

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE WYOMING DEPARTMENT OF TRANSPORTATION HIGHWAY SAFETY BEHAVIORAL GRANTS PROGRAM ON BEHALF OF THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING TO REQUEST FUNDING FOR ADVANCED IMPAIRED DRIVING DETECTION TRAINING AND COORDINATION FOR THE LARAMIE COUNTY SHERIFF'S OFFICE IN THE AMOUNT OF \$435,260.51.

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED FOR THE ADVANCED IMPAIRED DRIVING DETECTION TRAINING AND COORDINATION PROGRAM FOR FFY2027.

WITNESSETH

WHEREAS, the Wyoming Department of Transportation receives Advanced Impaired Driving Detection funds from the National Highway Traffic Safety Administration (NHTSA) and;

WHEREAS, the Wyoming Department of Transportation can distribute a portion of these FFY 2027 funds to Wyoming Counties and;

WHEREAS, the Laramie County Board of Commissioners is eligible to apply for and receive FFY 2027 Advanced Impaired Driving Detection Training and Coordination funds and;

WHEREAS, the Governing Body of Laramie County desires to participate in the Wyoming Department of Transportation's Highway Safety Behavioral Grant Program by sponsoring this grant application to assist in financing this project; and

WHEREAS, the Governing Body of Laramie County has been provided with preliminary cost estimates and information on this project; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY that a grant application for \$435,260.51 be submitted to the Wyoming Department of Transportation for consideration of assistance in funding the Laramie County Sheriff's Office under the FFY 2027 Highway Safety Behavioral grant program for the Advanced Impaired Driving Detection Training and Coordination program.

BE IT FURTHER RESOLVED, that Sandra Bay, or her successor in the position of Laramie County Grants Manager, is appointed as agent of the Laramie County Board of Commissioners to execute and submit applications and certifications for these funds and to receive funds and implement the programs funded under this grant.

PASSED, APPROVED AND ADOPTED THIS 17<sup>TH</sup> DAY OF MARCH 2026.

By: \_\_\_\_\_  
Chair, Laramie County Commissioners

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Debra Lee, Laramie County Clerk

Date: \_\_\_\_\_

Received and Approved as to Form only By:

\_\_\_\_\_  
Laramie County Attorney's Office

Date: 3/16/26



Wyoming Department of Transportation  
Highway Safety Behavioral Grants Program  
5300 Bishop Blvd - Cheyenne, WY 82009

## Wyoming Department of Transportation Highway Safety Behavioral Grants Program Grant Application

### Introduction

Welcome to the Wyoming Department of Transportation Highway Safety Behavioral Grants Program

#### OUR GOAL

The Wyoming Department of Transportation's Highway Safety Behavioral Grants Program goal is to reduce traffic crashes, deaths, injuries and the associated economic losses in Wyoming through the coordinated efforts of our traffic safety partners.

LARAMIE COUNTY SHERIFF'S OFFICE

ADVANCED IMPAIRED DRIVING,  
DETECTION, TRAINING, AND  
COORDINATION

FY2027

This Excel workbook serves as your WYDOT HSO Grant Application. Each tab must be completely filled out for any light blue colored cell. On the Budget tab, the blue cells will auto-calculate totals and summary tables.

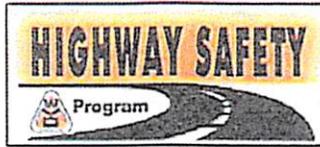
The HSO will perform an initial review of your application and may either move the application forward to the next review step or return the application to you for adjustments. The HSO will make final funding decisions after considering funds availability, State priorities, cost effectiveness, and other considerations. Once funding decisions are made, the applicant will receive either an award or an unfunded notice.

If you have any questions or need assistance with the Grant Application, contact Stephanie Lucero at 307-777-4198, Jamie Schwaiger at 307-777-4199, Kaitamaria Pounds at 307-777-4272 or Karson James at 307-777-4200.

Please submit completed application to [highway.safetygrants@wyo.gov](mailto:highway.safetygrants@wyo.gov)

By Submitting this application you are agreeing to the statement below:

"I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812."



PLEASE PRINT OUT, COMPLETE AND EMAIL TO  
highway.safetygrants@wyo.gov with your application

### Single Audit Act Amendments of 1996

In accordance with 2 CFR 200 Uniform Administrative Requirements, Cost Principles and Audit Requirements, found in §200.501(a), audit requirements for Federal awards, non-federal entities that expend \$1,000,000 or more in federal awards from all federal funding sources during their fiscal year, must agree to have a Single Audit conducted in accordance with §200.514 Scope of Audit. Further, §200.512 requires that the final report for such audit be completed within nine (9) months of the entity's fiscal year end.

Sub-recipient (community/agency): Laramie County

Fiscal Year : (Mo/Yr – Mo/Yr) July 2024 - June 2025

**Section A – Check the appropriate box:**

- We did NOT exceed the federal expenditure threshold of \$1,000,000 for the fiscal year referenced above. A Single Audit is not required for this fiscal year. If checked, skip Section B.
- We DID meet or exceed the federal expenditure threshold of \$1,000,000 for the fiscal year referenced above. If checked, complete Section B.
- We are exempt from the Single Audit Requirement – explain below. If checked, skip Section B.

**Section B – Complete if a Single Audit is required. Check the appropriate box:**

- We completed our Single Audit for the above fiscal year and our report is attached.
- Our Single Audit for our fiscal year referenced above will be completed on and will be submitted to the Wyoming Highway Safety Office by: \_\_\_\_\_

I certify that I am an individual authorized to complete this form. I further certify that the above information is accurate and, if required, the audit report will be submitted no later than nine (9) months after the fiscal year ending noted above.

**Authorized Financial Officer:**

Name: Stanley Walker  
Title: Finance Director  
Email: stanley.walker@laramiecountywy.gov  
Phone: 307-633-4395

Signature: *Stanley Walker* Date: 3/3/2026



# LARAMIE COUNTY GOVERNMENT

|  |   |                                       |
|--|---|---------------------------------------|
| Unique Entity ID<br>E9DLJC1HGNQ8   | CAGE / NCAGE<br>398U8   | Purpose of Registration<br>All Awards |
| Registration Status<br>Active Registration   | Expiration Date<br>Jul 25, 2026   |                                       |
| Physical Address<br>309 W 20TH ST STE 1900<br>Cheyenne, Wyoming 82001<br>United States | Mailing Address<br>310 W. 19TH Street<br>Suite 300<br>Cheyenne, Wyoming 82001-4449<br>United States |                                       |

## Business Information

|                                      |   |                            |
|--------------------------------------|---|----------------------------|
| Doing Business as<br>(blank)         | Division Name<br>(blank)                              | Division Number<br>(blank) |
| Congressional District<br>Wyoming 00 | State / Country of Incorporation<br>(blank) / (blank) | URL<br>laramiecountywy.gov |

## Registration Dates

|                                 |                                 |   |
|---------------------------------|---------------------------------|---|
| Activation Date<br>Jul 29, 2025 | Submission Date<br>Jul 25, 2025 | Initial Registration Date<br>May 18, 2005 |
|---------------------------------|---------------------------------|---|

## Entity Dates

|                                  |                                      |
|----------------------------------|--------------------------------------|
| Entity Start Date<br>Jan 1, 1890 | Fiscal Year End Close Date<br>Jun 30 |
|----------------------------------|--------------------------------------|

## Immediate Owner

|                 |                                |
|-----------------|--------------------------------|
| CAGE<br>(blank) | Legal Business Name<br>(blank) |
|-----------------|--------------------------------|

## Highest Level Owner

|                 |                                |
|-----------------|--------------------------------|
| CAGE<br>(blank) | Legal Business Name<br>(blank) |
|-----------------|--------------------------------|

## Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?  
No

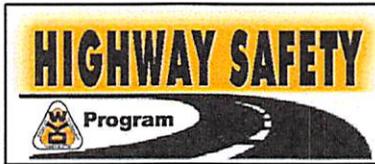
Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?  
Not Selected

## Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?  
No

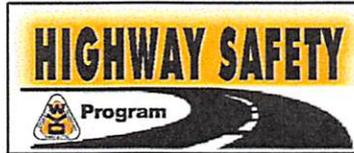
Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?  
Not Selected

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?  
Not Selected



These questions relate to any Federal grant monies received for transit or safety deliverables.(CFDA #20.600, 20.601, 20.607, etc.)

|  |     |
|--|-----|
| 1) Has the key (essential) personnel in the direct implementation and administration of the grant during the previous year remained the same? (Key personnel include the Grant Administrator, Accounting, Budget or Controller personnel) (2 CFR 200.332(c)(3)). | Yes |
| 2) Has the organization as a whole remained unchanged during the previous year?  | Yes |
| 3) Has the accounting/financial system remained the same as last year? (There weren't any upgrades or modifications to the system.) (2 CFR 200.332(c)(3))  | Yes |
| 3a) If there were changes, please explain.   |     |
|  |     |
| 4) Does your entity receive Federal grant money directly from any Federal awarding agencies? FTA, NHTSA, etc. (These monies do not have any WYDOT involvement for applications, payments, etc.) (2 CFR 200.332(c)(4)).   | Yes |
| 5) Has a Federal agency monitored or inquired or been directly involved in the grant (2 CFR 200.332(c)(4))   | Yes |
| 5a) Has the Federal agency ever performed a review or audit of the grant?  | Yes |
| 5b) If yes, did the Federal agency determine that there were no financial or compliance issues? If no, please provide a description of the financial and/or compliance issues written up by the Federal agency.  |     |
| No financial or compliance issues determined.  |     |
| 6) Does your entity have written procedures for procurement transactions? (2 CFR 200.318 through 200.327)  | Yes |
| 7) Does your entity meet Title VI requirements?  | Yes |



|   |   |
|---|---|
| Agency/Organization:                                      | Laramie County Sheriff's Office/Laramie County                  |
| Project Name:   | Advanced Impaired Driving Detection, Training, and Coordination |
| Wyoming Secretary of State's Filing ID:<br>*If Applicable |   |
| Mailing Address:  | 1910 Pioneer Ave.   |
| City, State Zip +4:                                       | Cheyenne, WY 82001  |

Go to: <https://sam.gov/content/home> and paste a screen shot of your Unique Entity Identifier (UEI) status page below:

**LARAMIE COUNTY GOVERNMENT** - Active Registration

UNIQUE ENTITY ID: **E9DLJC3HGNQ8**      CASE/NCAGE: **398U8**      Expiration Date: **JUL 25, 2026**

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Physical Address: **300 W 20TH ST STE 1900  
CHEYENNE, WYOMING  
82002, United States**

Mailing Address: **210 W 25TH STREET  
SUITE 300  
CHEYENNE, WYOMING  
82002-4449, United States**

Purpose of Registration: **All Awards**

Version: **Current Record**

**Project Director**

|                         |   |                                     |                             |
|-------------------------|---|-------------------------------------|-----------------------------|
| Printed Name:           | Evan Storch                                 |                                     |                             |
| Title:                  | Lieutenant / Wyoming DECP State Coordinator |                                     |                             |
| Telephone:              | 307-640-9054                                |                                     |                             |
| E-mail:                 | evan.storch@laramiecountywy.gov             |                                     |                             |
| Access to Project Site: | Yes   | <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Signature on Agreement: | Yes   | <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

**Authorizing Official for Agency/Organization**

|                         |                                 |                                     |                             |
|-------------------------|---------------------------------|-------------------------------------|-----------------------------|
| Printed Name:           | Brian Kozak                     |                                     |                             |
| Title:                  | Sheriff                         |                                     |                             |
| Telephone:              | 307-631-3304                    |                                     |                             |
| E-mail:                 | brian.kozak@laramiecountywy.gov |                                     |                             |
| Access to Project Site: | Yes                             | <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Signature on Agreement: | Yes                             | <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

**Authorizing Official for Agency/Organization**

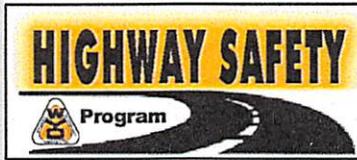
|                         |  |                                     |  |
|-------------------------|--|-------------------------------------|--|
| Printed Name:           | Gunnar Malm  |                                     |  |
| Title:                  | Chairman, Laramie County Board of County Commissioners |                                     |  |
| Telephone:              | 307-633-4260   |                                     |  |
| E-mail:                 | commissioners@laramiecountywy.gov                      |                                     |  |
| Access to Project Site: | Yes  | <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| Signature on Agreement: | Yes  | <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |

**Additional contact for Agency/Organization (if applicable)**

|                         |                                |                                     |  |
|-------------------------|--------------------------------|-------------------------------------|--|
| Printed Name:           | Sandra Bay                     |                                     |  |
| Title:                  | Laramie County Grants Manager  |                                     |  |
| Telephone:              | 307-633-4201                   |                                     |  |
| E-mail:                 | sandra.bay@laramiecountywy.gov |                                     |  |
| Access to Project Site: | Yes                            | <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Signature on Agreement: | Yes                            | <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |

If selected for a grant, would your organization like to sign the Grant Agreement electronically via Adobe Sign?

|     |                                     |    |                          |
|-----|-------------------------------------|----|--------------------------|
| Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
|-----|-------------------------------------|----|--------------------------|



## Statement of Need

Clearly describe the need and purpose of the project in 5 to 6 sentences. For example: In 2025, Fremont County is represented 6.8% of the States population but is over represented in traffic fatalities by 21.8%. This project will partner with traffic safety advocates to provide the critical traffic safety outreach and education to this at-risk community.

Wyoming consistently ranks among the top three states nationally for impaired driving. Contributing factors include easy access to alcohol and drugs, marijuana legalization efforts in neighboring states, limited rideshare options, gaps in public education on impaired driving, and uneven training opportunities for law enforcement. This project will expand the number of certified Drug Recognition Experts (DREs) and provide advanced impaired driving training to officers statewide. By improving the detection and apprehension of impaired drivers, the initiative aims to reduce fatal and serious bodily injury crashes and lower overall impaired-driving incidents, enhancing safety on Wyoming's roadways.

## Problem Identification

Provide a robust problem identification using state and local data relevant to the community you will be targeting. Applicant may list multiple problems if applicable. Include the source of the data. (No more than 3000 characters)

Wyoming's alcohol and drug-involved crashes have steadily increased despite enforcement and prevention efforts from the state's seventy-six (76) active law enforcement agencies. Removing impaired drivers from Wyoming roads requires the ability to detect drivers under the influence of alcohol, drugs and/or prescription medication. This technical work significantly impacts law enforcement's time as shown by the number of hours of training required to detect impaired drivers, time spent enforcing Wyoming's impaired driving laws, and time spent investigating traffic crashes to determine causation. Impaired driving is responsible for needless deaths and injuries on Wyoming roadways each year. Driving while impaired includes anyone who drives a vehicle while being impaired by alcohol, drugs, prescription medications, or any combination of those substances. In Wyoming from 2020-2024 (last reported statistics from WYDOT), impaired driving contributed to 37% of fatal crashes, 12% of injury crashes and 4% of property damage only crashes. Impaired driving crashes averaged 46 fatalities a year, as reported by the Wyoming Electronic Crash Records System (WECRS). Alcohol and Crime in Wyoming 2024 reported DUIs accounted for 29% of all statewide arrests with 57% having a blood alcohol content (BAC) of 0.16 or above. In 2024, 19% of DUI arrests in Wyoming involved drivers under the influence of controlled substances. The instances of drug-impaired driving continue to increase in Wyoming as neighboring states legalize recreational marijuana, seeing a

## Project Description

Describe how your proposed project will implement strategies based on your problem identification. Include target audience, purpose, be relevant to identified problem, and Wyoming's Core Performance Measures. (No more than 3000 characters)

This project is best described as an enforcement support initiative implemented on a statewide basis. It utilizes highly qualified instructors to deliver standardized training to Wyoming peace officers in DUI detection, advanced impaired-driving investigative methods, and the ongoing oversight and administration of the statewide Drug Recognition Expert (DRE), Advanced Roadside Impaired Driving Enforcement (ARIDE), and related programs.

The project ensures the continuation of a coordinated, statewide effort to provide high-quality, evidence-based training that enhances law enforcement officers' ability to detect, investigate, and apprehend drivers impaired by alcohol and/or drugs on Wyoming roadways. Through consistent instruction, program oversight, and instructor development, the project strengthens both frontline enforcement and the long-term

## Countermeasures

If the countermeasure has three (3) stars or more in "Countermeasures that Work" or included in the Uniform Guidelines for State Highway Safety Programs, provide the citation for the countermeasure(s). If the countermeasure has less than three (3) stars, provide justification that supports the countermeasure strategy which includes research, evaluation and/or substantive anecdotal evidence. (No more than 3000 characters)

<https://www.nhtsa.gov/book/countermeasures/countermeasures-that-work>

<https://www.nhtsa.gov/laws-regulations/guidance-documents#52986>

(4 stars) High-Visibility Saturation Patrols (through multi-agency DUI Task Force activities), (3 stars) Integrated Enforcement (promoted through ARIDE / DRE training), (3 stars) Enforcement of Drug Impaired Driving (enhanced resources and capabilities through training DREs to work at LE agencies across the state). Source: Countermeasures That Work: <https://www.nhtsa.gov/book/countermeasures-that-work/drug-impaired-driving/countermeasures>

**Location of Countermeasure(s) being Implemented**

Please list the location(s) and/or communities where the countermeasures will be implemented by your project. Also, please list the community partners that will help and/or helped implement your project.

The impact of this initiative will be statewide. We will provide ARIDE training at multiple locations across Wyoming, open to all law enforcement agencies. Additionally, Drug Recognition Expert (DRE) training will be offered statewide, equipping officers to implement these countermeasures effectively in their local jurisdictions. We will conduct community-based drug impairment education through programs such as Drug Impairment Training for Education Professionals (DITEP) and Employer Drug Impairment Training (EDIT), while supporting DUI task force activities focused on detecting drug-impaired driving. Public awareness initiatives will promote recognition and prevention of drug-impaired driving. Multi-agency task force operations will enhance DUI detection and prevention throughout Wyoming, with particular emphasis on major events and holidays. Some of the community partners that have previously helped implement initiatives of this project are the Governor's Council on Impaired Driving, Mothers Against Drunk Driving, Department of Family Services, and various school districts across the state.

**Goals (What will you accomplish?)**

Any successful project contains measurable end results. Goals explain the impact of the deliverables and meet the following criteria: specific, measurable, assignable, realistic and time-related. For example: (1) Reduce the misuse rate for child restraints by 4% from 87.1% to 83.1% by September 30, 2026. (2) Reduce the number of alcohol related fatalities on Wyoming roads by 13%, decreasing the number from 31 to 27 by September 30, 2026. (No more than 3000 characters)

- A. Administer the Advanced Impaired Driving Detection Training and Coordination; coordinate the education and training of local law enforcement officers to become Drug Recognition Experts (DREs), coordinate recertification courses, and also coordinate trainings on Impaired Driving.
- B. Train and educate judicial officials, and traffic safety advocates on emerging trends of impaired driving on the road, as well as, educating on courtroom tactics.
- C. Notify WYDOT immediately if they are unable to fulfill the stated objectives, for any reason, to discuss alternate plans.
- D. By providing law enforcement technical training in areas of DRE, ARIDE, SFST, Drug Recognition Expert callout support, guidance and manager training, this project plans on reducing the number of traffic fatalities by 3% annually as measured by a five-year rolling average, reduce the number of serious injuries in traffic crashes by 3% annually as measured by a five-year rolling average, and to reduce the number of fatalities in crashes involving a driver or motorcycle operator with a BAC of .08 or above by 4% annually as measured by a five-year rolling average.

**Deliverables (How will you accomplish the goals?)**

In a logical sequence, describe planned deliverables that will accomplish the project goals. Include information on the who, what, when, where and how. For Example: (1) Conduct a minimum of 10 traffic safety education trainings in Albany, Fremont, and Natrona counties for trained law enforcement officers. (No more than 3000 characters)

See Attachment A, pg. 1-3

**Deliverables Evaluation (How will you determine success?)**

The evaluation should answer the who, what, when, where, why, and how your stated goals were achieved (*or not*) using data driven results and actual numbers. (No more than 3000 characters)

The DECP State Coordinator will provide the following evaluation measures:

A. Monthly

Report. The State Coordinator shall provide a description of the activities that have been performed during the reporting period toward the overall objectives of the project. The report must include all events for which worked hours are claimed under the grant, earned and paid media produced, meeting agendas (to include a list of all attendees), meeting minutes, training report for any attended training, and any other supplemental documentation that supports grant-related expenditures. All reports must be received by the WYDOT on or before the 15th of the following month, unless a written extension is approved by WYDOT.

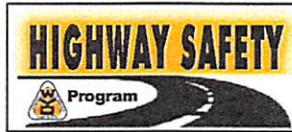
B. Annual Report. The State Coordinator shall provide a comprehensive, summarized final reporting of all project activities occurring during the project period by October 15, 2026. The report must include project successes or challenges, appropriate strategies used and results, and how to improve the project for the next fiscal year. If a report is not provided, final payment will be delayed until documentation is received by the WYDOT.

C. The State Coordinator will regularly communicate with the IACP DEC Program Regional Project Manager to ensure quality control and to provide frequent status reports on the Impaired Driving Training Program's impact statewide.

- 1) Perform duties needed to maintain and expand impaired driving programs within the state of Wyoming.
- 2) Provide reimbursement for required continuing education for the Drug Recognition Expert (DRE) State Coordinator that meets certified law enforcement proficiency standards consistent with assigned rank and responsibilities. Continuing education that is not specific to the DRE program shall be reimbursed on an 85/15 cost-share basis, with 85 percent funded by WYDOT and 15 percent funded by Laramie County.
- 3) DRE State Coordinator may complete additional training and/or enforcement activities to maintain DRE Instructor certification that is in good standing with the International Association of Chiefs of Police (IACP) and remain current on evolving drug trends and traffic safety issues.
- 4) Maintain a minimum of fifty-five (55) Drug Recognition Experts (DREs) across the State of Wyoming.
- 5) Provide in-state/out-of-state travel expenses associated with duties required of the Impaired Driving Program.
- 6) Provide agency overtime salary for sworn personnel (Vendors) teaching Standardized Field Sobriety Testing (SFST) Refresher, SFST Instructor Development Course, Advanced Roadside Impaired Driving Enforcement (ARIDE), DRE School and Field Certifications, DRE Instructor Development Course, Drug Impairment Training for Educational Professionals (DITEP), Employer Drug Impairment Training (EDIT), and additional impaired driving training approved by the Highway Safety Office (HSO). All Vendors shall be certified instructors.
- 7) Conduct on-site visits with local law enforcement agency administrators, supervisors, and officers of each county throughout the state of Wyoming on available impaired driving training.
- 8) Purchase supplies and tools necessary for presentations and the administration of impaired driving testing and training of law enforcement personnel. This includes supplies needed for DRE evaluations.
- 9) Promote the expansion and use of DREs in the investigation(s) of fatal and/or serious bodily injury collisions.
- 10) Promote the expansion and use of DREs in commercial motor vehicle (CMV) enforcement.
- 11) Provide community-based training utilizing DITEP and/or EDIT curriculum (must include Behavioral Highway Safety training).

- 12) Develop and/or update impaired driving curriculum and programs in Wyoming.
- 13) Administer regional DRE Coordinators managing DREs in their region to ensure proper evaluations and documentation per IACP standards.
- 14) Ensure DRE evaluation data is submitted to the IACP by the annual due date.
- 15) Plan and administer one (1) DRE School and DRE Field Certifications.
- 16) Plan and administer DRE in-service training as necessary for certification renewals, which may include one state-level traffic safety conference, of which DRE and impaired driving are a focus. Any state-level conference will include planning and coordination of training sessions with the Traffic Safety Resource Prosecutor (TSRP), Judicial Outreach Liaison (JOL), and Law Enforcement Liaison (Law Enforcement Liaison).
- 17) Plan and administer one (1) DRE Instructor Development Course.
- 18) Plan and administer a minimum of one (1) SFST Instructor Development Course.
- 19) Plan and administer a minimum of five (5) ARIDE courses.
- 20) Plan and provide support for SFST Refresher courses statewide using certified instructors and training materials.
- 21) Provide reimbursement of overtime costs for DRE callouts for state and local law enforcement personnel.
- 22) Provide reimbursement of expenditures related to work managing regional DREs and DRE Instructors, ensuring proper evaluations and documentation per IACP standards.
- 23) Provide reimbursement of expenditures for Impaired Driving Instructors, ensuring compliance with Laramie County's procurement guidelines in compliance with uniform guidelines.
- 24) Provide an Instructor Fee Schedule to HSO through the HSO Project Site.
- 25) Support costs associated with in-state and out-of-state travel and training for impaired driving-focused conferences. Eligible participants include one (1) DRE State Coordinator, five (5) DRE Regional Coordinators/ARIDE Instructors/DRE Instructors, and one (1) DRE identified as a top performer from the current year's DRE class. With just cause, up to four (4) additional DREs may be approved to attend. Eligible conferences include those with a focus on impaired driving and traffic safety, such as the IACP Impaired Driving and Traffic Safety Conference, the IPTM Symposium on Traffic Safety, or other equivalent conferences as approved by the Highway Safety Office (HSO). All out-of-state travel

requires prior written approval from the HSO. DREs approved for out-of-state travel shall complete a trip report in accordance with Section 7(B) of the base Contract, *Responsibilities of Subrecipient*.



**Summary**

| Budget Category        | Project Amount Requested | Supplemental Funding | Total Project Cost   |
|------------------------|--------------------------|----------------------|----------------------|
| 1. Personnel Services  | \$ 117,894.40            | \$ -                 | \$ 117,894.40        |
| 2. In-State Travel     | \$ 78,553.00             |                      | \$ 78,553.00         |
| 3. Out-of-State Travel | \$ 72,740.00             |                      | \$ 72,740.00         |
| 4. Contractual         | \$ 78,000.00             |                      | \$ 78,000.00         |
| 5. Media               | \$ 6,000.00              |                      | \$ 6,000.00          |
| 6. Equipment           | \$ 6,300.00              |                      | \$ 6,300.00          |
| 7. Other Direct Costs  | \$ 19,000.00             |                      | \$ 19,000.00         |
| 8. Indirect            | \$ 56,773.11             |                      | \$ 56,773.11         |
| <b>Total</b>           | <b>\$ 435,260.51</b>     | <b>\$ -</b>          | <b>\$ 435,260.51</b> |

**Personnel Services**

**a. - Salaries - Loaded Rate**

|              | Name/Position            | Hours   | Loaded Rate | Total                | Notes                                       |
|--------------|--------------------------|---------|-------------|----------------------|---|
| Item #1      | Program Coordinator (LT) | 2080.00 | \$ 46.00    | \$ 95,680.00         | Rounded to nearest whole dollar hourly rate |
| Item #2      | Annual 5% Raise          | 2080.00 | \$ 2.30     | \$ 4,784.00          |   |
| Item #3      | COLA 3%                  | 2080.00 | \$ 1.38     | \$ 2,870.40          |   |
| Item #4      |                          |         |             | \$ -                 |   |
| Item #5      |                          |         |             | \$ -                 |   |
| <b>Total</b> |                          |         |             | <b>\$ 103,334.40</b> |   |

**b. - Overtime - Loaded Rate**

|              | Name/Position            | Hours  | Loaded Rate | Total               | Notes  |
|--------------|--------------------------|--------|-------------|---------------------|--|
| Item #1      | DRE/ARIDE/SFST Instructo | 400.00 | \$ 36.40    | \$ 14,560.00        | LCSO employees who are non-exempt meeting these requirements |
| Item #2      |                          |        |             | \$ -                |  |
| Item #3      |                          |        |             | \$ -                |  |
| Item #4      |                          |        |             | \$ -                |  |
| Item #5      |                          |        |             | \$ -                |  |
| <b>Total</b> |                          |        |             | <b>\$ 14,560.00</b> |  |

**Personnel Total** \$ 117,894.40

**In State Travel**

| Item #1   | Name/Description  |           |                     |              |
|---|---|-----------|---------------------|--------------|
|   | Impaired Driving Training Programs - ARIDE (6 per year), SFST Refreshers, SFST IDC, DRE IDC |           |                     |              |
|   | Amount  | Cost      | Total               | Notes        |
| Transportation (Mileage, Rental, etc) per Person per Trip | 300   | \$ 0.73   | \$ 217.50           | \$0.725/mile |
| Food (Per Diem) per Person per Trip                       | 3   | \$ 68.00  | \$ 204.00           |              |
| Lodging per Person per Trip                               | 3   | \$ 110.00 | \$ 330.00           |              |
| Registration Fee per Person per Trip                      |   |           | \$ -                |              |
| Other per Person per Trip                                 |   |           | \$ -                |              |
| <b>Sub Total</b>  |   |           | <b>\$ 751.50</b>    |              |
| Number of People per Trip                                 | 4   |           |                     |              |
| Number of Trips   | 14  |           |                     |              |
| <b>Total</b>  |   |           | <b>\$ 42,084.00</b> |              |

| Item #2   | Name/Description   |           |           |              |
|---|--|-----------|-----------|--------------|
|   | Wyoming Traffic Safety Summit a/o DRE Recertification Training |           |           |              |
|   | Amount   | Cost      | Total     | Notes        |
| Transportation (Mileage, Rental, etc) per Person per Trip | 300  | \$ 0.73   | \$ 217.50 | \$0.725/mile |
| Food (Per Diem) per Person per Trip                       | 4  | \$ 68.00  | \$ 272.00 |              |
| Lodging per Person per Trip                               | 4  | \$ 110.00 | \$ 440.00 |              |
| Registration Fee per Person per Trip                      |  |           | \$ -      |              |

|                           |   |  |             |  |
|---------------------------|---|--|-------------|--|
| Other per Person per Trip |   |  | \$ -        |  |
| <b>Sub Total</b>          |   |  | \$ 929.50   |  |
| Number of People per Trip | 7 |  |             | Reimbursed travel for State and Regional Coordinators who partic |
| Number of Trips           | 1 |  |             |  |
| <b>Total</b>              |   |  | \$ 6,506.50 |  |

| Item #3   | Name/Description               |           |              |                            |
|---|--------------------------------|-----------|--------------|----------------------------|
|   | DRE School (Classroom Portion) |           |              |                            |
|   | Amount                         | Cost      | Total        | Notes                      |
| Transportation (Mileage, Rental, etc) per Person per Trip | 300                            | \$ 0.73   | \$ 217.50    | \$0.725/mile               |
| Food (Per Diem) per Person per Trip                       | 10                             | \$ 68.00  | \$ 680.00    |                            |
| Lodging per Person per Trip                               | 10                             | \$ 110.00 | \$ 1,100.00  |                            |
| Registration Fee per Person per Trip                      |                                |           | \$ -         |                            |
| Other per Person per Trip                                 |                                |           | \$ -         |                            |
| <b>Sub Total</b>  |                                |           | \$ 1,997.50  |                            |
| Number of People per Trip                                 | 15                             |           |              | 10 students, 5 instructors |
| Number of Trips   | 1                              |           |              |                            |
| <b>Total</b>  |                                |           | \$ 29,962.50 |                            |
| <b>In State Travel Total</b>                              |                                |           | \$ 78,553.00 |                            |

| Out of State Travel   |                          |           |              |   |
|---|--------------------------|-----------|--------------|---|
| Item #1   | Name/Description         |           |              |   |
|   | DRE Field Certifications |           |              |   |
|   | Amount                   | Cost      | Total        | Notes   |
| Transportation (Airfare, Mileage, Rental) per Person per Trip | 1                        | \$ 750.00 | \$ 750.00    | 1/15 share of airfare, ground transportation/rental vehicles, parking |
| Food (Per Diem) per Person per Trip                           | 6                        | \$ 92.00  | \$ 552.00    | Highest Per Diem  |
| Lodging per Person per Trip                                   | 5                        | \$ 150.00 | \$ 750.00    | California  |
| Registration Fee per Person per Trip                          |                          |           | \$ -         |   |
| Other per Person per Trip                                     |                          |           | \$ -         |   |
| <b>Sub Total</b>  |                          |           | \$ 2,052.00  |   |
| Number of People per Trip                                     | 15                       |           |              | 10 students, 5 instructors  |
| Number of Trips   | 1                        |           |              |   |
| <b>Total</b>  |                          |           | \$ 30,780.00 |   |

| Item #2   | Name/Description                              |           |             |  |
|---|---|-----------|-------------|--|
|   | Western Region DRE State Coordinators Meeting |           |             |  |
|   | Amount  | Cost      | Total       | Notes                                      |
| Transportation (Airfare, Mileage, Rental) per Person per Trip | 300   | \$ 0.70   | \$ 210.00   |  |
| Food (Per Diem) per Person per Trip                           | 4   | \$ 92.00  | \$ 368.00   | Highest Per Diem                           |
| Lodging per Person per Trip                                   | 3   | \$ 150.00 | \$ 450.00   |  |
| Registration Fee per Person per Trip                          |   |           | \$ -        |  |
| Other per Person per Trip                                     | 1   | \$ 700.00 | \$ 700.00   | Estimated Airfare                          |
| <b>Sub Total</b>  |   |           | \$ 1,728.00 |  |
| Number of People per Trip                                     | 2   |           |             | DRE State Coordinator + 1 other instructor |
| Number of Trips   | 1   |           |             |  |
| <b>Total</b>  |   |           | \$ 3,456.00 |  |

| Item #3   | Name/Description                                    |           |              |  |
|---|---|-----------|--------------|--|
|   | IACP Impaired Driving and Traffic Safety Conference |           |              |  |
|   | Amount  | Cost      | Total        | Notes  |
| Transportation (Airfare, Mileage, Rental) per Person per Trip | 1   | \$ 900.00 | \$ 900.00    | Estimated airfare, ground transportation, etc.       |
| Food (Per Diem) per Person per Trip                           | 7   | \$ 92.00  | \$ 644.00    | Highest Per Diem                                     |
| Lodging per Person per Trip                                   | 6   | \$ 200.00 | \$ 1,200.00  | Varies by location and group rates obtained by IACP  |
| Registration Fee per Person per Trip                          | 1   | \$ 500.00 | \$ 500.00    | Conference Registration                              |
| Other per Person per Trip                                     |   |           | \$ -         |  |
| <b>Sub Total</b>  |   |           | \$ 3,244.00  |  |
| Number of People per Trip                                     | 11  |           |              | DRE Coordinator + 10 DREs or DRE Instructors from WY |
| Number of Trips   | 1   |           |              |  |
| <b>Total</b>  |   |           | \$ 35,684.00 |  |

| Item #4   | Name/Description |           |           |                                      |
|---|------------------|-----------|-----------|--------------------------------------|
|   | IACP Conference  |           |           |                                      |
|   | Amount           | Cost      | Total     | Notes                                |
| Transportation (Airfare, Mileage, Rental) per Person per Trip | 1                | \$ 900.00 | \$ 900.00 | Airfare, ground transportation, etc. |
| Food (Per Diem) per Person per Trip                           | 5                | \$ 92.00  | \$ 460.00 | Highest Per Diem                     |
| Lodging per Person per Trip                                   | 4                | \$ 215.00 | \$ 860.00 |                                      |

|                                      |   |           |             |                       |
|--------------------------------------|---|-----------|-------------|-----------------------|
| Registration Fee per Person per Trip | 1 | \$ 600.00 | \$ 600.00   |                       |
| Other per Person per Trip            | 1 |           | \$ -        |                       |
| <b>Sub Total</b>                     |   |           | \$ 2,820.00 |                       |
| Number of People per Trip            | 1 |           |             | DRE State Coordinator |
| Number of Trips                      | 1 |           |             |                       |
| <b>Total</b>                         |   |           | \$ 2,820.00 |                       |

**Out of State Travel Total** \$ 72,740.00

| Contractual              |                             |         |                  |              |  |
|--------------------------|-----------------------------|---------|------------------|--------------|--|
|                          | Name/Description            | Hrs/Amt | Loaded Rate/Cost | Total        | Notes  |
| Item #1                  | ARIDE Instructor Costs      | 35.00   | \$ 400.00        | \$ 14,000.00 | 6 ARIDE courses per FY, 5 instructors per course at 400.00 per day |
| Item #2                  | DRE Course Instructor Costs | 90.00   | \$ 400.00        | \$ 36,000.00 | 5 DRE Instructors for 18 days of DRE Phase 1-3 at 400.00 per day   |
| Item #3                  | DRE Call Out Compensation   | 1.00    | \$ 4,000.00      | \$ 4,000.00  | Funding to compensate agencies for DRE callouts statewide.         |
| Item #4                  | Speakers & Conference       | 2.00    | \$ 5,000.00      | \$ 10,000.00 | Compensation for speakers at annual conference.                    |
| Item #5                  | Other Training              | 35.00   | \$ 400.00        | \$ 14,000.00 | Compensation for DITEP, EDIT, SFST Refreshers, SFST IDC, DF        |
| <b>Total</b>             |                             |         |                  | \$ 78,000.00 |  |
| <b>Contractual Total</b> |                             |         |                  | \$ 78,000.00 |  |

| Media              |                                  |         |                  |             |   |
|--------------------|----------------------------------|---------|------------------|-------------|---|
|                    | Name/Description                 | Hrs/Amt | Loaded Rate/Cost | Total       | Notes   |
| Item #1            | Training / Educational Materials | 1.00    | \$ 6,000.00      | \$ 6,000.00 | Posters, wall charts, USB drives, books, lamination, pens, etc. |
| Item #2            |                                  |         |                  | \$ -        |   |
| Item #3            |                                  |         |                  | \$ -        |   |
| Item #4            |                                  |         |                  | \$ -        |   |
| Item #5            |                                  |         |                  | \$ -        |   |
| <b>Total</b>       |                                  |         |                  | \$ 6,000.00 |   |
| <b>Media Total</b> |                                  |         |                  | \$ 6,000.00 |   |

| Equipment                                 |             |        |             |             |   |
|---|-------------|--------|-------------|-------------|---|
| a. - Non-Major Equipment (Under \$10,000) |             |        |             |             |   |
|   | Description | Amount | Cost        | Total       | Notes   |
| Item #1                                   | PBT Tubes   | 2.00   | \$ 150.00   | \$ 300.00   | Replace tubes as used/needed for wet labs and DRE evaluations |
| Item #2                                   | DRE Kits    | 1.00   | \$ 6,000.00 | \$ 6,000.00 | DRE Kits for new DRE candidates attending DRE School          |
| Item #3                                   |             |        |             | \$ -        |   |
| <b>Total</b>                              |             |        |             | \$ 6,300.00 |   |
| b. - Major Equipment (Over \$10,000)      |             |        |             |             |   |
|   | Description | Amount | Cost        | Total       | Notes   |
| Item #1                                   |             |        |             | \$ -        |   |
| Item #2                                   |             |        |             | \$ -        |   |
| Item #3                                   |             |        |             | \$ -        |   |
| <b>Total</b>                              |             |        |             | \$ -        |   |
| <b>Equipment Total</b>                    |             |        |             | \$ 6,300.00 |   |

| Other Direct Costs              |                      |        |              |              |   |
|---------------------------------|----------------------|--------|--------------|--------------|---|
|                                 | Description          | Amount | Cost         | Total        | Notes   |
| Item #1                         | Continuing Education | 1.00   | \$ 15,000.00 | \$ 15,000.00 | Continuing Education for DRE State Coordinator that aligns with   |
| Item #2                         | Facility Rental      | 1.00   | \$ 4,000.00  | \$ 4,000.00  | Facility rental for DRE School (classroom) and Certification Know |
| Item #3                         |                      |        |              | \$ -         |   |
| Item #4                         |                      |        |              | \$ -         |   |
| Item #5                         |                      |        |              | \$ -         |   |
| <b>Total</b>                    |                      |        |              | \$ 19,000.00 |   |
| <b>Other Direct Costs Total</b> |                      |        |              | \$ 19,000.00 |   |

**Indirect Costs - 2 CFR §200.414**

|                             | Description   | Percent |    | Notes     |
|-----------------------------|---------------|---------|----|-----------|
| Item #1                     | Indirect Rate | 15.00%  |    |           |
| <b>Indirect Costs Total</b> |               |         |    |           |
|                             |               |         | \$ | 56,773.11 |