Federal Motor Carrier Safety Administration (FMCSA)
Discretionary Grant Program Technical Assistance Webinar Series

Webinar 3

CDLPI & CMVOST Discretionary Grant Program Overview

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

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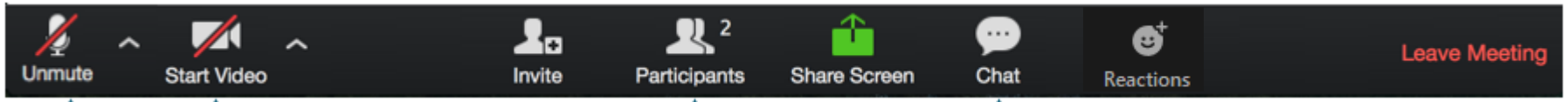

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Agenda

- Upcoming and Previous Webinars
- Notice of Funding Opportunity (NOFO) Structure
  - FMCSA CDLPI Grant Program Overview
  - FMCSA CMVOST Grant Program Overview
- Resources

Presenters

- **Wendy Cunningham**

  Transportation Specialist

  Commercial Driver's License Division

- **Francisco Soto**

  Transportation Specialist

  Commercial Driver's License Division

Previous & Upcoming Webinars

Grant Technical Assistance Webinar	Date	Webinar Descriptions	Registration Links
Webinar 1: FMCSA Discretionary Grants: How to Apply	Wednesday, October 12, 2022 3pm to 4:30 pm eastern	Awareness of how to apply for an FMCSA discretionary grant is an essential part of submitting a successful application. The webinar will provide an overview of registration and eligibility requirements.	https://usdot.zoomgov.com/meeting/register/vJIsce-qrD8rGGPKmRFRYhk2vOZERBWe-eM
Webinar 2: FMCSA Title VI Program Compliance Plan Requirements	Tuesday, October 18, 2022 1pm to 2:30 pm eastern	The Title VI Program Compliance Plan is a requirement for receiving FMCSA Federal financial assistance. The Plan commits the grant applicant to comply with Title VI and related nondiscrimination authorities. The webinar will guide applicants through new Plan development and annual Plan update requirements.	https://usdot.zoomgov.com/meeting/register/vJIscuqtrj0uE9dKdechoAzcv1isYmY7XC8
Webinar 3: FMCSA Discretionary Grants CDLPI & CMVOST Program Overview	Tuesday, October 25, 2022 1pm to 2:30 pm eastern	The webinar will provide 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. For specific program information go to: https://ai.fmcsa.dot.gov/Grants/default.aspx	https://usdot.zoomgov.com/meeting/register/vJItdeyprT4vGcsXJrELOlSvU4O3CazWdGk
Webinar 4: FMCSA Discretionary Grants High Priority Program Overview	Tuesday, November 1, 2022 1pm to 2:30 pm eastern	The webinar will provide an overview of High Priority (HP) Grant Program goals and objectives, eligibility requirements, application review process, and resources available for submitting a successful application. For specific program information go to: https://ai.fmcsa.dot.gov/Grants/default.aspx	https://usdot.zoomgov.com/meeting/register/vJItdOCuqjsjEiqrFRxb6ElTGSwdm9gGwHA

Notice of Funding Opportunity (NOFO) Structure

- **Section A -** Program Description
- **Section B -** Federal Award Information
- **Section C -** Eligibility Information
- **Section D -** Application and Submission Information
- **Section E -** Application Review Information
- **Section F -** Federal Award Administration Information
- **Section G -** Federal Awarding Agency Contacts
- **Section H -** Other Information

Section A: Program Description - CDLPI

- **Commercial Driver's License Program Implementation (CDLPI) purpose**
  - **Assist State Driver's Licensing Agencies(SDLA)**
    - Achieve compliance with statutory requirements and FMCSA regulations concerning driver's license standards and programs, namely 49 U.S.C. § 31311(a) and 49 CFR parts 383 and 384.
  - **Other Entitles**
    - Capable of executing national projects that aid States in their compliance efforts and that will improve the success and consistency of the national Commercial Driver's License (CDL) Program
  - **Focuses on the concept** that each driver has only one driving record and only one licensing document, commonly referred to as "One Driver — One License — One Record."

Section A: Performance Goals and Indicators - CDLPI

- **Goal**
  - Assist State's in complying with the requirements in 49 U.S.C. §31311
  - Improving or Sustaining the State's Implementation of its commercial driver's license program, 49 CFR part 383 and 384.
- **Performance Indicators**
  - Master Compliance- Sustained compliance with 49 CFR part 383 and 384
  - Issuance of CDL and CLP – new, upgrades, endorsements and change state of records for ONLY qualified drivers and prevention of fraudulent activities
  - Timeliness- Completing all required transactions, issuance, disqualification, suspensions, downgrades in timely manner
  - Data Quality- accuracy and completeness of all driver records and histories
  - Innovative Approach- novel techniques and approaches benefiting national CDL program.

Section A: National Priority Descriptions - CDLPI

- **State Compliance with 49 U.S.C. §31311, to improve the State's Implementation of its CDL program**
  - SDLAs and other State agencies
- **Research, Development and testing, Demonstration projects, & Public education**
  - State agencies, local government and other entities (exception: individuals)
    - Benefits all jurisdictions of the U.S.
    - Addresses national safety concerns and circumstances
    - Emerging issues relating CDL improvements
    - Innovative ideas and solutions to CDL Program Issues
    - In addition to other funds otherwise available for such purpose, recognition, prevention, and reporting of Human Trafficking
    - Other CDL issues as determined by the Secretary

Section A: Program Description - CMVOST

- **Commercial Motor Vehicle Operators Safety Training (CMVOST) purpose**
  - To train individuals in safe operation of commercial motor vehicles as defined by 49 USC § 31301 (driver's requiring a CDL)
  - Award priority to grant applications for programs to train former members of the armed forces (as defined in section 101 of title 10) in the safe operation of such vehicles.

Section A: Performance Goals and Indicators - CMVOST

- **Performance Goal**
  - Expand the number of CDL holders possessing operator safety training
- **Performance Indicators**
  - Total number of students recruited, enrolled, graduated (obtained a CDL) and employed
  - Number of Students supported by category e.g., Veterans, underserved and other students
  - Retention data, when available

Section A: National Priority Descriptions - CMVOST

- **Priority**
  - Training current and former members of the U.S. Armed Forces, including National Guard members and Reservists, as well as certain military family members.
  - Additional priorities may be added. Examples from previous years include:
    - Family members of the U.S. Armed Forces and Underserved Communities

Section B: Federal Award Information

- **Funding and Number of Awards**
  - Congress Authorizes and Appropriates Funding
  - An estimate of number of awards to be made each year
  - NOFO will state If program has a maximum per award

- **Type of Award**
  - Cooperative Agreement
  - Grant

- **Period of Performance**
  - Based upon Program Statute in U.S.C., the number of years will be provided for each specific grant program.

Section B: Federal Award Information

- **Standard Title VI/Non-Discrimination Program Assurance and Plan Title VI Assessments**
  - This is a requirement which commits the grant applicant to complying with Title VI and related nondiscrimination authorities.
  - The Assurance and Plan Title VI Assessment must be received and approved by the FMCSA Title VI Program Manager
  - If an applicant does not include the approved documents in the application, the application can be determined to be ineligible.
  - Recorded webinar available at https://www.fmcsa.dot.gov/grantswebinars
  - Questions on Title VI Program Assurance and Compliance Plan
    - Contact Lester Finkle at Lester.Finkle@dot.gov

Section C: Eligibility Information

- **Eligible Entities**

CDLPI

- SDLAs Agencies
- Other State Agencies
- Institution of Higher Education
  - Minority Institutions
- Non-State Organizations

CMVOST

- Educational institutions accredited by U.S. Department of Education
- Non-accredited institutions approved by U.S. Department of Labor as eligible training providers and who accepts Workforce Innovation and Opportunity (WIAO) Act and approve by State Approving Agencies(SAA) and the U.S. Veterans Administration (VA) to accept VA benefits

- **Ineligible Entities**
  - Individuals

- **Cost-Sharing and Matching Requirements**
  - Each program's Statute indicates up to 15%

Section D: Application & Submission Information

- **Content and Form of Application Submissions**
  - Formatting
    - Fonts
    - Margins
    - Page limitations
  - Project Plan Narrative Requirements
    - Performance-based project plan
      - Required elements for each project
        - See NOFO Section B, for limitations on number of projects per Application
  - Budget Narrative Requirements
    - Page limitation observed
    - Description by Budget Category
      - Detailed to justify the funding level requested and natural connection to the activities

Section D: Application & Submission Information

- **Performance Based Project Plan Elements**
  - Introduction
  - Problem Statement
  - Performance Objective
  - Performance Activity
  - Performance Measurement Plan
  - Monitoring and Timeline/Milestone Plan

- **Assistant with writing a successful performance-based project narrative refer to**
  - **CDLPI Best Practices document**
    - https://ai.fmcsa.dot.gov/downloadFile.axd/CDLPI_Best_Practices_20190628.pdf

Section E: Application Review Information

- **Eligibility Criteria**
  - Intake Process
- **Merit Evaluation Criteria**
  - Technical Merit
    - Panel of Subject Matter Experts reviews each applications
  - Budget/Cost Analysis Criteria
    - Allowable, Reasonableness, Allocable, and supports project plan details
  - Program-Specific Criteria
    - Priority addressed and likely to achieve successful completion of project
  - Past Performance Criteria
    - Past awards achievements of Objectives/Activities within budget and timelines
  - Other Review Information
    - E.O. 13985 and ROUTES, Economic Vitality, use of alternative Fuels, etc..

Section E: Application Review Information

- **Review and Selection Process**
  - Recommendation of the initial selection provided to the FMCSA Administrator for review and approval.
    - Consolidation of all five merit review elements to be comprehensive evaluation summary of all critical items
    - Assigned Rating Determination

Section E: Application Review Information

- **Ratings**

  The FMCSA prioritizes applications using the ratings shown below based on the applicability of the merit criteria and other preferences to the application.

  - **Highly Responsive**
    - Fully addressed all aspects of NOFO with minimum or no weaknesses
  - **Responsive**
    - Most aspects of NOFO addressed with weaknesses addressed with a recommendation of reduced award or post award term and condition
  - **Not Responsive**
    - Does not address all aspects of NOFO sufficiently to indicate a strong likelihood of successfully administer the project plan

Section F: Federal Award Notices

- FMCSA may contact applicants with additional questions or for clarification of the application's components.
- Applicants chosen for funding are formally notified electronically by FMCSA's grant management system, GrantSolutions (www.grantsolutions.gov).
- Acceptance of the award constitutes the recipient's agreement to comply with all applicable statutes, regulations, executive orders, OMB circulars, and terms and conditions of the award.
- Unsuccessful applicants will be notified by email.
- The FMCSA will send a letter to notify those who were not funded with suggestions for how applications can be improved for the next grant cycle.
- The FMCSA does not have an appeal process for unsuccessful applications for discretionary grant funds.

Section F: Administrative & National Policy Requirements

- All awards will be administered pursuant to the **Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards found in 2 CFR part 200**, as adopted by DOT at 2 CFR part 1201 and FMCSA statutes and regulations.
- Additional provisions that apply to this NOFO and/or awards made under this NOFO, including but not limited to those related to SAM, can be found in the Grants.gov application package under the “Related Documents” tab.
- Applicants are strongly encouraged to thoroughly review all documents when preparing applications.

Section F: Reporting

- **Quarterly Reporting responsibilities include:**
  - Program performance reports using the Performance Progress Report (SF-PPR)
  - Financial status using the Federal Financial Report (SF-425, also known as the FFR)
  - Request for Reimbursement (SF-270)

- **Recipients must submit**
  - SF-425 and SF-PPR reports electronically through GrantSolutions
  - SF-270 reimbursement requests electronically through Delphi/iSupplier

Section G: Federal Awarding Agency Contacts

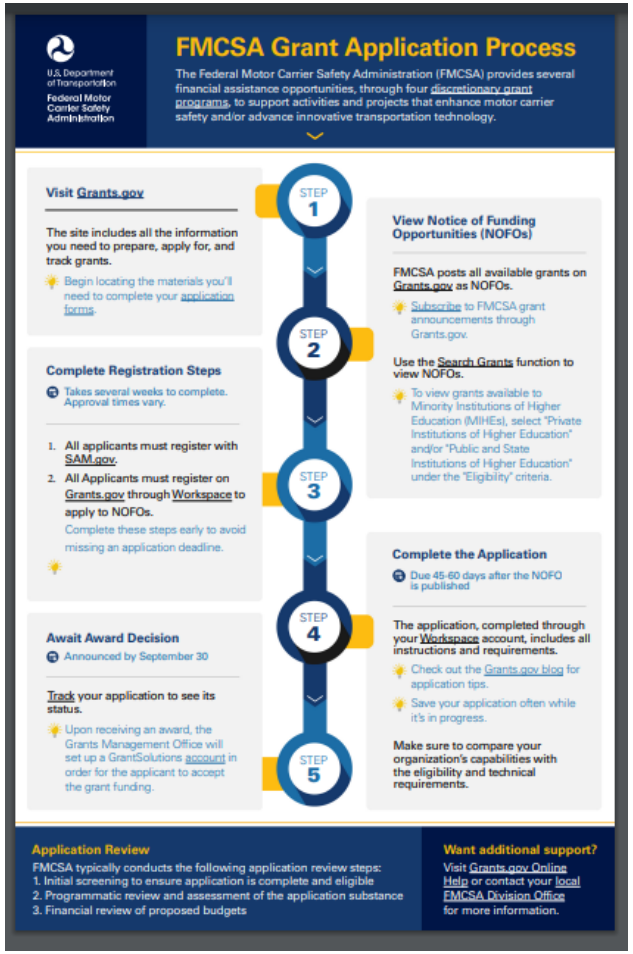
- **Wendy.Cunningham@dot.gov**
  FMCSA Transportation Specialist
  Commercial Driver's License Division

- **Francisco.Soto@dot.gov**
  FMCSA Transportation Specialist
  Commercial Driver's License Division

Sections H: Other Information

- **Federal Funding Opportunities and Application Package**
  - www.Grants.gov
- **Grant Management Training**
  - https://ai.fmcsa.dot.gov/Grants/GrantManagement.aspx
- **CDLPI Resources**
  - https://ai.fmcsa.dot.gov/Grants/CDLPI.aspx
- **CDLPI Best Practices**
  - https://ai.fmcsa.dot.gov/downloadFile.axd/CDLPI_Best_Practices_20190628.pdf
- **Previous Year Notice of Funding Opportunity (NOFO)**
  - Appendix A: Application Package Requirements Checklist
  - Appendix B: Budget Narrative Guidance

Resource: FMCSA Grant Application Process



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

Resource: How to Apply

FMCSA GRANTS
BEFORE YOU APPLY

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

FMCSA offers grants to different types of organizations working on commercial motor vehicle safety activities.

Have you reviewed FMCSA's grant opportunities (https://ai.fmcsa.dot.gov/Grants/Default.aspx) and determined that your organization is a good candidate? There are several steps to take before applying. It is recommended that you begin this process at least six to eight weeks before the grant application deadline.

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 businesses 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.

Once you've completed the pre-application process, you're ready to begin assembling your application package. For more resources, including best practices for writing an application, instructions on how to apply, and post-award tips, view all our training videos at https://ai.fmcsa.dot.gov/Grants/Default.aspx.

FMCSA-ADO-22-018 September 2022

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

Resource: FMCSA Discretionary Grant Programs

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

FMCSA

GRANT OPPORTUNITIES

The U.S. Department of Transportation's Federal Motor Carrier Safety Administration (FMCSA) is dedicated to improving the safety of commercial motor vehicles and reducing crashes, injuries, and fatalities involving large trucks and buses on the nation's roads.

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.

GRANT PROGRAM:

Motor Carrier Safety Assistance Program (MCSAP)

FMCSA's largest grant program, MCSAP aims to create consistent, uniform, and effective commercial motor vehicle (CMV) safety programs to reduce CMV-involved crashes, fatalities, and injuries.

COMPETITIVE GRANT?*

No; Grant funding is allocated to States and territories based on a formula established by statute and codified in Title 49 of the Code of Federal Regulations (CFR), Part 350.

ELIGIBLE APPLICANTS:

- Lead State or territory agencies (as designated by the governor) responsible for administering their State or territory's Commercial Vehicle Safety Plan

GRANT PROGRAM:

High Priority – Safety Enforcement Training

High Priority Safety Enforcement Training provides funding to non-profit entities with the expertise to train non-federal personnel who engage in CMV safety enforcement activities.

COMPETITIVE GRANT?*

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.

ELIGIBLE APPLICANTS:

- Non-profit entities

GRANT PROGRAM:

High Priority – Innovative Technology Deployment (HP-ITD)

HP-ITD provides funding for the development, deployment, and maintenance of intelligent transportation system technology to support CMV operations.

COMPETITIVE GRANT?*

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.

ELIGIBLE APPLICANTS:

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

See reverse for additional grant opportunities →

***Competitive 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 priorities 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".

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

FMCSA

GRANT OPPORTUNITIES

GRANT PROGRAM:

High Priority – Commercial Motor Vehicle Safety (HP-CMV)

HP-CMV funds activities and projects that improve CMV safety, including increasing public awareness, conducting safety data improvement projects, and developing new technologies.

COMPETITIVE GRANT?*

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.

ELIGIBLE APPLICANTS:

- State government agencies, including territories and the District of Columbia
- Local governments, including local law enforcement agencies
- Federally recognized Native American tribal governments
- Institutions of higher education
- Non-profit organizations with 501(c)(3) status
- Lead State or territory agencies seeking to enhance the activities funded by a MCSAP grant (see more detail about MCSAP on the reverse)

GRANT PROGRAM:

Commercial Driver's License Program Implementation (CDLPI)

CDLPI is focused on the execution and improvement of the national Commercial Driver's License (CDL) program, including ensuring compliance with federal regulations governing the CDL program and achieving the mission of "One Driver – One License – One Record."

COMPETITIVE GRANT?*

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.

ELIGIBLE APPLICANTS:

- 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

GRANT PROGRAM:

Commercial Motor Vehicle Operator Safety Training (CMVOST)

CMVOST's purpose is to increase the number of CDL holders who have received enhanced operator safety training (with a focus on assisting current or former members of the U.S. Armed Forces and their spouses transition to CMV careers).

COMPETITIVE GRANT?*

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.

ELIGIBLE APPLICANTS:

- 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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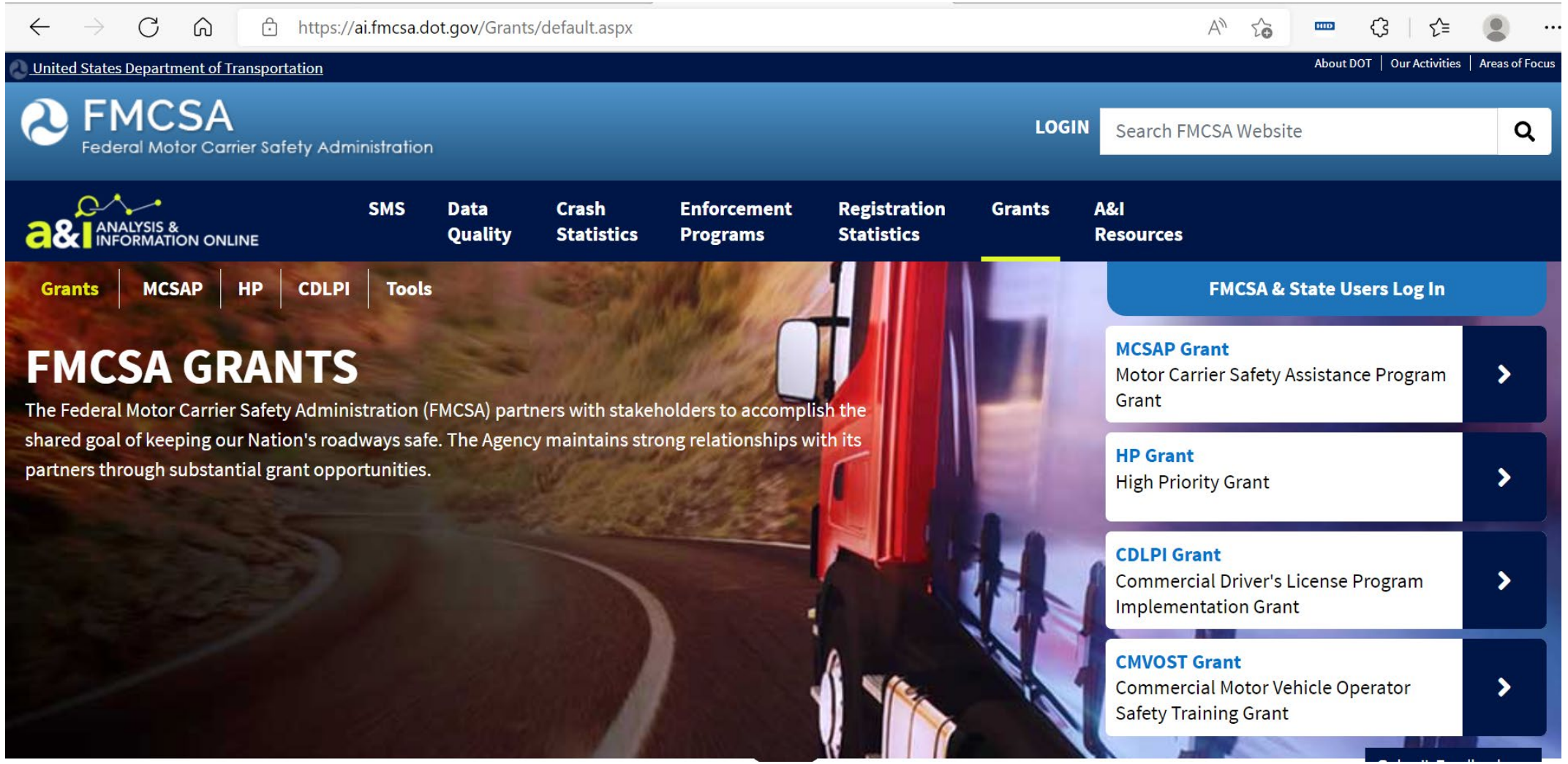
FMCSA-ADO-22-017

September 2022

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

Resource: Analysis & Information Online (A&I)



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THANK YOU!