



Tobacco Grant Program
GRANT SERVICES BRANCH – LOCAL ASSISTANCE
DIVISION OF OPERATIONS

TOBACCO GRANT SUMMARY OF AWARD

DOJ-PROP56-2025-26-1-036

PALM DESERT, CITY OF

This Summary of Award document will be used by the Tobacco Grant Program when determining whether an activity or expense claimed was approved for funding and is reimbursable. Activities other than those presented here may not be reimbursable. A Grant Modification may be necessary for material deviations. Please consult with your Grant Program Officer *before* engaging in any activity beyond this scope or if you have questions about the scope of the activities and budget allowability.

By signing the Memorandum of Understanding, your agency agrees to the commitments outlined below and this document becomes part of the Grant Agreement.

AWARD SUMMARY

Award Amount: \$393,144

Requested Amount: \$421,494

Removed from Award: On-Site Training

Reduced Line Items: None

Other Changes or Stipulations: Moved \$1,000/year training costs to Travel section and made specific to DOJ Tobacco Enforcement trainings.

IMPORTANT PROVISIONS FOR ALL GRANTEES

I. Enforcement Activities

- a. **Authorized** - If enforcement activities were proposed, **only** activities that target retailers for illegal sales/marketing of tobacco products were approved. It is expected that the flavor ban will be enforced within one or more enforcement activities.
- b. **Unauthorized** - Community or school patrols, or other enforcement actions related to tobacco use and possession, are **not** permitted.

II. Educational Activities

- a. **Authorized** – Retailer and/or officer educational activities on tobacco laws and ordinances, if included, are authorized as noted below.
- b. **Unauthorized** – School or community education efforts, including media campaigns, are **not** permitted as part of this award. All educational efforts should be directed to retailers and/or officers.

III. Removed Personnel or Other Items

- a. If specific personnel or other items were removed and not funded, they cannot be reinstated during the grant term.

IV. Reduced Line Items

- a. If a specific line item was reduced, the intention was to not fully fund it or the activities it represents.

V. Mileage/Fuel

- a. Budgets that include mileage or fuel were amended to include both together in one line item for flexibility and the type of backup documentation available. Mileage is limited to the state rate in effect at the time of travel.

VI. Equipment

- a. All equipment items must be purchased during the first year of the project as noted on the Budget Detail. Their awarding is intended to support project goals and be used to support grant activities throughout the grant term.

Please reference the Tobacco Grant Program Grantee Handbook for more information regarding allowable costs.

GOALS AND ACTIVITIES

Retail Inspections

- Per year, **40** retailers will be inspected.
- Additional details regarding these inspections:
 - The City of Palm Desert will conduct retailer inspections through walk-in inspections. Inspections will occur four times per year (quarterly). All 40 retailers within the City will be subject to random inspection,

Minor Decoy Operations

- Per year, **4** minor decoy operations will be conducted.
- Per year, **40** retailers will be targeted through these operations.
- Additional details regarding these operations:
 - The City of Palm Desert will conduct minor decoy operations through walk-in operations every three-six months alongside our partner RCSD, which will help provide safety measures and follow-up enforcement actions. Retailers will be selected both at random for compliance checks and in tandem with ongoing investigations to limit future violations. Follow-up actions will vary on the nature of the infraction but may include fees, citations, retailer education efforts, and other regulatory and legal responses.

Shoulder Tap Operations – Not Applicable

Undercover Buys

- Per year, **4** undercover buy operations will be conducted (other than minor decoy or shoulder tap).

- Per year, **40** retailers will be targeted through these operations.
- Additional details regarding these undercover operations:
 - The city will conduct undercover buy operations through walk-in operations. The operations will focus specifically on the sales of any tobacco products to minors. Retailers will be selected if part of a broader investigative effort, with the expectation to plan 2-4 undercover buy operations per year. City code enforcement officers will work alongside our partner RCSD on these enforcement efforts.

Retailer Education

- Per year, **40** retailers will receive educational materials.
- Per year, **40** retailers will receive on-site education.
- Additional details regarding these retailer education activities:
 - The City of Palm Desert will conduct retailer education through walk-in operations. The city has three methods to conduct onsite education. The first method is educating retailers on the STAKE ACT (Stop Tobacco Access to Kids Enforcement Act). The second method is education through WE CARD, an online program that provides educational and training services for retailers of tobacco, alcohol, e-cigarettes, vapor products and other age-restricted products. The third method of retailer education will be reviewing store policies during employee training. These walk-in education operations will occur four times per year (quarterly).

Enforcement Officer Education

- Per year, **6** enforcement officers will receive education about tobacco laws and ordinances.
- Additional details regarding these officer education activities:
 - The City of Palm Desert plans to educate enforcement officers in three different areas. The first is educating enforcement officers on the inspection of businesses. Second, will be training enforcement officers on how to conduct education for businesses. Third, will be training enforcement officers on PC 308 training, which involves laws regulating the sale and possession of tobacco products to and by minors.

Prosecution – Not Applicable

Task Force – Not Applicable

Other Activities – Not Applicable

PARTNERING AGENCIES

Based upon the proposal submitted and any subsequent modifications approved by DOJ, the following agencies are expected to partner with and support the activities and fulfillment of goals referenced above:

- Riverside County Sheriff's Department

As the project partner, the Riverside County Sheriff's Department (RCSD) will work alongside the proposed City code enforcement officers to conduct the proposed decoy sting operations, to aid with any citations if found. This is something the City already regularly conducts alongside RCSD; however, grant funding will allow for expanded operations and inspections.

Please notify your Grant Program Officer of any proposed changes to partnering agencies, particularly if they are included within your budget.