

Virginia's Highway Safety Office 2016 Grant Application Workshop

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WELCOME & INTRODUCTIONS



Our Mission

To reduce crashes, injuries, fatalities and associated cost by identifying transportation safety issues and developing and implementing effective integrated programs and activities.



Funding Source & Purpose

The program is administered by the National Highway Traffic Safety Administration (NHTSA) at the federal level, and by the Virginia Highway Safety Office (VAHSO) at the state level. The VAHSO is the grantee of the NHTSA grant funds and the funds are awarded to sub-grantees.



Funding Source & Purpose

The VAHSO provides grants for programs which are designed to reduce the number of crashes, injuries, fatalities and related economic losses resulting from traffic crashes on Virginia's roadways.



Funding Priorities

The Virginia Highway Safety Office under the direction of NHTSA will focus on the below priority areas for the FY2016 grant year.

- Impaired Driving
- Occupant Protection
- Speeding / Distracted Driving
- Motorcycle Safety



Other Fundable Programs

Other areas for consideration include the following:

- Traffic Records
- Pedestrian and Bicycle Safety
- Roadway Safety



Who can submit a application?

- Localities
- State Agencies
- Private institutions of higher education
- Nonprofit organizations serving Virginia with transportation programs(501C-3)



Grant Application Procedures

Application must be submitted through our on-line application system at

www.dmvnow.com

On-line application must be submitted by

February 27, 2015

Grant period

October 1, 2015 to September 30, 2016



Let's Prepare the Grant Application



Assessment

As you prepare your grant application you should determine:

- the problem
- what is already being done
- any gaps
- resources that are available
- existing programs
- key players



Application

The grant application consists of:

- Problem Statement
- Data
- Goals/Objectives
- Tasks/Activities/Milestones
- Budget
- Plans for Cost Sharing



Problem Statement

Is developed from the Problem ID and Assessment.



Data

- Must show there is a problem
- At least 3 years of data(2011-2013)
- Focus on Virginia data
- Data resources (state data required):
 - Virginia Highway Safety Office
 - Local Agency Crash Data



Goals

- Goal is the benchmark that has a measurable outcome. It is established to correct an identified problem.
- Example:
 - Decrease alcohol related crashes from ____ to ____ (____%)(either in state or in the locality).
 - Increase Belt Use by ____ % from pre-survey to post-survey



Objectives

- A shorter term, measurable targets that are action oriented and includes date for accomplishment.
- Start with the word “to” followed by action verb.
- Objectives should be SMART-**S**pecific, **M**easurable, **A**ction oriented, **R**ealistic, and **T**ime bound



Objectives- Examples

- To host ___ training conferences to reach ___ number of participants (entity specific)



Outreach Objective Examples

- To generate _____ number of earned media mentions on the topics of encouraging safe driving, safety belt use and/or drunk driving prevention.
- To increase website traffic from _____ number of hits to _____ using an accepted measurement tool such as Google Analytics.



Outreach Objective Examples

- To increase the number of website hits from _____ to _____ after instituting a responsive web design for mobile devices.
- To increase the amount of search engine traffic from _____ to _____ as a result of Search Engine Optimization efforts.



Tasks/Activities/Milestones

- Detailed description of actions to be taken
- Detail the time frame for accomplishment



Budget

Amount of grant awards-

Minimum of \$5,000, no maximum cap

Matching-

Project MUST include a 25% match of funds.

The match can be monetary or in-kind match (i.e. fuel and vehicle maintenance).



Budget

Personnel

List each position or job title required to participate in the Highway Safety Project (do not include individual name as the person may change) . Description of the job duties must also be provided, hourly rate of pay, and number of hours to be worked on proposed project.

Personnel Fringe Benefits

List fringe benefits such as payroll taxes, life, health, disability insurance and retirement benefits. Must provide the percentage. **The total can not exceed 35%.**



Budget

- Reimbursement based on approved budget after the actual cost have incurred and been paid.
- Supplanting-
 - Federal funds cannot supplant state or local funds.
 - Replacing routine and/or existing state or local expenses with federal funds
 - Using grant funds for cost of activities that constitute general expenses required by state/local government to carry out duties



Budget

Travel/Training

- Explain travel/training expenses for project, include the number of persons traveling and related cost (transportation, lodging, and per diem)
- Requests for daily routine mileage for field work must be explained.
- Must be approved by project monitor prior to trip
- Must be required by grant
- Must be in accordance to Virginia state travel regulations



Project Budget

Contract Cost (Non-Profits)

- Describe the contract cost and purpose.
- Provide estimated total hours and hourly rate.



Project Budget

Other Direct Cost

- List items that will be used as matching funds (i.e. Fuel and Vehicle Maintenance)



Project Budget

Equipment

- List any equipment purchases
- Equipment purchases of \$5,000 or more require advance written approval by NHTSA. The approval will be obtained by the Highway Safety Office.
- **You will be required to enter a justification for equipment 5000.00 or more.**



Project Budget

Indirect cost

- State agency, non-profits, and higher education may be able to claim up to 10% of their direct cost. However, a copy of the approved negotiated rate must be provided or you will need to submit Cost Allocation Plan to the Grants Management office for review and approval.
- Not applicable for law enforcement agencies.



Non-Allowable Items

Some examples include:

- Cost of land
- Cost of construction or reconstruction of driving ranges, towers, and skid pads
- International travel



Cost Sharing

- Must provide your plan for self sufficiency, cost assumption, or cost sharing (i.e. It is hoped that future operational budgets will have funds to continue the current approved grant activities).



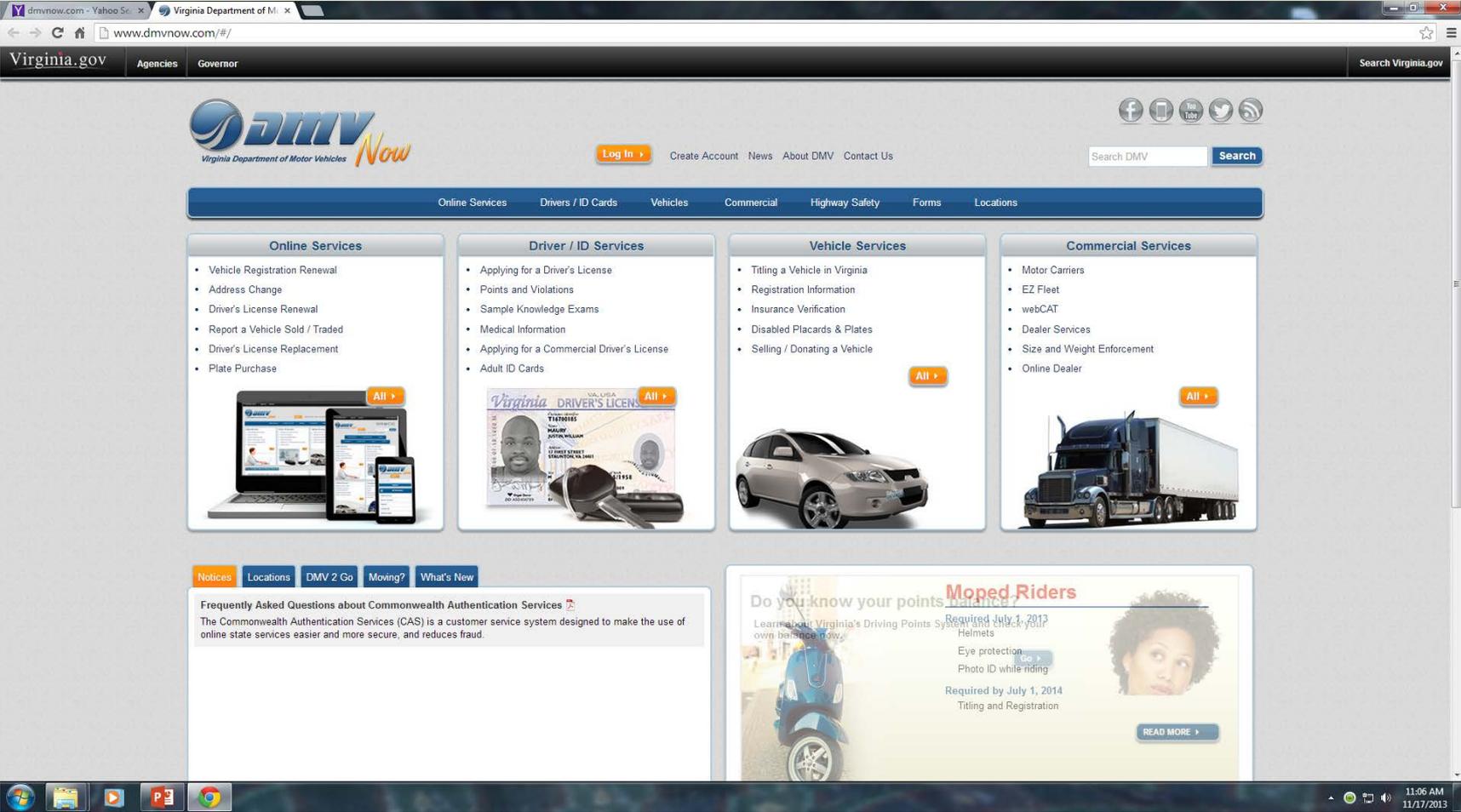
After Award....

- Upon full execution of grant agreement sub grantee
 - Can began activity on or after 10/1/2015
 - Regular contact with Program Manager
 - Carry out task as outlined in agreement
 - Submit quarterly reports and reimbursement vouchers
 - Be monitored by Program Manager via email, telephone and site visits



OUR WEB PAGE

<http://www.dmvnow.com>





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Highway Safety

- Safety Programs
 - Aggressive Driving
 - Airbags
 - Bicycle Safety
 - Child Safety Seats
 - Drinking and Driving
 - Mature Driver Safety
 - Motor Carrier Safety
 - Motorcycle Safety
 - Motorcycle Safety Course - Enroll Online
 - Pedestrian Safety
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- Traffic Crash Data
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Safety Programs

- Aggressive Driving
- Bicycle Safety
- Child Safety Seats
- Drinking and Driving
- Motorcycle Safety



All

Traffic Crash Data

- Create Your Own Crash Facts Report
- Explore the Interactive Crash Map
- View Crash Reports



All

Grants Management

- Aggressive Driving & Speeding
- Alcohol and Impaired Driving
- Occupant Protection
- Pedestrian and Bicycle Safety



All

Resources

- Forms & Publications
- Multimedia
- Safety Studies
- Sign Up for Safety RSS Feeds

All

Total Traffic Fatalities* Year-To-Date as of November 15

Year	Fatalities
2012	678
2013	628

Beyond The Numbers
Traffic Crash Data

*Preliminary data





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Highway Safety

Safety Programs

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Traffic Crash Data

Grants Management

Calendar

Resources

Grants Management

Applications for grant funds must be submitted [electronically](#).

For more information, see [Transportation Safety Grant Applications](#).

If you suspect fraud or misuse of federal grant funds, see [Report Grant Fraud](#) for more information.

The National Highway Safety Act of 1966 provides federal grants to states to support coordinated national highway safety programs. The Virginia Highway Safety Office (VAHSO) is responsible for administering these federal highway safety funds and serves as a valuable resource to the Virginia Legislature on highway safety issues. The VAHSO also serves in a coordinating role in various highway safety-related initiatives.

The VAHSO provides grants for programs which are designed to reduce the number of fatalities, injuries and related economic losses resulting from traffic crashes on Virginia's roadways. Local governments, law enforcement agencies, state agencies, academic institutions, and private non-profits can apply for National Highway Traffic Safety Administration pass-through funding for projects related to various areas of highway safety. Eligible project areas are included in the Commonwealth of [Virginia's Highway Safety Plan](#).

Funding Areas

Agencies can apply for funding in the following areas:

- [Alcohol and Impaired Driving](#)
- [Occupant Protection - Safety Belt and Child Passenger Safety](#)
- [Aggressive Driving and Speeding](#)
- [Traffic Records](#)
- [Pedestrian and Bicycle Safety](#)
- [Motorcycle Safety](#)
- [Roadway Safety](#)

For more information see [safety grant FAQs](#), or email grants@dmv.virginia.gov.

Transportation Safety Grant Awards

- [2013 Transportation Safety Grant Awards](#)
- [2012 Transportation Safety Grant Awards](#)

Transportation Safety Grant Resources

Related Links

- [View Your Account](#)
- [Points and Violations](#)
- [Get a Copy of Your Driving Record](#)
- [Update Your Address](#)

Sign up today for email and phone renewal reminders.



ON LINE GRANT APPLICATION

The screenshot shows a Windows Internet Explorer browser window displaying the 'Highway Safety Grant Application' website. The browser's address bar shows the URL: <https://www.dmv.virginia.gov/apps/ga/Logon.aspx?ReturnUrl=%2fapps%2fga%2fDefault.aspx>. The website header includes the Virginia.gov logo, navigation links for 'Online Services', 'Commonwealth Sites', 'Help', and 'Governor', and a search bar. Below the header is the 'DMV Now' logo and a banner for 'Highway Safety Grant Applications ONLINE!'. The main content area features a 'Highway Safety' header and a login form titled 'Highway Safety Grant Application'. The form prompts the user to 'Enter your User ID and Password below.' and includes input fields for 'User ID' and 'Password', a 'Logon' button, and a link for 'Forgot Password'. The browser's taskbar at the bottom shows the start button, several open applications, and the system clock at 2:44 PM.



Be sure you complete the participant form and evaluation form before you leave.

