

2007 Marine Patrol Assistance Grant Program Guidelines and Application DEADLINE: December 30, 2006



Ohio Department of Natural Resources
Division of Watercraft
2045 Morse Rd., Bldg. A-2
Columbus, Ohio 43229

Bob Taft, Governor
Samuel W. Speck, Director
Michael E. Quinn, Acting Chief



Division of Watercraft
Michael E. Quinn, Acting Chief
2045 Morse Road, Building A-3
Columbus, Ohio 43229-6693
Phone: (614) 265-6480 Fax: (614) 267-8883

September 30, 2006

TO ALL MARINE PATROL PROGRAM ADMINISTRATORS:

Thank you for your interest in the Ohio Department of Natural Resources Division of Watercraft's Marine Patrol Assistance Grant Program. This grant program provides financial assistance for law enforcement agencies across the state to establish or maintain and operate a marine patrol.

Enclosed is the 2007 Marine Patrol Assistance Grant Program booklet. This booklet contains the 2007 application, guidelines, and all other required documents necessary to participate in this program. This booklet is also made available in PDF format and as a Microsoft Word document on the ODNR Division of Watercraft website at www.ohiodnr.com/watercraft/grant/.

Applicants will compete for the available funding for this program. Grants will be awarded based on the potential success and ability of each agency to serve the recreational boating community.

The 2007 Application for Assistance must be postmarked on or prior to Saturday, December 30, 2006. Any applications postmarked after this date will not be considered for financial assistance. The Division of Watercraft will not grant extensions of this deadline.

For agencies currently participating in the 2006 grant program, Year-End Activity Reports and Expense Reports must also be postmarked by Saturday, December 30, 2006. Extensions of this deadline will not be granted. Please use forms from the 2006 booklet when completing these reports.

Mail grant applications and reports to:

Monique Kirtley, Grants Coordinator (or Cindy Bellar, LE/SAR Coordinator)
ODNR, Division of Watercraft
2045 Morse Road - Bldg. A
Columbus, Ohio 43229-6693

Finally, as a reminder, all future awards banquets will be held at Confluence; the biennial event hosted by the Division. There will be no marine patrol awards banquet in 2006. The next banquet will be held at the 2007 Confluence. For questions concerning the grant program please contact Monique Kirtley at (614) 265-2065 monique.kirtley@dnr.state.oh.us or myself.

Yours in Boating Safety,

Officer Cynthia J. Bellar
LE/SAR Coordinator
(614) 265-6503
cindy.bellar@dnr.state.oh.us

2007 MARINE PATROL ASSISTANCE GRANT PROGRAM

REMINDER

Considering the limited amount of funding available, and the yearly increase in requests for funding from new agencies, it is important for each current Marine Patrol agency to review the goals and results of their Marine Patrol program. It is also important to ensure the terms of the assistance agreements are being met by each agency.

There are several important areas in the agreement I feel it is timely to remind everyone of:

- Each agency agrees to patrol all three summer holiday weekends
- Each agency agrees to patrol the majority of weekends between Memorial Day and Labor Day
- At least 80% of officer patrol time must be on water patrol
- Each agency agrees to coordinate with your local Watercraft office on the following:
 - Boating emergencies
 - Special events
 - Scheduled ride-alongs

The Division of Watercraft is committed to providing the highest level of service possible to the boating community and realizes the commitment you have for this mission. We are also committed to provide you, our partners, the highest level of assistance possible as you strive to meet this goal.

As competition for grant dollars becomes more intense it is important for all Marine Patrol agencies to be certain your officers are familiar with the agreement. Failure to meet these terms puts an agency at risk to be removed from the program.

If you have any questions or concerns do not hesitate to contact Cindy Bellar, Law Enforcement/Search and Rescue Coordinator for the Division of Watercraft, at (614) 265-6503.

**Ohio Department of Natural Resources
Division of Watercraft**

2007 Marine Patrol Assistance Grant Program

Introduction

The Ohio Department of Natural Resources (ODNR) Division of Watercraft is authorized by law to provide financial assistance to political subdivisions, conservancy districts, and state departments to establish or maintain and operate a marine patrol. An agency may apply for assistance through the Marine Patrol Assistance Grant Program.

Under this grant program, the purpose of a marine patrol is to enforce Chapters 1547 and 1548 of the Ohio Revised Code and the rules adopted under these Chapters, and to provide emergency response to boating accidents that occur on the water. Each marine patrol should serve to protect the lives and property of persons participating in recreational boating on the waters of this state. Grants are awarded based on the potential success and ability of the marine patrol to provide such service to the boating community. Established marine patrols that currently participate in the grant program are also evaluated on their efforts and achievements from the previous year. The scoring of each application is a competitive evaluation process.

Grants of up to \$35,000 per calendar year may be awarded on a cost-share basis. Applicants must match at least twenty-five percent of their total program costs. The grants may be utilized for the purchase, maintenance and operation of vessels, marine equipment, education materials, and personnel salaries.

Grant money is appropriated through the ODNR Division of Watercraft's Waterways Safety Fund. Sources of revenue for the Waterways Safety Fund include seven-eighths (7/8) of one percent or 0.875% of the state gasoline tax; fees collected for boat registration and title services; and federal funding from the United States Coast Guard. No funding is received from the state's general revenue fund.

The grant guidelines contained within this booklet explain the application process. The entire booklet may be viewed online or downloaded by selecting either the MS Word or PDF link on the ODNR Division of Watercraft website, www.ohiodnr.com/watercraft/grant/. With compatible software, the MS Word document can be completed on a computer.

The 2007 application must be postmarked on or prior to Saturday, December 30, 2006. Extensions of this deadline will not be granted.

Contact Cindy Bellar at (614) 265-6503 or Monique Kirtley at (614) 265-2065 for questions regarding the Marine Patrol Assistance Grant Program. Additional contact information for our central office in Columbus and field offices located throughout the state are located on pages iii and iv of this booklet.

On behalf of the ODNR Division of Watercraft, thank you for your interest in the Marine Patrol Assistance Grant Program.

Table of Contents

Introduction.....	i
Table of Contents.....	ii
Watercraft Central Office Contacts.....	iii
Watercraft Field Office Locations.....	iv
Grant Program Revisions, Updates, and Announcements.....	v
<u>Section 1: Program Information</u>	
Authority to Provide Funding - Ohio Revised Code.....	1-1
Provisions for Funding.....	1-2
Summary of the Grant Process.....	1-3
Determining Funding.....	1-4
Minimum Requirements - <u>Exhibit C</u>	1-5
Guidelines for Marine Patrol Expenses.....	1-9
<u>Section 2: Requirements and Timeline for Grant Documents</u>	
Requirements for Grant Documents.....	2-1
Timeline for 2007 Grant Documents.....	2-2
2007 Documents Checklist.....	2-4
<u>Section 3: 2007 Application for Assistance</u>	
Reminder and Notes.....	3-i
2007 Application for Assistance.....	3-1
Request for Assistance.....	3-1
Agency Contacts.....	3-2
Form W-9 Request for Taxpayer Identification Number and Certification.....	3-3
Marine Patrol Schedule.....	3-4
Agency Information.....	3-6
Estimated Budget - <u>Exhibit A</u>	3-10
<u>Section 4: 2007 Marine Patrol Assistance Agreement</u>	
Reminder and Notes.....	4-i
2007 Marine Patrol Assistance Agreement.....	4-1
Minimum Requirements - <u>Exhibit C</u>	4-5
<u>Section 5: 2007 Year-End Activity Report</u>	
Reminder and Notes.....	5-i
Year-End Activity Report Guidelines.....	5-1
2007 Year-End Activity Report.....	5-5
<u>Section 6: 2007 Year-End Expense Report</u>	
Reminder and Notes.....	6-i
2007 Year-End Expense Report.....	6-1
Personnel Data Sheet.....	6-1
Detailed Actual Expenditures.....	6-2
<u>Section 7: Miscellaneous Forms</u>	
2007 Revised Estimated Budget.....	7-1
2007 Funds Transfer Request.....	7-6

Watercraft Central Office Contacts

Contacts for the Marine Patrol Assistance Grant Program:

Cindy Bellar	MP Assistance Grant Program	(614) 265-6503	cindy.bellar@dnr.state.oh.us
Monique Kirtley	MP Assistance Grant Program	(614) 265-2065	monique.kirtley@dnr.state.oh.us
Eric Reed	MP Equipment Loan Program	(614) 265- 6501	eric.reed@dnr.state.oh.us

Mailing Address:

Ohio Department of Natural Resources
Division of Watercraft
2045 Morse Road, Bldg. A
Columbus, Ohio 43229-6693

Phone Number:

(614) 265-6480

Fax Number:

(614) 267-8883 and (614) 263-4140

E-Mail Address:

watercraft@dnr.state.oh.us

World Wide Web Address:

www.ohiodnr.com

Watercraft Administration:

Michael E. Quinn	Acting Chief	(614) 265-6475
William McGarity	Deputy Chief	(614) 265-6688

Law Enforcement/Search and Rescue Section:

Todd Doncyson	LE Administrator	(614) 265-6655	Todd.Doncyson@dnr.state.oh.us
Cindy Bellar	LE/SAR Coordinator	(614) 265-6503	Cindy.Bellar@dnr.state.oh.us
Eric Reed	LE/SAR Coordinator	(614) 265-6501	Eric.Reed@dnr.state.oh.us
Sherrie Hustead	Investigator	(614) 265-6673	Sherrie.Hustead@dnr.state.oh.us

Public Information and Education Section:

Emily King	P.I.&E. Manager	(614) 265-6504	Emily.King@dnr.state.oh.us
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Administrative Services and Support Section:

Monique Kirtley	Grants Coordinator	(614) 265-2065	Monique.Kirtley@dnr.state.oh.us
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Resource Planning Section:

Phil Miller	Resource Planning Manager	(614) 265-6497	Phil.Miller@dnr.state.oh.us
VACANT	Data Analyst	(614) 265-6615	

Additional Internet Information:

Ohio Revised Code

Title XV Conservation of Natural Resources-
Chapter 1547. - Watercraft and Waterways
Chapter 1548. - Watercraft Certificates of Title
<http://onlinedocs.andersonpublishing.com/revisedcode/>

Ohio Administrative Code

Chapter 1501:47 - Division of Watercraft
<http://onlinedocs.andersonpublishing.com/oac/>

Watercraft Field Office Locations

Region Managers:

Western Ohio – Brenda Sams (740) 548-5490

Lake Erie – Adam Prokop (216) 361-1212

Eastern Ohio – VACANT (330) 644-2265

Ohio River – Rich Cates (513) 734-2730



Akron

Bill Staiger, Area Supervisor
2756 South Arlington Road
Akron, Ohio 44312
(330) 644-2265

akron.watercraft@dnr.state.oh.us

Alum Creek

Tony DeLong, Area Supervisor
3305 S. Old State Road
Delaware, Ohio 43015
(740) 548-5490

alumcreek.watercraft@dnr.state.oh.us

Ashtabula

Matt Zlocki, Area Supervisor
1 Front Street
Ashtabula, Ohio 44004
(440) 964-0518

ashtabula.watercraft@dnr.state.oh.us

Cambridge

John Bird, Area Supervisor
1225 Woodlawn Avenue
Cambridge, Ohio 43725
(740) 439-4076

cambridge.watercraft@dnr.state.oh.us

Cleveland

Dan Fuller, Area Supervisor
1150 East 49th Street
Cleveland, Ohio 44114
(216) 361-1212

cleveland.watercraft@dnr.state.oh.us

East Fork

Karen Muench, Area Supervisor
3292 Elklick Road
Bethel, Ohio 45106
(513) 734-2730

cincinnati.watercraft@dnr.state.oh.us

Maumee Bay

Sam DeWalt, Area Supervisor
1400 State Park Road
Oregon, Ohio 43618
(419) 836-6003

maumeebay.watercraft@dnr.state.oh.us

Portsmouth

Dean Palmer, Area Supervisor
640 Second Street
Portsmouth, Ohio 45662
(740) 353-7668

portsmouth.watercraft@dnr.state.oh.us

Sandusky

Jeff Nehls, Area Supervisor
1630 Sycamore Line
Sandusky, Ohio 44870
(419) 621-1302

sandusky.watercraft@dnr.state.oh.us

Springfield

Marilyn Hinderer, Area Supervisor
1976 Buck Creek Lane
Springfield, Ohio 45502
(937) 323-1582

springfield.watercraft@dnr.state.oh.us

Wapakoneta

Brett Trump, Area Supervisor
110 Industrial Drive, Suite B
Wapakoneta, Ohio 45895
(419) 738-6189

wapakoneta.watercraft@dnr.state.oh.us

Grant Program Revisions, Updates, and Announcements

1. Changes were made to the 2007 grant booklet. These changes should simplify the application and reporting requirements of each agency. The major changes occur in the Application for Assistance and the Year End-Activity Report. Use forms from this booklet for the 2007 grant year only. Use the forms from the 2006 booklet for reporting 2006 Year-End Activity and Expenses.
2. A new Watercraft field office was opened in Wapakoneta, Ohio. The new office information is provided in this booklet. Numerous personnel changes continue due to retirements and promotions. This booklet will have most of the updates. More changes are expected after this booklet is printed.
3. Section 1547.11 of the Ohio Revised Code (operating under the influence) changed as of August 2006. It now includes per se levels for controlled substances and other critical changes. Please notify all marine patrol officers. The revised law is available at various sources. Currently, we are not providing new law books. One source is located on the Internet at <http://onlinedocs.andersonpublishing.com/revisedcode/>. Several rule changes in the Ohio Administrative Code are pending as well.
4. Basic Marine Patrol Training Course is scheduled for May 7-11, 2007 at the Alum Creek Watercraft Office in Delaware, Ohio. Each agency participating in the grant program is required to send their marine patrol officers to this training. Information will be sent to each agency after the grants have been approved. This typically occurs in March.
5. Confluence is scheduled for November 7-9, 2007. The Division of Watercraft hosts this event for its partners in boating education and enforcement. Each agency participating in the grant program must send at least one representative to Confluence. Registration information will be sent to each agency. As in the past, this is an excellent opportunity for law enforcement officers to receive training updates. In addition, the Division of Watercraft also hosts an Awards Banquet during this event. Nomination forms for marine patrol awards will be sent out at the end of the summer in 2007.

Authority to Provide Funding - Ohio Revised Code

1547.67 Division assistance in establishing and maintaining marine patrols

The division of watercraft, with the approval of the director of natural resources, may expend, for the purpose of assisting political subdivisions, conservancy districts, and state departments to establish or maintain and operate a marine patrol for the purpose of enforcing this chapter and Chapter 1548. of the Revised Code and rules adopted under them and to provide emergency response to boating accidents on the water, such funds as are appropriated by the general assembly for that purpose and, in addition, such moneys from the waterways safety fund established in section 1547.75 of the Revised Code as determined to be necessary by the division not to exceed ten per cent of all moneys accruing to the fund. In no case shall the grant to a political subdivision, conservancy district, or state department, not including the department of natural resources, total more than thirty-five thousand dollars in a calendar year. Moneys so allocated may be used for the purchase, maintenance, and operation of vessels and marine equipment, educational materials, and personnel salaries that are necessary for enforcement of this chapter and Chapter 1548. of the Revised Code and rules adopted under them and to provide emergency response to boating accidents on the water.

The division shall disburse the moneys as provided in this section in accordance with its determination of need in the enforcement of this chapter and Chapter 1548. of the Revised Code and rules adopted under them and shall disburse those moneys only on a cost share basis to supplement funds allocated by a political subdivision, conservancy district, or state department for that purpose. A grantee shall provide at least twenty-five per cent of the total program cost.

Provisions for Funding

Section 1547.67 of the Ohio Revised Code (ORC) establishes the basic restrictions and requirements for the Marine Patrol Assistance Grant Program (MPAGP). The following outlines the provisions established by this law:

- The Division may give grants to political subdivisions, conservancy districts and state departments to establish or maintain and operate a marine patrol.
- The purpose of the marine patrol is to enforce Chapters 1547 and 1548 of the ORC and Chapters 1501:47-1 and 1501:47-2 of the Ohio Administrative Code (OAC) and to provide emergency response to boating accidents on the water.
- No single grant shall exceed \$35,000 per calendar year except for ODNR.
- The grant may be used for the purchase, maintenance and operation of vessels, marine equipment, education materials, and personnel salaries that are deemed necessary for enforcement and emergency response.
- The Division of Watercraft shall disburse grants according to the need for enforcement.
- Grants are disbursed to supplement the agency's funds.
- A grantee must provide at least 25% of their total program costs.

The Ohio Department of Natural Resources (ODNR) Division of Watercraft has established the following additional provisions for funding:

- The ODNR Division of Watercraft reserves the right to determine which marine patrols receives funding and the amount of financial assistance that is to be awarded to each agency.
- There is no guarantee of funding year-to-year for continuing marine patrol programs.
- Each application will be reviewed, evaluated and scored based on a competitive evaluation process. Year-End Activity Reports are also reviewed, evaluated and scored for continuing marine patrols.
- The applicant must meet all requirements of the MPAGP specified in the Marine Patrol Assistance Agreement, including those listed in the Minimum Requirements - Exhibit C.
- The applicant must adhere to all deadlines/timelines established in this packet.
- All paperwork submitted must be complete, accurate, and neat. If requested, the applicant must be able to corroborate the information provided on any of their paperwork.
- The ODNR Division of Watercraft determines what purchases and expenses are allowed under the MPAGP. Examples of costs allowed or not allowed are outlined in this packet.
- Grant programs are subject to audit by ODNR. Audits assure funds are properly used, records are properly kept, activity reports are accurate, and grant programs are completed in accordance with the Marine Patrol Assistance Agreement.

Summary of Grant Process

Each fall the MPAGP application packet will be sent to current marine patrols and other interested law enforcement agencies. An agency applying for a grant must complete the Application for Assistance and submit it to the Chief of the Division of Watercraft, or his designee, by the appropriate deadline(s). The Application for Assistance is composed of six sections, the: Request for Assistance, Agency Contacts, Form W-9 Request for Taxpayer Identification Number and Certification, Marine Patrol Schedule, Agency Information, and Estimated Budget.

The Division will review, evaluate and score each Application for Assistance. In addition, the Division of Watercraft will review, evaluate and score the Year-End Activity Reports received from continuing marine patrols. A new applicant will not have a Year-End Activity Report from the previous year. The scoring process is a competitive evaluation of each applicant. The score is utilized to determine whether or not funding will be provided and, if so, the amount of financial assistance that will be awarded to each applicant. The scores and funding levels are submitted to the Director of ODNR for approval.

Once the awards are approved, the Division will furnish two original Marine Patrol Assistance Agreements with the Minimum Requirements - Exhibit C attached to each agreement. The agreements will indicate the amount that the State agrees to award the agency. The agency must execute their portion of the agreements. If necessary, revisions to the agency's Estimated Budget should be made on the Revised Estimated Budget form that is provided in this packet. The agency must create two original resolutions or ordinances. The resolution or ordinance authorizes the agency to enter into agreement with the ODNR Division of Watercraft. The two original Marine Patrol Assistance Agreements with the Minimum Requirements - Exhibit C attached to each, the Estimated Budget or Revised Estimated Budget - Exhibit A, and two original resolutions or ordinances - Exhibit B must be returned to the Division for final completion.

When both agreements have been signed by the Chief of the Division of Watercraft, as designee for the Director of the Ohio Department of Natural Resources, then Waterways Safety Fund moneys may be released to the agency. The State's share shall be deposited into a dedicated marine patrol fund and shall be paid out for marine patrol expenses, and for no other purpose.

At the conclusion of the calendar year, the marine patrol must submit to the Chief of the Division of Watercraft, or his designee, a Year-End Activity Report detailing the operations of the marine patrol. As mentioned earlier, this information will be used to help determine if state assistance is justified the following calendar year. The Year-End Activity Report must be accurate and completed according to all instructions and the Year-End Activity Report Guidelines.

The marine patrol must also submit a complete and accurate accounting of marine patrol expenses to the Grants Coordinator for the Division of Watercraft. Any transfer of funds

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Program Information**

from one category to another that exceeds 15% of a category total, requires written approval from the Chief of the Division of Watercraft. A form is provided in the last section of this packet to make those requests. The marine patrol must have expended at least twenty-five percent of the total program costs from their dedicated moneys. Any unexpended State moneys shall be remitted to the Division of Watercraft for deposit back into the Waterways Safety Fund.

Determining Funding

The competitive scoring process mentioned on the previous page is used to help determine if funding will be provided and the amount of assistance awarded to each applicant. The Law Enforcement Grant System Committee initially established the competitive scoring process in early 1998. This committee was composed of seven members, which included two officers from two different active marine patrols. The scoring process developed by this team is used today in the evaluation of all marine patrol programs. There are other factors that may affect funding as well. These factors may include: available funds accruing in the Waterways Safety Fund, the number of agencies applying, the total amount of funding requested, the need for marine patrols in various locations, or other factors not listed here. Grant awards may fluctuate from year-to-year due to the competitive scoring process or any of the influences listed above. An agency should not rely on receiving funding or the same level of assistance from year-to-year due to these various factors.

Minimum Requirements - Exhibit C

A. Agency Ability

The agency must have a comprehensive program to enable their marine patrol to:

1. respond to all search and rescue (SAR) and assistance calls.
 - a. The Division of Watercraft and the marine patrol should implement the Incident Command System (ICS), originally developed for response to wild fires but now adopted by the National Association for Search and Rescue (NASAR) to be utilized for all forms of emergency response.
 - b. All Division of Watercraft commissioned field staff and marine patrol staff should perform annual (or more frequent) joint training sessions on the Incident Command System, including actual practice search and rescue and/or boating accident response.
2. conduct boating accident investigations including proper filing of required boating accident reports.
 - a. For the purpose of this agreement a:
 - **boating casualty** is defined as an occurrence involving a vessel or its equipment that results in a fatality, a disappearance, or a personal injury that requires medical treatment beyond first aid.
 - **boating accident** is defined as an occurrence involving damage to a vessel and/or other property totaling more than \$500.00, or the total loss of a vessel.
 - b. Watercraft field offices and marine patrols shall immediately notify the other upon the initial awareness of any boating casualty or accident within the marine patrol's territorial jurisdiction in order to initiate a SAR response, begin an investigation, or both as appropriate.
 - c. The Division of Watercraft agrees to investigate all recreational boating casualties and will endeavor to investigate other recreational boating accidents.
 - d. The Division of Watercraft and marine patrols shall fully and expeditiously share all information relative to the investigation of a boating casualty or accident. The marine patrol or the Division, whichever is responsible, shall complete the investigation. In addition, the investigating agency shall complete and submit an Ohio Operator Boating Accident Report (BAR) to the Division of Watercraft's Law Enforcement/Search and Rescue Section. The information on the BAR will be included in the U.S. Coast Guard Boating Accidents Statistics Report.
3. conduct stolen boat and marine equipment theft investigations including proper filing of required forms.
4. maintain marine patrol services in the event of non-boating emergencies or assistance calls.

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Program Information**

B. Enforcement

1. The enforcement policy established by the agency's marine patrol program will coincide with the nationwide boating safety program.
2. Each marine patrol will maintain an operation and enforcement policy that is approved by the Division of Watercraft and practiced by each marine patrol officer.

C. Supervision

1. Each agency shall evaluate their marine patrol program annually with input from the Ohio Division of Watercraft and shall adjust the program's direction in response to the evaluation.
2. Each agency will provide a supervisor for their marine patrol officers. The supervisor shall be responsible for the officers' performance in meeting Sections B(2), D(1), D(2), D(3), G, H, and I.

D. Officer Training

1. Each marine patrol officer must be trained to meet the standards established by the agency for land patrol.
2. Each officer is required to successfully complete the:
 - a. Ohio Boating Education Course and
 - b. Ohio Basic Marine Patrol Training Course.
3. Each officer is required to be current in cardiopulmonary resuscitation (CPR) and basic first-aid training.
4. Representation and participation by the agency is mandatory at any refresher or specialized training pertaining to marine patrol and/or marine law enforcement.
5. Representation and participation by the agency is mandatory at the biennial Confluence & Awards Banquet.

E. Schedule

1. The marine patrol shall provide watercraft enforcement patrols on all three summer holiday weekends and the majority of the weekends between Memorial Day and Labor Day.
2. The marine patrol schedule shall be consistent with local boating traffic, with maximum patrol efforts corresponding to the heaviest boating traffic. Patrol schedules shall be coordinated with the local Watercraft field office. A copy of patrol schedules shall be provided to the local Watercraft field office one month prior to the start of the schedule. If a scheduled patrol is cancelled, the local Watercraft field office shall be notified of such cancellation at least 48 hours in advance.

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Program Information**

3. Eighty percent (80%) of all marine patrol hours shall occur on boat patrol. The remainder of all marine patrol hours shall occur at the ramps, docks, or marinas conducting vessel safety inspections, or other marine patrol related duties and activities.
4. All marine patrol hours, expenses, and/or year-end statistics dedicated to the terms of this agreement may not also be reported or dedicated to any other agency or organization for the purpose of fulfilling the requirements one or more additional grant agreement or other financial supplement to the marine patrol (i.e., this grant program and a federal homeland security grant program simultaneously).

F. Patrol Equipment

1. The marine patrol shall have a patrol boat that has the capability to efficiently handle all routine work including patrol, boardings, tows, entrance to harbors, and be able to function in storm conditions.
2. Each patrol vessel shall be equipped with the following equipment:
 - a. vessel equipment required by federal, state, or local laws
 - b. first-aid kit
 - c. PA system
 - d. blue flashing light and siren
 - e. radio communications
 - f. extra PFD's, fire extinguishers, and emergency navigation lights/chemical lights
 - g. tow equipment
3. All equipment shall be maintained at a level that eliminates shutdown or down time due to minor repairs.

G. Records

1. The marine patrol shall maintain record of the following daily activities:
 - a. date and day marine patrol activities were conducted
 - b. officer name and shift worked
 - c. officer patrol hours dedicated strictly to boat patrol
 - d. boat log (or engine) hours – amount of time patrol boat was actually on water
 - e. ramp hours conducting vessel safety inspections
 - f. officer land patrol hours that are strictly associated with marine patrol
 - g. number of written vessel safety inspections (DNR 8254 or equivalent) completed
 - h. number of warnings issued
 - i. number of citations issued
 - j. number of assistance calls responded to
 - k. number of boating education courses taught

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Program Information**

H. Inspection Program

Each marine patrol must develop a vessel safety inspection program. The inspection program shall meet the following criteria:

1. A vessel safety inspection shall be conducted:
 - a. upon boater request at a ramp or docking area
 - b. during the course of a watercraft enforcement contact
2. Each vessel safety inspection shall include:
 - a. an examination of required legal documents
 - b. an examination of all required safety equipment
 - c. a written copy that is retained as record of each inspection
 - d. a written copy that is provided to the boat owner or operator
 - e. educating the boater regarding required safety equipment, operational laws, local boating information, etc.

I. Public Education

1. The marine patrol officer shall be able to provide local boating information to the boating public.
2. The marine patrol officer shall be able to provide an educational response to questions concerning boating laws, local boating problems, or hazards.

Guidelines for Marine Patrol Expenses

Please contact the Division of Watercraft (Grants Coordinator or LE/SAR Coordinator) for items not listed in this section. The purchase costs of all boats, motors, and trailers may be considered under this grant program but typically these purchases should be funded through the Equipment Loan Program only. The Equipment Loan Program is a separate grant program that only continuing marine patrols are eligible to participate. New agencies in the MPAG program must provide their own boat. The Division reserves the right to determine what purchases and expenses are allowed under the MPAGP. All expenses are subject to audit.

The proceeds realized from the sale of any equipment that were purchased with grant funds are to be divided on a cost share basis between the State and the agency with the State's share being deposited back into the Waterways Safety Fund.

A. Costs Allowed - The following items are allowed under the Marine Patrol Assistance Grant:

1. wages of marine patrol officers to include marine patrol activity, court time and other necessary marine patrol activities and procedures
2. equipment purchases such as:
 - a. required legal safety equipment such as PFD's, fire extinguishers, etc.
 - b. necessary patrol equipment such as sirens, blue lights, radios and first aid kits
 - c. special equipment such as rescue equipment, de-watering pumps and floating markers. If special equipment is used year-round by the law enforcement agency, the grant will fund only 25% of the cost of the equipment. This will cover the cost of the equipment for the period during which the special equipment is used in marine patrol activities
3. insurance on boats and equipment used for marine patrol activities
4. specialized boating education aids and equipment
5. special training in watercraft law enforcement and patrol
6. maintenance of the marine patrol office only if the office is used exclusively for marine patrol activities
7. cost of clerical assistance necessary for preparing marine patrol reports or other similar marine patrol tasks up to a maximum of 10% of the clerical's full-time salary
8. boat maintenance, dockage, storage, repairs, and fuel
9. special uniforms when the uniform worn for marine patrol is not the standard uniform of the law enforcement agency

B. Costs Not Allowed - The following items are not allowed under the Marine Patrol Assistance Grant Agreement:

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Program Information**

1. agency/officer activities or emergency responses that do not pertain to watercraft law enforcement and safety, regardless of whether the officer is responding in the marine patrol vessel
2. purchase of motor vehicles such as automobiles, SUVs, pick-up trucks, or tow vehicles
3. purchase of firearms
4. maintenance of vehicles other than what was listed under costs allowed
5. purchase, construction or maintenance of land for the creation or upkeep of ramps, public dock facilities, marinas, restrooms or related facilities
6. buoys, anchors and fitting for navigational aids. Buoys and special purpose markers are available through a separate Division of Watercraft grant program

Requirements for Grant Documents

The Division of Watercraft requires that each marine patrol applying for a grant to abide by all deadlines established in this section of the packet. The MPAGP packets are mailed each year and made available with ample time to return the required documents. **The Division of Watercraft will not accept any 2007 Application for Assistance that is postmarked after Saturday, December 30, 2006. In addition, for marine patrols currently participating in the 2006 grant program, the 2006 Year-End Activity Report and 2006 Year-End Expense Report must also be postmarked no later than, Saturday December 30, 2006. No exceptions shall be made for these deadlines.** New agencies will not have a 2006 Year-End Activity Report or a 2006 Year-End Expense Report.

Incomplete or inaccurate documents shall be penalized point(s) for each error during the review, evaluation and scoring process. Documents that have errors or that are incomplete delay the evaluation of all the applications and activity reports. Some scored items are worth up to 25 points and all points may be forfeited for that item. This may result in a significant drop in your agency's overall score. Please ensure that you follow all instructions and only provide the information that is requested.

Please ensure that all documents submitted have the appropriate signatures. The individual(s) who signs the documents is accountable for all the information provided on these documents.

Mail these documents to:

ODNR Division of Watercraft
Monique Kirtley, Grants Coordinator
2045 Morse Road – Bldg. A
Columbus Ohio 43229-6693

or

ODNR Division of Watercraft
Cindy Bellar, LE/SAR Coordinator
2045 Morse Road – Bldg. A
Columbus Ohio 43229-6693

Timeline for 2007 Grant Documents

A. 2007 Application for Assistance (found on pages 3-1 thru 3-14)

1. **The application must be postmarked by Saturday, December 30, 2006. No extensions of this deadline shall occur.**
2. The **Application for Assistance** consists of the:
 - Request for Assistance** - must be signed by the program administrator,
 - Agency Contacts,**
 - Form W-9 Request for Taxpayer Identification Number and Certification** - authorized signature required,
 - Marine Patrol Schedule,**
 - Agency Information,** and
 - Estimated Budget - Exhibit A.**
3. At the end of the application, the person who completed the above listed documents must also sign the application as the submitting official. The submitting official may or may not be the same as the program administrator.

B. 2007 Marine Patrol Assistance Agreement (sample found on pages 4-1 thru 4-8)

1. The Marine Patrol Assistance Agreement, in its entirety, must be executed by the agency by **Monday, April 30, 2007. Extensions of this deadline may be granted only with prior approval from the Grants Coordinator.**
2. The Division will furnish two original agreements to the program administrator (or submitting official). The Division will also send written approval of the Estimated Budget - Exhibit A to the program administrator (or submitting official). If the applicant needs to make changes to the Estimated Budget - Exhibit A, additional time may be granted by the Grants Coordinator to submit a Revised Estimated Budget - Exhibit A (pages 7-1 thru 7-5).
3. The **Marine Patrol Assistance Agreement**, in its entirety, consists of:
 - a. **two original Marine Patrol Assistance Agreements,**
 - b. the **Estimated Budget or Revised Estimated Budget - Exhibit A,**
 - c. **two original ordinances or resolutions - Exhibit B.** These are created by the agency for the purpose of authorizing the agency to enter into agreement with the Division of Watercraft, and
 - d. **two original Minimum Requirements - Exhibit C** (attached to agreement).

C. Marine Patrol Assistance Grant Checks

1. The Division of Watercraft will not issue a check to an agency until both the agency and the Division have signed the two agreements. One of those agreements will remain on file with the Division. The other agreement will be returned to the agency with the grant check.

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Requirements and Timeline for Grant Documents

2. **Any check that is not deposited by an agency by Saturday, September 29, 2007 will expire.** The check shall not be reissued past this date. The Division's authority to spend funds from the previous fiscal year lapses on September 29. All lapsed funds shall be deposited back into the Waterways Safety Fund.

D. 2007 Year-End Activity Report (found on pages 5-5 thru 5-10)

1. **The 2007 Year-End Activity Report must be postmarked no later than, Monday, December 31, 2007. No extensions of this deadline shall occur.**
2. Activity reports will be utilized in the evaluation of each marine patrol.
3. The activity report must have signed verification by the program administrator (or submitting official).
4. All patrol logs, citations, vessel safety inspections, investigative reports, or other documentation that provides proof of activity must be kept on file by the agency. Upon request, these documents must be forwarded to the Division of Watercraft. The Division of Watercraft reserves the right to audit any program at any time in order to prove compliance with the terms of the executed agreement.

E. 2007 Year-End Expense Report (found on pages 6-1 thru 6-6)

1. **The 2007 Year-End Expense Report must be postmarked no later than, Monday, December 31, 2007. No extensions of this deadline shall occur.**
2. The expense report must have signed verification by the program administrator (or submitting official).
3. All receipts, patrol logs, or other documentation that provides proof of expenditures must be kept on file by the agency. Upon request, these documents must be forwarded to the Division of Watercraft. The Division of Watercraft reserves the right to audit any program at any time in order to prove compliance with the terms of the executed agreement.
4. Transfer of funds from one category to another is permitted. If the transfer exceeds 15% of a category total, the transfer requires written approval from the Chief of the Division of Watercraft. A Funds Transfer Request form is provided on page 7-6.

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Requirements and Timeline for Grant Documents

2007 Documents Checklist

This checklist is provided for your convenience to track the necessary paperwork for the Marine Patrol Assistance Grant Program. The use of this form is optional.

Task:

- [] Receive the **2007 Marine Patrol Assistance Grant Program Packet** from ODNR Division of Watercraft.
Date: _____

- [] Complete and mail the **2007 Application for Assistance** on pages 3-1 thru 3-14 to ODNR Division of Watercraft.
Date: _____ **(Postmarked by Saturday, December 30, 2006)**

- [] Receive the **grant funding approval letter**, copy of **Estimated Budget - Exhibit A**, two original **2007 Marine Patrol Assistance Agreements** and two **Minimum Requirements - Exhibit C** from ODNR Division of Watercraft.
Date: _____ Grant Amount Awarded: \$_____

- [] If necessary, revise your budget on the **2007 Revised Estimated Budget - Exhibit A** on pages 7-1 thru 7-5.
Date: _____

- [] Execute the two original **2007 Marine Patrol Assistance Agreements** with the proper signatures.
Date: _____

- [] Create and pass two original **ordinances or resolutions - Exhibit B**.
Date: _____

- [] Mail the following documents to the ODNR Division of Watercraft: two executed **2007 Marine Patrol Assistance Agreements**, two **Minimum Requirements - Exhibit C**, two original **ordinances or resolutions - Exhibit B** and, if needed, the **Revised Estimated Budget - Exhibit A**
Date: _____ **(Postmarked by Monday, April 30, 2007)**

- [] Receive funding check and one copy of the fully executed agreement from ODNR Division of Watercraft
Date: _____ **(Check deposited by Saturday, September 29, 2007)**

- [] Complete and mail the **2007 Year-End Activity Report** to ODNR Division of Watercraft on pages 5-5 thru 5-10.
Date: _____ **(Postmarked by Monday, December 31, 2007)**

- [] Complete and mail the **2007 Year-End Expense Report** to ODNR Division of Watercraft on pages 6-1 thru 6-6.
Date: _____ **(Postmarked by Monday, December 31, 2007)**

- [] All paperwork, reports, documents, etc. completed for 2007
Date: _____

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Application for Assistance

Reminder and Notes:

1. The Division of Watercraft will not accept any 2007 Application for Assistance that is **postmarked after Saturday, December 30, 2006. No exceptions shall be made for this deadline.**
2. When completing the Form W-9, please use blue or black ink (typewritten is acceptable but not required). Do not fill in the Name line with an individual's name – leave this line blank. You should start with the line requesting the Business Name. This form was added to the application so that it can be processed in a timely manner.
3. **Mail this document to:**

ODNR Division of Watercraft
Monique Kirtley, Grants Coordinator
2045 Morse Road – Bldg. A
Columbus Ohio 43229-6693

or

ODNR Division of Watercraft
Cindy Bellar, LE/SAR Coordinator
2045 Morse Road – Bldg. A
Columbus Ohio 43229-6693

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Application for Assistance

2007 Application for Assistance

Request for Assistance

_____ is hereby requesting financial
(Name of Agency)
assistance from the State of Ohio, Department of Natural Resources, Division of Watercraft to establish or maintain and operate a marine patrol as provided in Section 1547.67 of the Ohio Revised Code.

Enclosed with this Request for Assistance is the Agency Contacts, W-9 Form Request for Taxpayer Identification Number and Certification, Marine Patrol Schedule, Agency Information, and Estimated Budget - Exhibit A.

Program Administrator Name and Title (Please Type or Print)

Signature of Program Administrator

Date

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Application for Assistance

Agency Contacts

Marine Patrol Unit Name: _____

Federal Tax I.D. #: _____ **County:** _____

I. Representative of Governing Body

(Example: Mayor, President of City Council, County Commissioners, Safety Director, etc.)

Name: _____

Title: _____

Address: _____

City, State, Zip Code: _____

Phone #, Area Code: (_____) _____

II. Program Administrator:

(Example: Chief of Police, Sheriff, Parks Director, etc.)

Name: _____

Title: _____

Address: _____

City, State, Zip Code: _____

Phone #, Area Code: (_____) _____

III. Marine Patrol Contact:

(Example: Officer/Supervisor/Official in Charge of the Marine Patrol Program)

Name: _____

Title: _____

Address: _____

City, State, Zip Code: _____

Phone #, Area Code: (_____) _____ Ext: _____

Alternate Phone #, Area Code: (_____) _____ Ext: _____

Cellular Phone #, Area Code: (_____) _____

Fax #, Area Code: (_____) _____

E-Mail Address: _____

NOTE: If any changes occur in the Agency Contacts after this has been submitted, please contact or submit a revised copy to:

Monique Kirtley - Grants Coordinator
Phone: (614) 265-2065 Fax: (614) 263-4140
E-Mail address: Monique.Kirtley@dnr.state.oh.us

or

Cindy Bellar - LE/SAR Coordinator
Phone: (614) 265-6503 Fax: (614) 267-8883
E-Mail address: Cindy.Bellar@dnr.state.oh.us

Request for Taxpayer Identification Number and Certification

**Give form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2	Name (as shown on your income tax return)	
	Business name, if different from above	
	Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶	
	<input type="checkbox"/> Exempt from backup withholding	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									
OR									
Employer identification number									

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien.

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments (after December 31, 2002). This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 4 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules regarding partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line. Check the appropriate box for your filing status (sole proprietor, corporation, etc.), then check the box for "Other" and enter "LLC" in the space provided.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt From Backup Withholding

If you are exempt, enter your name as described above and check the appropriate box for your status, then check the "Exempt from backup withholding" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

Exempt payees. Backup withholding is not required on any payments made to the following payees:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),
 2. The United States or any of its agencies or instrumentalities,
 3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,
 4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or
 5. An international organization or any of its agencies or instrumentalities.
- Other payees that may be exempt from backup withholding include:
6. A corporation,
 7. A foreign central bank of issue,
 8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,
 9. A futures commission merchant registered with the Commodity Futures Trading Commission,
 10. A real estate investment trust,
 11. An entity registered at all times during the tax year under the Investment Company Act of 1940,
 12. A common trust fund operated by a bank under section 584(a),
 13. A financial institution,
 14. A middleman known in the investment community as a nominee or custodian, or
 15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt recipients listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt recipients except for 9
Broker transactions	Exempt recipients 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt recipients 1 through 5
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt recipients 1 through 7 ²

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees; and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-owner LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter your SSN (or EIN, if you have one). If the LLC is a corporation, partnership, etc., enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at www.socialsecurity.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer ID Numbers under Related Topics. You can get Forms W-7 and SS-4 from the IRS by visiting www.irs.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Writing "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt recipients, see *Exempt From Backup Withholding* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
5. Sole proprietorship or single-owner LLC	The owner ³
For this type of account:	Give name and EIN of:
6. Sole proprietorship or single-owner LLC	The owner ³
7. A valid trust, estate, or pension trust	Legal entity ⁴
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one). If you are a sole proprietor, IRS encourages you to use your SSN.

⁴ List first and circle the name of the legal trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules regarding partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

Marine Patrol Schedule

Marine Patrol Unit Name: _____

A. Operations

1. The marine patrol program is scheduled to operate from _____, 2007 to December 31, 2007.
2. Boat patrols and courtesy vessel safety inspections are scheduled from _____, 2007 to _____, 2007.
3. Estimated Average Weekly Boat Patrol and Inspection Hours: _____

NOTE: The marine patrol shall provide watercraft enforcement patrols on all three summer holiday weekends and the majority of the weekends between Memorial Day through Labor Day.

B. Waterway(s) and Patrol Description/Technique

1. Please complete the following page regarding your marine patrol schedule. List the waterway(s) you will patrol in the left column. Provide your anticipated patrol times and patrol description or techniques for each waterway in the right column. If needed, attach additional pages.

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Application for Assistance

Waterway	Patrol Times and Description/Techniques
1.	Patrol Times: Description/Technique:
2.	Patrol Times: Description/Technique:
3.	Patrol Times: Description/Technique:
4.	Patrol Times: Description/Technique:
5.	Patrol Times: Description/Technique:
6.	Patrol Times: Description/Technique:
7.	Patrol Times: Description/Technique:

Agency Information

A. Boating Access and Docks

1. _____ Total number of docks (public, private, & rack storage) within jurisdiction.
2. _____ Total number of paved boat launch lanes within jurisdiction.

B. Total Surface Acres of Water

1. _____ Total **surface acres** of water in your jurisdiction that is greater than two feet deep excluding wetlands and swamps. Please provide surface acres only, not miles of shoreline, square miles, etc.
2. Attach a map of the waterways you patrol indicating your jurisdictional boundaries. **You must provide a map even if you have in previous years.**

C. Uniqueness of Area and/or Extenuating Circumstances

1. Provide a written narrative describing the uniqueness of your jurisdiction, boating area, and/or any extenuating circumstances. This narrative can reflect things that are beyond the agency's control and that influence the outcome of the agency's marine patrol program (i.e., weather, mechanical failures, budget, night/day traffic volume, boater use pattern, special non-marine events, proximity or non-proximity to metropolitan areas, presence of establishments that serve alcohol, amphitheatres, ball parks, etc.). Attach additional page(s) as necessary.

D. Boating Rentals and Concessions

1. _____ Total number of public and private facilities that rent watercraft, as defined by Section 1547.01 (A) of the ORC, to the public within jurisdiction.

E. Special Events (*New Applicants Only*)

1. List all special events and permits, as defined by Section 1547.20 of the ORC, which will occur or be issued in the marine patrol's jurisdiction. Examples include: regattas, fishing tournaments, fireworks, air shows, homeland security details, etc. Attach additional pages as necessary. ***For continuing applicants, information will be derived from the Year-End Activity Report.***

Date(s)	Description of Event	Total Hours of Event

F. Commercial Traffic

1. List the types of commercial traffic that navigate in or through the agency's jurisdiction (i.e., freighter, commercial barge traffic, locks, commercial vessels carrying greater than 6 passengers, sea ports, etc.). Attach additional pages as necessary.

Type of Commercial Traffic	Estimated Numbers

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Application for Assistance

Estimated Budget – Exhibit A

Marine Patrol Unit Name: _____

Number of Persons Assigned to the Marine Patrol Unit: _____

I. Personnel Expenses

Personnel Salaries	Estimated Costs	DOW Use Only
1. Administrative Salaries ¹	\$	
2. Enforcement Salaries ¹	\$	
3. Education Salaries ¹	\$	
4. Maintenance Salaries ¹ or Other Marine Duty Salaries ¹ - (specify)	\$	
5. Emergency Operations Salaries ¹	\$	
6. Clerical Support Salaries ¹	\$	
7. Other Personnel Costs ¹ - (specify)	\$	
8. Fringe Benefits Costs ² (Rate _____%)	\$	
I. Personnel Expenses - Subtotal:	\$	

¹ Do not include fringe benefits

² Include worker's compensation insurance costs with fringe benefits

II. Uniforms Expenses - List quantity and price each

Uniform Item, Quantity, and Price of Each	Estimated Costs	DOW Use Only
1.	\$	
2.	\$	
3.	\$	
4.	\$	
5.	\$	
6.	\$	
7.	\$	
8.	\$	
II. Uniform Expenses - Subtotal:	\$	

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Application for Assistance

III. Boating Equipment Expenses - List items separately

Boats/Motors/Marine Equipment	Estimated Costs	DOW Use Only
1. Boat(s) A. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
B. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
2. Motor(s) A. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
B. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
3. New Marine Equipment to be purchased. List each item and cost separately. Attach additional sheets as needed. A.	\$	
B.	\$	
C.	\$	
D.	\$	
E.	\$	
F.	\$	
G.	\$	
H.	\$	
I.	\$	
J.	\$	
K.	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Application for Assistance

III. Boating Equipment Expenses (continued) - List items separately

Boats/Motors/Marine Equipment	Estimated Costs	DOW Use Only
L.	\$	
M.	\$	
N.	\$	
O.	\$	
P.	\$	
Q.	\$	
4. Replacement Marine Equipment to be purchased. List each item and cost separately. Attach additional sheets as needed.		
A.		
- Equipment being replaced:	\$	
B.		
- Equipment being replaced:	\$	
C.		
- Equipment being replaced:	\$	
D.		
- Equipment being replaced:	\$	
E.		
- Equipment being replaced:	\$	
F.		
- Equipment being replaced:	\$	
G.		
- Equipment being replaced:	\$	
III. Equipment Expenses -	Subtotal:	
	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Application for Assistance

IV. Miscellaneous Expenses

Operating Supplies/Maintenance/Training Costs	Estimated Costs	DOW Use Only
A. Gas: _____ gallons @ _____ per gallon	\$	
B. Oil: _____ quarts @ _____ per quart	\$	
C. Dock Rental	\$	
D. Storage	\$	
E. Equipment Maintenance/Repair (specify) 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ <div style="text-align: right;">Subtotal of E:</div>	\$ \$ \$ \$ \$ \$ \$ \$	
F. Utilities - specify: _____ _____	\$	
G. Rents - specify: _____ _____	\$	
H. Full Coverage Insurance - specify: _____ _____ _____	\$	
I. Training - specify: 1. _____ 2. _____ 3. _____ 4. _____ 3. _____ 4. _____ 5. _____ <div style="text-align: right;">Subtotal of I:</div>	\$ \$ \$ \$ \$ \$ \$ \$	
J. Other (specify) 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ <div style="text-align: right;">Subtotal of J:</div>	\$ \$ \$ \$ \$ \$ \$ \$	
IV. Miscellaneous Expenses - Subtotal:	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Application for Assistance

Budget Summary		Estimated Costs	DOW Use Only
Category I. Personnel Expenses -	Total:	\$	
Category II. Uniforms Expenses -	Total:	\$	
Category III. Equipment Expenses -	Total:	\$	
Category IV. Miscellaneous Expenses -	Total:	\$	
Marine Patrol Program Costs -	Total:	\$	
Maximum Local Matching Funds Available	Total:	\$	

 Name and Title of Submitting Official (Please Type or Print)

 Signature of Submitting Official

 Date

Received by ODNR Division of Watercraft: Date: _____ Initials: _____ Reviewed by: Initials: _____ Date: _____ Initials: _____ Date: _____

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Marine Patrol Assistance Agreement

Reminder and Notes:

1. The Marine Patrol Assistance Agreement, in its entirety, must be **executed by the agency by Monday, April 30, 2007. Extensions of this deadline may be granted only with prior approval from the Grants Coordinator.**
2. The agreement provided in this packet is a sample provided for your convenience. The Division of Watercraft will provide your agency with two original agreements after funding has been determined and approved. Do not duplicate or use the agreement provided in this packet.

2007 Marine Patrol Assistance Agreement

This Agreement is made and entered into by and between the State of Ohio, acting by and through the Chief of the Division of Watercraft, with the consent and approval of the Director of the Department of Natural Resources, hereinafter referred to as the "STATE", pursuant to Section 1547.67 of the Ohio Revised Code, and acting by and through its duly authorized governmental officials, _____, hereinafter referred to as the "POLITICAL SUBDIVISION", for the purpose of establishing and/or maintaining and operating a marine patrol program, hereinafter referred to as the "PROGRAM", to enforce the watercraft laws of Ohio as set forth in Chapters 1547 and 1548 of the Ohio Revised Code and to enforce those regulations, rules, and ordinances promulgated by state and local authorities which pertain to the operation of watercraft, and to provide emergency response to boating accidents on the water.

WITNESSETH THAT:

WHEREAS, the POLITICAL SUBDIVISION has established a calendar year budget for the PROGRAM, which estimated budget as adjusted and approved by the STATE is attached hereto as Exhibit A; and

WHEREAS, duly authorized governmental officials of the POLITICAL SUBDIVISION have approved participation in the PROGRAM by ordinance or resolution dated _____, which ordinance or resolution is attached hereto as Exhibit B; and

WHEREAS, the estimated cost of the PROGRAM is \$_____ as outlined in Exhibit A. The STATE agrees to pay \$_____, and the POLITICAL SUBDIVISION agrees to provide at least twenty-five percent of the total program cost. In no case shall the STATE's share exceed \$_____. Obligations of the STATE are subject to the provisions of Ohio Revised Code Section 126.07; and

WHEREAS, funds for paying for the POLITICAL SUBDIVISION'S share of the PROGRAM cost have been established through duly authorized acts of governmental officials and the fiscal officer/budget authority of the POLITICAL SUBDIVISION certifies by signing this Agreement that \$_____ is available from funds at its disposal and will be expended for the purposes of the Agreement; and

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Marine Patrol Assistance Agreement**

WHEREAS, it will be in the best interest of the public health, safety, and welfare for the PROGRAM to be undertaken jointly by the STATE and the POLITICAL SUBDIVISION...

NOW THEREFORE, it is mutually agreed by the STATE and the POLITICAL SUBDIVISION that the following are the provisions and stipulations, which constitute the Agreement concerning said PROGRAM:

1. The details specified in the estimated budget as adjusted and approved by the STATE, Exhibit A, shall be binding in regard to expenditures under this Agreement. Pursuant to the total dollar amount budgeted for the PROGRAM as reflected in the estimated budget as adjusted and approved by the STATE, Exhibit A, specific estimated category amounts shall be prorated and reduced accordingly. Any changes in expenditures exceeding fifteen percent (15%) of the resulting budget amount in any major category (Personnel, Uniforms, Equipment, or Miscellaneous Expenses), require the written approval of the Chief of the Division of Watercraft.
2. Pursuant to the provisions of Section 1547.67 of the Ohio Revised Code, the STATE's contribution shall not exceed thirty-five thousand dollars (\$35,000.00) on a cost share basis in any calendar year. The STATE's share of the PROGRAM cost shall be used exclusively for items contained in the PROGRAM's estimated budget as adjusted and approved by the STATE.
3. The POLITICAL SUBDIVISION agrees to establish an account or grouping of accounts and/or coding system so that PROGRAM expenditures can be readily identified.
4. The POLITICAL SUBDIVISION agrees to submit a complete and accurate accounting of expenditures under this Agreement to the Division of Watercraft postmarked on or before December 31, 2007. If any portion of the total program cost, as above specified, remains unexpended as of December 31, 2007, the STATE's share of the unexpended funds based upon the program cost established by this Agreement, said STATE funds shall be returned immediately to the STATE for redeposit in the Waterways Safety Fund.
5. The STATE may audit all records relating to this Agreement. If an audit discloses an unauthorized expenditure of STATE funds, said STATE funds shall be returned immediately to the STATE for redeposit in the Waterways Safety Fund. In addition, if an audit discloses duplicate reporting of PROGRAM hours, expenditures, and/or statistics for the purpose of fulfilling the requirements of one or more additional grant agreement or financial supplement to the POLITICAL SUBDIVISION'S marine patrol, it shall be considered an unauthorized expenditure of the STATE funds requiring immediate repayment of related expenses to the STATE by the POLITICAL SUBDIVISION.
6. Termination of the PROGRAM or failure to renew the PROGRAM entitles the STATE to reimbursement equal to the percentage of the STATE's contribution at a depreciated value of the equipment and supplies purchased under this Agreement.
7. The POLITICAL SUBDIVISION agrees to maintain a marine patrol program in accordance with the minimum specifications listed in Exhibit C, which is attached hereto and made a part of this Agreement.

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Marine Patrol Assistance Agreement**

8. The law enforcement efforts of the PROGRAM shall be concerned with enforcement of the statutory provisions of Chapters 1547 of the Ohio Revised Code, together with any rules of any waters within the territorial limits of the POLITICAL SUBDIVISION established by the Chief of the Division of Watercraft in accordance with the Administrative Procedures Act and any rules, regulations, or ordinances promulgated by state or local authorities pertaining to the operation of watercraft. All local ordinances pertaining to the operation of watercraft must be expressly approved by the Chief of the Division of Watercraft in order for the POLITICAL SUBDIVISION to remain eligible for funding.
9. In the event that a special or unusual problem arises in the PROGRAM established by this Agreement, the POLITICAL SUBDIVISION agrees to consult with the STATE in order to resolve the problem.
10. Pursuant to federal guidelines issued under the authority of Section 504 of the Rehabilitation Act of 1973, Public Law 93-112, as amended, and Department of Interior Regulations as set out in 43 CFR 17, Subpart B, the POLITICAL SUBDIVISION agrees that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity funded through this Agreement.
11. On or after the date this Agreement is executed, it is understood and agreed that neither party to this Agreement shall be liable for any negligence or wrongful acts, either of commission or omission, chargeable to the other, unless such liability is imposed by law. Each party to this Agreement must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from the performance of this Agreement. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.
12. The parties hereto agree that in the event the STATE, acting through the Chief of the Division of Watercraft, determines that the POLITICAL SUBDIVISION has substantially and materially failed to comply with any terms and conditions of this Agreement, the STATE may at such time terminate this Agreement by sending written notice of such termination and the reasons therefore to the governing body of the POLITICAL SUBDIVISION. Upon such termination, the POLITICAL SUBDIVISION shall immediately return to the STATE any and all moneys contributed by the STATE under the terms of this Agreement, which have not as of the date of termination been legitimately expended by the POLITICAL SUBDIVISION. If at any time, the STATE determines that the POLITICAL SUBDIVISION has made fraudulent expenditures with PROGRAM funds, the STATE reserves the right to demand and receive full repayment of the entire grant amount awarded to the POLITICAL SUBDIVISION.
13. The POLITICAL SUBDIVISION certifies that neither it nor its employees are public employees of the State under federal and state law for tax, retirement deduction, and Worker's Compensation purposes, and that the POLITICAL SUBDIVISION carries Worker's Compensation coverage.
14. The POLITICAL SUBDIVISION certifies that it will maintain a Drug-Free Workplace. The POLITICAL SUBDIVISION agrees to comply with all applicable state and federal laws regarding drug-free workplace. The POLITICAL SUBDIVISION shall make a good faith effort to ensure that no employee of the POLITICAL SUBDIVISION shall either purchase, transfer, manufacture, use, or possess illegal drugs or alcohol, or abuse prescription drugs, in any way while in the workplace.

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Marine Patrol Assistance Agreement**

15. The POLITICAL SUBDIVISION affirmatively represents and warrants to the STATE that it is not subject to a finding or recovery under Section 9.24 of the Ohio Revised Code, or that it has taken appropriate remedial steps required under Section 9.24 of the ORC, or otherwise qualifies under that Section. The POLITICAL SUBDIVISION agrees that if this representation and warranty is deemed to be false, this Agreement shall be void ab initio as between the parties to this Agreement, and any funds paid by the STATE hereunder shall be immediately repaid to the STATE, or an action for recovery may be immediately commenced by the STATE for recovery of said funds.

IN WITNESS WHEREOF, the State of Ohio, Department of Natural Resources, and _____ have caused this instrument to be duly executed as of the day and year it is signed by the Director of the Department of Natural Resources.

APPROVED BY THE POLITICAL SUBDIVISION:

DATE: _____

NAME: _____

TITLE: _____

SIGNATURE: _____

APPROVED BY THE FISCAL OFFICER:

DATE: _____

NAME: _____

TITLE: _____

SIGNATURE: _____

APPROVED BY THE STATE:

DATE: _____

Michael E. Quinn, Acting Chief

Division of Watercraft

AS DESIGNEE FOR:

Samuel W. Speck, Director

Ohio Department of Natural Resources

Minimum Requirements - Exhibit C

A. Agency Ability

The agency must have a comprehensive program to enable their marine patrol to:

1. respond to all search and rescue (SAR) and assistance calls.
 - a. The Division of Watercraft and the marine patrol should implement the Incident Command System (ICS), originally developed for response to wild fires but now adopted by the National Association for Search and Rescue (NASAR) to be utilized for all forms of emergency response.
 - b. All Division of Watercraft commissioned field staff and marine patrol staff should perform annual (or more frequent) joint training sessions on the Incident Command System, including actual practice search and rescue and/or boating accident response.
2. conduct boating accident investigations including proper filing of required boating accident reports.
 - a. For the purpose of this agreement a:
 - **boating casualty** is defined as an occurrence involving a vessel or its equipment that results in a fatality, a disappearance, or a personal injury that requires medical treatment beyond first aid.
 - **boating accident** is defined as an occurrence involving damage to a vessel and/or other property totaling more than \$500.00, or the total loss of a vessel.
 - b. Watercraft field offices and marine patrols shall immediately notify the other upon the initial awareness of any boating casualty or accident within the marine patrol's territorial jurisdiction in order to initiate a SAR response, begin an investigation, or both as appropriate.
 - c. The Division of Watercraft agrees to investigate all recreational boating casualties and will endeavor to investigate other recreational boating accidents.
 - d. The Division of Watercraft and marine patrols shall fully and expeditiously share all information relative to the investigation of a boating casualty or accident. The marine patrol or the Division, whichever is responsible, shall complete the investigation. In addition, the investigating agency shall complete and submit an Ohio Operator Boating Accident Report (BAR) to the Division of Watercraft's Law Enforcement/Search and Rescue Section. The information on the BAR will be included in the U.S. Coast Guard Boating Accidents Statistics Report.
3. conduct stolen boat and marine equipment theft investigations including proper filing of required forms.
4. maintain marine patrol services in the event of non-boating emergencies or assistance calls.

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Marine Patrol Assistance Agreement**

B. Enforcement

1. The enforcement policy established by the agency's marine patrol program will coincide with the nationwide boating safety program.
2. Each marine patrol will maintain an operation and enforcement policy that is approved by the Division of Watercraft and practiced by each marine patrol officer.

C. Supervision

1. Each agency shall evaluate their marine patrol program annually with input from the Ohio Division of Watercraft and shall adjust the program's direction in response to the evaluation.
2. Each agency will provide a supervisor for their marine patrol officers. The supervisor shall be responsible for the officers' performance in meeting Sections B(2), D(1), D(2), D(3), G, H, and I.

D. Officer Training

1. Each marine patrol officer must be trained to meet the standards established by the agency for land patrol.
2. Each officer is required to successfully complete the:
 - a. Ohio Boating Education Course and
 - b. Ohio Basic Marine Patrol Training Course.
3. Each officer is required to be current in cardiopulmonary resuscitation (CPR) and basic first-aid training.
4. Representation and participation by the agency is mandatory at any refresher or specialized training pertaining to marine patrol and/or marine law enforcement.
5. Representation and participation by the agency is mandatory at the biennial Confluence & Awards Banquet.

E. Schedule

1. The marine patrol shall provide watercraft enforcement patrols on all three summer holiday weekends and the majority of the weekends between Memorial Day and Labor Day.
2. The marine patrol schedule shall be consistent with local boating traffic, with maximum patrol efforts corresponding to the heaviest boating traffic. Patrol schedules shall be coordinated with the local Watercraft field office. A copy of patrol schedules shall be provided to the local Watercraft field office one month prior to the start of the schedule. If a scheduled patrol is cancelled, the local Watercraft field office shall be notified of such cancellation at least 48 hours in advance.

**Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Marine Patrol Assistance Agreement**

3. Eighty percent (80%) of all marine patrol hours shall occur on boat patrol. The remainder of all marine patrol hours shall occur at the ramps, docks, or marinas conducting vessel safety inspections, or other marine patrol related duties and activities.
4. All marine patrol hours, expenses, and/or year-end statistics dedicated to the terms of this agreement may not also be reported or dedicated to any other agency or organization for the purpose of fulfilling the requirements one or more additional grant agreement or other financial supplement to the marine patrol (i.e., this grant program and a federal homeland security grant program simultaneously).

F. Patrol Equipment

1. The marine patrol shall have a patrol boat that has the capability to efficiently handle all routine work including patrol, boardings, tows, entrance to harbors, and be able to function in storm conditions.
2. Each patrol vessel shall be equipped with the following equipment:
 - a. vessel equipment required by federal, state, or local laws
 - b. first-aid kit
 - c. PA system
 - d. blue flashing light and siren
 - e. radio communications
 - f. extra PFD's, fire extinguishers, and emergency navigation lights/chemical lights
 - g. tow equipment
3. All equipment shall be maintained at a level that eliminates shutdown or down time due to minor repairs.

G. Records

1. The marine patrol shall maintain record of the following daily activities:
 - a. date and day marine patrol activities were conducted
 - b. officer name and shift worked
 - c. officer patrol hours dedicated strictly to boat patrol
 - d. boat log (or engine) hours – amount of time patrol boat was actually on water
 - e. ramp hours conducting vessel safety inspections
 - f. officer land patrol hours that are strictly associated with marine patrol
 - g. number of written vessel safety inspections (DNR 8254 or equivalent) completed
 - h. number of warnings issued
 - j. number of citations issued
 - k. number of assistance calls responded to
 - l. number of boating education courses taught

H. Inspection Program

Each marine patrol must develop a vessel safety inspection program. The inspection program shall meet the following criteria:

1. A vessel safety inspection shall be conducted:
 - a. upon boater request at a ramp or docking area
 - b. during the course of a watercraft enforcement contact
2. Each vessel safety inspection shall include:
 - a. an examination of required legal documents
 - b. an examination of all required safety equipment
 - c. a written copy that is retained as record of each inspection
 - d. a written copy that is provided to the boat owner or operator
 - e. educating the boater regarding required safety equipment, operational laws, local boating information, etc.

I. Public Education

1. The marine patrol officer shall be able to provide local boating information to the boating public.
2. The marine patrol officer shall be able to provide an educational response to questions concerning boating laws, local boating problems, or hazards.

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Year-End Activity Report

Reminder and Notes:

1. The 2007 Year-End Activity Report must be **postmarked no later than Monday, December 31, 2007. No extensions of this deadline shall occur.**
2. Several changes have been made to the Year-End Activity Report and the guidelines for 2007. For this reason, be sure to utilize the guidelines when completing the Year-End Activity Report. Pay particular attention to the definitions provided in the guidelines. The changes should simplify reporting requirements.
3. The information supplied on the Year-End Activity Report will be used in part to help determine if state assistance is justified the following calendar year. The Year-End Activity Report must be accurate and completed according to all instructions and the Year-End Activity Report Guidelines.
4. There is no requirement to attach supporting documentation (i.e., patrol logs, case logs, investigative reports, inspections, etc.) at this time.
5. **Mail this document to:**

ODNR Division of Watercraft
Monique Kirtley, Grants Coordinator **or**
2045 Morse Road – Bldg. A
Columbus Ohio 43229-6693

ODNR Division of Watercraft
Cindy Bellar, LE/SAR Coordinator
2045 Morse Road – Bldg. A
Columbus Ohio 43229-6693

Year-End Activity Report Guidelines

REPORTING GUIDELINES:

- Duplicate reporting of program hours, expenditures, and/or statistics to any other agency or organization for the purpose of fulfilling another grant agreement or other financial supplement to the marine patrol is not permitted per the terms of the Marine Patrol Assistance Agreement.
- The information provided in this report is subject to audit. All activity must have documentation (i.e., completed patrol logs, investigative reports, inspection forms, etc.) on file to support the activity reported. The documentation should be on file with the agency and available for review by the Division of Watercraft. There is no requirement to attach documentation at this time.
- Record specific numbers or hours where requested - "daily" or other non-numerical replies do not provide measurable information. No credit will be given for those types of responses. Lines left blank will be assumed to be a zero.

A. OPERATIONS

1. Marine patrol program starting and ending dates.
2. Starting and ending date of boat patrols and/or courtesy vessel safety inspections.
3. Average hours per week conducting boat patrols and/or courtesy vessel safety inspections during the dates listed above in #2.

B. OFFICER HOURS WORKED

NOTE: Hours reported only count toward one category. Do not duplicate or overlap hours from one category to the next. For example, Boat Patrol Hours may not double as Education Program Hours or vice versa. Another example, Investigation Hours may not double as Land Patrol Hours or vice versa.

1. **Boat Log Hours:** Total hours a patrol boat is under operation for marine patrol activities. For example, a patrol boat was actively operated on the water for eight hours of patrol with two officers on board, the correct boat log hours for that day would be eight hours.
2. **Boat Patrol Hours:** Total hours that officers were on a patrol boat and actively engaged in one or more of these activities: enforcing watercraft laws, conducting stops, assisting boaters, conducting search and rescue (SARS) operations, towing disabled boats, responding to boating emergencies, and handling boater complaints. In the event of a two-officer patrol unit, total the hours for each officer. For example, two officers on boat patrol for four hours, the total Boat Patrol Hours for that shift would be eight hours while Boat Log Hours would be four.

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Year-End Activity Report

3. **Ramp/Dock Vessel Safety Inspections Hours:** Total officer hours conducting courtesy vessel safety inspections (DNR 8254 or equivalent) on shore at boat access areas. Include hours checking boat rental businesses and inspecting their rental boats for proper paperwork, numbering and registration, and legally required safety equipment.
4. **Land Patrol Hours:** Total officer hours on shore in a vehicle or on foot patrolling boat access areas. This should be strictly related to conducting marine patrol activities.
5. **Investigation Hours:** Total officer hours conducting boat accident investigations, interviewing witnesses, conducting stolen boat, motor and marine equipment theft investigations, and completing investigative forms (i.e., Boating Accident Report, Watercraft Accident Report, Boat/Motor Theft Report, Report of Investigation, etc.).
6. **Training Hours:** Total officer hours for basic and advanced training received as it pertains to the marine patrol program. This includes the Basic Marine Patrol Training Course, Confluence/Awards Banquet, CPR, Basic First Aid, training devoted to watercraft law enforcement, vessel operation and safety, watercraft OUI training, sound level meter training, etc.
7. **Court Hours:** Total officer hours attending court, traveling to and from court, preparing for court, and serving warrants for cases related to watercraft violations.
8. **Maintenance Hours:** Total officer hours conducting preventative maintenance, repairs, or regular upkeep of marine patrol equipment. Do not include hours that a marina, boat dealer, and/or repair shop is servicing the agency's equipment.
9. **Education Program Hours:** Total officer hours preparing for and conducting boating education events. This includes speaking engagements, making media contacts, meeting with boating groups, boat safety and education classes, boat shows, etc.

C. PATROL CONTACTS

NOTE: Marine patrol contacts may only count toward one category. Do not duplicate or overlap contacts from one category to the next. For example, Written Vessel Safety Inspections cannot double as Spot Checks or vice versa.

1. **Written Vessel Safety Inspections:** The number of written vessel safety inspections (DNR 8254 or equivalent) that were conducted On-The-Water and at the Ramp/Marina/Dock. Provide the total by category and the combined total on the far right.
2. **Spot Checks:** The number of checks, for all or some of the required safety equipment, where the information is not recorded on a written inspection form. Vessel information is recorded on the patrol log and is noted that a spot check was conducted. For partial inspections, check for registration numbers and decals, life jackets, vessel capacity, and, if required, fire extinguisher(s).

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Year-End Activity Report

3. **Citations and Arrests:** The number of citations and/or arrests for watercraft or other violations that occurred during the course of marine patrol activities. Provide the total by category and the combined total on the far right.
4. **Warnings:** The number of written and/or verbal warnings issued for watercraft or other violations that occurred during the course of marine patrol activities.
5. **Boating Accident Investigations:** On the left, record the number of all boat accidents reported and investigated by the marine patrol. On the right, record only the number of accidents investigated by the marine patrol, in which there was a loss of life, medical attention beyond first aid, a person missing for 24 hours or more, or property damage in excess of \$500 and an Ohio Operator Boating Accident Report (DNR 8255) was submitted to the Division of Watercraft.
6. **Search and Rescue Cases:** The number of SAR cases or SAR services rendered to boaters. This includes: tows, assists to other agencies, body recoveries, missing vessels or persons, rescues, or other. Other SAR services may include the removal of obstructions to navigation, navigational aids reports, etc. These should be documented on a written report or patrol log.
7. **Thefts, Incidents or Complaint Cases:** The number of other cases that the marine patrol investigated and documented on a report or patrol log. Includes cases of theft, complaints or other incidents as it pertains to the marine patrol program.
8. **Boat Rental Checks:** On the left, provide the number of boat rental businesses contacted. On the right, provide the number of rental boats that were inspected for proper paperwork, numbering and registration, and legally required safety equipment.
9. **Education Programs:** The total number of the education programs or events conducted by the marine patrol officers. If a program or event occurs over multiple days only count this as one program or event. For example, if one Ohio Boating Education Course was taught beginning to end over a three-week period (three Tuesday evenings) count this as one program.

D. OTHER MARINE PATROL ACTIVITIES

1. **Special Events:** The number of special events and permits, as defined by Section 1547.20 of the ORC, which the marine patrol provided on the water assistance, boat traffic control, boat patrols, etc. Examples include regattas, fishing tournaments, air shows, homeland security, tabletop exercises, fireworks, etc. List the date(s), name of event and location, number of marine patrol officer(s) involved, and the total hours committed to each event.
2. **Boater Education and Other Services:** The number of other additional boating services not captured in another category. Examples include: National Safe Boating Week activities, boat shows, mall shows, displays, boat theft programs, boat/water safety education, boating skills contests, etc. List the date(s), name of event and location, number of marine patrol officer(s) involved, and total hours committed to each event.

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Year-End Activity Report

- 3. Advanced Training:** Document **advanced** training received by marine patrol officers in 2007. Examples of what to include are: Boat Accident Investigation, Marine Theft Investigation, Boating Under the Influence, Navigation, etc. List the date(s), training received and location, number of marine patrol officer(s) involved, and total hours committed to each event. Do not list the basic minimum training that is required for the grant program such as: Basic Marine Patrol Training Course, Ohio Boating Education Course, CPR, Basic First Aid, ICS, Confluence, and annual firearms qualifications.

E. PERSONNEL TRAINING SHEET

Self-explanatory

F. NARRATIVE

Describe the patrol season and evaluate the performance of your program.

Accomplishments: List or describe parts of your program that have promoted safe recreational boating. Examples may include: working with other agencies during heavy boating periods or OUI check points; increasing the number of boardings; periodic news media releases; additional training for the officers; purchasing new equipment; conducting boating education courses; and implementing a vessel safety inspection program.

Problems: List or describe the things that challenged your program efforts or caused problems for the boaters in your jurisdiction. Examples may include: increased thefts at a marina; poor weather; low water; need for improved docking and launching facilities; problems completing marine patrol reports or forms; increased reckless operation violations; personal watercraft violations; capacity plate violations and overloads.

2007 Year-End Activity Report

NOTE: Use this form to report your documented marine patrol activity in **2007**. Please refer to the Year-End Activity Report Guidelines on pages 5-1 thru 5-4. The guidelines and definitions have changed so please review and utilize them while completing this report. Failure to follow the guidelines provided will result in points lost for a scored category and a negative impact on the agency's future grant.

Marine Patrol Unit Name: _____

Date: _____

A. OPERATIONS

1. The marine patrol program was operated from _____, 2007 to December 31, 2007.
2. Boat patrols and courtesy vessel safety inspections were conducted from _____, 2007 to _____, 2007.
3. Average Weekly Boat Patrol and Inspection Hours: _____

B. OFFICER HOURS WORKED

	Total Officer Hours
1. Boat Log Hours:	_____ 1.
2. Boat Patrol Hours:	_____ 2.
3. Ramp/Dock Vessel Safety Inspections Hours:	_____ 3.
4. Land Patrol Hours:	_____ 4.
5. Investigation Hours:	_____ 5.
6. Training Hours:	_____ 6.
7. Court Hours:	_____ 7.
8. Maintenance Hours:	_____ 8.
9. Education Program Hours:	_____ 9.

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Year-End Activity Report

Marine Patrol Unit Name: _____

D. OTHER MARINE PATROL ACTIVITIES

1. Special Events:

Date(s)	Name of Event & Location	# of Officer(s) Involved	Total Hours

2. Boater Education and Other Services:

Date(s)	Name of Event & Location	# of Officer(s) Involved	Total Hours

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Year-End Activity Report

Marine Patrol Unit Name: _____

3. Advanced Training:

Date(s)	Training Received & Location	# of Officer(s) Involved	Total Hours
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Year-End Activity Report

Marine Patrol Unit Name: _____

E. PERSONNEL TRAINING SHEET

1. Number of Persons Assigned to the Marine Patrol Unit: _____
2. Was your agency provided with a vessel from the Division of Watercraft through the Equipment Loan Program? _____ How Many? _____

Officer Name/Personnel Name (include non-commissioned or other support staff)	Commission Yes or No	CPR Date Certified	First Aid Date Certified	OBEC Date Certified	Basic MP Training Course Date Certified	Date of Annual Boat Handling Check-Off ¹
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						

¹ Required for agencies who have received a boat from the Division through the Equipment Loan Program

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Year-End Activity Report

Marine Patrol Unit Name: _____

F. NARRATIVE (attach additional pages as necessary)

1. Accomplishments:

2. Problems:

Name and Title of Submitting Official (Please Type or Print)

Signature of Submitting Official

Date

Received by ODNR Division of Watercraft: Date: _____ Initials: _____

Reviewed by: Initials: _____ Date: _____

Initials: _____ Date: _____

Ohio Department of Natural Resources Division of Watercraft
2007 Marine Patrol Assistance Grant Program
Year-End Expense Report

Reminder and Notes:

1. The 2007 Year-End Expense Report must be **postmarked no later than Monday, December 31, 2007. No extensions of this deadline shall occur.**
2. Please remember the information you provide regarding your expenditures is subject to audit.
3. **Mail this document to:**

ODNR Division of Watercraft
Monique Kirtley, Grants Coordinator
2045 Morse Road – Bldg. A
Columbus Ohio 43229-6693

or

ODNR Division of Watercraft
Cindy Bellar, LE/SAR Coordinator
2045 Morse Road – Bldg. A
Columbus Ohio 43229-6693

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Year-End Expense Report

2007 Year-End Expense Report

Personnel Data Sheet

Marine Patrol Unit Name: _____

Number of Persons Assigned to Marine Patrol Unit: _____

Rate of Fringe Benefits: _____%

Officer Name/Personnel Name (include non-commissioned or other support staff)	Salary Per Hour ¹	Hours Worked During Season	Total Salary ¹	Division of Watercraft Use Only
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

¹ Include fringe benefit costs in **Salary Per Hour** and **Total Salary** columns.

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Year-End Expense Report

Detailed Actual Expenditures

Marine Patrol Unit Name: _____

I. Personnel Expenses

Personnel Salaries	Actual Expenditures	DOW Use Only
1. Administrative Salaries ¹	\$	
2. Enforcement Salaries ¹	\$	
3. Education Salaries ¹	\$	
4. Maintenance Salaries ¹ or Other Marine Duty Salaries ¹ - (specify)	\$	
5. Emergency Operations Salaries ¹	\$	
6. Clerical Support Salaries ¹	\$	
7. Other Personnel Costs ¹ - (specify)	\$	
8. Fringe Benefits Costs ² (Rate _____%)	\$	
I. Personnel Expenses - Subtotal:	\$	

¹ Do not include fringe benefits

² Include worker's compensation insurance costs with fringe benefits

II. Uniforms Expenses - List quantity and price each

Uniform Item, Quantity, and Price of Each	Actual Expenditures	DOW Use Only
1.	\$	
2.	\$	
3.	\$	
4.	\$	
5.	\$	
6.	\$	
7.	\$	
8.	\$	
II. Uniform Expenses - Subtotal:	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Year-End Expense Report

III. Boating Equipment Expenses - List items separately

Boats/Motors/Marine Equipment	Actual Expenditures	DOW Use Only
1. Boat(s) A. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
B. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
2. Motor(s) A. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
B. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
3. New Marine Equipment purchased. List each item and cost separately. Attach additional sheets as needed. A.	\$	
B.	\$	
C.	\$	
D.	\$	
E.	\$	
F.	\$	
G.	\$	
H.	\$	
I.	\$	
J.	\$	
K.	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Year-End Expense Report

III. Boating Equipment Expenses (continued) - List items separately

Boats/Motors/Marine Equipment	Actual Expenditures	DOW Use Only
L.	\$	
M.	\$	
N.	\$	
O.	\$	
P.	\$	
Q.	\$	
4. Replacement Marine Equipment purchased. List each item and cost separately. Attach additional sheets as needed.		
A.		
- Equipment replaced:	\$	
B.		
- Equipment replaced:	\$	
C.		
- Equipment replaced:	\$	
D.		
- Equipment replaced:	\$	
E.		
- Equipment replaced:	\$	
F.		
- Equipment replaced:	\$	
G.		
- Equipment replaced:	\$	
III. Equipment Expenses -	Subtotal:	
	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Year-End Expense Report

IV. Miscellaneous Expenses

Operating Supplies/Maintenance/Training Costs	Actual Expenditures	DOW Use Only
A. Gas: _____ gallons @ _____ per gallon	\$	
B. Oil: _____ quarts @ _____ per quart	\$	
C. Dock Rental	\$	
D. Storage	\$	
E. Equipment Maintenance/Repair (specify) 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ <p style="text-align: right;">Subtotal of E:</p>	\$ \$ \$ \$ \$ \$ \$ \$	
F. Utilities - specify: _____ _____	\$	
G. Rents - specify: _____ _____	\$	
I. Full Coverage Insurance - specify: _____ _____ _____	\$	
I. Training - specify: 8. _____ 9. _____ 10. _____ 11. _____ 12. _____ 13. _____ 14. _____ <p style="text-align: right;">Subtotal of I:</p>	\$ \$ \$ \$ \$ \$ \$ \$	
J. Other (specify) 15. _____ 16. _____ 17. _____ 18. _____ 19. _____ 20. _____ 21. _____ <p style="text-align: right;">Subtotal of J:</p>	\$ \$ \$ \$ \$ \$ \$	
IV. Miscellaneous Expenses - Subtotal:	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Year-End Expense Report

Budget Summary		Actual Expenditures	DOW Use Only
Category I. Personnel Expenses -	Total:	\$	
Category II. Uniforms Expenses -	Total:	\$	
Category III. Equipment Expenses -	Total:	\$	
Category IV. Miscellaneous Expenses -	Total:	\$	
Marine Patrol Program Costs -	Total:	\$	
Maximum Local Matching Funds Available	Total:	\$	

 Name and Title of Submitting Official (Please Type or Print)

 Signature of Submitting Official

 Date

Received by ODNR Division of Watercraft: Date: _____		Initials: _____	
Reviewed by: Initials: _____	Date: _____		
Initials: _____	Date: _____		

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Miscellaneous Forms

2007 Revised Estimated Budget – Exhibit A

Marine Patrol Unit Name: _____

Number of Persons Assigned to the Marine Patrol Unit: _____

I. Personnel Expenses

Personnel Salaries	Estimated Costs	DOW Use Only
1. Administrative Salaries ¹	\$	
2. Enforcement Salaries ¹	\$	
3. Education Salaries ¹	\$	
4. Maintenance Salaries ¹ or Other Marine Duty Salaries ¹ - (specify)	\$	
5. Emergency Operations Salaries ¹	\$	
6. Clerical Support Salaries ¹	\$	
7. Other Personnel Costs ¹ - (specify)	\$	
8. Fringe Benefits Costs ² (Rate _____%)	\$	
I. Personnel Expenses - Subtotal:	\$	

¹ Do not include fringe benefits

² Include worker's compensation insurance costs with fringe benefits

II. Uniforms Expenses - List quantity and price each

Uniform Item, Quantity, and Price of Each	Estimated Costs	DOW Use Only
1.	\$	
2.	\$	
3.	\$	
4.	\$	
5.	\$	
6.	\$	
7.	\$	
8.	\$	
II. Uniform Expenses - Subtotal:	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Miscellaneous Forms

III. Boating Equipment Expenses - List items separately

Boats/Motors/Marine Equipment	Estimated Costs	DOW Use Only
1. Boat(s) A. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
B. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
2. Motor(s) A. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
B. Make _____ Model _____ Length _____ Year _____ Serial/HIN # _____ Minus trade in of \$ _____	\$	
3. New Marine Equipment to be purchased. List each item and cost separately. Attach additional sheets as needed.		
A.	\$	
B.	\$	
C.	\$	
D.	\$	
E.	\$	
F.	\$	
G.	\$	
H.	\$	
I.	\$	
J.	\$	
K.	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Miscellaneous Forms

III. Boating Equipment Expenses (continued) - List items separately

Boats/Motors/Marine Equipment	Estimated Costs	DOW Use Only
L.	\$	
M.	\$	
N.	\$	
O.	\$	
P.	\$	
Q.	\$	
4. Replacement Marine Equipment to be purchased. List each item and cost separately. Attach additional sheets as needed.		
A.		
- Equipment being replaced:	\$	
B.		
- Equipment being replaced:	\$	
C.		
- Equipment being replaced:	\$	
D.		
- Equipment being replaced:	\$	
E.		
- Equipment being replaced:	\$	
F.		
- Equipment being replaced:	\$	
G.		
- Equipment being replaced:	\$	
III. Equipment Expenses -	Subtotal:	
	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Miscellaneous Forms

IV. Miscellaneous Expenses

Operating Supplies/Maintenance/Training Costs	Estimated Costs	DOW Use Only
A. Gas: _____ gallons @ _____ per gallon	\$	
B. Oil: _____ quarts @ _____ per quart	\$	
C. Dock Rental	\$	
D. Storage	\$	
E. Equipment Maintenance/Repair (specify) 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 7. _____ 7. _____ <p style="text-align: right;">Subtotal of E:</p>	\$ \$ \$ \$ \$ \$ \$ \$	
F. Utilities - specify: _____ _____	\$	
G. Rents - specify: _____ _____	\$	
J. Full Coverage Insurance - specify: _____ _____ _____	\$	
I. Training - specify: 1. _____ 2. _____ 3. _____ 4. _____ 1. _____ 2. _____ 3. _____ <p style="text-align: right;">Subtotal of I:</p>	\$ \$ \$ \$ \$ \$ \$ \$	
J. Other (specify) 8. _____ 9. _____ 10. _____ 11. _____ 12. _____ 13. _____ 14. _____ <p style="text-align: right;">Subtotal of J:</p>	\$ \$ \$ \$ \$ \$ \$ \$	
IV. Miscellaneous Expenses - Subtotal:	\$	

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Miscellaneous Forms

Budget Summary		Estimated Costs	DOW Use Only
Category I. Personnel Expenses -	Total:	\$	
Category II. Uniforms Expenses -	Total:	\$	
Category III. Equipment Expenses -	Total:	\$	
Category IV. Miscellaneous Expenses -	Total:	\$	
Marine Patrol Program Costs -	Total:	\$	
Maximum Local Matching Funds Available Total:		\$	

 Name and Title of Submitting Official (Please Type or Print)

 Signature of Submitting Official

 Date

Received by ODNR Division of Watercraft: Date: _____		Initials: _____	
Reviewed by: Initials: _____	Date: _____		
Initials: _____	Date: _____		

Ohio Department of Natural Resources Division of Watercraft
 2007 Marine Patrol Assistance Grant Program
 Miscellaneous Forms

2007 Funds Transfer Request

Marine Patrol Unit Name: _____ Date: _____

Contact Person: _____ Phone Number: _____

List each requested revision separately exceeding 15% in each category:

From:			To:		
Category #	Line Item	Amount:	Category #	Line Item	Amount
		\$			\$
Reason for Transfer:					
From:			To:		
Category #	Line Item	Amount:	Category #	Line Item	Amount
		\$			\$
Reason for Transfer:					
From:			To:		
Category #	Line Item	Amount:	Category #	Line Item	Amount
		\$			\$
Reason for Transfer:					
Original Totals (From Estimated or Revised Budget)			Revised Totals		
Category	Amount	Category	Amount		
Original Total – Category I	\$	Revised Total – Category I	\$		
Original Total – Category II	\$	Revised Total – Category II	\$		
Original Total – Category III	\$	Revised Total – Category III	\$		
Original Total – Category IV	\$	Revised Total – Category IV	\$		
Division of Watercraft Use Only:					
_____ Date Received	_____ Request Approved by LE Administrator	_____ Request Denied by LE Administrator			
	_____ Request Approved by Chief	_____ Request Denied by Chief			
Reason(s): _____					