grantee from a State-approved non-recreational use on an acquisition Project, subsequent to taking title by the Grantee, but before use for OHV Recreation, must be used by the Grantee for recreational purposes at the Project.

4. The Grantee shall use any moneys advanced by the State under the terms of this agreement solely for the Project herein described.
5. The Grantee will provide and maintain a sign on the Project site that identifies the funding source (Off-Highway Vehicle Fund) and the administering agency (California State Department of Parks and Recreation).



6. Equipment must be used solely for OHV-related purposes unless the Applicant is funding the portion of the purchase price not dedicated to OHV purposes, and that portion is not part of the total project cost.

E. Project Termination

1. The Grantee may unilaterally rescind this Agreement at any time prior to the commencement of the Project. After Project commencement this Agreement may be rescinded, modified or amended by mutual agreement in writing.
2. Failure by the Grantee to comply with the terms of this Agreement or any other agreement under the Act may be cause for suspension of all obligations of the State hereunder and reimbursement to the State of any Grant moneys already provided to the Grantee. However, such failure shall not be cause for the suspension of all obligations of the State hereunder if, in the judgment of the State, such failure was due to no fault and beyond the control of the Grantee to prevent, mitigate or remedy.
3. Because the benefit to be derived by the State from the full compliance by the Grantee with the terms of this Agreement is the operation, development, preservation, protection and net increase in the quantity and quality of public outdoor recreation facilities available to the people of the State of California, and because such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State by way of Grant moneys under the terms of this Agreement, the Grantee agrees that payment by the Grantee to the State of an amount equal to the amount of the Grant moneys disbursed under this Agreement by the State would be inadequate compensation to the State for any breach by the Grantee of this Agreement.
4. The Grantee further agrees, therefore, that the appropriate remedy in the event of a breach by the Grantee of this Agreement shall be the specific performance of this Agreement, unless otherwise agreed to by the State. Notwithstanding the foregoing, in the event of a breach of this Agreement, or any portion thereof, which is due to no fault and beyond the control of the Grantee to prevent, mitigate, or remedy, the State's sole remedy shall be the reimbursement of any funds advanced or paid that pertain to the breached term or terms of this Agreement.

F. Hold Harmless

1. The Grantee hereby waives all claims and recourse against the State including the right to contribution of loss of damage to persons or property arising from, growing out of or in any way connected with or incident to this Agreement except claims arising from the concurrent or sole negligence of the State, its officers, agents and employees.
2. The Grantee shall protect, indemnify, hold harmless and defend the State, its officers, agents and employees against any and all claims, demands, damages, costs, expenses or liability costs arising out of the acquisition, development, construction, operation or maintenance of the property described as the Project which claims, demands or causes of action arise under Government Code Section 895.2 or otherwise except for liability arising out of, and attributable to, the concurrent or sole negligence of the State, its officers, or employees.
3. In the event the State is named as codefendant under the provisions of Government Code Section 895 et seq., the Grantee shall notify the State of such fact and shall represent the State in the legal action unless the State undertakes to represent itself as codefendant in such legal action in which event the State shall bear its own litigation costs, expenses, and attorney's fees.
4. In the event of judgment against the State and the Grantee because of the concurrent negligence of the State and the Grantee, their officers, agents, or employees, an apportionment of liability to pay such judgment shall be made by a court of competent jurisdiction. Neither party shall request, and each party hereby waives its right to, a jury apportionment.

G. Financial Records

1. The Grantee shall retain for inspection all financial accounts, documents, and records for three (3) years from the expiration date of the Project Agreement, or three (3) years from the start of an audit engagement, whichever comes first, and until an audit started during the three (3) years is completed, a report published and any Audit findings are resolved and/or payment or other correction made with regard to any Audit findings contained in the final Audit report.
2. During regular office hours each party hereto and their duly authorized representatives shall have the right to inspect and make copies of any books, records or reports of the other party pertaining to this Agreement or matters related thereto.

H. Use of Facilities

1. The Grantee shall, without cost to the State, except as may be otherwise provided in this Agreement or any other Grant agreement, operate and maintain the property acquired or developed pursuant to this Agreement in the manner of and according to the Off-Highway Motor Vehicle Recreation Act and any related regulations, or any other applicable provisions of law.
2. Use of the facilities shall comply with all applicable laws, including, but not limited to, the requirements for registration of all day use-vehicles with the Department of Motor Vehicles or identified under the Chappie-Z'berg Off-Highway Motor Vehicle Law of 1993.

I. Nondiscrimination

1. The Grantee shall not discriminate against any person on the basis of sex, race, color, national origin, religion, ancestry, or physical handicap in the use of any property or facility acquired or developed pursuant to this Agreement.
2. The Grantee shall not discriminate against any person on the basis of residence except to the extent that reasonable differences in admission or other fees may be maintained on the basis of residence and pursuant to law.

J. Application Incorporation

1. The Application and any subsequent change or addition approved by the State is hereby incorporated in this Agreement as though set forth in full in this Agreement.

K. Severability

1. If any provision of this Agreement or the application thereof is held invalid, that invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end the provisions of this Agreement are severable.

L. Governing Law

1. This Agreement shall be construed in accordance with and be governed by the laws of the State of California. Any legal action arising out of the terms of this Agreement shall take place in the county wherein the Project funded by this Agreement is located. If the Project is located in or among two or more counties, any legal action shall be taken in the county wherein the largest land area of the Project is located.
2. The Grantee shall comply with all Federal, State, and/or Local laws, regulations, ordinances and executive orders that are applicable during the performance period.

**Background - Provide a brief description of the Applicant or Land Manager's organization/program (e.g., location and types of recreation available) - 4970.13(f)(1)**

The City of Los Angeles (City) is the nation's second largest city with a population of over four million residents distributed over 502 square miles. The Los Angeles Police Department (LAPD) is the nation's third largest police agency with approximately 10,000 sworn and 2,800 civilian employees. The LAPD has a specialized Off-Road Unit (ORU) responsible for crime prevention of illegal off-highway vehicles (OHV) activities throughout the City. Staffed with 2 Sergeants, 17 Motor Officers and 3 volunteer Reserve Motor Officers, the ORU is also responsible for OHV education to enhance awareness and public safety regarding the operation of OHV by participating in car shows, school events and fairs. As part of LAPD's policing efforts, it administers a variety of community-based youth programs with prevention and intervention strategies, offering a positive relationship between the police, the City's youth, and their families.

Through the California State Park's 2019 Off-Highway Motor Vehicle Recreation (OHMVR) Grant Program – Education and Safety, and in partnership with the National Youth Project Using Minibikes (NYPUM), the LAPD implemented its LAPD-NYPUM program in 2020. The NYPUM was a nationwide network of nearly 50 programs that engage youth and promote their development through an exciting and challenging activity – riding a minibike. The NYPUM Program, through teaching how to ride a minibike, introduced urban youth to fundamental engineering concepts, internships, and studies in environmental stewardship opportunities, helping them build self-esteem and develop self-discipline and leadership abilities. The LAPD-NYPUM engaged at-risk and disadvantaged youth within the City, ages 10 to 17 years old, to promote their development through a new and exciting activity. While the core idea is to put the kids together with a caring adult, a minibike, and learn how to care for and safely ride in the outdoors. The purpose is to allow them to build self-esteem, and self-discipline. Most participants discover that they can work together with others and often display leadership. The program goal was to change the conditions that foster alienation, delinquency, and crime. Since its inception in 2019, over 100 youth have participated and successfully completed the program. (Note that the program was not in operation in 2020 due to the pandemic.)

The NYPUM dissolved its operations in June 2022. However, due to the success of LAPD-NYPUM, LAPD decided to continue its program using similar concepts and curriculum. The LAPD transitioned its LAPD-NYPUM program, with the Devonshire Police Activity League Supporters (PALS), and renamed the program to LAPD's Off Highway Vehicles for Motorcycle Education (OHV4ME). The OHV4ME was partially funded by the OHMVR Grant Program. The Devonshire PALS, a non-profit organization dedicated to developing character in youth, reducing juvenile crime, and creating safer communities, has been working with LAPD with numerous programs since 1973. The NYPUM donated and transferred ownership of the existing 16 motorcycles allocated for the LAPD-NYPUM program to Devonshire PALS. The OHV4ME, through hands-on and classroom educational and safety training, will continue the youth mentoring program, provide OHV-related education and safety activities, provide awareness of OHV activities and an opportunity to explore state vehicular recreation areas (SVRA's). The program gives back to community members who may not have the means or opportunity to experience OHV recreation and provides an avenue to create future OHV enthusiasts.

**Project Description - The Project Description shall provide sufficient clarity such that those not familiar with the Application or Project can understand what the Applicant intends to do - 4970.13(f) Note: Do not add Project Deliverables in this box.**

Through the 2024/2025 OHMVR Grant Program – Education and Safety, the LAPD proposes to continue to implement the OHV4ME program to expose inner city youth to OHV recreation using motorcycle training as an incentive. The program aims to educate youth on the safe operation of motorcycles, as well as educating them on the importance of natural habitat preservation. The program also imparts the TREAD Lightly principles - Travel responsibly, Respect the rights of others, Educate yourself, Avoid sensitive areas, and Do your part.

The OHV4ME curriculum utilizes a variety of techniques to teach the kids on riding the motorcycle. The classroom setting

uses a workbook that the instructors have created and is continuously updating a workbook; it also utilizes powerpoint presentations, selected videos (including from past students) to identify best practices and/or lessons learned. Outside of the classroom, the participants can view their own videos through social media posts, to review their own progress as well as lessons learned.

The OHV4ME program includes mentoring of youth participants as well as classroom training and exposure to the outdoors. The classroom portion will address the nomenclature of motorcycles and the safety gear required for riding. The off-highway portion is comprised of a 21-step lesson plan that takes a rider from introduction through the final proficiency testing phase. For the entirety of the physical riding portion of the program, the participants will be provided the following safety gear - helmet, goggles, gloves, pants, riding jersey, elbow pads, knee pads, and boots. Upon completion of the final testing phase, participants become "Certified Riders" and they will be taken outside the OHV4ME training facility and introduced to OHV maintained areas or local State Vehicular Recreation Areas. Once in the OHV parks, the youth will be able to demonstrate the skills and education received from the training. Additionally the youth will be joined by State Parks members where they will be given an opportunity to participate in "interpretive talks" to further educate and instill reverence for the environment and respect for State Parks rules. The interpretive talks further reinforce the need for the use of proper safety gear and examples of incidents Park Rangers have encountered as well as those outcomes. The lessons taught to the youth are approved by the Motorcycle Safety Foundation (MSF) and all instructors have successfully completed MSF instructor Course provided by Honda Motor Corporation.

Due to the involvement of juvenile participants, the OHV4ME program has partnered with California Emergency Mobile Patrol (CEMP), established in 1962, is the only volunteer search and rescue program within the San Fernando Valley. The CEMP group works with the OHV4ME program by providing volunteer Emergency Medical Technicians (EMT) to oversee our daily operations. The EMTs are on scene and travel with the OHV4ME training activities, in support equipment (side by side), to render aid in any situation where their services may be needed. From a minor scratch, a bee sting, or a major injury including broken bones or worse, the on-site EMT has a fully operational medical kit and manages any in-field medical needs. The EMT staff also provide safety briefings as well as mentorship with participants who potentially wish to work in the medical field. The CEMP volunteers regularly speak to the participants regarding rescue scenarios to instruct those involved in the program who may find themselves in need for rescue. It is our divisional policy that we maintain a certified EMT on site during youth training days.

The LAPD ORU plans to recruit four OHMV4ME groups, with 11 youth participants each, from 4 different LAPD youth programs throughout the city. The 11-person groups are assigned either Saturday/Sunday morning or Saturday/Sunday afternoon sessions. The sessions are designed to overlap for about 1/2 an hour to allow the smooth transition between the different groups. It further allows the youth to observe the progress of other groups and to meet others from diverse backgrounds they may have otherwise not had the opportunity to meet. The youth groups will attend one full day classroom setting, that will cover an introduction to the program, basic nomenclature of the motorcycle, and complete a 31 page workbook which was re-created from an original MSF guide book. The 31-page workbook is interactive with the guidance of OHV4ME instructors and is tailored to our specific program and is updated annually. The workbook includes multiple lesson points from safety gear, motorcycle nomenclature, photos, fill in, as well as group activities related to the instruction designed to capture and maintain the youth attention. Following the classroom portion, the groups will then transition to the riding lesson sessions and successfully complete all 21 riding lessons. The total number of hours to complete an OHV4ME program will depend on each group's ability to complete the 21-riding lessons.

Throughout the year, OHV4ME instructors will attend several community outreach events where booths will be created and equipment displayed for the purposes of program awareness as well as education to the general public on multiple aspects of OHV operation. Officers will be addressing questions such as required safety gear, legal age of OHV operation, Lawful riding areas, OHV occupant rules and regulations; proper gear fitment, and many more common educational contacts.

Program participants are selected from the following current LAPD youth programs:

- a. The Cadet program, for 13-17 years old, aims to empower youth to maximize their personal and scholastic potential, emphasizing leadership, academic excellence, ethical decision-making, and community service.

- b. The Junior Cadet program, for 8-12 years old, introduces youth to the law enforcement profession, while instilling a sense of community pride, self-discipline and leadership.
- c. The Jeopardy program, for 8-17 years old, is a gang prevention/intervention program for "at-risk" youth and their parents offering resources and referrals, while seeking to decrease truancy, gang involvement, violence, and criminal behavior.
- d. The Police Activities League (PAL), for 6-17 years old, provides youth with an opportunity to participate in self-enhancement activities through educational, athletic, and other recreational activities.
- e. The Juvenile Impact Program, for 9-17 years, is a regimented, academic, and physical training-intervention program for delinquent "at-risk" youth in need of immediate diversion from gangs and criminal behavior.
- f. The LAPD Community Safety Partnership is a collaboration between the Housing Authority of the City of Los Angeles (HACLA) and the LAPD. The CSP is a community policing effort to build relationships with residents of the various housing developments in the City.

**Project Description - 4970.13(f)**

**List of Project Deliverables - 4970.13(f)(2)**

Project Type ☒ Education Project ☐ Safety Project

Provide a list of Project Deliverables the Applicant proposes to undertake

#	Title	Project Deliverable Description
1.	Classroom and/or field training (Not for staff nor volunteers) (OHV Education Applications Only)	Deliverable: Teach youth ages 10 - 17 on how to safely ride a motorcycle. Description: The OHV4ME program teaches youth ages of 10 - 17 years old on how to ride a motorcycle.. There will be 4 groups of 11 participants (44 total participants). The participants will successfully complete one formal classroom setting. Upon completion of the classroom portion, participants will then advance to the 21 riding lessons. The 21 riding lessons begin with approved Motorcycle Safety Foundation Classroom lessons covering a wide variety of topics including natural habitat concepts, motorcycle safety, motorcycle nomenclature, safety gear requirements, local Off-Road law/rules, & environmental impact. Each of the 21 lessons consist of a classroom portion where riding techniques - including "TREAD Lightly" - are introduced followed by a riding demonstration. We regularly pause the riding portion and reconvene with an additional classroom style meet, to clarify technical expectations and answer any questions that the youth may have. After the completion of the 21 lessons and comprehensive road test, they will be eligible to ride in the State Parks in a non-restricted format along with wildlife interpretative display.
2.	Educational Outreach (OHV Education Applications Only)	During the OHV4ME implementation, the instructors and program participants will attend several public events with static displays of off-road gear and equipment (motorcycles, safety gear) to provide educational outreach to the community. There are ten planned community events throughout the grant period where the OHV4ME participants will attend. These events include the VTD car show, LAPD divisional open houses, North Hollywood Christmas gift giveaway, LAPD golf tournament motorcycle safety display and similar events.
3.	Creating/Updating/Printing OHV related maps and/or educational brochures/guides	N/A

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 Application: Education & Safety

10/3/2024

	(OHV Education Applications Only)	
4.	Creating/Updating/Printing of OHV related trail and/or interpretive signs/panels (OHV Education Applications Only)	N/A
5.	Voluntary Sound Testing (OHV Education Applications Only)	N/A
6.	OHV First Responder Activities as related to OHV Recreation (OHV Safety Applications Only)	N/A
7.	OHV Search and Rescue Activities as related to OHV Recreation (OHV Safety Applications Only)	N/A
8.	First aid stations (OHV Safety Applications Only)	N/A
9.	Other (unique to OHV Safety or OHV Education, depending on what type of Project)	Deliverable: OHV4ME will provide a mentoring program to reinforce the lessons for maximum effectiveness over a 10 month time period. Description: The OHV4ME utilizes a mentorship framework to encourage responsibility through teaching the youth on how to ride a motorbike. Eligibility also requires positive/improved grades with the respective school.
10.	Other (unique to OHV Safety or OHV Education, depending on what type of Project)	The ORU created a 31-page interactive full color workbook for classroom participation, which certified instructors use to educate students. We cover the importance of OHV safety equipment, OHV selection and related laws, rules and signs, and OHV operation risks and risk mitigation. We reinforce these lessons with the students using a mentorship program over a 10 month period for retention purposes.
11.	Other (unique to OHV Safety or OHV Education, depending on what type of Project)	N/A
12.	Other (unique to OHV Safety or OHV Education, depending on what type of Project)	N/A
		N/A
		N/A
		N/A

**Relation of Proposed Project to OHV Recreation - 4970.13(f)(3)**

The LAPD's OHV4ME program introduces OHV recreation and areas to juveniles within LAPD's youth and CSP programs, who otherwise may not have the economical means to explore OHV recreation. Through the program, the mentor/mentee relationship between police officers and juveniles, added to the recreational activities offered, will break down barriers and create bridges to our inner-city communities. The common tool, motorcycles, will bring partnership between the involved parties with hopes that each participant enjoys the experience that could possibly spark interest and gain passion for this recreational sport.

**Identification of Needs - 4970.13(f)(4)**

The LAPD's youth programs provide a myriad of activities, such as tutoring and sports, to help develop self-esteem, responsibility, leadership skills, and forge positive relationships with law enforcement. However, very few of these youth program activities offer the additional benefits related to that of the OHV4ME program. Off Highway Vehicle activities introduce kids to the outdoors and help them connect with nature. It is anticipated that it will open their world to the outside recreation and encourage them to explore the State Vehicular Recreational Areas. Today's youth in urban areas spend most of their time on their couches watching television, playing computer/video games or distracted by their phones. This back-to-nature activity will not only teach them to ride a motorcycle, but it will also give them access to the great outdoors.

The OHV4ME program involves both hands-on instruction on how to ride a motorcycle, as well as classroom training on safety, environment responsibility, and respect for private property. The City of Los Angeles has a large amount of protected open spaces where OHV activities are prohibited. It is important to educate future OHV riders on the laws and regulations for OHV recreation. As the current program has been successful and the community's interest is increasing, there is a need to continue the program. However, the City does not have allocated funds to do so.

**Location of Training/Services - 4970.13(f)(5)**

The training will be conducted at LAPD's Edward M. Davis Training, which is located at 12001 Blucher Ave, Granada Hills. The training facility is one of LAPD's training facilities and has an open space with off road terrain, capable of training the juveniles at a beginner's level. This facility has all the logistics needed to safely operate this program as it has both classrooms and an open space that can be used as a training field for the OHV4ME lessons.

**OHV Safety, Environmental Responsibility, and Respect Private Property - 4970.13(f)(6) (Education Projects ONLY)**

The OHV4ME program requires safety measures to be in place while conducting OHV training. Each participant will be required to be equipped with proper safety equipment and will be provided with a helmet, goggles, gloves and will be required to wear long pants, long sleeve shirt and boot-type footwear.

During the OHV4ME certification workshop, officers become familiar with the "T.R.E.A.D. Lightly" principles. Travel responsibly, Respect the rights of others, Educate yourself, Avoid sensitive areas, and Do your part. The officers will teach the youth participants the same principles as part of the OHV4ME program curriculum.

Additionally, the curriculum covers the respect on private property and the use of eligible State parks and other locations for recreational riding.

Attachments

- PALS MOA
- Devonshire-Police Activity League Supporters (PALS) non-profit W-9 ID

**District and County Information**

**California State Senate Districts**

Select one or more of the California State Senate Districts where the proposed project activities will occur. Copy and Paste the URL (<https://findyourrep.legislature.ca.gov/>) in your browser to determine the State Senate district(s).

- |   |   |   |   |
|---|---|---|---|
| <input checked="" type="checkbox"/> State Senate 20 | <input checked="" type="checkbox"/> State Senate 25 | <input checked="" type="checkbox"/> State Senate 26 | <input checked="" type="checkbox"/> State Senate 27 |
| <input checked="" type="checkbox"/> State Senate 28 | <input checked="" type="checkbox"/> State Senate 35 |   |   |

**California State Assembly Districts**

Select one or more of the California State Assembly Districts where the proposed project activities will occur. Copy and Paste the URL (<https://findyourrep.legislature.ca.gov/>) in your browser to determine the State Assembly district(s).

- |   |   |   |   |
|---|---|---|---|
| <input checked="" type="checkbox"/> State Assembly 38 | <input checked="" type="checkbox"/> State Assembly 39 | <input checked="" type="checkbox"/> State Assembly 43 | <input checked="" type="checkbox"/> State Assembly 44 |
| <input checked="" type="checkbox"/> State Assembly 45 | <input checked="" type="checkbox"/> State Assembly 46 | <input checked="" type="checkbox"/> State Assembly 51 | <input checked="" type="checkbox"/> State Assembly 53 |
| <input checked="" type="checkbox"/> State Assembly 54 | <input checked="" type="checkbox"/> State Assembly 62 |   |   |

**California Congressional Districts**

Select one or more of the California Congressional Districts where the proposed project activities will occur. Copy and Paste the URL (<https://www.govtrack.us/congress/members/CA#map>) in your browser to determine the Congressional district(s).

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Congressional District 27 | <input checked="" type="checkbox"/> Congressional District 28 | <input checked="" type="checkbox"/> Congressional District 29 |
| <input checked="" type="checkbox"/> Congressional District 30 | <input checked="" type="checkbox"/> Congressional District 32 | <input checked="" type="checkbox"/> Congressional District 34 |
| <input checked="" type="checkbox"/> Congressional District 37 | <input checked="" type="checkbox"/> Congressional District 43 |   |

**County**

Select one or more of the California Counties where the proposed project activities will occur.

- ☒ Los Angeles



**1 Optional Project-Specific Application Documents**

Attachment Title	Attachment
Devonshire-Police Activity League Supporters (PALS) non-profit W-9 ID	33625_0_936_Dev Pals W-9.pdf
(PALS) MOA with Los Angeles Police Department (LAPD)	33625_1_475_1.MOA_PALS_With LAPD

**2 Optional Project-specific Maps**

Attachment Title	Attachment
LAPD-Edward Davis Academy, OHV4ME-Training Site	33627_0_305_Edward Davis Pic.png
PALS- Nonprofit Certification form	33627_1_218_Grants Cooperative Agreement Program PALS Form.pdf

Project Cost Estimate for Grants and Cooperative Agreements Program - 2024  
Agency: Los Angeles Police Department  
Application: Education & Safety

10/3/2024

<b>APPLICANT NAME :</b>	Los Angeles Police Department		
<b>PROJECT TITLE :</b>	Education & Safety	<b>PROJECT NUMBER (Division use only) :</b>	G24-03-66-S01
<b>PROJECT TYPE :</b>	<input type="checkbox"/> Law Enforcement <input type="checkbox"/> Restoration <input checked="" type="checkbox"/> Education & Safety <input type="checkbox"/> Acquisition <input type="checkbox"/> Development <input type="checkbox"/> Ground Operations <input type="checkbox"/> Planning		
<b>PROJECT DESCRIPTION :</b>	<p>Through the 2024/2025 OHMVR Grant Program – Education and Safety, the LAPD proposes to continue to implement the OHV4ME program to expose inner city youth to OHV recreation using motorcycle training as an incentive. The program aims to educate youth on the safe operation of motorcycles, as well as educating them on the importance of natural habitat preservation. The program also imparts the TREAD Lightly principles - Travel responsibly, Respect the rights of others, Educate yourself, Avoid sensitive areas, and Do your part.</p> <p>The OHV4ME curriculum utilizes a variety of techniques to teach the kids on riding the motorcycle. The classroom setting uses a workbook that the instructors have created and is continuously updating a workbook; it also utilizes powerpoint presentations, selected videos (including from past students) to identify best practices and/or lessons learned. Outside of the classroom, the participants can view their own videos through social media posts, to review their own progress as well as lessons learned.</p> <p>The OHV4ME program includes mentoring of youth participants as well as classroom training and exposure to the outdoors. The classroom portion will address the nomenclature of motorcycles and the safety gear required for riding. The off-highway portion is comprised of a 21-step lesson plan that takes a rider from introduction through the final proficiency testing phase. For the entirety of the physical riding portion of the program, the participants will be provided the following safety gear - helmet, goggles, gloves, pants, riding jersey, elbow pads, knee pads, and boots. Upon completion of the final testing phase, participants become "Certified Riders" and they will be taken outside the OHV4ME training facility and introduced to OHV maintained areas or local State Vehicular Recreation Areas. Once in the OHV parks, the youth will be able to demonstrate the skills and education received from the training. Additionally the youth will be joined by State Parks members where they will be given an opportunity to participate in "interpretive talks" to further educate and instill reverence for the environment and respect for State Parks rules. The interpretive talks further reinforce the need for the use of proper safety gear and examples of incidents Park Rangers have encountered as well as those outcomes. The lessons taught to the youth are approved by the Motorcycle Safety Foundation (MSF) and all instructors have successfully completed MSF instructor Course provided by Honda Motor Corporation.</p> <p>Due to the involvement of juvenile participants, the OHV4ME program has partnered with California Emergency Mobile Patrol (CEMP), established in 1962, is the only volunteer search and rescue program within the San Fernando Valley. The CEMP group works with the OHV4ME program by providing volunteer Emergency Medical Technicians (EMT) to oversee our daily operations. The EMTs are on scene and travel with the OHV4ME training activities, in support equipment (side by side), to render aid in any situation where their services may be needed. From a minor scratch, a bee sting, or a major injury including broken bones or worse, the on-site EMT has a fully operational medical kit and manages any in-field medical needs. The EMT staff also provide safety briefings as well as mentorship with participants who potentially wish to work in the medical field. The CEMP volunteers regularly speak to the participants regarding rescue scenarios to instruct those involved in the program who may find themselves in need for rescue. It is our divisional policy that</p>		

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we maintain a certified EMT on site during youth training days.

The LAPD ORU plans to recruit four OHMV4ME groups, with 11 youth participants each, from 4 different LAPD youth programs throughout the city. The 11-person groups are assigned either Saturday/Sunday morning or Saturday/Sunday afternoon sessions. The sessions are designed to overlap for about 1/2 an hour to allow the smooth transition between the different groups. It further allows the youth to observe the progress of other groups and to meet others from diverse backgrounds they may have otherwise not had the opportunity to meet. The youth groups will attend one full day classroom setting, that will cover an introduction to the program, basic nomenclature of the motorcycle, and complete a 31 page workbook which was re-created from an original MSF guide book. The 31-page workbook is interactive with the guidance of OHV4ME instructors and is tailored to our specific program and is updated annually. The workbook includes multiple lesson points from safety gear, motorcycle nomenclature, photos, fill in, as well as group activities related to the instruction designed to capture and maintain the youth attention. Following the classroom portion, the groups will then transition to the riding lesson sessions and successfully complete all 21 riding lessons. The total number of hours to complete an OHV4ME program will depend on each group's ability to complete the 21-riding lessons.

Throughout the year, OHV4ME instructors will attend several community outreach events where booths will be created and equipment displayed for the purposes of program awareness as well as education to the general public on multiple aspects of OHV operation. Officers will be addressing questions such as required safety gear, legal age of OHV operation, lawful riding areas, OHV occupant rules and regulations, proper gear fitment, and many more common educational contacts.

Program participants are selected from the following current LAPD youth programs:

- a. The Cadet program, for 13-17 years old, aims to empower youth to maximize their personal and scholastic potential, emphasizing leadership, academic excellence, ethical decision-making, and community service.
- b. The Junior Cadet program, for 8-12 years old, introduces youth to the law enforcement profession, while instilling a sense of community pride, self-discipline and leadership.
- c. The Jeopardy program, for 8-17 years old, is a gang prevention/intervention program for "at-risk" youth and their parents offering resources and referrals, while seeking to decrease truancy, gang involvement, violence, and criminal behavior.
- d. The Police Activities League (PAL), for 6-17 years old, provides youth with an opportunity to participate in self-enhancement activities through educational, athletic, and other recreational activities.
- e. The Juvenile Impact Program, for 9-17 years, is a regimented, academic, and physical training-intervention program for delinquent "at-risk" youth in need of immediate diversion from gangs and criminal behavior.
- f. The LAPD Community Safety Partnership is a collaboration between the Housing Authority of the City of Los Angeles (HACLA) and the LAPD. The CSP is a community policing effort to build relationships with residents of the various housing developments in the City.

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<b>DIRECT EXPENSES</b>						
<b>Program Expenses</b>						
<b>1 Staff</b>						
1. Staff-Sergeant Notes : This line denotes 380 hours of Motor Sergeants' overtime at a pay rate of \$123 per hour plus 9.44% direct related costs, totaling \$134 per hour..  1 sergeant x 10 hours x 4 shifts x 9.5 months x \$140.712/hour. Each shift will cover two OHV4ME groups.  The overtime rate is 1.5 multiplied by hourly rate; rates shows an increase from G23 amounts. The rates for Sergeants and Police Officers have been raised per MOU agreements approved in 2023. The rate shows the average for a Motor Sergeant Position.  Sworn Overtime Fringe Benefit rate- 9.44% is from the approved CAP 41 and includes Medicare - 1.38%, Worker's Comp - 7.64%, Unemployment Claims - .01%, Share of Carry Forward - .41% . Documentation will be provided as requested.  This request will pay a Motor Sergeant to supervise and oversee each OHV4ME training event. This would cover 4	380.0000	134.611	HR	51,152.00	51,152.00	0.00

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
10-hours OHV4ME shift per month for 10 months. Overtime hours will be used to implement this project as an auxiliary but integral duty to VTD						
2. Staff-Motor Officers Notes : This line denotes 1,140 hours of Motor Officers' overtime at \$108 per hour plus 9.44% direct related costs, totaling \$118.195 per hour.  3 Motor Officers x 10 hours x 4 shifts x 9.5 months x \$123.552 /hour. Each shift will cover two OHV4ME groups.  The overtime rate is 1.5 multiplied by hourly rate; rates shows an increase from G23 amounts. The rates for Sergeants and Police Officers have been raised per MOU agreements approved in 2023. The rate shows the average for a Motor Officer Position.  Sworn Overtime Fringe Benefit rate- 9.44% is from the approved CAP 41 and includes Medicare - 1.38%, Worker's Comp - 7.64%, Unemployment Claims - .01%, Share of Carry Forward -.41%. Documentation will be provided as requested.  This request will pay for 3 Motor Officer to manage and conduct each OHV4ME training event. This would cover 3	1140.0000	118.195	HRS	134,742.00	134,742.00	0.00

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
Motor Officers every 10-hour OHV4ME shift per week for 10 months. Overtime hours will be used to implement this project as an auxiliary but integral duty to VTD.						
3. Staff-Motor Sergeant - Match Notes : MATCH. This line denotes 150 hours of Motor Sergeants' hourly rate at \$82 plus 75.81% fringe benefit rates.  This request will pay a Motor Sergeant to supervise and oversee each OHV4ME training event. This would cover 1.5 10-hours OHV4ME shift per month for 10 months. 1 Motor Sergeant x 10 hours x 1.5 shifts x 10 months x \$144,164. Each shift will cover two OHV4ME groups.  The rate shows an increase from G23 amounts. The rates for Sergeants have been raised per MOU agreements approved in 2023. The rate shows the average for a Motor Sergeant Position.  Sworn Salary Fringe Benefit rate - 75.81% is from the federally approved CAP 41 and includes Pension 46.83%, L.A. Well Health & Dental Plans 13.93%, Employee Assistance 0.10%, Medicare 1.53%, Part Time/Seasonal/Temporary Pension 0.04%, Unused Sick/Vacation Payout 1.49%, Unemployment Claims 0.00%, Workers Compensation 8.47%, Carry Forward,	150.0000	144,164	HRS	21,625.00	0.00	21,625.00

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
Positive 3.41%. Documentation will be provided as requested.						
Hourly rate is based on current Union MOU						
<p>4. Staff-Motor Officers - Match</p> <p>Notes : MATCH. This line denotes 500 hours of Motor Officers' hourly rate at \$72 plus 75.81% fringe benefit rates.</p> <p>This request will pay for 3 Motor Officer to manage and conduct each OHV4ME training event. This would cover 1.5 10-hours OHV4ME shift per month for 10 months.</p> <p>3 Motor Officer x 10 hours x 1.67 shifts x 10 months x \$126.583. Each shift will cover two OHV4ME groups.</p> <p>The rate shows an increase from G23 amounts. The rates for Police Officers have been raised per MOU agreements approved in 2023. The rate shows the average for a Motor Officer Position.</p> <p>Salary Fringe Benefit rate - 75.81% is from the federal approved CAP 41 and includes Pension 46.83%, L.A. Well Health &amp; Dental Plans 13.93%, Employee Assistance 0.10%, Medicare 1.53%, Part Time/Seasonal/Temporary Pension 0.04%, Unused Sick/Vacation Payout 1.49%, Unemployment Claims 0.00%, Workers Compensation</p>	450.0000	126.583	HRS	56,962.00	0.00	56,962.00

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
8.47%, Carry Forward, Positive 3.41%. Documentation will be provided as requested						
Hourly rate is based on current Union MO						
<b>Total for Staff</b>				264,481.00	185,894.00	78,587.00
<b>2 Contracts</b>						
<b>3 Materials / Supplies</b>						
1. Materials / Supplies-Motorcycle Safety Gloves Notes : This line item is for Off-Road safety gloves for 21 juveniles with a variety of different sizes. The safety gloves are required safety equipment for all participants in the OHV4ME program. Additionally, any gloves which sustains damage in a "crash" require replacement for safety concerns. The cost was obtained using basic entry level comparison pricing IE: O'Neal Element gloves. Each participant will require safety gloves to be assigned throughout the entire program. This demands additional gloves in inventory. The roadway is dirt and rock, causing damage to the safety gear and rendering it useless. Wear and tear from the 10-17 year-olds & newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that	21.0000	22.500	EA	473.00	473.00	0.00



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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
approximately the same amount of gear either expires, is damaged, or is worn out on an annual basis. We plan on replacing 21 of the prior years gloves due to wear and tear as explained above.						
<p>2. Materials / Supplies-Safety Goggles</p> <p>Notes : This line item is for Off-Road safety goggles for 21 juveniles. The goggles are required safety equipment for all participants in theOHV4ME program. Additionally, any goggles which sustains damage in a "crash" requires replacement for safety concerns. The goggles are a safety item and will prevent potential eye injury to the participants. The cost estimate was obtained using basic entry level goggle price comparison IE: "100% Strata 2" goggles</p> <p>Each participant will require safety goggles assigned during the entire program. This demands additional goggles in inventory.</p> <p>The roadway is dirt and rock, causing damage to the safety gear and rendering it useless. Wear and tear from the 10-17-year-olds &amp; newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out annually.</p> <p>We expect to replace 21 of the prior years goggles due to the above explanation.</p>	21.0000	25.000	EA	525.00	525.00	0.00
<p>3. Materials / Supplies-Elbow Guards</p> <p>Notes : This line item is for Off-Road safety elbow guards</p>	21.0000	25.000	EA	525.00	525.00	0.00

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>for 21 juveniles with a variety of different sizes. The elbow guards are required safety equipment for all participants in the OHV4ME program. Additionally, any safety elbow guards which sustains damage in a "crash" requires replacement for safety concerns. The elbow guards are safety equipment and would eliminate or prevent any injuries to the juveniles upon an unexpected fall. The cost was obtained using a basic level elbow guard price.</p> <p>Each participant will require elbow guards assigned during the entire program. This demands additional elbow guards in inventory.</p> <p>The roadway is dirt and rock, causing damage to the safety gear and rendering it useless. Wear and tear from the 10-17 year-olds &amp; newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out annually. We plan on replacing 21 elbow guards this season due to wear and tear.</p>						
<p>4. Materials / Supplies-Knee Guards</p> <p>Notes : This line item is for Off-Road safety knee guards for 21 juveniles with a variety of different sizes. The safety knee guards are required safety equipment for all participants in the program. Additionally, any safety knee guards which sustains damageOHV4ME in a "crash" requires replacement for safety concerns. The knee guards</p>	21.0000	30.000	EA	630.00	630.00	0.00

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
<p>are safety equipment and would eliminate or prevent any injuries to the juveniles upon an unexpected fall. The cost was obtained using a basic level knee guard price.</p> <p>Each participant will require knee guards to be assigned during the entire program. This demands additional knee guards in inventory.</p> <p>The roadway is dirt and rock, causing damage to the safety gear and rendering it useless. Wear and tear from the 10-17 year-olds &amp; newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out annually. We plan on replacing 21 knee guards this season due to wear and tear.</p>						
<p>5. Materials / Supplies-Safety riding pants</p> <p>Notes : This is for 40 pair of motorcycle safety riding pants. cost based on 40 pants x \$100 each =\$4400</p> <p>Each participant will require riding to be assigned during the entire program. This demands additional riding pants in inventory.</p> <p>The roadway is dirt and rock, causing damage to the safety gear and rendering it useless. Wear and tear from the 10-17 year-olds &amp; newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is</p>	40.0000	100.000	EA	4,000.00	4,000.00	0.00

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
damaged, or is worn out annually. Due to pant sizing and wear from prior use, we plan on replacing 40 pairs of safety pants.						
<p>6. Materials / Supplies-Motorcycle Helmets</p> <p>Notes : This line item is for Off-Road helmets for 21 juveniles with a variety of different sizes. The helmets are required safety equipment for all participants in the OHV4ME program. Additionally, any helmet which sustains damage in a "crash" requires replacement for safety concerns.</p> <p>The cost for the helmets was obtained using basic entry level helmet price comparison IE: O'Neal series-3 helmet. Each participant will require a helmet to be assigned throughout the entire program. This demands additional helmets in inventory.</p> <p>The roadway is dirt and rock, causing damage to the safety gear and rendering it useless. Wear and tear from the 10-17 year-olds &amp; newly exposed to motorcycle riding is more aggressive than seasoned riders. We have found that approximately the same amount of gear either expires, is damaged, or is worn out on an annual basis. We will be replacing 21 of our prior years helmets due to the above explanation.</p>	21.0000	125.000	EA	2,625.00	2,625.00	0.00
<p>7. Materials / Supplies-Safety riding jersey</p> <p>Notes : This is for 36 safety riding jerseys. Cost based on</p>	36.0000	50.000	EA	1,800.00	1,800.00	0.00

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
36 jerseys x \$50 each = \$2000  Each participant will require riding equipment to be assigned during the entire program. These jerseys are worn out annually and require annual replacement.						
<b>Total for Materials / Supplies</b>				10,578.00	10,578.00	0.00
<b>4 Equipment Use Expenses</b>						
<b>5 Equipment Purchases</b>						
<b>6 Others</b>						
<b>Total Program Expenses</b>				275,059.00	196,472.00	78,587.00
<b>TOTAL DIRECT EXPENSES</b>				275,059.00	196,472.00	78,587.00
<b>INDIRECT EXPENSES</b>						
<b>Indirect Costs</b>						
<b>1 Indirect Costs</b>						
1. Indirect Costs-Insurance Liability Policy Notes : The line item covers insurance policy covers the participants and the volunteers who participate in the OHV4ME training event. It also covers the additional insured, their agents or entities, directors, and Motor Officers of entities that are connected in any way to the OHV4ME training events. Quotes gathered from providers amount to approximately \$5,000.	1.0000	3500.000	YR	3,500.00	3,500.00	0.00
<b>Total Indirect Costs</b>				3,500.00	3,500.00	0.00

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Line Item	Qty	Rate	UOM	Total	Grant Req.	Match
TOTAL INDIRECT EXPENSES				3,500.00	3,500.00	0.00
TOTAL EXPENDITURES				278,559.00	199,972.00	78,587.00

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	Category	Total	Grant Req.	Match	Narrative
<b>DIRECT EXPENSES</b>					
<b>Program Expenses</b>					
1	Staff	264,481.00	185,894.00	78,587.00	
2	Contracts	0.00	0.00	0.00	
3	Materials / Supplies	10,578.00	10,578.00	0.00	
4	Equipment Use Expenses	0.00	0.00	0.00	
5	Equipment Purchases	0.00	0.00	0.00	
6	Others	0.00	0.00	0.00	
<b>Total Program Expenses</b>		275,059.00	196,472.00	78,587.00	
<b>TOTAL DIRECT EXPENSES</b>		275,059.00	196,472.00	78,587.00	
<b>INDIRECT EXPENSES</b>					
<b>Indirect Costs</b>					
1	Indirect Costs	3,500.00	3,500.00	0.00	
<b>Total Indirect Costs</b>		3,500.00	3,500.00	0.00	
<b>TOTAL INDIRECT EXPENSES</b>		3,500.00	3,500.00	0.00	
<b>TOTAL EXPENDITURES</b>		278,559.00	199,972.00	78,587.00	

**ITEM 1 and ITEM 2**

**ITEM 1**

- a. Has a CEQA Notice of Determination (NOD) been filed for the Project? ☒ Yes ☐ No  
If checked YES, attach the NOD and corresponding CEQA document below. If checked NO, complete ITEM #2.

Attachment

Attachment

**ITEM 2**

- b. Does the proposed Project include a request for funding for CEQA and/or NEPA document preparation prior to implementing the remaining Project Deliverables (i.e., is it a two-phased Project pursuant to Section 4970.06.1(b)) ☒ Yes ☐ No

**ITEM 3 - Project under CEQA Guidelines Section 15378 (Click on the "Show Instructions" button for note)**

- c. Are the proposed activities a "project" under CEQA Guidelines Section 15378? ☒ Yes ☐ No  
If YES, complete ITEMS 4 - 13. If unsure, select YES, and complete ITEMS 4 - 13. If checked NO, complete letter d.
- d. The Application is requesting funds solely for personnel and support to enforce OHV laws and ensure public safety. These activities would not cause any physical change in the environment, or a reasonably foreseeable indirect physical change in the environment and are thus not a "Project" under CEQA. If checked YES, stop here, and proceed to the Evaluation section. If checked NO, complete ITEM # 3e.
- e. Other. Explain why proposed activities would not cause any physical change in the environment, or a reasonably foreseeable indirect physical change in the environment and are thus not a "project" under CEQA. E.g., Project activities involving heavy equipment, grading, etc. typically are considered a project under CEQA. DO NOT complete ITEMS 4 - 13 and proceed to the Evaluation section.

**ITEM 4 - Specify all standard measures (e.g., BMPs, established SOPs, or similar) within the Project description that have been incorporated into the Project description to avoid potential impacts to biological resources, cultural resources, or other resources evaluated in the ERDS. (Response is limited to 5,000 characters)**

**ITEM 5 - Evaluate the impact of this Project on wetlands, navigable waters, special-status species (including threatened and endangered species), and sensitive habitats. All Applicants must address all special-status species that have the potential to occur in the Project Area. Describe what analysis was completed as a part of the evaluation to determine potential impacts. (Click on the "Show Instructions" button for more information)**

**ITEM 6 - Applicants are encouraged to refer to the USFWS IPaC to identify designated critical habitat within and surrounding the Project Area.**

Does USFWS final or proposed designated critical habitat for threatened and/or endangered species exist within or surrounding the Project site? ☒ Yes ☐ No

**ITEM 7 - Evaluate cumulative impacts from this Project along with others of the same type in the same general place, such as increased noise or traffic. Refer to the cumulative impacts discussion in the environmental impact statement, land management plan, or other sources as appropriate. Describe what analysis was completed as a part of the evaluation to determine potential impacts. (Response is limited to 5,000 characters)**

**ITEM 8 - Discuss whether the proposed Project could have a significant effect on the environment due to substantial soil erosion or the loss of topsoil. Describe what analysis was completed as a part of the discussion to determine potential effects. (Response is limited to 5,000 characters)**



**ITEM 9 - Discuss the potential for damage to scenic resources within the viewshed of a highway officially designated as a state scenic highway. Describe what analysis was completed as part of the discussion to determine potential impacts. (Response is limited to 5,000 characters)**

**ITEM 10 - Hazardous Materials**

Is the proposed Project Area located on a site included on any list compiled pursuant to Section 65962.5 of the California Government Code (hazardous materials)? ☐ Yes ☒ No

If YES, describe the location of the hazard relative to the Project site, the level of hazard and the measures to be taken to minimize or avoid the hazards:

**ITEM 11 - Discuss the potential for the proposed Project to have any substantial adverse impacts to historical or cultural resources. Describe what analysis was completed as a part of the discussion to determine potential impacts. (Response is limited to 5,000 characters)**

**ITEM 12 - Discuss the potential for the Project to cause indirect significant impacts, such as by causing user groups to go elsewhere, causing significant impacts off-site, or significantly increasing use in the vicinity of the Project site. Describe what analysis was completed as a part of the discussion to determine potential impacts. (Response is limited to 5,000 characters)**

**ITEM 13 - Discuss if the approval of the proposed project would change the existing baseline conditions and/or change OHV facility operations. (Response is limited to 5,000 characters)**

**CEQA/NEPA Attachment (Click on the "Show Instructions" button for more information)**

Attachment Title	Attachment

**1. Project Cost Estimate - Q 1. (Auto populates from Cost Estimate)**

The Applicant is applying for the following type of Project: (Check the one most appropriate)

- ☒ Education – Applicants shall only respond to items 1, 2, 4, 5, 6, 7, 8, 9, 10, and 11.  
☐ Safety – Applicants shall only respond to items 1, 2, 4, 5, 6, 12, 13, 14, and 15.

1. As calculated on the Project Cost Estimate, the percentage of the Project costs covered by the Applicant is: 2

(Note: This field will auto-populate once the Cost Estimate and Evaluation Criteria are Validated.)

- ☐ 76% or more (10 points)  
☐ 66% - 75% (7 points)  
☐ 51% - 65% (5 points)  
☐ 36% - 50% (4 points)  
☒ 26% - 35% (2 points)  
☐ 25% (Match minimum) (No points)

**2. Project Performance - Q 2.**

2. At any time in the last two complete calendar years prior to the current Grant cycle, has the Applicant been out of Good Standing with the Division? 10

(Check the one most appropriate)

- ☒ No (10 points)  
☐ Yes (No points)  
☐ First time Applicants or Applicants without active projects in the last two complete calendar years. (5 points)

**3. Previous Year's Performance - Q 3. (FOR DIVISION USE ONLY)**

3. In the previous year the Applicant has been responsive and communicated effectively with the assigned OHMVR Grant Administrator by phone, email or personal visit.

(FOR DIVISION USE ONLY) (Check the one most appropriate)

- ☐ In the previous year the Applicant has been responsive and communicated effectively with their assigned OHMVR Grant Administrator by phone, email or personal visit (3 points)  
☐ First time Applicants and past Applicants with no active Grant Projects within the last two years (2 points)  
☐ In the previous year the Applicant has not been responsive (No points)

**4. Utilization of Partnerships - Q 4.**

4. The Project will utilize partnerships to successfully accomplish the Project. Identify the number of organizations that will actively participate in the Project. Partners cannot include any unit of the OHVMR Division, subcontractors, any participant being paid by this OHV Grant and Cooperative agreement, or any Grantee receiving Grant funds for a Project in the Project Area as specified in this Application. 1

(Check the one most appropriate)

- ☐ 4 or more (4 points)  
☐ 2 to 3 (2 points)  
☒ 1 (1 point)

☐ None (No points)

List each partner organization(s) separately and provide a detailed explanation for how each partner will participate in the Project:

California Emergency Mobile Patrol (CEMP). CEMP is a 501(c)(3) serving the LA area. They are self contained and provide Emergency Medical Technicians (EMT) services to OHMV4ME participants on a voluntary service. They attend training days as well as travel to State Parks rides. They provide basic first aide training as well as injury prevention training to the youth.

**5. Types of OHV Recreation - Q 5.**

5. The Project addresses the following types of OHV Recreation:

1

(Check all that apply) - Scoring: 1 point each, up to a maximum of 6 points. Provide a detailed explanation of how each vehicle type will be addressed in this Project:

☐ ATV

☐ 4X4

☒ Motorcycle

☐ Recreation Utility Vehicle (RUV)/Side-by-Side

[The OHV4ME participants will be trained in a combination of classroom and in field, hands-on participation on the use of motorcycles. the program covers the nomenclature of the motorcycle, proper safety gear, laws and regulations, signage and postings, as well as a 21 lesson training plan with comprehensive final road test.]

☐ Snowmobile

☐ Dune buggy, rail

**6. Public Input Prior to the Preliminary Application - Q 6.**

6. The Project was developed with public input prior to the preliminary Application filing deadline.  
Public input employed the following:

Provide a detailed explanation for each statement checked. Identify the dates(s) of meetings, location(s), participants, how public was notified of meeting, and who hosted the meeting. Applicant must identify how distinct stakeholders are stakeholders to the Project. Do not include internal agency meetings or meetings that occurred more than 12 months prior to filing the preliminary Application:

Note: For any meeting held virtually, the Applicant must notify the Division prior to the virtual meeting by email at OHV.Grants@parks.ca.gov.

(Check all that apply)

☐ The Applicant initiated and conducted publicly noticed meeting(s), held either in-person or virtual, with the general public to discuss Project (1 point)

☐ The Applicant held a meeting(s), held either in-person or virtual, with multiple distinct stakeholders separate from their general public meeting (1 point)

**7. Incorporates Elements - Q 7. (Education Project ONLY)**

7. Prior to Preliminary Application filing, the Project has incorporated the following clearly identifiable and/or measurable elements:

10

(Check all that apply) Provide a detailed explanation for each statement checked:

☐ Process of researching issues and audience (2 points)

☒ Objectives and outcomes (2 points)

[The objective of the OHV4ME program is to develop self-esteem, strong values, direction, and a sense of responsibility using a motorcycle as a motivational tool. We educate our participants, ages of 10-17 years old, on the importance of OHV motorcycle safety through a combination of classroom and hands-on, practical riding lessons. We want to curate an educational environment wherein OHV operation is learned with a respect for the environment.

The outcome is that we deliver a well-rounded OHV operator who is well versed in OHV safety, operation, conservation (TREAD lightly), and who is exposed to the wonders of the outdoors and the beauty of nature. The program creates an advocate for OHV operation and understands the importance our environment plays in our lives.]

☒ Testing process to ensure outcomes are effective (2 points)

[This program consists of two portions of testable instructions. The first portion consists of multiple classroom sessions, where participants receive instruction from a 31-page workbook. Upon completion of classroom instruction, participants are given a written test (consisting of 20 questions) to ensure that they comprehend the materials covered in the workbook. Participants then transition to a "hands-on" portion of training, consisting of 21 riding lessons. The lessons build the riders skills, concentrating on safely operating an OHV motorcycle. Upon completion of riding instructions, students are tested on their ability to demonstrate the skills and techniques taught to them and show they can safely operate a motorcycle by riding on an instructor prepared off-road test course.]

☒ Plan to implement the Project (2 points)

[The OHV4ME will accept student participants from various LAPD youth programs (P.A.L.S., C.S.P., and youth cadet programs), that target at risk and disenfranchised youth. The youth will be introduced to our classroom setting where they will receive detailed and informative instruction that is combined with a workbook and hands on motorcycle nomenclature lessons. The groups will be transitioned outdoors to our training center where they will be outfitted with proper safety gear. The students will then be assigned motorcycles (dirt bikes) and participate in a 21-lesson program where instructors work directly with students in their skill building for OHV operation.]

☒ Evaluation of the Project process (2 points)

[We measure the project process on a daily basis by evaluating the success of the participants involved. We utilize a 20-question testing format to determine if the classroom lessons taught were understood. We require the students to perform newly learned OHV motorcycle skills for evaluation prior to moving on to additional lessons in incremental complexity during skill building. The students are eventually tested on a comprehensive dirt road course to further evaluate the progress/understanding. The participants are included in an open discussion/critique on the day's events with instructors for further program evaluation.]

☒ Evaluation and feedback received from Project participant (2 points)

[Prior to and after each block of instruction, participants meet with an instructor and develop a Personal Success Plan (PSP). Participants and instructors establish and set goals for participants. Throughout the program, instructors follow up with participants to check on progress of goals and assist with any ideas for improvement or how to achieve those goals. Throughout the program, participants and instructors have open discussions in which the program is critiqued by the participants and adjustments are made when it is observed there is room for further improvement. The feedback has evolved the program and will continue to do so. We regularly use the feedback to create custom routes to address the skillsets of all our participants keeping them fully involved and challenged.]

**8. Methods of Education - Q 8. (Education Project ONLY)**

8. The Project will utilize the following methods of education:

14

(Check all that apply) - Scoring: 2 points each up to a maximum of 14 points. Provide a detailed explanation for each statement checked:

☒ Hands on learning

☒ Social media

[Students will have hand-on training by using an OHV motorcycle. They will be riding the motorcycle and completing a 21-lesson skill building curriculum. They will be tested on their skills throughout and complete a tested road course.]

[OHV4ME training sessions are shared to several social media sites after each training day. (Instagram, Facebook, etc.) Social media posts highlight the skills or lessons learned that day and show the progress made by the youth. Social media posts also highlight success stories of the youth participants. This is a good review for the students of lessons learned.

Additionally, OHV4ME social media sites reach thousands of followers and are continuing to grow. Promoting the program through social media will allow for public awareness and community partnership, which allows for feedback, suggestions and testimonials from participants.]

☒ Formal class setting

[The program has a classroom portion (curriculum) where a 31-page workbook is used to explain OHV motorcycle nomenclature, rider safety, safety gear, environmental impact, rules and laws associated with OHV operation, and general introduction to OHV use. Each group will attend one classroom portion and successfully complete the 31-page workbook, prior to advancing to the 21 riding lessons.]

☒ Outreach booths/Exhibits

[The program often participates in public events and exhibits. This includes attending events with a static display where OHV equipment (OHV motorcycle, safety gear, etc.) is displayed and information regarding OHV safety is provided. Information regarding the program is provided and questions from the public regarding the program and general OHV operation are answered. Participation in these types of events and exhibits is on average of 10 per year. The students participate in these open houses / events giving them an opportunity to share the OHV education they have received. It offers the students an opportunity to work on their public speaking skills as well as educating youth of similar ages and backgrounds.]

☒ Printed media (brochures, panels, billboards, flyers etc.)

[The OHV4ME provides a 31-page OHV workbook to all participants. Additionally, we offer informational brochures at our media events and outreach days. Our brochures include winter shelter information, fire and rising water warning information, as well as OHV laws, rules, and regulations.]

☒ Interpretive talks, rides, events

[The OHV4ME involve the participants in "off campus" rides in areas such as Gorman/Hungry Valley and provide informative talks on land management, "TREAD Lightly", safety, etc. We coordinate with California State Parks personnel to have them provide interpretive talks with the students. We attend several outreach "events" throughout the year (approximately 10) where we display OHV equipment and safety gear and engage the public in OHV conversation. The youth participants are invited to the events and meet with the public.]

☐ Internet classes

☒ Audio/video programs

[Instructors utilize a PowerPoint presentation during classroom portion of the training that allows participants to follow along in their printed workbook. Presentation also includes several video clips of past participants riding to show proper or improper riding techniques as a learning tool.

We also provide the students with video of their riding to provide reference to our lessons. We have two videos posted on YouTube that were made using prior students to demonstrate the program and reference our intended goals.

As part of the classroom portion of the curriculum, instructors will highlight to-do and not-to-do by showcasing videos of prior OHMV-Education project (LAPD-OHV4ME) participants. Additionally, instructors will take videos of the participants and following hands-on section, will have a de-briefing with the participants on the outcome.]

☐ Self-guided trails

☐ Website (message, not classes)

☐ Other (Specify)

**9. Number of Times Exposed to Message - Q 9. (Education Project ONLY)**

9. Total number of times individuals are directly exposed to the message through the Project's educational methods identified in Question 8: 3

(Check the one most appropriate)

- ☐ Greater than 10,000 (4 points)  
☒ 1,000 to 10,000 (3 points)  
☐ 100 to 1,000 (2 points)  
☐ 20 to 100 (1 point)  
☐ 0 to 20 (No points)

Provide a detailed explanation for the quantity checked:

The 44 participants will have a class/training session four times a month for 10 months. 44 participants x 4 weeks x 10 months = 1,760.

**10. Average Time Exposed to Message - Q 10. (Education Project ONLY)**

10. Average time a participant will have direct exposure to the Project's message or training through educational methods identified in Question 8: 4

(Check the one item of highest point value that applies)

- ☒ Greater than 2 hours (4 points)  
☐ 1 hour to 2 hours (3 points)  
☐ 5 minutes to less than 1 hour (2 points)  
☐ 1 minute to less than 5 minutes (A Project for maps will fall under this category) (1 point)  
☐ Less than 1 minute (No points)

Provide a detailed explanation for the checked statement:

Each OHV4ME training day will average 8-10 hrs. as officers instruct the youth and promote mentorship through use of a motorcycle. Each participant participates in several sessions and numerous hours of training.

**11. Project Provides ASI / MSF Training - Q 11. (Education Project ONLY)**

11. The Project utilizes certified ATV Safety Institute Motorcycle Safety Foundation and/or Recreational Off-Highway Vehicle Association trainers to provide training:

2

(Check the one most appropriate)

- ☐ No (No points)  
☒ Yes (2 points)

Provide a detailed explanation for the 'Yes' response:

All LAPD-OHV4ME instructors are certified ROHVA instructors.

Additionally, the LAPD-OHV4ME instructors completed a 6-day training program to be a certified instructor. The course curriculum for the OHV4ME program was approved and taught by a certified MSF instructor. All training provided to the participants will utilize MSF principles.

**12. Level of Personnel Trained / Search and Rescue Staff - Q 12. & 13. (Safety Project ONLY)**

12. The majority of personnel utilized in the Project are trained to the following level:

(Check the one most appropriate)

- ☐ Emergency Medical Technician level, or higher (5 points)  
☐ First Responder level (2 points)  
☐ First Aid and CPR (1 point)  
☐ No training (No points)

13. The Project involves search and rescue staff that is:

(Check the one most appropriate)

- ☐ All volunteer (5 points)  
☐ A majority of volunteers with some paid staff (4 points)  
☐ Paid staff working regular hours (non-overtime) (2 points)  
☐ Paid staff working overtime shifts (No points)

**14. Types of Training Personnel Possess - Q 14. (Safety Project ONLY)**

14. The Project will have the majority of personnel trained in the following areas:

(Check all that apply) - Scoring: 2 points each, up to a maximum of 16 points

- |   |   |
|---|---|
| <input type="checkbox"/> Radio communication          | <input type="checkbox"/> Tracking skills          |
| <input type="checkbox"/> Avalanche rescue             | <input type="checkbox"/> Navigation training      |
| <input type="checkbox"/> Swift water rescue           | <input type="checkbox"/> ATV certification        |
| <input type="checkbox"/> Dog handling                 | <input type="checkbox"/> Motorcycle certification |
| <input type="checkbox"/> Rope skills                  | <input type="checkbox"/> 4 x 4/Off-Road training  |
| <input type="checkbox"/> Wilderness search and rescue | <input type="checkbox"/> Other (Specify)          |

**15. Experience Performing OHV Search and Rescue - Q 15. (Safety Project ONLY)**

15. The Applicant has documented experience performing OHV search and rescue operations and providing medical aid to OHV operators. In the prior calendar year the Applicant has performed and documented:

(Check the one most appropriate)

- ☐ 50 Medicals or search and rescue missions in support of OHV Recreation (8 points)  
☐ 30 Medicals or search and rescue missions in support of OHV Recreation (5 points)  
☐ 10 Medicals or search and rescue missions in support of OHV Recreation (3 points)  
☐ 0 Medicals or search and rescue missions in support of OHV Recreation (No points)

Provide a detailed explanation for the checked statement: