

# **Texas Traffic Safety eGrants**

## **Fiscal Year 2025**

**Organization Name:** Fort Bend County Sheriff's Office

**Legal Name:** County of Fort Bend

**Payee Identification Number:** 17460019692060

**Project Title:** STEP CMV

**ID:** 2025-FBCoSO-S-CMV-00005

**Period:** 10/01/2024 to 09/30/2025

**GENERAL INFORMATION**

**Project Title:**STEP CMV

**Project Description:**Provide enhanced enforcement covering multiple offenses, focusing on the following: Driving While Intoxicated (DWI), Occupant Protection (OP), Speed, Intersection Traffic Control (ITC) and Distracted Driving Violations (DD) related to commercial motor vehicles.

**Program Elements**

When performing enforcement activities under this grant, officers should make the enforcement of the STEP elements listed below their top priority, although any traffic-related probable cause can be used to initiate a vehicle stop

1. DWI: Driving While Intoxicated
2. Speed: Speed Enforcement
3. OP: Occupant Protection (Safety Belt)
4. HMTV: Hazardous Moving Violations
- 5 .DD: Distracted Driving

XAgency agrees to enforce the above Program Elements as part of the Selective Traffic Enforcement Program.

**PROPOSING AGENCY AUTHENTICATION**

x The following person has authorized the submittal of this proposal.

Name	:The Honorable KP George
Title	:County Judge
Address	:301 Jackson Street Office of the County Judge
City	:Richmond
State	:Texas
Zip Code	:77469-3108
Phone Number	:2813418608
Fax Number	:832-471-1858
E-mail address	:County.judge@fbctx.gov

### **COMPLIANCE REQUIREMENTS**

**Unique Entity Identifier:** All entities wishing to do business with the federal government must have a unique entity identifier (UEI). The UEI is a 12-character, alpha-numeric value. To obtain a UEI number, applicants should go to the SAM.gov website at <https://sam.gov/content/entity-registration> and provide a screen capture or print-as-pdf version of the SAM.gov webpage with the new UEI number.

Unique Entity Identifier (UEI) : MJG8N8EPN2L3

Please upload a screen capture or print-as-pdf version of the SAM.gov webpage with UEI number  
[https://www.dot.state.tx.us/apps/egrants/\\_Upload/1272678\\_342318-SAMexp.2024.pdf](https://www.dot.state.tx.us/apps/egrants/_Upload/1272678_342318-SAMexp.2024.pdf)

#### **2 C.F.R. Part 200 Compliance**

Enter the Begin Date and End Date of your Agency's Fiscal Year 2025

Begin Date : 10/1/2024    End Date : 9/30/2025

Your entity is required to comply with federal (OMB A-133) and/or state (State of Texas Single Audit Circular) requirements. If threshold expenditures of \$750,000 or more are met during your agency's fiscal year, please submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Audit Office, 125 East Eleventh Street, Austin, TX 78701 or contact TxDOT's Audit Office at [singleaudits@txdot.gov](mailto:singleaudits@txdot.gov) If expenditures are less than \$750,000 during your agency's fiscal year, please submit a statement to TxDOT's Audit Office as follows:  
"We did not meet the \$750,000 expenditure threshold and therefore we are not required to have a single audit performed for FY ."

X I agree

#### **Non Profit Agency**

Is your agency a Non Profit entity per Internal Revenue Services (IRS)? No

If Yes, please enter the latest certification date and upload the affirmation letter/certificate from (IRS)

Non-Profit Certification Date (mm/dd/yyyy) :

Upload Non-Profit the affirmation letter/certificate from IRS

#### **Internal Ethics and Compliance Program Certification (ICP)**

Subgrantees with an Internal Ethics and Compliance Program (ICP) approval by either TxDOT Compliance Division letter or Signed Form 2433 Certificate on file, with less than 5 years from signature(2018 - Current)

Enter date of approval letter/signature(mm/dd/yyyy):

Upload ICP Form 2433:

NOTE: All Subgrantees with ICP approvals over 5 years must submit a new signed Form 2433 prior to grant approval.

NOTE: If you are a new proposing agency, leave blank.



**STEP Operating Policies and Procedures**

All STEP agencies must either have established written STEP operating policies and procedures, or will develop written policies and procedures before STEP grants can be executed. Agencies must include a signed and dated cover letter certifying the Policy and Procedure document as current for the grant year. Please click here for [STEP Policies and Procedures requirements](#).

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If your agency has approved STEP Operating Policies and Procedures, please upload here :  
[https://www.dot.state.tx.us/apps/egrants/\\_Upload/1272678\\_342324-STEPFY2025PP.pdf](https://www.dot.state.tx.us/apps/egrants/_Upload/1272678_342324-STEPFY2025PP.pdf)

If your agency does not have approved STEP Operating Policies and Procedures, please certify the following:

I certify that our agency will develop STEP Operating Policies and Procedures before executing the grant.

**RISK ASSESSMENT SUBGRANTEE**

- |   |      |
|---|------|
| 1. Number of funded projects with TxDOT in the current fiscal year  | 4    |
| 2. Number of funded projects with TxDOT in the previous fiscal year   | 4    |
| 3. Does your agency plan to use funding from outside local, federal or state sources to fund activities in this project. If Yes, which sources? If No, enter None | None |
| 4. When did the agency update its grant operating policies and procedures   | 2022 |
| 5. Has your agency ever terminated a grant project prior to the grant year ending?  | No   |
| 6. Number of personnel to be hired to work on this project  | 0    |
| 7. Will the personnel working on this grant splitting time on multiple projects?  | No   |

**COUNTY SERVED**

Fort Bend County - Houston District

**POLITICAL DISTRICT SERVED**

U.S. Congress\* Congressional District 22

Texas Senate\* Texas Senate District 18

Texas House\* Texas House of Representatives District 85



**GOALS AND STRATEGIES**

- Goal:** To reduce commercial motor vehicle crashes, injuries, and fatalities involving vehicles with a vehicle body type of "Semi-Trailer" or "Truck-Tractor"
- Increase public information and education on sharing the road with commercial motor vehicles (CMV).
- Strategies:** Increase public education and information campaigns regarding enforcement activities.
- Increase and sustain high visibility enforcement of traffic safety-related laws.

X Agency agrees to the above goals and strategies.

Please mark all of your proposed zones on a single heat map and upload that map here. Click [here](#) to see an example. The maximum number of allowable zones for an agency is determined by dividing the total number of enforcement hours by 480 and rounding to the nearest whole number.

[https://www.dot.state.tx.us/apps/egrants/\\_Upload/1272687\\_341473-ZonesTBD.docx](https://www.dot.state.tx.us/apps/egrants/_Upload/1272687_341473-ZonesTBD.docx)

**BASELINE INFORMATION**

**Baseline Definition:** A number serving as a foundation for subgrantees to measure pre-grant traffic enforcement activity. Baseline information must be provided by the subgrantee in order to identify local traffic enforcement related activity. This information should exclude any activity generated with STEP grant dollars. Once the baseline is established, these figures will be used to compare subsequent year's local and grant traffic enforcement activity.

**Note:** Baseline data used must be no older than 2020.

**Baseline Year (12 months)** From 10/1/2022 to 9/30/2023

<b><u>Baseline Measure</u></b>	<b><u>Arrests/Citations</u></b>	<b><u>Written Warnings</u></b>	<b><u>KA Crashes</u></b>
Commercial Motor Vehicle (non STEP)	7	5	5
Other Elements (non STEP)	9350	18237	

**If you have additional attachments, provide them on the "Attachments" page**

**LAW ENFORCEMENT OBJECTIVE/PERFORMANCE MEASURE**

<b>Objective/Performance Measure</b>	<b>Target Number</b>
Reduce the number of crashes that involve a CMV to	4

**Note: Nothing in this agreement shall be interpreted as a requirement, formal or informal, that a peace officer issue a specified or predetermined number of citations in pursuance of the Subgrantee's obligations hereunder. Department and Subgrantee acknowledge that Texas Transportation Code Section 720.002 prohibits using traffic-offense quotas and agree that nothing in this Agreement is establishing an illegal quota.**

**In addition to the STEP enforcement activities, the subgrantee must maintain baseline non-STEP funded citation and arrest activity due to the prohibition of supplanting.**

**PI&E OBJECTIVE/PERFORMANCE MEASURE**

XI agree to the below efforts with a public information and education (PI&E) program.

- a. Conduct a minimum of five (5) presentations
- b. Conduct a minimum of five (5) media exposures (e.g. news conferences, news releases, and interviews)
- c. Conduct a minimum of two (2) community events (e.g. health fairs, booths)

**ENFORCEMENT ZONES**

**Zone Name :** Zones TBD

**Zone Description :** Zones TBD

**Zone Hours :** 24/7 Enforcement

**Zone Detail Map :** [https://www.dot.state.tx.us/apps/egrants/\\_Upload/1273951\\_341453-ZonesTBD.docx](https://www.dot.state.tx.us/apps/egrants/_Upload/1273951_341453-ZonesTBD.docx)

**Additional  
Documentation :**



**AGENCY INFORMATION**

**Agency Contacts**

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- |  |                          |
|--|--------------------------|
| 1. Who is your department's Chief/Sheriff/Constable?   | Sheriff<br>Eric<br>Fagan |
| 2. How many years has that person held that position at this agency?                             | 3                        |
| 3. Who is the person in charge of training at your department?                                   | Capt. Gregory John       |
| 4. Please provide their work email and telephone number.   | Gregory.Johnson@         |
| 5. What is the name of the person in charge of your department's official social media accounts? | Michelle Domingo         |
| 6. Please provide their work email and telephone number.   | Michelle.Domingo         |

**Service Data**

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- |  |        |
|--|--------|
| 1. What is the size in square miles of your department's service area?         | 861    |
| 2. What is the latest estimated population of your service area?               | 889146 |
| 3. How many sworn officer positions is your agency authorized?                 | 603    |
| 4. How many of those positions are currently filled?                           | 537    |
| 5. How many total calls for service did your agency log in the past 12 months? | 458720 |
| 6. How many total crashes did your agency respond to in the past 12 months?    | 7462   |

7. How many total vehicle stops did your agency make in the past 12 months? 12292

**BTS Program Area**

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1. Does your agency participate in Fatal Crash Review (FCR) meetings with TxDOT? No
2. Does your department have a traffic unit? Yes
3. Does your department have a DWI unit? Yes
4. Does your department have at least one currently certified Drug Recognition Expert (DRE)? Yes
5. Does your department have at least one certified Child Passenger Safety (CPS) Technician or Instructor? Yes
6. Does your department have at least one data analyst? No
7. Does your department have at least one certified Commercial Vehicle Enforcement (CVE) officer? Yes
8. Does your agency have a Controlled Party Dispersal (CPD) program in place for underage individuals who are gaining social access to alcohol at parties? No
9. Are there any officially designated bicycle routes in your service area? No
10. Are there ride-sharing options available in your community such as Lyft or Uber? Yes

**SALARIES AND FRINGE BENEFITS**

Law Enforcement Hours: 990

Overtime Regular Time

**For Sections B (PI&E) and C (Administrative Duties) on this page, check the Over Time and/or Regular Time below that apply to those duties. If there are no duties in B and C, leave both boxes unchecked**

	<u>TxDOT Hours</u>	<u>Match Hours</u>	<u>Wage Rate</u>	<u>TxDOT Salaries</u>	<u>Match Salaries</u>	<u>Total Salaries</u>	<u>Fringe %</u>	<u>Total Fringe</u>
<b>A. Enforcement</b>								
Officers/Deputies:	960		\$50.000	\$48,000.00		\$48,000.00	21.72%	\$10,416.00
Sergeants:	30		\$62.000	\$1,860.00		\$1,860.00	21.72%	\$404.16
Lieutenants/Other:			\$0				%	
<b>B. PI&amp;E Activities</b>								
PI&E Activities:							%	
<b>C. Administrative Duties</b>								
Program administration related to monthly review of activity reports, review of reimbursements, submitting reports, PI & E activities.		36	\$41.600		\$1,497.60	\$1,497.60	21.72%	\$325.54
			\$0				%	
			\$0				%	
			\$0				%	
			\$0				%	
			\$0				%	
<b>Total:</b>				\$49,860.00	\$1,497.60	\$51,357.60		\$11,154.87
<b>Category</b>	<b>TxDOT</b>	<b>%</b>		<b>Match</b>	<b>%</b>	<b>Total</b>		
Salaries:	\$49,860.00	97.08%		\$1,497.60	2.92%	\$51,357.60		
Fringe Benefits:	\$0	0.00%		\$11,154.87	100.00%	\$11,154.87		
Breakdown of								

Fort Bend County Sheriff's Office  
STEP CMV 2025

Fringe Percentages:	Details of regular time, if included in any of			
Fringe: Payroll taxes:	the above hours : Regular time includes			
7.65%; Retirement:	administrative activities associated with operating the			
13.07%; Workers	mobilization.			
Compensation: 1%				



### Budget Summary

Budget Category		TxDOT	Match	Total
Category I - Labor Costs				
(100)	Salaries	\$49,860.00	\$1,497.60	\$51,357.60
(200)	Fringe Benefits	\$0	\$11,154.87	\$11,154.87
	Category I Sub-Total	\$49,860.00	\$12,652.47	
Category II - Other Direct Costs				
(300)	Travel	\$0	\$0	\$0
(400)	Equipment	\$0	\$0	\$0
(500)	Supplies	\$0	\$0	\$0
(600)	Contractual Services	\$0	\$0	\$0
(700)	Other Miscellaneous	\$0	\$0	\$0
	Category II Sub-Total	\$0	\$0	\$0
Total Direct Costs		\$49,860.00	\$12,652.47	\$62,512.47
Category III - Indirect Costs				
(800)	Indirect Cost Rate	\$0	\$0	\$0
Summary				
	Total Labor Costs	\$49,860.00	\$12,652.47	\$62,512.47
	Total Direct Costs	\$0	\$0	\$0
	Total Indirect Costs	\$0	\$0	\$0
	Grand Total	\$49,860.00	\$12,652.47	\$62,512.47
	Fund Sources (Percent Share)	79.76%	20.24%	