

Traffic Safety Improvement Program (TSIP)

REQUEST *for* FUNDING
2026-2027



2026-2027 Traffic Safety Improvement Program

REQUEST FOR FUNDING

The Indiana Criminal Justice Institute (ICJI) Traffic Safety Division (TSD) is seeking proposals for the Traffic Safety Improvement Program (TSIP) Grant. This program provides federal funding assistance to support traffic safety projects.



<p>HOW TO APPLY</p> 	<p>Applicants must be registered with IntelliGrants in order to access the electronic application.</p> <p>REGISTER LOG IN</p>
<p>WHEN TO APPLY</p> 	<p>Applications must be submitted via IntelliGrants on or before:</p> <p>11:59 p.m. (ET) on Sunday, May 10, 2026</p>
<p>AWARD PERIOD</p> 	<p>October 1, 2026 – September 30, 2027</p>
<p>TECHNICAL ASSISTANCE</p> 	<p>For technical assistance with submitting an application, contact the ICJI Helpdesk at CJIHelpDesk@cji.in.gov. ICJI Helpdesk hours are Monday – Friday 8:00 a.m. to 4:30 p.m. ET, except state holidays. ICJI is not responsible for technical issues with grant submission within 48 hours of grant deadline.</p> <p>For assistance with any other requirements of this solicitation, please contact: Marissa Coffin mcoffin@cji.in.gov; or your Regional Law Enforcement Liaison (LEL) with questions.</p>

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PROGRAM DESCRIPTION

The Traffic Safety Improvement Program (TSIP) grant provides funding to state agencies, units of local government, universities, colleges, coalitions, and nonprofit organizations to support traffic safety projects that are proven to reduce traffic fatalities and injuries. TSIP grants are intended to support expenses that meet the identified priority areas.

PRIORITY AREAS AND DESCRIPTION

The TSIP grant provides funding to develop and implement projects for one or more of the following priority areas:

- Reduce injuries and fatalities resulting from driving at **excess speeds**.
- Reduce injuries and fatalities resulting from **driving while impaired**.
- Prevent crashes and reduce injuries and fatalities resulting from **crashes involving motor vehicles and motorcycles**.
- Reduce injuries and fatalities from **school bus crashes**.
- Reduce crashes from **unsafe driving behavior** and/or **distracted driving**.
- Improve law enforcement services in **motor vehicle crash prevention, traffic supervision, and post-crash procedures**.
- Improve **driver performance**.
- Improve the **use of occupant protection devices**.
- Improve **pedestrian and bicycle safety**.
- Improve **traffic records**.
- Improve **crash investigations**.
- Improve **roadside safety for emergency vehicles**.
- Improve **teen driver programs**.

EVIDENCE-BASED PROGRAMS

The National Highway Traffic Safety Administration (NHTSA) provides federal funding to states to deliver accountable, efficient, and data-driven highway safety programs to save lives and reverse the fatality and crash trends on our roadways. ICJI is responsible for the State of Indiana's traffic safety programs, including the administration and distribution of federal funds appropriated annually by Congress. Proposals must be data-driven and evidence-based, meaning the approaches are proven effective and produce consistent results.

Activities included in the project should align with specific program(s) within the [NHTSA Countermeasures that Work](#) guide.

ICJI uses a variety of crash data sources to evaluate and establish problem identification and identify affected communities with elevated risks of crash fatalities or injuries. The problem identification process involves data collection and analysis to identify areas of the state, types of crashes, types of population (e.g., high risk), related data systems, or other conditions that present specific highway safety challenges within a specific program area. Relevant data sources include, but are not limited to:

- Automated Reporting Information Exchange System (ARIES) Crash Data.
- Toxicology submissions data.
- Impaired driving enforcement as demonstrated by administered breath tests and lab specimens.
- Crash data for Indiana: <https://www.in.gov/cij/research/crash-statistics/>

ELIGIBILITY REQUIREMENTS

State agencies, units of local government, universities, colleges, coalitions, and nonprofit organizations are eligible to apply for TSIP funding. A unit of local government is defined as: a city, county, town, township, or other political subdivision of a state; any law enforcement district or judicial enforcement district that is established under applicable state law and has authority to, in a manner independent of other state entities, establish a budget and impose taxes; and includes Indian tribes which perform law enforcement functions as determined by the Secretary of the Interior.

Additionally, all TSIP subrecipients must agree to:

1. Comply with all provisions of the grant agreement.
2. Comply with all award conditions set forth in the Special Conditions, Certifications, and Assurances.
3. Submit all reports in the prescribed format and timeframes as determined by ICJI.
4. Submit quarterly performance measures as listed in the Special Conditions.
5. Comply with federal guidelines contained in 2 CFR Part 200.
6. Comply with 23 CFR Part 1300—Uniform Procedures for State Highway Safety Grant Programs.

PROGRAM-SPECIFIC REQUIREMENTS

1. This is a **reimbursement** grant.
2. Records or Data-Based Projects:
 - All applications must provide a plan for measurable improvement in one or more of the following areas: timeliness, accuracy, completeness, uniformity, or integration.

- All applications must provide an outline for measurable improvement to one of the six core traffic records databases: crash, vehicle, driver, roadway, citation/adjudication, or Emergency Medical Services (EMS)/injury surveillance.
3. Education, Training, and Outreach Projects:
 - All applications must provide a training outline related to reducing or preventing injuries and fatalities on Hoosier roadways.
 - All applications must provide an outline for public education, outreach programs, and/or media advertising that contains information regarding speed management, impaired driving, distracted driving awareness, motorcycle awareness, and/or teen drivers.
 4. For all projects, if equipment is requested, it must be reasonable, allowable, and necessary for the project.
 5. All subgrantees must comply with the Buy America requirements (23 U.S.C. 313) when purchasing items using federal funds.
 6. All equipment must be purchased by the end of the second quarter.

PROPOSALS REQUIREMENTS

Proposals should include the following:

- Summary of the project
- Statement of need
- Statistics to support the problem
- Answers to the following questions:
 - How will the problem be addressed?
 - How will the problem be solved?
 - What are the desired outcomes?
- Project Budget
 - Provide estimated expenses for associated costs including but not limited to salaries of personnel, supplies needed for the project, equipment fees, and travel expenses.

AWARD PERIOD

The award period for this grant is **October 1, 2026 – September 30, 2027.**

All projects must conclude, and all funding obligations must be made, no later than September 30, 2027. All outstanding expenses must be paid, and the Final Fiscal Report must be submitted via IntelliGrants within thirty (30) days of September 30, 2027. Proof of payment for all expenses must be provided in the Final Fiscal Report. Any expenses that have not been paid within thirty (30) days of September 30, 2027, will not be reimbursed.

All program activities *must* be completed by the end of the award period. All grant-funded equipment must be purchased, installed, and operational for the enforcement or educational training by the end of the second quarter of the performance period.

MATCH REQUIREMENT

A 20% match requirement is imposed on grant funds under TSIP. The applicant must identify the source of the 20% non-Federal portion of the budget and how match funds will be used.

- Match sources for all tangible equipment purchases must be in the form of a cash match.
- Match sources can be in-kind or cash. Such sources can be personnel salary, benefits, and/or mileage.
- Match sources must be within the same scope; the core principle is that the match must consist of activities related to the grant that are not funded by federal dollars.

Step 1: Award Amount ÷ % of Federal Share = Total Project Cost

Step 2: Total Project Cost – Award Amount = Required Match

Example: A subrecipient is awarded \$150,000 in federal funding. The match requirement is an 80/20 ratio (federal percentage/recipient percentage).

$\$150,000 \div .80 = \$187,500$	Total Project Cost
$\$187,500 - \$150,000 = \$37,500$	Required Match

Additionally, matching funds must:

- Be verifiable from the subrecipient's records;
- Not be included as contributions for any other federal award;
- Be necessary and reasonable for the accomplishment of the project or program objectives;
- Be allowable under [2 CFR 200.400](#);
- Not be paid by the federal government under another federal award, except where authorized by federal statute;
- Be included in the subrecipient's approved budget; and
- Conform to all other provisions of [2 CFR Part 200](#) and [23 CFR Part 1300](#).

APPLICATION SUBMISSION

Grant applications and all required supporting documentation must be submitted through [IntelliGrants](#) no later than 11:59 p.m. (ET) on **Sunday, May 10, 2026**. Applicants are strongly encouraged to submit applications at least 48 hours prior to the grant application deadline.

Note: Late or incomplete applications will not be considered for funding.

IntelliGrants is an end-to-end solution for the administration of grants. Everything from the grant application, reports, and fiscal drawdowns will occur online within IntelliGrants. Applicants must register in IntelliGrants to apply for funding opportunities. Registration instructions can be found on the ICJI [website](#).

It is recommended that subrecipients review the IntelliGrants training materials before logging in for the first time. The [Training Webinar and Subrecipient User Manual](#) are also available on the ICJI website and on the training tab in IntelliGrants.

ATTACHMENTS REQUIRED WITH APPLICATION

Applicants must provide:

1. Most recent audit.
2. Relevant documentation supporting the scope of the project.
3. Federal acceptance of negotiated indirect cost rate, if applicable.

INDIRECT COSTS

Pursuant to [2 CFR Part 200.1](#), indirect costs are costs for an organization that are not readily assignable to a particular project but are necessary to the operation of the organization and the performance of the project. Indirect costs are those that benefit more than one activity and are common or joint purpose costs.

Requesting Indirect Costs: Requesting indirect costs is **optional**. Applicants do not have to request indirect costs, but it is allowable. To calculate indirect costs, applicants must first determine the Modified Total Direct Costs ([MTDC](#)) amount of the project budget. Indirect costs that can be requested are not based on the entire project budget, but on the MTDC amount.

Applicants have two options when requesting indirect costs: Using a formal Indirect Cost Rate Agreement (ICRA) or using a *de minimis* rate. These two options are outlined below.

1. Indirect Cost Rate Agreement (ICRA)

- » This is the most current formal rate agreement that an organization has applied for and received from their cognizant federal agency (ICJI does not approve ICRA's).
- » Organizations will have a letter or other documentation that lists the federally negotiated rate.
- » The rate in the ICRA must be accepted, unless otherwise specified by federal awarding agency.
- » Applicants can request the percentage (as outlined in the ICRA) of the Modified Total Direct Costs (MTDC) of their budget for indirect costs.

2. *De Minimis* Rate

- » This can be used by organizations that have never had a federally approved Indirect Cost Rate Agreement.
- » Can use a rate of up to 15% of the Modified Total Direct Costs (MTDC) of their budget for indirect costs.
- » If an applicant elects to use the *de minimis* rate of 15% of modified total direct costs (MTDC), then it **must** provide a list of indirect costs and the calculation used to determine the amount charged.

If an applicant elects to include indirect costs in their proposed grant budget, **this intent must be included in the Budget Narrative section of the application**. In addition, if the applicant has an ICRA, **the approved agreement must be uploaded in the Attachment section of the IntelliGrants application**. If an applicant requests to utilize a *de minimis* rate or claim indirect costs using an ICRA, then an attachment must be uploaded in the Attachment section of the IntelliGrants application indicating how the indirect costs were calculated and the costs assigned as indirect.

APPLICATION REVIEW

Pursuant to [2 CFR Part 200](#) and [23 CFR Part 1300](#), ICJI will review and score all grant applications as part of the competitive application process. Specifically, ICJI will assess:

- The applicant's eligibility.
- The completeness of the grant application.
- Whether an application is within the purpose areas of the funding.
- Whether the applicant uses crash data relative to the scope of work.
- Whether the grant application, the applicant, and the project are in compliance with all federal and state laws, regulations, and rules.

- Whether the proposed expenditures set forth in the project budget are allowable and allocable.
- Any potential conflicts of interest.
- Whether the applicant has any federal and/or state debt delinquency.
- The applicant's ability to successfully pass clearance checks from the Indiana Department of Revenue (DOR), Indiana Department of Workforce Development (DWD), and Indiana Secretary of State (SOS).
- Whether the applicant is debarred or suspended by any federal or state department or agency.
- Whether the applicant maintains a current registration in System for Award Management (SAM) and has an active Unique Entity Identifier (UEI) number.

UNALLOWABLE COSTS

TSIP funds may not be used (directly or indirectly) for any of the following items:

- Real estate.
- Weapons, ammunition, body armor, and/or accessories for law enforcement.
- Fuel.
- First class travel or travel agent costs.
- Advance payments.
- Calculation and reimbursement for mileage, per diem, and lodging cannot exceed state rates. [Learn more.](#)

Additionally, TSIP funds may not be used for any purpose prohibited by federal statute or regulation. Federal law prohibits the use of federal funds for certain activities irrespective of the federal funding source or the specifics of the grant program. These prohibitions include but may not be limited to:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Lobbying. • Fundraising. • State and local taxes. • Entertainment. • Fines and penalties. • Home office workspace and related utilities. • Honoraria. | <ul style="list-style-type: none"> • Passport charges. • Tips. • Food and/or beverages. • Membership fees to organizations whose primary activity is lobbying. • Land acquisition. • Bonuses or commissions. |
|---|--|

TSIP funds ***shall not*** be used for anything outside of the approved scope of work.

SUPPLANTING PROHIBITED

Federal funds must be used to *supplement* existing state or local funds for program activities and may **not** replace state or local funds that have been appropriated or allocated for the same purpose.

Additionally, federal funding may **not** replace state or local funding that is required by law. If a question of supplanting arises, the applicant or subgrantee will be required to substantiate that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

MONITORING

[2 CFR Part 200](#), [23 CFR Part 1300](#), and NHTSA guidelines set forth monitoring requirements whereby the state must establish and carry out a process of assessing the progress of projects and programs that are funded, in whole or in part, by federal funds. Grant monitoring measures both financial and programmatic progress and allows ICJI to provide technical assistance, measure subrecipient compliance, and provide results-based feedback to subrecipients.

ICJI will monitor grant programs based on the award amount and/or risk assessment. ICJI grant program managers will conduct desk or on-site monitoring reviews of the project or program during the term of the grant period and **for up to three (3) years after it expires or is otherwise terminated**. All documentation related to the grant shall be provided to the state, upon request, at no cost. If the subrecipient fails to comply or cooperate with the state's monitoring process, the state may consider such non-cooperation as a material breach of the grant agreement, and the grant may be terminated.

Delinquent, inaccurate, incomplete, and/or fraudulent programmatic and fiscal reports will be considered a material breach of the grant agreement. ICJI's remedies include, but are not limited to, identifying the subrecipient as high risk, de-obligating funding, termination of the grant, disqualification from future funding, and/or referral to the U.S. Office of Inspector General.

REPORTING REQUIREMENTS

Subrecipients are required to submit **quarterly programmatic and fiscal reports** via IntelliGrants. Verification of expenses along with verification of payment of expenses must be provided to ICJI on a quarterly basis prior to the reimbursement of expenses. Upon submission, an ICJI grant manager will then review and approve or deny the reports.

Reporting **shall be completed on a quarterly basis** in IntelliGrants. Subrecipients must initiate the report within IntelliGrants at least ten (10) days prior to the due date. The ICJI grant

manager will review all reports submitted by the subrecipient within fifteen (15) days for accuracy, timeliness, and completeness.

Programmatic Report Documentation: The following narrative must be entered into IntelliGrants each quarter:

- Summary of activities towards the goal of the project.
- Summary of issues or setbacks.
- Statistics to support the data necessary to complete the project.

Fiscal Report Documentation: The following documentation must be included with each fiscal report submitted into the IntelliGrants system:

- Corresponding paystubs.
- Paid invoices.
- Cancelled checks.
- Receipts.
- Emails, purchase orders, and unpaid invoices are NOT forms of receipts.

Final Reporting for Performance Period:

- All programmatic and fiscal reports must be submitted for the award period no later than October 31, 2027.
- Budget modifications are not allowed during or after the third quarter unless approved by ICJI.

Quarterly: Description	Quarterly Performance Period
First Quarter/Q1 Reports Due January 31, 2027	October 1, 2026 – December 31, 2026
Second Quarter/Q2 Reports Due April 30, 2027	January 1, 2027 – March 31, 2027
Third Quarter/Q3 Reports Due July 31, 2027	April 1, 2027 – June 30, 2027
Fourth Quarter/Q4 Reports Due October 31, 2027	July 1, 2027 – September 30, 2027

AUDIT REQUIREMENTS

Pursuant to [2 CFR Part 200](#), specifically, [§ 200.501](#) *et seq.*, recipients of federal funds are subject to annual audit requirements.

1. *Audit required:* A non-federal entity that expends \$1,000,000.00 or more during the non-federal entity's fiscal year in federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

2. *Single audit*: A non-federal entity that expends \$1,000,000.00 or more during the non-federal entity's fiscal year in federal awards must have a single audit conducted in accordance with § 200.514 Scope of audit, except when it elects to have a program-specific audit conducted in accordance with paragraph (3).
3. *Program-specific audit election*: When an entity expends federal awards under only one federal program (excluding research and development) and the federal program's statutes, regulations, or the terms and conditions of the federal award do not require a financial statement audit of the entity, the entity may elect to have a program-specific audit conducted in accordance with § 200.507 Program-specific audits. A program-specific audit may not be elected for research and development unless all of the federal awards expended were received from the same federal agency, or the same federal agency and the same pass-through entity, and that federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.
4. *Exemption when federal awards expended are less than \$1,000,000.00*: A non-federal entity that expends less than 1,000,000.00 during the non-federal entity's fiscal year in federal awards is exempt from federal audit requirements for that year, except as noted in § 200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).
5. *Federally Funded Research and Development Centers (FFRDC)*: Management of an entity that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity for purposes of this part.
6. *Subrecipients and Contractors*: An entity may simultaneously be a recipient, a subrecipient, and a contractor. Unless a program is exempt by Federal statute, Federal awards expended as a recipient or a subrecipient are subject to audit under this part. Payments received for goods or services provided as a contractor under a Federal award (see § 200.331) are not subject to audit under this part. Subrecipient and contractor determinations set forth the considerations in determining whether payments constitute a federal award or a payment for goods or services provided as a contractor.
7. *Compliance responsibility for contractors*: In most cases, the auditee's compliance responsibility for contractors is to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of a Federal award. Federal award compliance requirements normally do not flow down to contractors. However, for procurement transactions in which the contractor is made responsible for meeting program requirements, the auditee must ensure those requirements are met, including by clearly stating the contractor's responsibilities within the contract and reviewing the contractor's records to determine compliance. Also, when these procurement transactions relate to a major program, the scope of the audit must include a determination of whether these transactions comply with Federal statutes, regulations, and the

terms and conditions of a Federal award. See also [§ 200.318\(b\)](#).

8. *For-profit subrecipient*: This subpart does not apply to for-profit organizations. As necessary, the pass-through entity is responsible for establishing requirements to ensure compliance by for-profit subrecipients. The subaward with a for-profit subrecipient must describe applicable compliance requirements and the for-profit subrecipient's compliance responsibility. Methods to ensure compliance for Federal awards made to for-profit subrecipients may include pre-award audits, monitoring throughout the performance of the subaward, and post-award audits (see [§ 200.332](#)).

APPENDIX A: APPLICABLE LAWS AND MANDATORY REQUIREMENTS

I. GENERAL

This award is governed by [2 CFR Part 200](#) and [23 CFR Part 1300](#). All applicants must adhere to all provisions set forth in federal and state statute, regulation, or rule. Failure to abide by any applicable federal and state requirements may, at the discretion of the state, be considered a material breach. The consequences of a material breach include but are not limited to:

- The applicant becoming ineligible for this grant funding opportunity;
- Requiring repayment of any grant funds already received;
- The de-obligation of grant funds; and
- The material breach becoming a factor in the scoring process for future grant applications.

Furthermore, subrecipients may not obligate, expend, or draw down grant funds until the Federal Office of the Chief Financial Officer notifies the state that the grant has been awarded to Indiana. The state shall not reimburse a subrecipient for expenditures outside the grant period of performance.

Pursuant to 2 CFR Part 200, all applicants are required to establish and maintain grant accounting systems and financial records to accurately account for funds awarded to them.

The applicant understands and agrees that it cannot use federal funds from different funding sources for one or more of the identical cost items, in whole or in part. If this scenario presents itself, the applicant must contact the ICJI grant manager in writing and refrain from the expenditure, obligation, or draw down of any federal funds awarded from ICJI concerning the identical cost items.

II. CIVIL RIGHTS LAWS AND REQUIREMENTS

Recipients of federal grants are required to adhere to all federal and state laws concerning civil rights including, but not limited to, the laws set forth below:

Recipients of federal grants are required to adhere to all federal and state laws concerning civil rights including, but not limited to, the laws set forth below:

- *Nondiscrimination:* Pursuant to the Indiana Civil Rights Law, specifically IC § 22-9-1-10, and in keeping with the purposes of the federal Civil Rights Act of 1964, the Age Discrimination in Employment Act, and the Americans with Disabilities Act the applicant covenants that it shall not discriminate against any employee or applicant for employment relating to this grant with respect to the hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of the employee's or applicant's race, color, national origin, religion, sex, age, disability, ancestry, status as a veteran, or any other characteristic protected by federal, state, or local law ("Protected Characteristics"). The applicant will certify compliance with applicable federal laws, regulations, and executive orders prohibiting discrimination based on the Protected Characteristics in the provision of services. Breach of this condition may be regarded as a material breach of the terms of the grant, including for purposes of Indiana Code § 5-11-5.5-2, but nothing in this paragraph shall be construed to imply or establish an employment relationship between the State and any applicant or employee of the applicant, contractor or any subcontractor. The applicant covenants that it shall not discriminate against any individual as outlined in the Violence Against Women Act Reauthorization Act of 2013.
- The applicant covenants that it does not and shall not operate any programs or engage in any practices promoting Diversity, Equity, and Inclusion (DEI) that violate Indiana or Federal Civil Rights Laws by treating a person differently on the basis of race or sex, such as by considering race or sex when making recruitment, hiring, disciplinary, promotion, or employment decisions; requiring employees to participate in training or educational programs that employ racial or sex stereotypes; or attempting to achieve racial or sex balancing in the applicant's workforce. The applicant agrees that a breach of this paragraph is a material breach of the grant, including for purposes of Indiana Code § 5-11-5.5-2, but nothing in this paragraph shall be construed to imply or establish an employment relationship between the State and any applicant or employee of the applicant, contractor, or any subcontractor.
- *Enforcing Civil Rights Laws:* All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.
- *Meeting the Requirement to Submit Findings of Discrimination:* If in the three (3) years prior to the date of the grant award, your organization has received an adverse finding of

discrimination based on race, color, national origin, religion, or sex, after a due process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to OCR. A copy must also be sent to the state.

III. STATE LAWS AND REQUIREMENTS

Recipients of grant funds from the state are required to adhere to all state laws concerning the receipt and use of grant funds from federal and state funding sources. Those laws include, but are not limited to, the laws set forth below.

- *State Ethical Requirements:* The applicant and its agents shall abide by all ethical requirements that apply to persons who have a business relationship with the state as set forth in IC § 4-2-6, *et seq.*, IC § 4-2-7, *et seq.* and the regulations promulgated thereunder. If the applicant has knowledge, or would have acquired knowledge with reasonable inquiry, that a state officer, employee, or special state appointee, as those terms are defined in IC § 4-2-6-1, has a financial interest in the grant, the applicant shall ensure compliance with the disclosure requirements in IC § 4-2-6-10.5 prior to the execution of this grant. If the applicant is not familiar with these ethical requirements, the applicant should refer any questions to the Indiana State Ethics Commission or visit the Inspector General's [website](#). If the applicant or its agents violate any applicable ethical standards, the state may, in its sole discretion, terminate this grant immediately upon notice to the applicant. In addition, the applicant may be subject to penalties under IC §§ 4-2-6, 4-2-7, 35-44.1-1-4, and under any other applicable laws.
- *Indiana Secretary of State:* Pursuant to Indiana Code Title 23, the applicant must be properly registered and owes no outstanding reports to the Indiana Secretary of State.
- *Telephone Solicitation of Consumers; Automatic Dialing Solicitations:* As required by Indiana Code § 5-22-3-7:
 - (1) the Applicant and any principals of the Applicant certify that
 - (A) except for de minimis and nonsystematic violations, it has not violated the terms of:
 - (i) IC § 24-4.7 [Telephone Solicitation of Consumers];
 - (ii) IC § 24-5-12 [Telephone Solicitations]; or
 - (iii) IC § 24-5-14 [Regulation of Automatic Dialing Machines]; in the previous three hundred sixty-five (365) days, even if IC § 24-4.7 is preempted by federal law; and
 - (B) the Applicant will not violate the terms of IC § 24-4.7 for the duration of this Grant Agreement, even if IC § 24-4.7 is preempted by federal law.
 - (2) The Applicant and any principals of the Applicant certify that an affiliate or principal of the Applicant and any agent acting on behalf of the Applicant or on behalf of an

affiliate or principal of the Applicant, except for de minimis and nonsystematic violations,

(A) has not violated the terms of IC § 24-4.7 in the previous three hundred sixty-five (365) days, even if IC § 24-4.7 is preempted by federal law; and

(B) will not violate the terms of IC § 24-4.7 for the duration of the grant agreement even if IC § 24-4.7 is preempted by federal law.

- *Drug-Free Workplace Certification:* Applicant hereby covenants and agrees to make a good faith effort to provide and maintain a drug-free workplace as required by Executive Order 90-5, April 12, 1990. Executive Order 90-5 applies to all individuals and private legal entities who receive grants or contracts from state agencies. This clause was modified in 2005 to apply only to contractor's employees within the State of Indiana and cannot be further modified, altered, or changed. Applicant will give written notice to the state within ten (10) days after receiving actual notice that the applicant, or an employee of the applicant in the State of Indiana, has been convicted of a criminal drug violation occurring in the workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of grant payments, termination of the grant and/or debarment of grant opportunities with the State of Indiana for up to three (3) years.

In addition to the provisions of the above paragraphs, if the total amount set forth in this grant agreement is in excess of \$25,000.00, the applicant certifies and agrees that it will provide a drug-free workplace by:

- A. Publishing and providing to all of its employees a statement notifying them that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the applicant's workplace and specifying the actions that will be taken against employees for violations of such prohibition; and
- B. Establishing a drug-free awareness program to inform its employees of (1) the dangers of drug abuse in the workplace; (2) the applicant's policy of maintaining a drug-free workplace; (3) any available drug counseling, rehabilitation, and employee assistance programs; and (4) the penalties that may be imposed upon an employee for drug abuse violations occurring in the workplace; and
- C. Notifying all employees in the statement required by subparagraph (A) above that as a condition of continued employment the employee will (1) abide by the terms of the statement; and (2) notify the applicant of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction; and
- D. Notifying in writing the state within ten (10) days after receiving notice from an employee under subdivision (C)(2) above, or otherwise receiving actual notice of

such conviction; and

- E. Within thirty (30) days after receiving notice under subdivision (C)(2) above of a conviction, imposing the following sanctions or remedial measures on any employee who is convicted of drug abuse violations occurring in the workplace: (1) take appropriate personnel action against the employee, up to and including termination; or (2) require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency; and
 - F. Making a good faith effort to maintain a drug-free workplace through the implementation of subparagraphs (A) through (E) above.
- *Employment Eligibility Verification:* As a condition precedent to entering into the grant, and as required by IC § 22-5-1.7 and Executive Order 25-29, the applicant will swear or affirm under the penalties of perjury that the applicant has not knowingly employed, and will not knowingly employ, an unauthorized alien. The applicant will further affirm that:
 - A. The applicant has enrolled in, and verified the work eligibility status of all his/her/its employees through, the E-Verify program as defined in IC § 22-5-1.7-3. The applicant is not required to participate should the E-Verify program cease to exist. Additionally, the applicant is not required to participate if the applicant is self-employed and does not employ any employees.
 - B. The applicant has not knowingly employed or contracted with, and shall not knowingly employ or contract with, an unauthorized alien. The applicant has not retained, and shall not retain, an employee, and has not contracted and shall not contract with a person, that the applicant subsequently learned or learns is an unauthorized alien.
 - C. The applicant has required and shall require his/her/its subcontractors, who perform work under this grant, to certify to the applicant that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. The applicant agrees to maintain this certification throughout the duration of the term of a grant and any contract with a subcontractor and to provide any and all such certifications to the State promptly upon request.

The State may terminate this grant for default if the applicant fails to cure a breach of this provision no later than thirty (30) days after being notified by the State.

- *ICJI Policies and Requirements:* Recipients of grant funds from ICJI are required to adhere to all ICJI policies, procedures, and guidelines concerning the receipt and use of grant funds from both federal and state funding sources, including those directives, policies,

and guidelines found on ICJ's [website](#).



Indiana Criminal Justice Institute
402 W. Washington Street, Room W469
Indianapolis, IN 46204

317-232-1233
www.cji.in.gov