

FY2025 High Priority - Notice of Funding Opportunity (NOFO) Funding Conference



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



Introduction

- **PRESENTERS:**

- Marc Dixon:
 - *FMCSA HP-Commercial Motor Vehicle Program Manager, State Programs Division*
- Leroy Taylor:
 - *FMCSA HP-Innovative Technology Deployment Program Manager, Advanced Technology Division*

- **AGENDA:**

- Fiscal Year 2025 High Priority NOFOs
- Eligibility Requirements
- Title VI Compliance and 49 CFR § 350.405 Certification Requirement
- Fiscal Year 2025 High Priority – National Priorities
- Narrative Requirements & Common Issues
- Applicant Resources

FY 2025 HP NOFOs, Eligibility Requirements, and Title VI Compliance

FY 2025 High Priority Notice of Funding Opportunity (NOFO)

- **FY2025 High Priority – Commercial Motor Vehicle (HP-CMV)**

- **Make sure you apply under the correct Funding Opp # in Grants.gov**
- Program Manager POC: Marc Dixon – marc.dixon@dot.gov
- Financial/Application Submission POC: Tiffany Boyd - tiffany.boyd@dot.gov
- **Period of Performance:** Federal FY in which the award is made plus two additional fiscal years
- No non-federal match requirements

- **FY2025 High Priority – Innovative Technology Deployment (HP-ITD)**

- **Make sure you apply under the correct Funding Opp # in Grants.gov**
- Program Manager: Leroy Taylor - leroy.taylor@dot.gov
- Financial/Application Submission POC: James Ross - james.ross@dot.gov
- **Period of Performance:** Federal FY in which the award is made plus four additional fiscal years
- No non-federal match requirements

- **READ RESPECTIVE NOFOs CAREFULLY TO UNDERSTAND APPLICATION SUBMISSION DEADLINES**
- **General FMCSA HP Grants Program Email Address:** FMCSAHPGrants@dot.gov

Eligibility Requirements

HP-CMV:

Unless otherwise noted in the priority, HP-CMV awards are available to the following entities:

- State government agencies including District of Columbia, Commonwealth of Puerto Rico, Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the U.S. Virgin Islands;
- local governments (including county, city, township, and special district);
- Federally recognized Native American tribal governments;
- institutions of higher education;
- non-profit organizations with a 501(c)(3) status with the Internal Revenue Service, and;
- **For Profit Organizations and Individuals are NOT eligible.**

HP-ITD:

HP-ITD awards are available to the following entities:

- 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, and;
- **For Profit Organizations and Individuals are NOT eligible.**

Title VI Program Compliance Plan Award Requirement

- **Standard Title VI/Non-Discrimination Program Assurance and Plan Title VI Assessments**
 - Compliance with Title VI and related nondiscrimination authorities is a requirement for all grant applicants.
 - The Assurance and Plan Title VI Assessment must be received and approved by the FMCSA Office of Civil Rights before a grant award can be issued to a recipient.
 - A pre-recorded webinar providing an overview of the application process and Title VI requirements is available at <https://www.fmcsa.dot.gov/grantswebinars>
 - Questions on Title VI Program Assurance and Compliance Plan
 - **Contact the FMCSA Office of Civil Rights point of contact:** Lester.Finkle@dot.gov

Participation by Local Law Enforcement Agencies & Other Entities - HP-CMV NOFO Only

- **Any local law enforcement agency** applying directly to FMCSA for HP-CMV funding **must provide a statement within the application certifying** that the applicant meets the eight conditions from **49 CFR § 350.405(a)(2)**
- **Non-law enforcement entities** (e.g., institutions of higher education, non-profit organizations, etc.) **must also certify** compliance with the conditions cited in 49 CFR § 350.405(a)(2) but may state within their application a reason for exemption to the terms and conditions under (ii), (vii), and (viii), if they are not directly responsible for law enforcement activity and/or no current database access exists for their specific project.
- Where do I include the certification?
 - The Introduction Section of your project must include the Local Law Enforcement and Other Entities certification as outlined in Section C – subsection 1.2 of the HP-CMV NOFO.

FY 2025 NOFO – Overview of National Priorities

FY 2025 HP-CMV National Priorities

- Enforcement and Compliance with Safety Regulations:

Human Trafficking	Traffic Enforcement in High-Crash Areas <ul style="list-style-type: none">Work Zone Safety (Special Emphasis)	Drug and Alcohol Clearinghouse (DACH) Violations	Passenger Safety Initiatives <ul style="list-style-type: none">Immobilization of Unsafe Passenger-Carrying CMVs (Special Emphasis)
CMV Safety on Rural Roads	Increased State Investigations	Drug Interdiction Assistance Program (DIAP) Training	<ul style="list-style-type: none">Migrant Worker Transportation (Special Emphasis)

- Technologies to Improve CMV Safety Through Enforcement
- Lead MCSAP State Agencies' Compatibility
- Public Awareness and Education
- Skill Performance Evaluation
- State Safety Data Quality (SSDQ)
- Performance and Registration Information Systems Management (PRISM)
- Tire Pressure Monitoring System (TPMS)

Priority: Enforcement and Compliance with Safety Regulations

- Traffic Enforcement in High-Crash Areas

- **Eligible Entities:**

- State & Local Enforcement Agencies

- **General Priority Information & Requirements:**

- Applications should identify the forms of traffic enforcement to be implemented (TE-CMV with inspection, TE-CMV without inspection, and non-CMV TE), as well as describe the efforts that will be taken to address driver behaviors relating to:

Excessive speed	Driver fatigue	Unsafe driving activity in the proximity of vulnerable road users (e.g., work zone safety)
Occupant/driver restraint		
Impaired driving	Distracted driving (e.g., cellphone usage and texting)	Prohibited operation – Drug and Alcohol Clearing House (DACH) and federal out of service (OOS) violations

- Applicants must provide sufficient performance-based information for each of the required project narrative sections.
 - The monitoring plan must sufficiently capture and report the number of contacts and citations issued relevant to the type of traffic enforcement activities proposed.

Priority: Enforcement and Compliance with Safety Regulations

- **CMV Safety on Rural Roads**

- **Eligible Entities:**

- State & Local Enforcement Agencies

- **General Priority Information & Requirements:**

- Consistent with the Department's Rural Opportunities to Use Transportation for Economic Success (ROUTES) initiative, the Department encourages applicants to propose safety activities in their application which address the unique challenges facing rural transportation networks.
 - The ROUTES Initiative was established in October 2019 with DOT Order 5050.1 and codified in Section 25010 of the Bipartisan Infrastructure Law in December 2021.
 - The ROUTES Council ensures the needs of rural communities remain a priority throughout the Department.
 - Visit <https://www.transportation.gov/rural> for more information.
 - Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: Enforcement and Compliance with Safety Regulations

- **Passenger Safety Initiatives**

Special Emphasis Area:	Immobilization of Unsafe Passenger-Carrying CMVs	Migrant Worker Transportation in Rural Areas
Eligible Entities:	<p>State & Local Enforcement Agencies</p> <ul style="list-style-type: none">• Agencies seeking funding under this priority focus area must have the authority to impound or immobilize passenger-carrying CMVs within their jurisdiction.	<p>State & Local Enforcement Agencies</p>
General Priority Information & Requirements:	<p>Eligible projects include, but are not limited to:</p> <ul style="list-style-type: none">• Safety inspections targeting passenger-carrying CMVs;• Immobilization and/or impoundment of passenger-carrying CMVs with an FMCSA out-of-service order and/or visible safety defect(s), and;• Other activities relating to the immobilization and/or inspection of passenger-carrying commercial vehicles. <ul style="list-style-type: none">• Applicants must provide sufficient performance-based information for each of the required project narrative sections.	<p>Eligible projects include:</p> <ul style="list-style-type: none">• Where data indicates a need, those that emphasize developing and implementing a targeted enforcement plan that incorporates recurring roadside enforcement during peak harvest seasons in high-density agricultural regions to improve the safe transportation of seasonal and migrant agricultural workers.• Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: Enforcement and Compliance with Safety Regulations

- **Drug and Alcohol Clearinghouse (DACH) Violations:**
 - **Eligible Entities:**
 - State & Local Law Enforcement Agencies
 - **General Priority Information & Requirements:**
 - Drivers who have committed violations of the alcohol or drugs regulations are prohibited from performing safety-sensitive functions, including driving a CMV, until they complete requisite return-to-duty requirements.
 - Such drivers are designated with a prohibited status within the DACH.
 - Applicants are invited to outline projects under this priority that improve the detection of and enforcement against drivers operating in a prohibited status in DACH.
 - Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: Enforcement and Compliance with Safety Regulations

- **Drug Interdiction Assistance Program (DIAP) Training:**
 - **Eligible Entities:**
 - State & Local Law Enforcement Agencies
 - **General Priority Information & Requirements:**
 - 24-hour course intended to familiarize and update law enforcement and CMV safety officials who perform or intend to perform CMV counter-crime activities, with tactics and criminal interdiction techniques involving everyday CMV traffic in transit.
 - <https://fmcsa.lms.dot.gov/course/diap-24-hour>
 - DIAP training courses offered through FMCSA's National Training Center (NTC) are tuition free:
 - Applicants need only apply for related personnel and travel costs necessary to attend.
 - Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: Enforcement and Compliance with Safety Regulations

- **Increased State Investigations:**

- **Eligible Entities:**

- State & Local Law Enforcement Agencies

- **General Priority Information & Requirements:**

- Investigations (Compliance Reviews) provide a critical in-depth review of motor carrier and commercial driver compliance with Federal Motor Carrier Safety Regulations (FMCSRs) and Hazardous Material Regulations (HMRs).
 - FMCSA strongly urges applicants to consider the use of HP-CMV grant funds to measurably increase the number of investigations (compliance reviews) they perform, consistent with FMCSA's Compliance, Safety, Accountability (CSA) model.
 - <https://csa.fmcsa.dot.gov/About>
 - Development and deployment of compatible intrastate review programs consistent with FMCSA's CSA investigation model are eligible under this priority.
 - Applications must include the numbers of on-site and off-site investigations that will be proposed.
 - Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: Enforcement and Compliance with Safety Regulations

- **Human Trafficking:**

- **Eligible Entities:**

- State & Local Law Enforcement Agencies

- **General Priority Information & Requirements:**

- Human trafficking continues to be a significant public safety issue across the United States.
 - <https://www.transportation.gov/stophumantrafficking>
 - FMCSA encourages applicants to specifically include enforcement activity objectives related to the recognition, prevention, and reporting of human trafficking.
 - Objectives must be as specific as possible and must align with the criteria outlined in 49 CFR § 350.207 (a)(20)(iii) relating to the inclusion of an appropriate CMV inspection.
 - **NOTE:** Training related to human trafficking detection and enforcement must be pro-rated proportionally based on the proposed grant activities pertaining to CMV enforcement.
 - Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: Skill Performance Evaluation Training

- **Eligible Entities:**

- State Agencies

- **General Priority Information & Requirements:**

- This alternative physical qualification activity, as outlined in 49 CFR § 391.49, allows drivers with missing or impaired limbs to operate CMVs in commerce when such drivers demonstrate the ability to operate commercial vehicles safely through an on and off-road performance evaluation.
- The SPE course provides instruction for SPE Certification Specialists on how to prepare, administer, and score these evaluations under FMCSA's Driver Waiver Program.
- Travel costs associated with attending the 24-hour NTC-approved SPE course are eligible. These costs, which may include travel, airfare, mileage, lodging, etc., should be clearly outlined within the application narrative and budget.
- Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: Lead MCSAP State Agencies' Compatibility

- **Eligible Entities:**

- Lead MCSAP State Agencies

- **General Priority Information & Requirements:**

- Applications for projects seeking to achieve or maintain compatibility with the FMCSRs in order to demonstrate the continued Motor Carrier Safety Assistance Program (MCSAP) eligibility of a State as prescribed by 49 CFR § 350 are authorized under this NOFO.
- Proposals which support a State's correction and mitigation of MCSAP programmatic review findings and to avert future findings and/or potential disqualification of MCSAP funding are eligible.
- States should ensure that applications submitted under this priority propose activities incorporating FMCSA-approved finding resolution strategies developed in partnership with, and approved by, the State's MCSAP lead agency.
- Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority:

Performance and Registration Information Systems Management (PRISM)

- **Eligible Entities:**

- State government agencies including District of Columbia, Commonwealth of Puerto Rico, Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the U.S. Virgin Islands

- **General Priority Information & Requirements:**

- A partnership with State International Registration Plan (IRP) offices and Law Enforcement that improves highway safety by identifying and immobilizing commercial motor carriers that are prohibited from operating due to a Federal Out-of-Service (OOS) Order.
- <https://ai.fmcsa.dot.gov/PRISM>
- All PRISM project narratives ***must indicate*** the jurisdiction's current level of participation (Full, Enhanced, or Expanded) ***and explain*** how the project will meet specific program requirements to either maintain or enhance the State's current level of participation.
- Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: State Safety Data Quality (SSDQ)

- **Eligible Entities:**

- State government agencies including District of Columbia, Commonwealth of Puerto Rico, Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the U.S. Virgin Islands;
- Local governments (including county, city, township, and special district);
- Federally recognized Native American tribal governments;
- Institutions of higher education; and
- Non-profit organizations with a 501(c)(3) status with the Internal Revenue Service.

- **General Priority Information & Requirements:**

- FMCSA's safety programs use State-reported data on crashes and inspections to prioritize resources for the greatest impact on large truck and bus safety. The SSDQ program focuses on ensuring the availability of high-quality data from our State partners.
- How does your project improve the collection of crash and inspection data?
- **NOTE:** Non-MCSAP Lead agencies must confirm and document coordination with the MCSAP Lead Agency in the application, including which MCSAP lead agencies was contacted, date contact was made, and who was contacted.
- Thoroughly review the NOFO, as this section contains additional information and constraints.
- Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: Public Awareness and Education

- **Eligible Entities:**

- State government agencies including District of Columbia, Commonwealth of Puerto Rico, Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the U.S. Virgin Islands;
- Local governments (including county, city, township, and special district);
- Federally recognized Native American tribal governments;
- Institutions of higher education; and
- Non-profit organizations with a 501(c)(3) status with the Internal Revenue Service.

- **General Priority Information & Requirements:**

- Public Awareness and Education projects provide information on a variety of traffic safety issues to educate motor carrier companies, CMV drivers and the general public on the risks involving CMVs and non-CMV's operating around large trucks and buses.
- Proposed focus areas may include but are not limited to:
 - Human trafficking detection and prevention, passenger transportation safety, hazardous materials transportation safety, unsafe driving activity in the proximity of vulnerable road users (e.g., work zone safety), and share-the-road-safely initiatives.
- Applications should provide a baseline analysis of the proposed target audience and identify specific methods that will be used to carry out outreach efforts and engage with target groups. The level of effort to facilitate delivery of proposed activities (e.g., number of personnel, events) must be clearly described, and sufficient performance outcome reporting metrics must be established (e.g., attendance, marketing touches) to ensure realization of outreach goals.

Priority: Technologies to Improve CMV Safety Through Enforcement

- **Eligible Entities:**

- State government agencies including District of Columbia, Commonwealth of Puerto Rico, Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the U.S. Virgin Islands;
- Local governments (including county, city, township, and special district);
- Federally recognized Native American tribal governments;
- Institutions of higher education; and
- Non-profit organizations with a 501(c)(3) status with the Internal Revenue Service.

- **General Priority Information & Requirements:**

- Funds are available under this priority for the demonstration, acquisition, and implementation of technologies to improve CMV safety enforcement.
- Applications must be supported by relevant data and metrics which justify the need for the requested technology and its connection to CMV safety enforcement.
- Coordination with Centers for Transportation Research and Education (CTREs) is encouraged, as are partnerships with other research institutions, which may assist in the identification, development, and deployment of technologies to improve safety efforts.
- Applicants must provide sufficient performance-based information for each of the required project narrative sections.

Priority: Tire Pressure Monitoring System (TPMS)

- **Eligible Entities:**

- Institutions of higher education; and
- Non-profit organizations with a 501(c)(3) status with the Internal Revenue Service.

- **General Priority Information & Requirements:**

- Funds are available under this priority to advance research initiatives that explore sensing-enabled passive RFID tags in commercial motor vehicle tires.
- Research proposals must involve monitoring CMV tire conditions (air pressure, temperature, and/or strain/weight) using sensor-enabled EPC-GEN2 RFID tags embedded in the tire. This includes analyzing the RFID tags in the tire to understand the RF performance, link budget, and sensor accuracy.
- Additionally, proposed research must include monitoring RFID tags while equipped CMVs are undergoing stationary inspections (e.g., pre-trip, or NAS) or operating at highway and ramp speeds to evaluate adverse tire conditions.
- Finally, the research must include an analysis of the methods of tire anomaly notification (i.e., to drivers, enforcement inspectors, and fleet maintenance personnel) and their efficacy in preventing tire anomalies from graduating to catastrophic failure.

Innovative Technology Deployment (HP-ITD)

- **Eligible Entities:**

- 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.
- The FMCSA may award HP-ITD funds to eligible applicants that have an approved FMCSA Program Plan Top Level Design (PP/TLD) as outlined in the Fixing America's Surface Transportation (FAST) Act.
- If not the lead ITD agency, a MOU (or other agreement) must be in place with the lead ITD agency for your state.

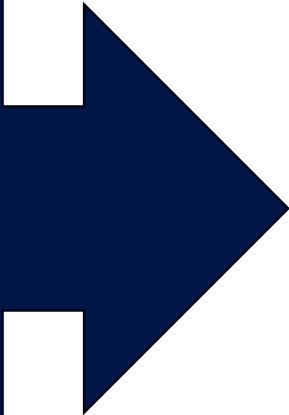
- **General Priority Information & Requirements:**

- HP-ITD provides funding for the deployment and development of new and innovative advanced technology solutions that support commercial motor vehicle information systems and networks, for planning activities, and for the operation and maintenance costs associated with innovative technology.
- FMCSA HP-ITD program site: <https://ai.fmcsa.dot.gov/Grants/ITD.aspx>

FY2025 ITD National Priorities



Specific details on
the FY25 HP-ITD
Program Priorities
can be found
in NOFO.



HP-ITD Priorities
Meets Core Compliance <ul style="list-style-type: none">• Develop PP/TLD• Safety Information Exchange• E-Credentialing• E-Screening
Truck Parking Availability
Work Zone Notification
Detecting Federal Out of Service (OOS)
Detecting Vehicle Out of Service (OOS) Issues
Improve Data Quality
Electronic Inspection
Enhanced Data Sharing
FMCSA IT Modernization Efforts
Other (ex. Safety Screening Trail Studies, Operation and Maintenance (O&M), Program Support)

Innovative Technology Deployment (HP-ITD)

General Priority Information & Requirements:

Meets Core Compliance Priority

Applications received from State agencies to meet Core compliance (as defined within Section 6 of the MCP), which include, but are not limited to, the following activities:

- **Develop PP/TLD-** Projects that develop or update a PP/TLD that describes the various systems and networks.
- **Safety Information Exchange-** Projects that include the development of a Commercial Vehicle Information Exchange Window (CVIEW) which houses the national SAFER database.
- **E-Credentialing-** Projects that automate the application, processing, and issuance of commercial vehicle operating credentials.
- **E-Screening-** Projects that electronically identify a commercial vehicle, verify its size, weight, and credentials information, and review its carrier's past safety performance while the vehicle is in motion.

More specific details are located in the ITD NOFO.

Innovative Technology Deployment (HP-ITD)

General Priority Information & Requirements:

- **Truck Parking Availability** - Projects that safely demonstrate real-time dissemination to CMV drivers of parking space availability by utilizing technology (dynamic message signs, interactive voice recognition, smartphone app, or other proven technology.)
- **Work Zone Notification** - Projects that deploy or maintain a work-zone, incident, or traffic queue electronic notification system that will inform the driver within the cab of the CMV of an active work zone, traffic congestion, or an incident ahead.
- **Detecting Federal Out of Service (OOS)** - Projects that deploy electronic screening technology to detect vehicles under a Federal Out-of-Service (OOS) order.
- **Detecting Vehicle Out of Service (OOS) Issues** - Projects that deploy electronic screening technology used in detecting vehicle OOS issues, including, but not limited to, inoperable, defective, or deficient brakes, tires, exhaust systems, or any defect that may cause an unsafe condition.

More specific details in the ITD NOFO.

Innovative Technology Deployment (HP-ITD)

- **General Priority Information & Requirements:**

- **Improve Data Quality** - Projects that improve credentialing data quality between the State and FMCSA's SAFER system.
- **Electronic Inspection** - Projects that implement technologies associated with the deployment of electronic inspection capabilities of CMVs, including CMV driver authentication, and sharing inspection data with FMCSA's SafeSpect system.
- **Enhanced Data Sharing** - Applications that conduct a model deployment of enhanced data sharing via the CVIEW/SAFER interface amongst other jurisdictions that would minimize delays of safe and legal trucks as they cross State borders.
- **FMCSA IT Modernization Efforts** - Projects that implement or enhance technologies associated with FMCSA I.T. modernization initiatives. Applications should include projects that involve the enhancement of state- FMCSA network protocol and application credentials, adaptation of CVIEW or equivalent software to ensure seamless application interaction and information integrity.

More specific details in the ITD NOFO.

Innovative Technology Deployment (HP-ITD)

- **General Priority Information & Requirements:**

- **Other**

(ex. Safety Screening Trail Studies, Operation and Maintenance (O&M), Program Support and program administration)

Note:

- Applicants must provide sufficient performance-based information for each of the required project narrative sections.
- Deployed projects must be in an approved FMCSA Program Plan Top Level Design (PP/TLD).
- A MOU must be in place with the lead ITD agency for your state

Narrative Requirements & Common Issues

Required Narrative Sections

- **Narrative Sections:**

- Introduction
- Problem Statement
- Performance Objective
- Performance Activity Plan
- Performance Measurement Plan
- Monitoring and Timeline/Milestone Plan
- Budget Narrative
- **NOTE:** *Narrative sections are listed in consecutive order. Per NOFO requirements, they should appear in your application in this order.*

- **General Requirements:**

- Application narratives are limited to 35 total pages. This requirement is per application, not per project
- Application narratives must indicate when a supplemental attachment needs to be referenced
- Each project must have its own budget narrative
- Applications must not include more than four (4) projects (FMCSA will only review the first four [4])
- Applications with more than one project must include narrative sections per project in consecutive order
 - Example: P1 (all P1 narrative sections in consecutive order), followed by P2 (all P2 narrative sections in consecutive order)

Introduction Section

- **Section Requirements:**

- Provide a description of the purpose(s) for the project and must reference the applicable priority(s) being met as described in Section A(4) National Priority Descriptions. This section must include the intended outcome(s) of the proposed project. Please note, this section of the narrative must include the **Local Law Enforcement Agencies and Other Entities certification** as outlined in Section C(1.2)

- **Example of Local Law Enforcement & Other Entities Certification:**

- The County of XXX, Sheriff Department, certifies meeting the all conditions listed in 49 CFR § 350.405.
- University ZZZ (or Not for Profit XXX), certifies meeting (***follow exemption instructions in NOFO***) in 49 CFR § 350.405.

Problem Statement Section

- **Section Requirements:**

- Provide a ***qualitative and quantitative*** description which demonstrates the problem(s) the project will address.
- Include details on the performance data used to identify the problem and to establish the baseline.
 - Applicants ***must include*** an ***objective data source, source date, and trend analysis; and also explain how the applicant collects, maintains, and analyzes the data.***
- ***Data must include clear and concise information directly related to the problem(s).***
- The required ***trend analysis must include the previous three-year performance metrics*** for the location of the identified problem(s), driver behaviors that contribute to the problem(s), and targeted location(s) (i.e., targeted State, city and/or county, highway and/or the mile markers involved).

Budget Narrative Section

Personnel Budget Narrative				
Position(s)	# of Staff	% of Time on Grant project	Annual Salaries	Total Cost
Sub-Total Personnel				

OMB Approval No. 4040-0006
 Expiration Date: 02/28/2022

BUDGET INFORMATION - Non-Construction Programs						
SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Hire CDL Road Skill Test	20.237			\$688,744.00		\$688,744.00
2.						
3.						
4.						
5. Totals				\$688,744.00		\$688,744.00

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Hire CDL Road Skill Test	(2)	(3)	(4)	
a. Personnel	\$409,552.00				\$409,552.00
b. Fringe Benefits	\$199,248.00				\$199,248.00
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual					
g. Construction					
h. Other	\$8,068.00				\$8,068.00
i. Total Direct Charges (sum of 6a-6h)	\$616,868.00				\$616,868.00
j. Indirect Charges	\$71,876.00				\$71,876.00
k. TOTALS (sum of 6i and 6j)	\$688,744.00				\$688,744.00

7. Program Income					
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Standard Form 424A (Rev. 7-97)

Applicants are strongly encouraged to use the budget narrative template which is included with the HP application packages on grants.gov

Common Narrative Issues

- Problem Statement:
 - Does the application include details on performance data used to identify the problem?
 - Does the application include a sufficient trend analysis?
- Performance Activity Plan:
 - Does the application provide a description of the activities the applicant will conduct to help mitigate the problem and achieve objective's outcome?
- Performance Measurement Plan:
 - What is the baseline data that will measure progress toward achieving performance objectives?
- Monitoring and Timeline/Milestone Plan:
 - How often is the grantee monitoring its performance, and what performance metrics are being captured?
- Budget Narrative:
 - Is the level of detail provided sufficient to justify requested funding?
 - Are personnel costs reasonable (see 2 CFR § 200.430)?
 - Are Institute of Higher Education (IHE) faculty personnel expenses based on Institutional Base Salaries (IBSs)?
 - Has adequate supporting documentation been provided (i.e., equipment disposition policies, if applicable)?



Applicant Resources

Resources: FMCSA Grant Application Process

<https://ai.fmcsa.dot.gov/downloadFile.axd/FMCSA-Grant-Application-Process-Infographic.pdf>

Visit [Grants.gov](https://www.grants.gov)

The site includes all the information you need to prepare, apply for, and track grants.

💡 Begin locating the materials you'll need to complete your [application forms](#).

Complete Registration Steps

📅 Takes several weeks to complete. Approval times vary.

1. All applicants must register with [SAM.gov](#).
2. All Applicants must register on [Grants.gov](#) through [Workspace](#) to apply to NOFOs.

Complete these steps early to avoid missing an application deadline.



Wait Award Decision

Announced by September 30

The Federal Motor Carrier Safety Administration (FMCSA) provides several financial assistance opportunities, through four [discretionary grant programs](#), to support activities and projects that enhance motor carrier safety and/or advance innovative transportation technology.

STEP
1

View Notice of Funding Opportunities (NOFOs)

FMCSA posts all available grants on [Grants.gov](#) as NOFOs.

💡 [Subscribe](#) to FMCSA grant announcements through [Grants.gov](#).

Use the [Search Grants](#) function to view NOFOs.

💡 To view grants available to Minority Institutions of Higher Education (MIHEs), select "Private Institutions of Higher Education" and/or "Public and State Institutions of Higher Education" under the "Eligibility" criteria.

STEP
3

Complete the Application

📅 Due 45-60 days after the NOFO is published

The application, completed through your [Workspace](#) account, includes all instructions and requirements.

STEP
4

Resources: How to Apply

https://ai.fmcsa.dot.gov/downloadFile.axd/FMCSA_Grants_Outreach_Before_You_Apply.pdf

1 Obtain a Unique Identifier

To receive federal grants, your organization must obtain a unique identifier. In April 2022, the government will transition from using the nine-character Data Universal Numbering System (DUNS) Number as its unique identifier system to the 12-character alphanumeric Unique Entity Identifier (UEI) system.



If you'll be applying for a grant before April 4, 2022:

- Register on the Dun & Bradstreet website (<https://fedgov.dnb.com/webform/index.jsp>) or call 1-866-705-5711.
- Your DUNS number will be processed and assigned in one to two business days after registration.

If you'll be applying for a grant after April 4, 2022, or if your organization has already been assigned a DUNS Number:

- Move on to Step 2; your UEI will be assigned when you register with the System for Award Management.

2 Register in the System for Award Management

The System for Award Management, or SAM, is a web-based, government-wide application that collects information related to awards and grants for all federal partners. Your organization must register with SAM for FMCSA to track your application.

- Register on the SAM website (<https://sam.gov/content/home>) and use your organization's Employer Identification Number (or EIN, a federal tax identification number).
- SAM requires annual registration renewal, even if your organization uses the same DUNS Number or UEI from year to year.
- A **notarized letter** appointing the authorized administrator for your account is needed before SAM registration can be activated or renewed.



- Registration in SAM.gov can take up to 15 business days.

For more tips on SAM.gov registration, including designating points of contact for your organization, view our training video (https://ai.fmcsa.dot.gov/downloadFile.axd/Phase2_v3.zip/story_html5.html) and select Registration Systems: Applying for a Grant from the left navigation bar.

3 Register in grants.gov

Grants.gov is the government portal where your organization can find and apply for federal grant opportunities. Registering with grants.gov is the only way to apply for an FMCSA grant.

- Register on the grants.gov website (<https://www.grants.gov>).



- Registration in grants.gov can take **two to four weeks** and requires validation with SAM. That means your SAM registration must be complete before registering with grants.gov.

For more tips on grants.gov registration, including designating points of contact for your organization, view our training video (https://ai.fmcsa.dot.gov/downloadFile.axd/Phase2_v3.zip/story_html5.html) and select Registration Systems: Applying for a Grant from the left navigation bar.



[https://ai.fmcsa.dot.gov/downloadFile.axd/FMCSA Grants Outreach Grant Opportunities.pdf](https://ai.fmcsa.dot.gov/downloadFile.axd/FMCSA%20Grants%20Outreach%20Grant%20Opportunities.pdf)

[https://ai.fmcsa.dot.gov/downloadFile.axd/FMCSA Grants Outreach Grant Opportunities.pdf](https://ai.fmcsa.dot.gov/downloadFile.axd/FMCSA%20Grants%20Outreach%20Grant%20Opportunities.pdf)

GRANT OPPORTUNITIES

Each year, FMCSA awards grants to support safety projects and initiatives associated with this mission. Many different types of organizations and government agencies are invited to apply. The below chart outlines FMCSA's grant programs and their eligible applicants.

- State government agencies, including territories and the District of Columbia

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CSAP grant
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Yes; Grant funding is awarded at the agency's discretion and is based solely on the merit review criteria that is outlined in the Notice of Funding Opportunity.

- State Driver Licensing Agencies
- Other State agencies working to implement the CDL program
- Public, State, and private institutions of higher education
- Non-profit organizations with 501(c)(3) status
- For-profit organizations
- Federally recognized Native American tribal organizations
- Local governmental agencies

Yes; Grant funding is awarded at the agency's discretion and is based solely on the merit review criteria that is outlined in the Notice of Funding Opportunity.

- Educational institutions with accreditation recognized by the U.S. Department of Education
- Non-accredited institutions that are approved by the U.S. Department of Labor as eligible training providers and that accept Workforce Innovation and Opportunity Act (WIOA) grants
- Non-accredited institutions must be recognized by State Administrative Agencies and the U.S. Department of Veteran's Affairs (VA) to accept VA benefits

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discretionary grants are a type of federal grant that is awarded at an agency's (in this case, FMCSA's) discretion. The merit review criteria that is outlined in the Notice of Funding Opportunity (NOFO), a document that describes the funding application logistics of each grant program; **non-competitive, formula or mandatory grants** are a type of federal grant awarded to designated entities using an approved formula consisting of CMV statistics.

For more information on these grants, including details on how to apply and the types of grant projects covered, visit [fmcsa.dot.gov/Grants](https://www.fmcsa.dot.gov/Grants). To view FMCSA grants that are currently accepting applications, visit grants.gov and search for "FMCSA".

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Merit review or discretionary grants are a type of federal grant that is awarded at an agency's (in this case, FMCSA's) discretion, based on the merit review criteria that is outlined in the Notice of Funding Opportunity (NOFO), a document that describes the funding opportunity and application logistics of each grant program; **non-competitive, formula or mandatory grants** are a type of federal grant that is awarded to designated entities using an approved formula consisting of CMV statistics.

For more information on these grants, including details on how to apply and the types of grant projects covered, visit <https://ai.fmcsa.dot.gov/Grants>. To view FMCSA grants that are currently accepting applications, visit grants.gov and search “FMCSA.”

Resources: Analysis & Information Online (A&I)

LOGIN

Search FMCSA Web

SMS

Data
Quality

Crash
Statistics

Enforcement
Programs

Registration
Statistics

Grants

A&I
Resources

HP

CDLPI

Tools

FMCSA

<https://ai.fmcsa.dot.gov/Grants/default.aspx>

The Federal Motor Carrier Safety Administration (FMCSA) partners with stakeholders to accomplish the mission of keeping our Nation's roadways safe. The Agency maintains strong relationships with its stakeholders to identify potential grant opportunities.

MCSAP Grant

Motor Carrier Safety
Grant

HP Grant

High Priority Grant

CDLPI Grant

Commercial Driver's
Implementation Gr

CMVOST Grant

Commercial Motor
Safety Training Gran

Grants Management Training

As part of the mission to reduce commercial motor vehicle crashes, FMCSA provides financial assistance to States and other partners through various grant opportunities—including the Commercial Driver's License Program Implementation (CDLPI) and High Priority (HP) grant programs. Complete the eLearning course below and review the additional resources to learn more about these programs, the grants management lifecycle, the Office of Management and Budget (OMB) Uniform Guidance, and how FMCSA grants can help you meet your safety goals. While these materials are geared toward CDLPI and HP grant applicants, much of the information is also relevant for other FMCSA funding opportunities. By reviewing the eLearning course and additional training resources, you can be prepared to apply for and manage FMCSA grants and work with FMCSA to keep our roads safe.

Resources: Grants Management Training

<https://ai.fmcsa.dot.gov/Grants/GrantManagement.aspx>



GRANT APPLICATION

Learn about and apply for grant opportunities



GRANT IMPLEMENTATION

Put grant funding to work to improve safety

Resources: FMCSA Technical Assistance Webinar Series

<https://www.fmcsa.dot.gov/grantswebinars>

How to Apply & Title VI Requirements

This webinar provides an introduction to the FMCSA discretionary grant program application steps and highlights getting started on the Title VI Program Compliance Plan and Assurance requirements. The session will include an overview of the grant systems that an organization must be registered with to complete an application by the deadline. Additionally, it provides an overview of the required application forms. This session is meant to help prepare potential grant applicants on how to apply for FMCSA discretionary grant funds.

Recorded Webinar

Presentation

FAQs

High Priority Program Overview

This webinar provides an overview of High Priority (HP) Grant Program goals and objectives, eligibility requirements, application review process, and resources available for submitting a successful application.

Recorded Webinar

Presentation

FAQs

Commercial Driver's License Program Implementation and Commercial Motor Vehicle Operator Safety Training Program Overview

This webinar provides an overview of Commercial Driver's License Program Implementation (CDLPI), and Commercial Motor Vehicle Operator Safety Training (CMVOST) Grant Program goals and objectives, eligibility requirements, application review process, and resources available for submitting a successful application.

Recorded Webinar

Presentation

FAQs



THANK YOU