



SOUTH DAKOTA  
DEPARTMENT  
OF PUBLIC SAFETY

prevention — protection — enforcement  
HIGHWAY SAFETY / ACCIDENT RECORDS

9/24/2015

Rapid City Police Department  
300 Kansas City St.  
Rapid City, South Dakota 57701

Dear Mark Eisenbraun,

Your agency qualified for and has been awarded a Highway Safety grant for FFY2016.

The first thing I ask that you do is click on the Project Agreement link in EDGAR and review it for final approved grant amounts and purposes, as modifications may have been made to your original application. If you agree to the Project Agreement, click on the 'Signature Form' link in EDGAR and sign by September 25, 2015.

After you electronically sign the Project Agreement, you will then click on the Project Agreement Submission link and click on the red 'Submit' button. Then, click on the 'Apply Status' button to submit your signed Project Agreement. Once I have counter-signed your signed Project Agreement, you will receive an email notification. That is when you may log into EDGAR, click on the Signed Award Agreement link and print a fully executed copy for your files.

At this time it would be appropriate for you to carefully review your project director's manual for any restrictions on use of funds under this grant program. We continue to have questions from partners who may not fully understand the qualified uses of these federal funds. If it isn't allowed by federal regulation or statute, we cannot reimburse you. And, if you did not receive permission in your approved Project Agreement for a certain activity that you have undertaken, we cannot reimburse you. It is as simple as that. Please ask if you have a questionable use prior to taking action. Also, if you are a law enforcement agency, the mobilization reporting requirements are critical to your agency receiving continued reimbursements. As stressed in the regional training sessions earlier this year, if there is no reporting there will be no reimbursement.

Finally, keep in mind that there can be no spending on this grant prior to the start date of the agreement. In most cases, this is the start of the federal fiscal year on October 1st. We cannot reimburse any expenses incurred prior to the start date of the agreement.

Thank you for your dedication to roadway safety in South Dakota and I would urge you to contact our office at 605-773-4949 with any additional questions you may have.

Best regards,

Lee Axdahl  
Director