

Funding for this grant program is intended to help States develop and sustain adequate cadres of persons with technical expertise in child passenger protection who will directly serve the public through child safety seat clinics, checkpoints, workshops, inspection stations and other training and educational opportunities.

The State shall include in the budget for FY 2003 grant funds information on prior-year Section 2003(b) grant funds. Specifically, the State shall itemize how much of these prior year funds have not yet been expended and how they will support the FY 2003 program.

## 2. Certification

A. The State must submit certifications that: (i) It will use the funds awarded under this grant program exclusively to implement a child passenger protection program in accordance with the requirements of Section 2003(b) of Pub. L. 105-178 (TEA-21); (ii) It will administer the funds in accordance with 49 CFR part 18; and (iii) It will provide to the NHTSA Regional Administrator no later than 15 months after the grant award a report of activities carried out with grant funds and accomplishments to date.

## 3. Eligibility Requirements

Eligibility is limited to the 50 States, the District of Columbia, Puerto Rico, the U.S. Territories (which include the Virgin Islands, Guam, American Samoa and the Commonwealth of the Northern Mariana Islands) through their Governor's Office of Highway Safety, and Indian Tribes through the Secretary of the Interior.

## Award Procedures

The amount appropriated for this program in fiscal year 2003 is

\$7,500,000. In FY 2000, NHTSA awarded \$7.5 million to 47 States, the District of Columbia, Puerto Rico, 4 U.S. Territories and the Indian Nations. In FY 2001, NHTSA awarded \$7.5 million to 48 States, the District of Columbia, Puerto Rico, 4 U.S. Territories and the Indian Nations. In FY 2002, NHTSA awarded \$7.5 million to 48 States, the District of Columbia, Puerto Rico, 4 U.S. Territories and the Indian Nations. A new application is required to seek an award for fiscal year 2003 funds. Awards to applicants meeting the requirements of this notice will be made based upon the formula used for Section 402 apportionment, subject to the availability of funds. The amount awarded to each State qualifying under this program shall be determined by multiplying the amount appropriated for this grant program for the fiscal year by the ratio that the amount of funds apportioned to each such State under 23 U.S.C. 402 for the fiscal year bears to the total amount of funds apportioned to all such States under Section 402 for such fiscal year. Applicants will be required to submit to NHTSA within 30 days of notification that an award is made, a program cost summary (HS Form 217) obligating the Section 2003(b) funds to child passenger protection education programs. The Federal funding share may not exceed 80 percent of the program cost, and States should clearly identify their share in the program cost summary (HS Form 217).

Each State must submit one original and two copies of the application package to the appropriate NHTSA Regional Administrator. Only complete application packages submitted by a Governor's Highway Safety Representative and received on or before July 9, 2003, will be considered for funding in fiscal year 2003.

## Report Requirements

A State that receives a grant must submit a report describing the activities carried out with the grant funds and the accomplishments to date. The report must be submitted to the NHTSA Regional Administrator no later than 15 months after the grant is awarded.

At a minimum, the report must contain the following:

1. A description of how the State's child passenger protection program is supporting efforts to prevent deaths and injuries to children through strategic placement of resources.

2. For the education component:

- A summary of the public education methods developed and how programs were delivered to the targeted population.

- The number of public education messages distributed (e.g. public service announcements or printed materials) and the type of audience targeted by those messages (e.g. minority or low-income communities);

- The number of child safety seat clinics or check-ups performed, and the number of inspection stations established. A State must also include the locations of child safety seat clinics, check-ups and inspection stations, specifying the target population served.

3. For the training component:

- The number of and type of training classes conducted and the individuals or groups trained (e.g. representing minority, rural or low-income communities);

- A description of or reference to the curricula that were used to train and retrain child passenger safety experts.

- The number of child passenger safety technicians and instructors certified during the grant period.

## FY 2003 APPLICATION CHECKLIST

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| 1.<br>A. _____<br>B. _____                         | 1.<br>A. Statement describing how the program supports efforts to prevent deaths and injuries to children.<br>B. Statement indicating its plans to conduct a program assessment.   |
| 2.<br>A. _____<br>(1) _____                        | 2. Educates the public on all aspects of child passenger safety (CPS). At a minimum this must include the following:<br>A. Summary of what the public education information will cover, to include:<br>(1) All aspects of proper installation of child restraints using standard seat belt hardware, supplemental hardware, and modification devices (if needed), including special installation techniques.   |
| 2. _____<br>(3) _____                              | (2) Appropriate child restraint design, selection, and placement [NHTSA interprets this to include instruction about proper seating positions for children in air bag equipped vehicles.]<br>(3) Harness threading and harness adjustment on child restraints.   |
| B. _____<br>(1) _____<br>(2) _____<br>(3) _____    | B. Methods to deliver public education messages must include:<br>(1) Description of the public education method.<br>(2) How these messages will be delivered to the targeted populations.<br>(3) Expected accomplishments in reaching audiences, including those in underserved areas.   |
| 3.<br>A. _____<br>B. _____<br>C. _____<br>4. _____ | 3. CPS Training and retraining. At a minimum, this must include the following:<br>A. Description of or reference to the CPS curricula that the State will use to train and retrain CPS experts to ensure appropriate and adequate coverage and support for the program.<br>B. Expected accomplishments.<br>C. Description of how the State plans to reprogram its unexpended Section 2003(b) funds to support this year's program.<br>4. Certification Statement |