

U.S. Department of Transportation Federal Motor Carrier Safety Administration

Fiscal Year 2017 - High Priority Grant Program

Notice of Funding Availability

Announcement Type:	Discretionary (competitive) grant or cooperative agreement
Catalog of Federal Domestic Assistance Number:	20.237
Program Purpose:	The High Priority (HP) Grant Program is a discretionary (i.e., competitive) program which provides financial assistance to: 1) advance the technological capability and promote HP Innovative Technology Deployment (HP-ITD) to include the deployment of intelligent transportation system (i.e., formerly CVISN) applications for commercial motor vehicle (CMV) operations, including CMVs, commercial drivers, and carrier-specific information systems/networks; to support/maintain CMV information systems/networks; to link Federal Motor Carrier Safety Administration (FMCSA) information systems with State CMV information systems; to improve the safety and productivity of CMVs and commercial drivers; to reduce costs associated with CMV operations and Federal and State

	CMV regulatory requirements; and/or 2) carry out HP-CMV Safety activities and projects that augment motor carrier safety activities and projects planned in accordance with the Motor Carrier Safety Assistance Program (MCSAP) including projects related to Performance and Registration Information Systems Management (PRISM) and Safety Data Quality (SaDIP).
Eligible Recipients:	1) HP-ITD grants are eligible to States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the U.S. Virgin Islands to deploy, operate, and maintain elements of their ITD (formerly CVISN) programs. The FMCSA may award HP-ITD funds to eligible applicants that have an approved program plan as outlined in the FAST Act. Individuals and businesses are not eligible to apply for HP-ITD grants. 2) HP-CMV Safety activities/projects grants are eligible to States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the U.S. Virgin Islands, local governments (including county, city, township, special district, and Federally-recognized Native American tribal governments), institutions of higher education (public, private, and State-controlled), non-profit organizations with or without having a 501(c)(3) status with the Internal

	Revenue Service, for-profit entities (including small businesses), and other persons. Other persons is defined as an entity not included above and may not be an individual, foreign entity, hospital, public/Indian housing authority, or Federal institution.
Application Due Date:	January 13, 2017 (11:59 P.M. Eastern Time)

A. High Priority Grant Overview

The U.S. Department of Transportation's (USDOT) Federal Motor Carrier Safety Administration (FMCSA) announces the FY 2017 High Priority (HP) grant Notice of Funding Availability (NOFA). The FAST Act, Pub. L. No. 114-94, §5101(2015) authorized the FY 2017 HP grant program funding, and 49 United States Code (U.S.C.) §§ 31102(l), 31104 (2015) and 49 Code of Federal Regulations (CFR) part 350 govern the HP grant program. At the time of this NOFA release, Congress has not appropriated funding for the FY 2017 HP grant program and any awarding of HP grant funding is subject to the availability of funding.

As the lead government agency responsible for the regulation and safety oversight of commercial motor vehicles (CMVs), the FMCSA offers HP funds to support innovative and highly impactful projects that advance its mission to reduce crashes, injuries, and fatalities involving large trucks and buses. Funding is available for the support of enforcement activities that improve safety and compliance with CMV regulations; for projects that are national in scope; increase public awareness and education; demonstrate new technologies; and reduce the number and rate of CMV crashes.

This NOFA provides important information about the FY 2017 HP-ITD program and HP-CMV Safety activities/projects, highlighting the critical information related to preparing and submitting a grant application. Unless indicated otherwise, references to the HP grant program include both HP-ITD and HP-CMV Safety activities/projects.

As authorized by the FAST Act §5101(c) and 49 U.S.C. §31104(a)(2), FMCSA expects to award a maximum of \$41,567,000 in HP funding and plans to set aside up to \$20,000,000 for eligible HP-ITD related projects. Therefore, a minimum of \$21,567,000 will be available for HP-CMV Safety activities/projects. FMCSA reserves the right to allocate additional funds for award under either HP program based on the volume and quality of applications. Funding amounts under the HP program are subject to funding availability.

Applicants must submit separate applications, one application for HP-ITD and one application for HP-CMV Safety activities/projects, with associated program and budget narratives, in Grants.gov. If an applicant chooses to conduct multiple projects under either HP-ITD, or HP-CMV Safety activities/projects, the applicant must submit separate program and budget narratives for each project contained within the application(s).

The HP grant funds are awarded through a competitive grant process and are not guaranteed. All funding decisions will be made on the merits of the respective applications. **All applications must be complete (including all required submission materials – see Attachment A) and submitted in grants.gov no later than 11:59 P.M. (Eastern Time) on January 13, 2017.** It is the applicant's responsibility to adhere to application instructions, including deadline dates and times.

Applicants are urged to submit their application well in advance of the posted deadline. If an application is rejected by Grants.gov due to errors, the applicant must correct the application and it must be resubmitted and validated by Grants.gov before the published deadline date and time. The FMCSA will not consider late or incomplete applications except in circumstances it considers to be extraordinary and/or unavoidable.

Important Changes and Reminders for FY 2017

1) The Fixing America's Surface Transportation Act

The Fixing America's Surface Transportation (FAST) Act (Public Law No. 114-94, § 5101) significantly restructured FMCSA's High Priority (HP) grant program. In addition to the Act formally establishing High Priority as a stand-alone grant program, it also consolidated several previously

separate grants into the HP program. Starting in FY 2017, the Safety Data Improvement Program (SaDIP), Performance and Registration Information Systems Management (PRISM) and Commercial Vehicle Information Systems and Networks (CVISN) will be components of the HP grant. In addition, CVISN will now be entitled Innovative Technology Deployment (ITD).

In addition to grant program consolidation, the FAST Act created specific parameters regarding allowable activities related to PRISM and SaDIP. Agencies responsible for submitting the State's Commercial Vehicle Safety Plan (CVSP), known as lead agencies, generally:

- May use HP funds to support PRISM projects that aide the State in reaching full participation (defined by FMCSA as Step 6 on the PRISM implementation chart) by October 1, 2020. Once step 6 is achieved, or the mandatory compliance date is reached, a State may only use HP funds for special PRISM initiatives or projects that exceed routine operations and maintenance (O&M).
- May only use HP funds to support SaDIP projects that exceed routine operations required to maintain an overall acceptable safety data rating as defined within the Motor Carrier Safety Assistance Program (MCSAP) Grant Comprehensive Policy.

Entities that are NOT responsible for the State's CVSP (non-lead agencies) may request HP funds for all activities relating to the PRISM and SaDIP programs, including O&M expenses.

For additional information on cost eligibility and impacts of the FAST Act, please see the MCSAP Comprehensive Policy (MCP) at <https://www.fmcsa.dot.gov/mission/grants/motor-carrier-safety-assistance-program-grant-comprehensive-policy>. Further explanation regarding eligibility and application requirements is also provided in Section C of this NOFA.

2) Title VI Assessments

There will be two required Title VI Program documents for FY 2017 including the FMCSA Title VI Program Assurance and the FMCSA Title VI Program Compliance Plan. These documents are located on Grants.gov in the "Full Announcement" tab. These forms are required and must be submitted by all FMCSA direct grant applicants into Grants.gov.

The self-certification assurance ensures that the grant applicant will comply with Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq., and related federal nondiscrimination laws to ensure that no person in the United States shall, on the grounds of race, color, national origin, sex, age, disability, low-income, or Limited English Proficiency be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance from FMCSA. FMCSA's Office of Civil Rights is currently working with all FY 2016 and FY 2017 Grant applicants to develop the Compliance Plans. Grant applicants will sign and date the Assurance form and will submit the Assurance and the approved Plan with the application. Please note an approved Title VI Program Compliance Plan is required before an award may be made. For more information, please contact Mr. Lester Finkle, FMCSA National Title VI Program Manager, at 202-366-4474 or lester.finkle@dot.gov.

HP FY 2017 NATIONAL PRIORITIES

FMCSA will assess applications submitted as listed below. Please refer to Section C of this NOFA for descriptions of the FY 2017 National Priorities for the HP-ITD program and HP-CMV Safety activities/projects.

1. For HP-ITD applications will be prioritized as follows:

- a)** Core compliance and/or Commercial Vehicle Information Exchange Window (CVIEW) implementation;
- b)** Improve credentialing data quality;
- c)** Innovative Technologies;
- d)** Operations and Maintenance costs associated with maintaining ITD Core compliance;
- e)** Operations and Maintenance costs associated with Expanded ITD projects

2. HP-CMV Safety activities/projects will be prioritized as follows:

a) Performance and Registration Information Systems Management (PRISM) projects:

- For Agencies that are not currently participating in the PRISM program (required by October 1, 2020);
- For Agencies that have not reached Step 6 or an equivalent (required by October 1, 2020); and
- For projects that exceed PRISM routine operations (i.e., beyond Step 6).

b) Safety Data Improvement projects:

- Innovative approaches to resolving Requests for Data Review (RDRs) entered through DataQs provides improved consistency, accountability and removes the review from the originating officer.
- Innovative data projects that improve the collection of CMV data during crash investigations and/or roadside inspections.

c) Targeting unsafe driving of CMVs and non-CMV in areas identified as high-risk crash corridors;

d) Improvements for the safe and secure movement of Hazardous Materials;

e) New technologies to improve CMV safety;

f) Improvements for the Safe Transportation of Goods and Persons in Foreign Commerce;

g) Improve CMV safety and compliance with CMV safety regulations;

h) Public Awareness and Education; and

i) For Operations and Maintenance costs associated with PRISM and Safety Data Improvement projects for an Agency not responsible for submitting a Commercial Vehicle Safety Plan (CVSP).

B. AWARD INFORMATION

The information below provides explanation regarding the funding calculation and process for application for HP-ITD program and/or HP-CMV Safety activities/projects.

Total amount of funding FMCSA expects to award:	\$41,567,000
Anticipated number of awards/ cooperative agreements:	125
Expected Amounts of Individual Award s	Award Ceiling: \$2,000,000 Award Floor: \$10,000
Anticipated start date/periods of performance:	a) HP-ITD program – Date of execution in the fiscal year of award plus 4 additional fiscal years. b) HP-CMV Safety activities/projects – Date of execution in the fiscal year of award plus 2 additional fiscal years
Application Type:	a) Applications are for new FMCSA awards only. Applications for renewal or supplementation of existing awards are not eligible. b) The FMCSA will reimburse 100 percent of eligible costs with no matching requirements for the following: • HP-ITD CVIEW projects if needed for Core ITD certification, and FMCSA has not previously reimbursed a

	State for a CVIEW project, or FMCSA considers the project proposal an imperative in support of mission objectives ▪ PRISM projects for States that have not achieved Step 6 implementation or have not previously received financial assistance from FMCSA to implement PRISM. c. The FMCSA will reimburse 85 percent of eligible costs with a 15 percent matching requirement for the following: • Other HP-ITD projects; • Other HP-CMV Safety activities/projects. d. If applying for both HP-ITD program and HP-CMV Safety activities/projects, the applicant must submit separate applications, one application for HP-ITD and one application for HP-CMV Safety activities/projects, with associated program and budget narratives. e. If an application for HP-ITD contains more than one activity/project, the application must include separate program and budget narratives for each activity/project proposed in the application. f. If an application for HP-CMV Safety activities/projects contains more than one activity/project, the application must include separate program and budget narratives for each activity/project proposed in the application.
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C. HP PROGRAM AND PROJECT/ACTIVITIES

DESCRIPTION(S)

The FMCSA administers the High Priority (HP) Grant program to support innovative and highly effective initiatives, in partnership with highway safety stakeholders that directly support the Agency's mission of reducing crashes, injuries and fatalities involving large trucks and buses. In FY 2016, the FMCSA received a total of 116 applications requesting more than \$53 million across the HP, PRISM, ITD (CVISN) and SaDIP programs. As the FAST Act has now combined these programs into one grant, FMCSA reminds applicants that the HP process will be highly competitive. Priority funding consideration will be given to those proposals that are well written; address the priorities and requirements as outlined in the NOFA; and employ novel approaches in meeting project and safety mission objectives.

Below are descriptions of the programmatic activities listed in order of priority as previously identified in Section A of this NOFA. Grantees are reminded that the FMCSA has identified certain items as reimbursable at 100% (requiring no matching funds) and others at the level of 85% (requiring a 15% match on the part of the awardee). As such, applicants should pay close attention to matching requirements when completing their HP grant proposal.

1. **High Priority-Innovative Technology Deployment (ITD)**

The HP-ITD grant program provides financial assistance to advance the technological capability and promote the deployment of intelligent transportation system applications for CMV operations, commercial drivers, and carrier-specific information systems and networks; to support and maintain CMV information systems and networks; to link FMCSA information systems with State CMV information systems; to improve the safety and productivity of CMVs and drivers; and to reduce the costs associated with CMV operations and Federal and State CMV regulatory requirements.

Important: To be eligible for an HP-ITD program grant, the State applicant shall:

Completeness: have a CMV information systems and networks program plan/top level design (PP/TLD) approved by FMCSA that describes the various systems and networks at the State level that needs to be

refined, revised, upgraded, or built to accomplish deployment of CMV information systems and networks capabilities (**applicant must ensure approvals, including plan revisions, prior to submitting an application for the application to be considered complete**).

Compliant: by accepting an FMCSA HP award and implementing activities the applicant Authorized Designated Official will be certifying that its CMV information systems and networks deployment activities, including hardware procurement, software and system development, and infrastructure modifications are consistent with the national intelligent transportation system, and CMV information systems and networks architectures and available standards, and promote interoperability and efficiency to the extent practicable (these are included in terms and conditions of award);

Compliant: by accepting an FMCSA HP award and implementing activities the applicant will also be certifying that as the Authorized Signatory Official, he/she is designated by the State or agency to make this certification representing the Lead Agency responsible for the ITD Plan PP/TLD, or State Agency that has a Memorandum of Understanding or other agreement with the ITD (formerly CVISN) Lead Agency. If the applicant is not the ITD (formerly CVISN) Lead Agency as outlined in the approved PP/TLD, the applicant has coordinated with the designated Lead Agency with regard to all projects and activities requested in the grant application ensure State-wide effectiveness and efficiency and to avoid any duplication of effort or other wastefulness in Federal funding initiatives.

Compliant: to execute interoperability tests developed by FMCSA to verify that its systems conform to the national intelligent transportations systems architecture, applicable standards, and protocols for CMV information systems and networks (also included as terms and conditions of award).

The applications received for HP-ITD projects will be given priority consideration for funding as follows:

- Applications received from State Agencies to meet **Core compliance**, which includes the development or updating of a Program Plan/Top Level Design (PP/TLD) which is the program plan referred to in the FAST Act that describes the various systems and networks that must be refined, revised, upgraded or built to accomplish Core or Expanded capabilities. For FY 2017, the FMCSA will reimburse 85 percent of the total project cost for Core compliance projects. Applications to deploy a **CVIEW** for States that have not achieved Core ITD certification

previously and have not had a CVIEW previously funded by FMCSA will be reimbursed at 100 percent of the total project cost.

A CVIEW is an integral part of the ITD program and is a key mechanism through which agencies within a State can share commercial vehicle credential and safety information among themselves and with other jurisdictions across the country. The importance of this interstate data exchange to roadside enforcement, and credential administrations, cannot be over-emphasized as it enables numerous critical safety programs to check for high risk carriers and federal out-of-service orders. This also provides real-time electronic screening of interstate vehicles for Safety, International Fuel Tax Agreement (IFTA), International Registration Plan (IRP), Oversize/Overweight Permits, and other compliance information critical to a State's safety program.

- Applications that **improve credentialing data quality** when information is uploaded from the State to FMCSA's Safety and Fitness Electronic Records (SAFER) system should include projects that ensure CVIEW applications capture updates sent to the SAFER system on a daily basis. Such applications should describe the measures to ensure the accuracy and quality of the data exchanged, promote efficient system communication, and prevent system corruption or performance degradation. All Core ITD performance measures related to credential administration and safety information exchange must be maintained to remain Core certified. The FMCSA will reimburse 85 percent of the total project cost for this type of project.

Applications for **Innovative Technologies** for States that have met Core ITD requirements that include, but are not limited to:

- 1) research, testing and deploying a work-zone and incident electronic notification systems which is an in-cab alert system that will notify the CMV driver of an active work zone, traffic congestion, or an incident ahead. The alert system must be able to be broadcasted through the CMVs transponders, electronic on-board systems, cell phones, and/or motor carrier routing and dispatching systems; and
- 2) Research, testing and deploying a regional/national data fusion system that securely shares data available at current roadside e-screening locations, mainly license plate readers (LPR) and USDOT Number image systems, to identify vehicles for the purposes of hours-of-

service verification through date/time and miles traveled calculations. State or regional data systems shall be designed to transfer data to a federal system that will allow for the sharing of this data between states through CVIEW transactions with FMCSA's SAFER system. The FMCSA will reimburse 85 percent of the total project cost.

- 3) Finally, FMCSA will consider applications for **Operation and Maintenance (O&M)** costs associated with HP-ITD projects that maintain and repair real property or a system, based on its current status and abilities. O&M costs may also include memberships, fees, dues, program travel, and other related program costs that maintain or support deployment activities, and are further defined in the MCP. FMCSA allows HP-ITD grant funding for O&M costs and will reimburse 85 percent of eligible approved costs for ongoing O&M costs associated with approved HP-ITD deployment projects.

An HP-ITD application from an agency of the State that **is not** responsible for submitting the CVSP for that State and has an HP-ITD O&M need to remain Core ITD compliant will be considered after other HP-ITD National Priorities outlined in above **Section A, High Priority Grant Overview have been considered.**

An application from an agency of the State that **is** responsible for submitting the CVSP that has an HP-ITD O&M need, and chooses to apply for HP-ITD funding, will only be considered for funding after other HP-ITD and HP-CMV Safety applications.

Note: Dues and/or memberships and participation costs for personnel outside of the applicant's organization are unallowable.

Other typical activities and costs associated with HP-ITD activities funded by the FMCSA are outlined in section 6 and Appendix H of the MCP: <https://www.fmcsa.dot.gov/mission/grants/motor-carrier-safety-assistance-program-grant-comprehensive-policy>

2. High Priority (HP) - CMV Safety Activities and Projects

The HP grant program provides financial assistance to carry out activities and projects that augment motor carrier safety initiatives, and also enhance efforts proposed in the CVSP. The objective is to enable recipients to carry out enforcement activities and projects that improve CMV safety and

compliance with CMV regulations. Funding is also available for projects that are national in scope, increase public awareness and education, demonstrate new technologies and reduce the number and rate of CMV crashes.

Please note that routine equipment and operational expenses that should be supported under a State's MCSAP formula grant award to a MCSAP lead agency will not be considered under the HP Program. Territories will be eligible to request equipment and related expenses to supplement their MCSAP activities if they can clearly demonstrate safety enforcement need relative to their current MCSAP formula allocation.

Applicants should refer to the MCP for guidance on High Priority policies and eligible activities.

A copy of the MCP may be found at: <https://www.fmcsa.dot.gov/mission/grants/motor-carrier-safety-assistance-program-grant-comprehensive-policy>.

The period of performance for HP-CMV Safety activities/projects will be the execution date in the fiscal year of award plus the next 2 fiscal years.

a) Performance and Registration Information Systems Management (PRISM)

PRISM utilizes the State CMV registration and law enforcement agencies to conduct two interrelated tasks to promote motor carrier safety: (1) by determining the operating status while the license or registration is in effect; and, 2) by denying, suspending, revoking or cancelling CMV registrations of a motor carrier that has been issued an operations out-of-service (OOS) order by FMCSA. The law enforcement component improves motor carrier safety by giving inspectors the information and technology needed to identify a motor carrier's operating status, which aids them in taking the appropriate enforcement for motor carriers operating while under an OOS order. PRISM includes several requirements related to CMV registration and law enforcement processes, which work in parallel to identify motor carriers and hold them accountable for the safety of their operations. The goal of PRISM is to support the CMV registration and law enforcement activities through a comprehensive system of identification, education and enforcement.

For FY2017, FMCSA will reimburse 85 percent of the total project cost for PRISM project(s) for jurisdictions beyond Step 6 and may reimburse up to 100 percent for the total project cost for

jurisdictions that have not achieved Step 6 implementation or have not previously received financial assistance from FMCSA to implement PRISM.

The applications received for HP CMV Safety, PRISM participation will be prioritized for funding as follows:

- First, FMCSA will consider applications received from **non-participating PRISM jurisdictions to implement PRISM** (or that demonstrate participation in an acceptable alternative approach) registration requirements 1-15 and implementation changes to address law enforcement requirements 1-6.

Second, FMCSA will consider applications from **participating PRISM jurisdictions that have not reached Step 6** and that implement PRISM registration requirements 1-15, and law enforcement requirements 1-6.

- Third, FMCSA will consider applications from **participating PRISM jurisdictions that have obtained Step 6 or greater** that implement initiatives or projects that include, but are not limited to the following:

- 1) Enforce Registration Requirement 7: Maintain and update the IRP Status Code within the vehicle registration records, and apply the 950 status code to vehicles that are suspended due to a Federal OOS order.
- 2) Update the vehicle record with a suspension indicator in the State Vehicle Registration system to support NLETS registration queries.

- Last, FMCSA will consider applications from non-participating and participating PRISM jurisdictions that implement Law Enforcement Requirements 1 and 2, which include deploying CMV law enforcement strategies that use mobile technologies to identify carriers operating while under a Federal OOS order. Mobile enforcement technologies, such as portable, car-mounted and trailer LPRs will be considered for funding in FY 2017. Fixed site LPRs will not be funded in FY 2017.

- Mobile LPRs will only be considered for funding only if the applicant can demonstrate in their application a plan to synchronize the mobile device with OOS carrier/vehicle information. The OOS carrier/vehicle information must come from one of two sources:
 - 1) PRISM Target file, which can be downloaded daily on to the device, or;
 - 2) PRISM Web Services, which would require the device to be programmed so it can receive OOS carrier data in real-time.
- For questions about the PRISM Target file or PRISM Web Services, please contact the PRISM Technical Support at PRISMTechnicalSupport@dot.gov.
- For PRISM Registration and Law Enforcement Requirements, please contact the PRISM website at <https://www.fmcsa.dot.gov/information-systems/prism/registration-requirements>.
- For PRISM program components, implementation, the PRISM Procedural Manual and the full range of reference materials, please visit the PRISM Document Library at www.fmcsa.dot.gov/information-systems/prism/prism-document-library.
- Reference Section 4.3.1 of the MCP for additional details at <https://www.fmcsa.dot.gov/mission/grants/motor-carrier-safety-assistance-program-grant-comprehensive-policy>.
- For an overview of the PRISM Implementation Steps and National Progress Map, visit: www.fmcsa.dot.gov/information-systems/prism/states-using-prism.

b) Safety Data Improvement

The FMCSA will reimburse 85 percent of eligible costs incurred in the administration of approved projects that will improve the quality of State CMV safety data. The FMCSA's data-driven safety programs use State-reported data from crashes and roadside inspections to prioritize resources for the greatest impact on large truck and bus safety. The FMCSA State Safety Data Quality (SSDQ) program focuses on maintaining high quality data from our State partners. Data quality is monitored through a set of SSDQ performance measures that assess the completeness, timeliness, accuracy, and consistency

of State-reported crash and inspection records in the Motor Carrier Management Information System. Each month, States receive Overall State Ratings of “good,” “fair,” or “poor” based on eight SSDQ performance measures and one indicator.

The FMCSA will prioritize for funding the applications received for Safety Data Improvement as follows:

- **For Agencies not responsible for submitting the CVSP**

Applications that contain projects that will allow the State to complete the MCSAP requirements for participation. In this context, **complete** the MCSAP requirements for participation means achieving **an overall “good” rating** in the SSDQ measures if the State does not have an overall good rating at the time of HP application.

Then, applications that contain projects that will allow the State to **exceed** the MCSAP requirements for participation. In this context, exceed the MCSAP requirements for participation means achieving a “good” rating in **all SSDQ measures** if the State has an overall “good” rating at the time of HP application. For State SSDQ ratings please visit:

<https://ai.fmcsa.dot.gov/DataQuality/>.

Note: Agencies not responsible for submitting the State’s CVSP that apply for HP funding for safety data related activities must confirm and document coordination (i.e., to include in the application which agency was contacted, date contact was made, and who was contacted) with the Agency responsible for submitting the CVSP in the grant application.

- **For Agencies responsible for submitting the CVSP**

Applications that contain projects that will allow the State to **exceed** the MCSAP requirements for participation. In this context, exceed the MCSAP requirements for participation means achieving a “good” rating in **all SSDQ measures** if the State has an overall “good” rating. Activities may include, but are not limited to, the following:

- a) Development and implementation of policies and/or procedures directly related to the improvement of safety data;

- b) Establishing and maintaining a DataQs Review Council (see DataQs Analyst Guide - <https://dataqs.fmcsa.dot.gov>); or
- c) Implementation of procedures to ensure that at least 85 percent of Requests for Data Reviews are closed out within 14 days of receipt (not counting the time for the carrier and other Agencies to respond to questions).

FMCSA has determined that each State must achieve an **overall** “good” rating, as published in the SSDQ ratings map posted on the FMCSA Analysis & Information website (<https://ai.fmcsa.dot.gov/DataQuality/Default.aspx>), in order to be considered compliant with the MCSAP eligibility requirement related to data quality.

Reference Section 4.3.2 within the MCP for additional details at:

<https://www.fmcsa.dot.gov/mission/grants/motor-carrier-safety-assistance-program-grant-comprehensive-policy>.

- **Additional Tasks to Improve Large Truck and Bus Crash Data**

Other activities that improve the quality of large truck and bus crash data, that may not be reflected in the SSDQ measures. Such activities include, but are not limited to, implementation and training of the large truck and bus data elements within the National Highway Traffic Safety Administration’s (NHTSA) Model Minimum Uniform Crash Criteria - <http://www.mmucc.us/>, enhanced Vehicle Identification Number (VIN) screening and data input/verification through NHTSA’s vPIC VIN decoder (<https://vpic.nhtsa.dot.gov/>), replacing crash location data with geocoded location data, or improving coordination between SAFETYNET and NHTSA’s Fatality Analysis Recording System (FARS) coders.

- c) **Unsafe Driving of CMVs and non-CMV’s in High Risk Areas**

FMCSA will reimburse at 85 percent of eligible costs incurred in the administration of targeting unsafe driving of CMVs and non-CMV’s in areas identified as high crash corridors. Any collision involving a large truck or bus has the potential to be a fatal event.

In the application, the applicant must provide clear data (reports, maps, and/or analysis) that identifies these corridors (the specific highway and the mile markers involved; including analysis of the previous 3 year averages for these corridors). Based on emerging data trends, applicants may modify the specific corridors during the period of performance, but the application must identify the initial corridors; specify the specific enforcement strategies that the applicant will conduct to reduce the crash rate in these corridors. The applicant will explain how it will monitor and report on the results of these activities **(i.e., The applicant must report the number of contacts plus the number of enforcement actions issued for CMV without an inspection and non-CMV traffic enforcement and provide it to FMCSA in their quarterly reports for the Division to upload in GOTHAM)**; and indicate how it will evaluate the outcome and success of this enforcement activity to demonstrate whether increased vehicle contacts, issuance of traffic citations, and traffic citation convictions and the impact this has on overall crash rates.

The applicant must demonstrate how these activities will go beyond the traditional traffic enforcement activities included in their State's CVSP.

d) Safe and Secure Movement of Hazardous Materials

FMCSA will reimburse 85 percent of eligible costs incurred in the administration of improving the safe and secure movement of Hazardous Materials (HM) with special emphasis on Cargo Tank rollovers. Our nation relies on the goods transported by CMVs on our roadways. Among the products moved each day are hundreds of thousands of shipments of HM, such as crude oil, gasoline, and flammable gases. Most of these shipments arrive safely, but HM have the potential to significantly harm the public and the environment by causing injury, death, and property damage when trucks transporting HM roll over.

Applicants should look at data specific to their jurisdiction to determine if there has been a significant increase in crashes or crash risks due to vehicles associated with the movement of HM. Applicants are also encouraged to identify strategies and allocate resources to address identified HM safety problems. As part of this review effort, applicants are strongly encouraged to focus on enforcement of HM regulations, including emphasis on Cargo Tanks involved in rollovers, and that HM are properly classified and marked in accordance with HM regulations.

The applicant must demonstrate how these activities will go beyond the traditional enforcement activities included in their State's CVSP.

e) New Technologies to Improve CMV Safety

The FMCSA will reimburse 85 percent of eligible costs incurred in the demonstration of innovative methods for new technologies to improve CMV safety. Applications must be supported by data justifying the need to identify, develop and/or implement new technologies to improve CMV enforcement techniques and include clear performance measurements to evaluate the outcome of activities. An example includes an activity a State must complete in order to implement FMCSA's electronic logging device requirements. ITD eligible applicants requesting funding for ITD related projects shall apply under HP-ITD to ensure projects are evaluated according to FAST Act requirements.

f) Safe Transportation of Goods and Persons in Foreign Commerce

FMCSA will reimburse 85 percent of eligible costs incurred in the administration of projects aimed at improving the safe transportation of goods and persons in foreign commerce. In the application, the applicant must provide statistical data or an articulable fact that demonstrates a CMV safety problem in specified corridors, related to CMVs transporting goods or persons in foreign commerce. Based on data, the State may modify the specific corridors during the period of performance, but the application must identify the initial corridors; specify the specific enforcement strategies that the States will conduct to improve safe transportation of goods and persons within their State. **The applicant must capture the number of contacts plus the number of enforcement actions issued for CMV without an inspection and provide it in their quarterly reports for the Division to upload in GOTHAM. Priority consideration will be given to non-border States that can document the safety impact of CMVs engaged in international commerce within their jurisdiction.**

The applicant must demonstrate how these activities will go beyond the traditional enforcement activities for State agency responsible for submitting the CVSP.

g) Improve CMV Safety and Compliance with CMV Safety Regulations

FMCSA will reimburse 85 percent of eligible costs incurred for improving CMV safety and compliance with CMV safety regulations. The applicant must demonstrate how these activities will go beyond the traditional enforcement activities included in their State's CVSP. Applicants must describe the type of activities they plan to conduct including the number of personnel, the level of effort involved, and how these activities will improve CMV safety and compliance. Activities may include, but are not limited to:

- Motorcoach safety initiatives;
- Distracted Driving by CMV Operators;
- CMV safety in Work Zones;
- CMV safety on Rural Roads; and
- Innovative efforts that have a demonstrable potential for nationwide implementation

h) Public Awareness and Education

FMCSA will reimburse 85 percent of eligible costs incurred for Public Education and Awareness projects to provide information on a variety of traffic safety issues related to CMVs and non-CMV's which operate around large trucks and buses. Applicants must describe the type of activities they plan to conduct, including but not limited to passenger transportation, hazardous materials transportation, and share the road safely initiatives, including the number of personnel and the level of effort that will be part of this effort.

i) Operations and Maintenance (O&M)

For Agencies not responsible for submitting the State's CVSP (Non-Lead Agencies), examples of projects include but are not limited to:

- Maintain PRISM implementation, which includes updating and maintaining registration systems;
- Attend the FY 2017 PRISM Workshop in the Washington, DC metropolitan area;
- Other eligible projects under 49 U.S.C. §31102(l)(2).

For Agencies responsible for submitting the CVSP (Lead Agencies) examples of projects include

but are not necessarily limited to:

- O&M costs associated with PRISM projects in States working to achieve compliance with Step 6 implementation before October 1, 2020.

Please note that applicants should not request funding for activities being supported through the State's MCSAP Grant during the same period of performance. Please refer the MCSAP Comprehensive Policy for additional guidance on eligible activities for Lead and Non-Lead Agencies relating to PRISM, ITD and SaDIP costs.

D. PROGRAM COST ELIGIBILITY INFORMATION

FMCSA received FY 2016 funding application requests for considerably more than was available for award; therefore, FMCSA reminds applicants that the HP grant program is highly competitive. Thus, the applications that best address the priorities and requirements listed in this NOFA will receive priority for funding.

1. Cost Sharing

The FMCSA will reimburse 85 percent of the eligible costs incurred in the administration of an approved project plan, except as otherwise noted within this NOFA, which will require the grantee to include up to a 15 percent matching or cost-sharing contribution. Cash and/or in-kind contributions are acceptable in meeting the matching share if they represent eligible costs as established by 2 CFR part 200 and FMCSA policy.

The FMCSA will reimburse **100 percent of eligible costs** for the following:

- a) Eligible costs incurred in the deployment of an HP-ITD CVIEW outlined in an approved program plan for States that have **not achieved Core ITD certification** and **have not been reimbursed for a CVIEW project previously by FMCSA.**

- b) **PRISM** projects for States that have **not achieved Step 6 implementation** or have **not previously received financial assistance from FMCSA to implement PRISM**.

2. HP Grant Funded Personnel

HP grant funded personnel, including sub-grantees, conducting inspections, under the HP grant, must meet the minimum Federal standards set forth in 49 CFR part 385, subpart C, and must have access to FMCSA information systems to upload inspection reports. FMCSA will not consider applications that do not demonstrate how the standards and access requirements will be met.

3. Local Law Enforcement Agency Participation

FMCSA strongly encourages the participation of local law enforcement agencies in CMV safety activities either directly or in partnership with State enforcement officers. Any local law enforcement agency applying directly to FMCSA for HP grant funding **must** demonstrate in its application how it meets these nine conditions (49 CFR § 350.203):

- i. Prepare an application in accordance with 49 CFR § 350.213, as applicable.
- ii. Coordinate the application with the State lead MCSAP agency to ensure the application is consistent with State and national CMV safety program priorities.
- iii. Certify that your local jurisdiction has the legal authority, resources, and trained and qualified personnel necessary to perform the functions specified in the application.
- iv. Designate a person who will be responsible for implementation, reporting, and administering the approved application and will be the primary contact for the project.
- v. Agree to fund up to 15 percent of the proposed request.
- vi. Agree to prepare and submit all reports required in connection with the application or other conditions of the grant.
- vii. Agree to use the forms and reporting criteria required by the State lead MCSAP agency and/or the FMCSA to record work activities to be performed under the application.

- viii. Certify that the local agency will impose sanctions for violations of CMV and driver laws and regulations that are consistent with those of the State.
- ix. Certify participation in national data bases appropriate to the project.

E. APPLICATION AND SUBMISSION INFORMATION

The FMCSA utilizes Grants.gov (www.grants.gov) for accepting application forms under this program. Unsolicited applications will not be accepted. See Appendix A for a checklist to ensure your application package is complete and submitted correctly.

Step 1: To apply, the applicant must first complete the Grants.gov registration process. Note that the registration process for new users can take as long as four weeks.

Step 2: Every applicant must be registered in the System for Award Management (www.SAM.gov) before submitting the application; 2) provide a valid *Data Universal Numbering System* (DUNS) number in its application; and 3) continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application under consideration by FMCSA.

How do I know that my application has been received by Grants.gov?

Once Grants.gov has received your submission, you will receive email messages to advise you of the progress of your application through the system.

Over the next two business days, you should receive two emails: 1) confirms application receipt by the Grants.gov system; and 2) indicates that the application has either been successfully validated by Grants.gov prior to transmission to FMCSA or has been rejected due to errors. The applicant assumes responsibility for a timely and complete submission. Click [here](#) for more information

For Grants.gov assistance, contact:

- Phone: 1-800-518-4726 (toll-free) or 606-545-5035

- Business Hours: 24 hours a day, 7 days a week. Closed on Federal holidays
- Email: support@grants.gov

Modifications to an application after it has been submitted will require a resubmission of the entire application package. The applicant must notify the FMCSA GMO prior to resubmitting the package. Submitting changes to Grants.gov without contacting the FMCSA GMO could significantly delay application submission and may result in the application not being accepted as complete.

The FMCSA will not consider a late application except under extraordinary circumstances. A late application will only be accepted if there is a large scale natural disaster or a Grants.gov system issue that threatens the timely submission of a grant application. Problems with computer systems at the applicant organization, failure to follow the application instructions or failure to submit or complete the program application or complete required registrations by the submission deadline are not considered system issues.

1) **Content and Form of Application Submission**

Applicants are not required to use the project or budget narrative format below, however; doing so helps ensure that the application meets the established minimum requirements.

- a) **Brief Introduction:** Include a 1-2 sentence description of the goal(s) of the application and the applicable program priority(s) met by the application's projects. Include in this introduction specific information about the outputs the application proposes to achieve. For each goal identified, the applicant must provide a problem statement, performance objective, program activity plan, and performance measurement plan.
- b) **Problem Statement:** A quantitative description of the identified problem. Include details on the data used to identify the problem and to establish the baseline (include data source, date, and explain how the applicant collects, maintains, and analyzes the data). Data should support proposed project(s).
- c) **Performance Objective:** A description of the applicant's quantifiable goal related to the above problem statement. This can be measured in numbers, percentages, or other forms that

accurately measure the outputs and outcomes the applicant anticipates will result from implementing the strategies and activities proposed.

- d) **Program Activity Plan:** A description of the activities the applicant believes will help mitigate the problem. Description should include details such as number and frequency of activities.
- e) **Performance Measurement Plan:** A description of how the applicant will measure progress towards the performance objective goal, such as quantifiable and measurable outputs (hours, carrier contacts, inspections, etc.) and in terms of performance outcomes. The measure must include specific benchmarks that can be reported on in the quarterly progress report, if practicable, or as annual outcomes.
- f) **Budget Narrative:** A budget narrative is a description, by budget category (object class) that details the costs necessary to complete the proposed projects. A well-written budget narrative ensures that the applicant has properly documented proposed costs. The level of detail should be sufficient to justify the funding requested. A sample budget narrative format is included in Appendix B.

2. **Application Package Requirements**

Please see **Appendix A – Application Package Checklist** for a list of required documents and submission location.

F. APPLICATION REVIEW INFORMATION

All applications received by the due date will undergo an initial intake review to determine if: (1) the application includes all required documents – see Attachment A; and (2) the application is eligible for a comprehensive programmatic evaluation. Applications that meet those two criteria are then evaluated by a cross-discipline team made up of a technical review panel (TRP), grant specialists, program officers, and FMCSA staff responsible for day-to-day grant management oversight.

Each application is reviewed in the following areas:

1) **TRP Merit Review**

This review provides an independent assessment of the technical/programmatic merit of an application. At least three qualified individuals are selected to review each application to ensure diversity of perspective and knowledge. TRP individuals are selected based on their technical education and experience and the extent to which the individual has engaged in relevant work, the capacities in which the individual has done so, and the quality of such work.

a) TRP reviewers will evaluate HP applications to determine the extent to which it:

- Describes an enforcement program that will meet the stated objectives of the NOFA to reduce crashes, injuries and fatalities involving commercial motor vehicles or achieve the other listed goals of the program;
- Includes components that address specific program priorities; and
- Proposes work based on sound principles of CMV safety enforcement and will likely result in project success.

For HP-ITD the review will include the following additional elements:

- Proposed methodology meets the stated objectives of the notice of funding availability;
- Proposed work identifies and/or makes progress on new/existing concepts; and
- Proposed work is based on sound principles to gauge performance and project success.

b) TRP reviewers will also evaluate HP grant applications to determine the extent to which it describes specific enforcement activities that support the objective of the program. In evaluating this, the reviewers will consider whether:

- Staffing resource allocation is sufficient to achieve the program objectives;
- The approach will ensure enforcement activities or other activities in areas likely to generate the maximum effectiveness of CMV enforcement;

- All equipment, training, and travel components are clearly linked to the project goal and are necessary to adequately equip, train, and enable personnel to conduct the activities included in the project plan; and
- Proposed expenditures are reasonable in amount and clearly necessary to conduct the activities; these expenditures do not include unallowable expenses; proposed expenditures are eligible per the MCSAP Comprehensive Policy.

For HP-ITD the review will include the following additional elements

- Adequacy and feasibility of the approach to achieving the notice of funding availability's stated objectives;
 - Appropriateness, rationale, and completeness of the proposed statement of project objectives; and
 - Adequacy of the proposed project schedule, staffing plan, and proposed travel or other costs identified by the program office.
- c) Finally, TRP reviewers will evaluate HP grant applications to determine the extent to which it describes a plan that:
- Includes clearly-identified performance goals and measurements (such as percentages of enforcement on motorcoaches, traffic enforcement contact projections, etc.); and
 - Includes a monitoring and evaluation component that indicates how the recipient will continuously ensure success of the project by evaluating performance and outcomes and making adjustments as necessary (this will also allow FMCSA and the recipient to properly monitor the grant-funded activities).

For HP-ITD the review will include the following additional elements:

- Clarity, completeness, and appropriateness of the application management plan in establishing a credible project and how it will be implemented and managed;
- Clarity, logic and effectiveness of project organization, including subgrantees, to successfully complete the project; and
- Adequacy and availability of proposed personnel, facilities and equipment to perform project tasks.

d) TRP members will utilize the below adjectival ratings for each component above and as a final summary determination based on all components reviewed.

- **Highly Responsive:** Applicant fully addresses all aspects of the criterion, convincingly demonstrates that it will meet the Government's performance requirements, and demonstrates minimal or no weaknesses.
- **Responsive:** Applicant fully addresses all aspects of the criterion, demonstrates a likelihood of meeting the Government's requirements, but may include a few weaknesses.
- **Somewhat Responsive:** Applicant addresses most aspects of the criterion and demonstrates the ability to meet the Government's performance requirements. However, the Application contains significant weaknesses and/or a number of minor weaknesses. These weaknesses may be addressed by recommending the award and including a specific programmatic or administrative post-award term and condition.
- **Not Responsive:** Applicant does not sufficiently address the criterion and the information presented indicates a strong likelihood of failure to meet the Government's requirements.

2) **Budget Review/Cost Analysis**

This review provides an assessment of allowable costs in accordance with Federal grant requirements, the cost realism of the budget estimate, appropriateness and reasonableness of resources, and reasonableness and feasibility of the schedule relative to the application timeline. Importantly, the

budget evaluation provides initial insight to project-related risk, beyond those dealing with technical uncertainty, which is considered prior to recommendation.

a) Reviewers will evaluate HP grant applications to determine the extent to which:

- Elements of work included in the application have associated budget costs and, conversely, all elements in the applicant's budget have corresponding work elements included in the application;
- Budget costs are allowable, allocable, necessary and reasonable per Office of Management and Budget Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; and
- Costs in a particular cost category been properly identified as allowable, with the necessary detail for its use, and not duplicative to the other budget line items.

3) Federal Awarding Agency Review of Risk Posed by Applicants

This review provides a risk assessment on each applicant's organization.

a) The risk assessment is conducted in several parts:

- a debarment and suspension review that included a review of the applicant's administrative capability self-certification form and a check against the records in SAM;
- a review of the applicant's history with other Federal agencies in Single Audit Clearinghouse Database; and
- an evaluation of the applicant's Single Audit in accordance with the Single Audit Act. The FMCSA may, at its discretion, request further information and/or conduct an audit to confirm compliance as indicated on the SF-LLL – Disclosure of Lobbying Activities form, as provided for in the United States Code or the Code of Federal Regulations.

Depending on the level and severity of the Agency's risk assessment findings, FMCSA may determine that the applicant is not qualified to receive the award and use that determination as a basis for making

an award to another applicant. The FMCSA may also impose additional grant award terms and conditions above its customary general terms and conditions.

4) Applicant Past Performance with FMCSA

This review provides information that is considered as a possible indicator for predicting future performance. Many applicants for FMCSA programs have received FMCSA funding in the past and will be evaluated against their ability to complete prior year awards on-time, compliance with grant terms and conditions, and results from FMCSA grant monitoring activities. Applicants with no prior FMCSA grant awards will not be eliminated from funding consideration.

a) Reviewers will evaluate HP applications to determine the extent to which:

- The application is written in a manner that would allow FMCSA to monitor performance based on FMCSA reporting requirements;
- The proposed project/program is reasonable in scope, adequate to address existing and emerging commercial vehicle safety issues, and likely to succeed in achieving its goals;
- Based on prior personnel and budgetary practices, and past performance, the proposed expenditures are reasonable and necessary to conduct the proposed projects and if costs are allowable under applicable Federal regulations and the MCSAP Comprehensive Policy; and
- The applicant successfully performs and manages current project tasks (e.g., within budget and on schedule).

b) Reviewers will also:

- Provide any issues or findings from monitoring activities (e.g., audit, program, or process reviews) where the applicant violated the grant terms and conditions;
- Include information whether the applicant's previous performance and financial reports were submitted late, incomplete or incorrectly; and/or has the applicant consistently requested additional time to complete the reports; and

- Provide any feedback on the application's significance, approach, and feasibility.

5) Consideration of Program-Specific Aspects

The FMCSA will consider other aspect in the review of the application, in addition to an application's merit, budget, risk assessment, and past performance. These aspects relate to program-specific policy areas that may factor into an award recommendation. HP program-aspects include:

- Section 31102 of title 49, United States Code directs FMCSA and the States to make targeted investments to promote safe commercial motor vehicle transportation and to invest in activities likely to generate the maximum reduction in the severity and number of crashes involving commercial motor vehicles. FMCSA will apply this concept in considering applications for all enforcement activities;
- A project or group of projects which represents a diversity of technical approaches and/or new and innovative methods;
- Efforts that are complementary and/or duplicative, which, when taken together, will best achieve the goals and objectives;
- Different kinds and sizes of organizations in order to provide a balanced programmatic effort and a variety of different technical perspectives; and
- Projects with a broad or specific geographic distribution.

6) Applicant Negotiation

After the application review process, FMCSA may find it necessary to contact the applicant with additional questions for clarification. The FMCSA also reserves the right to negotiate with the submitting applicant or decide project revisions (e.g., reductions in the scope of work, funding level, period, or method of support) prior to recommending any project for funding. An applicant may be required to submit a supplemental budget or project narrative based on a partial or modified grant recommendation. The FMCSA expects to contact applicants and/or conduct negotiations (if necessary) in January 2017. The FMCSA does not expect to make final awards prior to April 2017. Any contact

made by FMCSA with an applicant shall not be inferred as a precursor to a final award at any level or that an award will be made after questions are responded to, or additional documents are provided by, the applicant.

G. AWARD ADMINISTRATION INFORMATION

The FMCSA reviews all applications as required in 2 CFR §§ 200.204 and 205 and in accordance with program-specific legislative/regulatory requirements to evaluate the applicant's responsiveness to the NOFA evaluation. As a result, FMCSA will approve an application for award from currently available funds (in its entirety or in part) or decline the application. Applicants are formally notified electronically that they are selected for an award through the FMCSA grant management system (GrantSolutions, www.grantsolutions.gov). Unsuccessful applicants are notified through electronic mail. The FMCSA cannot award grants until the enactment of authorizing legislation, an appropriations act, budget authority, and apportionment from the Office of Management and Budget (OMB). The FMCSA may issue partial funding awards up to the level authorized. Additional information on the budget process may be found in OMB A-11: http://www.whitehouse.gov/omb/circulars_default/.

The FMCSA may award a grant or cooperative agreement under this program. Cooperative agreements and grants are defined in the Federal Grant and Cooperative Agreement Act (31 U.S.C. §§ 6301-6308) and operate as grants; however, cooperative agreements require more substantial involvement by FMCSA than do grants. Two factors affect the selection of a grant and a cooperative agreement: 1) the principal purpose of the award and; 2) the degree of Federal involvement. The NGA presented to the recipient for acceptance will specify the type of award instrument and any special award terms and conditions, if applicable.

If an applicant is approved for award, the GMO will issue a grant agreement (commonly referred to as the Notice of Grant Award or, "NGA") to the applicant via GrantSolutions. The grant agreement is the mechanism used to enter into a relationship the principal purpose of which is to transfer anything of value from the Federal awarding agency to a grant recipient (or pass-through entity to sub-grantee) to carry out a public purpose authorized by a law of the United States. The grant agreement purpose is not to be used to acquire property or services for the Federal awarding agency or pass-through entity's direct benefit or use. When the recipient signs the NGA, the recipient must, in addition to the assurances made

as part of the application package, comply with all applicable statutes, regulations, executive orders, OMB circulars, and terms and conditions of the award such as:

1) Reporting Requirements

The grant terms and conditions outline the reporting requirements that the recipient must meet after award. Reporting responsibilities include quarterly program performance using the Performance Progress Report (SF-PPR) and quarterly financial status using the Federal Financial Report (SF-FFR, also known as the SF-425). Recipients may elect to submit financial reports by email or electronically through GrantSolutions; contact the GMO for additional information. Recipients may choose to submit quarterly performance reports via email or upload an electronic copy into GrantSolutions. At this time, GrantSolutions electronic SF-PPR reporting is not available at FMCSA. Additional quarterly report information and other required forms and templates are available at:

<http://www.fmcsa.dot.gov/mission/grants/grantee-resources>.

2) Cost Reimbursement Requirements

All FMCSA grant programs are cost reimbursable. Reimbursement means that grant recipients must first expend their own money and “voucher” (invoice) FMCSA for activities identified in the grant agreement. Recipients will then be reimbursed by FMCSA for actual costs incurred provided that the costs are reasonable, eligible, allowable, and allocable in accordance with the OMB regulations and FMCSA policy, within the approved budget. In accordance with the FAST Act, all FMCSA recipients must request reimbursement at least on a quarterly basis.

The FMCSA will not reimburse, to recipients, an amount that is more than the Government share of costs incurred as of the date of the voucher. This signifies that recipients are limited in the percentage of costs per voucher, not per grant. For example, grantees are limited to 85% reimbursement under this program unless otherwise specified within the NOFA.

Recipients must submit requests for reimbursement electronically through the Delphi eInvoicing System (iSupplier). Additional information is available at: <http://www.dot.gov/cfo/delphi-einvoicing-system>.

3) State Agency Innovative Technology Deployment-Related Grant Agreement Terms

Each State agency awarded a grant agreement under this announcement for the purposes of Innovative Technology Deployment is certifying by accepting an award as the Authorized Designated Official that deployment activities, including hardware procurement, software and system development, and infrastructure modifications: 1) Are consistent with the national intelligent transportation systems and CVISN architectures and available standards; 2) Promote interoperability and efficiency to the extent practicable; and 3) Certify to execute interoperability tests developed by the FMCSA to verify that systems conform with the national intelligent transportation systems architecture, applicable standards, and protocols.

The applicant is also certifying by accepting an award as the Authorized Designated Official that, he/she is designated by the State or agency to make this certification representing the Lead Agency responsible for the ITD Program Plan/Top Level Design (PP/TLD), or State Agency that has a Memorandum of Understanding with the ITD (formerly CVISN) Lead Agency. If the applicant is not the ITD (formerly CVISN) Lead Agency as outlined in the approved PP/TLD, the applicant has coordinated with the designated Lead Agency with regard to all projects and activities requested in the grant application to ensure State-wide effectiveness and efficiency and to avoid any duplication of effort or other wastefulness in Federal funding initiatives.

4) Local Government High Priority-Related Grant Agreement Terms

Each local government, including Federally-recognized Indian tribal governments, awarded a grant agreement under this announcement for the purposes of CMV-related law enforcement activities must agree to meet the nine conditions outlined in section **D.3) Local Law Enforcement Agency Participation** of this document.

5) State Agency Performance and Registration Information Systems and Management (PRISM)-Related Grant Agreement Terms

Each State awarded a PRISM grant agreement under this announcement for the purposes of must certify that funds will be used to: 1) Comply with PRISM uniform policies, procedures, and technical and operational standards; 2) Possess (or seek to possess) the authority to issue sanctions relating to commercial motor vehicle registration on the basis of a Federal safety fitness determination; and 3) Establish and implement a process to deny, suspend or cancel the motor vehicle registration and seize the registration plates of a vehicle of a carrier with an out-of-service order.

6) Personnel Conducting Inspections Grant Agreement Terms

High Priority grant funded personnel (including sub-grantees and sub-contractors) conducting inspections must meet the minimum Federal standards set forth in 49 CFR part 350, subpart C, and must have access to FMCSA information systems to upload inspection reports.

Additional provisions that apply to this solicitation and/or awards made under this solicitation, including but not limited to those related to DUNS, SAM, and administrative capability, can be found in the Grants.gov application package under the “Related Documents” tab. These, and the other provisions that can be found at the website link, are important, and applicants are strongly encouraged to review them when preparing applications for this announcement. Contact the FMCSA Grants Management Office if you have questions on these provisions.

H. OTHER INFORMATION

This NOFA is intended for informational purposes and reflects current planning. If there is any inconsistency between the information contained in this NOFA and the terms of any resulting funding agreement, the terms of the funding agreement are controlling. Additionally, FMCSA may make changes or additions to this NOFA. All changes will be communicated on Grants.gov. We encourage you to sign up for Grants.gov emails so you may be notified of the changes at:

<http://www.grants.gov/web/grants/manage-subscriptions.html>

FMCSA plans to conduct an informational web-based conference for all prospective applicants. During this conference, FMCSA staff will review NOFA requirements; share best practices and lessons learned;

and answer questions from prospective applicants. Conference registration information will be posted to this NOFA announcement on Grants.gov.

FMCSA is not obligated to make any Federal award as a result of the announcement. Funding amounts made available under this program may be impacted by limitations placed on the spending authority and appropriations enacted for FMCSA. FMCSA is not responsible for any monies expended outside the scope of the grant agreement by the applicant and is not responsible for any monies expended prior to the award date on the grant agreement.

Issuance of the NOFA and negotiation of applications with prospective applicants does not constitute an award commitment on the part of the FMCSA. FMCSA reserves the right to reduce or revise applicant budgets in accordance with the needs of the project evaluation requirements. Only FMCSA authorizing officials can obligate the Federal government.

An application may be withdrawn at any time before a final funding decision is made regarding the application; however, withdrawn applications normally will not be returned. One copy of each application that is not selected for funding, including those that are withdrawn, will be retained by FMCSA for a period of three years.

As an applicant your submission certifies that the statements it made in the grant application are true and correct. Any false statements made as part of the application certifications can be prosecuted.

You may find the following documents helpful in developing your application:

- The FAST Act is the U.S. Department of Transportation's law that authorized \$305 billion (over fiscal years 2016 through 2020) for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. The FMCSA authority is located in Title VI of the FAST Act. <https://www.congress.gov/114/bills/hr22/BILLS-114hr22enr.pdf>.
- FMCSA Grant and Program Regulations can be found at:
 - <https://www.fmcsa.dot.gov/regulations>
 - [e-CFR Part 200 – Uniform Administrative Requirements \(Omni-Circular\)](#)

- https://www.whitehouse.gov/omb/grants_circulars
- Analysis and Information Online (A&I), which is FMCSA's online resource center for analytical data, statistics, recent studies, and reports on truck and bus safety: <https://ai.fmcsa.dot.gov/>.
- FMCSA Grantee Resources, which includes the recently-released Motor Carrier Safety Assistance Comprehensive Policy (MC-P) (for prospective applicants and grantees): <http://www.fmcsa.dot.gov/mission/grants/grantee-resources>
- Catalog for Federal Domestic Assistance, which contains detailed program descriptions for 2,296 Federal assistance programs available to State and local governments (including the District of Columbia); Federally-recognized Indian tribal governments; Territories (and possessions) of the United States; domestic public, quasi-public, and private profit and nonprofit organizations and institutions; specialized groups; and individuals. High Priority can be found at:

<https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=409a87ba51ecd9a2da89b70127e29929>.

Agency Contact

For questions about this NOFA, please contact the FMCSA Grants Management Office by:

- **E-mail:** FMCSA_GrantMgmtHelpdesk@dot.gov
- **Telephone:** (202) 366-0621
- **Mail:** U.S. Department of Transportation, Federal Motor Carrier Safety Administration Grants Management Office (MC-BG), 1200 New Jersey Ave, SE, West Building,

Washington, DC 20590.
- **Office hours:** 9 a.m. to 5 p.m., Eastern Time, Monday through Friday, except Federal holidays.

I. ATTACHMENTS

The following attachments have been added to Grants.gov under this announcement. These attachments

are available in Grants.gov under the “Related Documents” tab.

- **Attachment A:** Application Package Requirements Checklist
- **Attachment B:** Budget Narrative Guidance
- **Attachment C:** Program Narrative Guidance
- **Attachment D:** United States Department of Transportation Standard Title VI/Non-Discrimination Program Assurance and Plan

Attachment A— Application Package Checklist

Careful review of the application notice of funding availability and use of this checklist is strongly encouraged to ensure that a complete application is submitted. Application packages that do not contain all of the required forms and documents will be withdrawn and will not be considered for funding. The table below lists the required documents that must be contained in the application package (if applicable), the document description and its location.

Document Name		Document Description & Location	Document Included?	
1	Standard Form (SF) 424 Application for Federal Assistance (Required Form)	Standard application form for all Federal assistance requests. This form is available in the Grants.gov application kit.	YES ☐	NO ☐
2	SF-424A Budget Information for Non-Construction Programs (Required Form)	Standard application form for all Federal assistance requests relating to non-construction grant programs. This form is available in the Grants.gov application kit.	YES ☐	NO ☐
3	SF-424B Assurances for Non-Construction Programs (Required Form)	Standard application form for all Federal assistance requests relating to non-construction grant programs indicating that the applicant organization is in substantial compliance with applicable Federal laws to accept and manage Federal funds. This form is available in the Grants.gov application kit.	YES ☐	NO ☐

4	Grants.Gov Lobbying Form <i>(Required Form)</i>	Standard application form for all Federal assistance requests relating to the limitation on the use of appropriated funds to influence certain Federal contracting and financial transactions under Title 31 U.S.C. Section 1352. This form is available in the Grants.gov application kit.	YES ☐	NO ☐
5	SF-LLL Disclosure of Lobbying Activities <i>(If Applicable)</i>	Standard application form for all Federal assistance requests to disclose lobbying activities. Only applicable to applicants that have lobbying activities to disclose. This form is available in the Grants.gov application kit.	YES ☐	NO ☐
6	Key Contacts Form <i>(Required Form)</i>	Standard application form for all Federal assistance requests that must contain contact information for the following three roles <i>(annotate in the form if a contact is performing more than one role)</i> : 1) Authorized Designated Official <i>(individual for review and acceptance of award)</i> ; 2) Principal Investigator/Program Director <i>(individual responsible for the technical completion of the proposed work.)</i> ; and 3) Financial Official <i>(individual authorized to accept payments)</i> . This form is available in the Grants.gov application kit.	1)YES ☐ 2)YES ☐ 3)YES ☐	1)NO ☐ 2)NO ☐ 3)NO ☐
7	Project Narrative <i>(Required Document)</i>	See Section C of the notice of funding opportunity for what the project narrative must contain. Use the “Attachments Form” located in the Grants.gov application package to attach the various files that make up your grant application.	YES ☐	NO ☐

8	Budget Narrative <i>(Required Document)</i>	Includes a thorough description and clear justification of each project's cost budget category (object class) and how the cost was derived. Budget Narrative Guidance is available in Grants.gov under the "Related Documents" tab. Use the "Attachments Form" located in the Grants.gov application package to attach the various files that make up your grant application.	YES ☐	NO ☐
9	Indirect Cost Rate Information <i>(If Applicable)</i>	If the applicant includes indirect costs in the budget, the applicant must provide either the fully executed, negotiated agreement from their cognizant Federal agency – or – (if the rate will not be approved by the application due date), the letter of renewal or letter of request that was sent to the cognizant agency. Use the "Attachments Form" located in the Grants.gov application package to attach the various files that make up your grant application.	YES ☐	NO ☐
10	Standard Title VI/Non-Discrimination Program Assurance and Plan <i>(Required Documents)</i>	Required self-certification assurance ensures that the applicant will comply with Title VI of the Civil Rights Act of 1964 and related Nondiscrimination authorities (including other related directives, circulars, policy, memoranda, and/or guidance) to ensure that no person in the United States shall, on the grounds of race, color, national origin, sex, age, disability, low-income, or Limited English Proficiency be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination. A draft Title VI Program Assurance and Plan is available in Grants.gov under the "Related Documents" tab. Use the "Attachments Form" located in the Grants.gov application package to attach the various files that make up your grant application.	YES ☐	NO ☐

11	PP/TLD or PP/TLD approval letter (for HP-ITD applications only) <i>(If Applicable)</i>	Each HP-ITD applicant shall submit a Program Plan approval letter indicating the Program Plan previously approved includes the projects in which funds are being requested. Note: The above does not apply if the applicant is requesting funding to develop a Program Plan only.	YES ☐	NO ☐
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