

Safety Grant Program Workshop

MDT – Rail, Transit and Planning Division
Grants Bureau
State Highway Traffic Safety Section

October 12, 2022



zero deaths
zero serious injuries

David Jacobs
Grants Bureau Chief

Janet Kenny
State Highway Traffic Safety Section Supervisor

National Highway Traffic Safety Administration

zero deaths
zero serious injuries



State
Highway
Traffic
Safety
Section

Impaired Driving – Kevin Dusko

Occupant Protection – Jennifer Wilson

Law Enforcement/EMS – Spencer Harris

**Safe on All Roads – Teens - Motorcycles –
Sheila Cozzie**

Montana Crash Data – Mark Keeffe

Grants Accountant – Bill Tuck

FARS Analyst – Brooklyn Johns-Blassic

Agenda

- Safety Programs & the Grant Funding cycle
- Infrastructure Investment and Jobs Act (IIJA) – Changes to NHTSA Programs
- Contract Management Manual and Fiscal/Program Management – what you need to know and what's new?
- Applying for funding, Problem Identification
- General Discussion, Wrap-up and Adjourn

- **FFY23 Highway Safety Plan and 405 Applications followed the FAST Act rules**

- **We post the HSP on our website as soon as NHTSA approves the plan**

<http://www.mdt.mt.gov/visionzero/plans/safetyprg.shtml>

NHTSA Safety Programs

Section 402 – Highway Safety Plan
funding & Teen Traffic Safety Plan

Section 405(B) – Occupant Protection

Section 405 (C) – Traffic Records, Data
and IT Projects

Section 405 (D) – Impaired Driving, High
Visibility Enforcement, 24/7 Sobriety

Section 405 (F) – Motorcycles

23 USC 164 – DUI Courts, Law
Enforcement, Media

Infrastructure Investment and Jobs Act (IIJA) – Changes to NHTSA Programs

Triennial HSP – starting FFY24 – July 1, 23

Identify highway safety problems, establish performance measures and targets, describe the State's countermeasure strategies for programming funds to achieve its performance targets, and reports on the State's progress in achieving the targets set in the prior HSP. (60 days for NHTSA to approve)

Annual Grant Applications – due August 1, 23

Submit annual grant application that provides any necessary updates to the triennial HSP, identifies all projects and subrecipients to be funded by the State with highway safety grant funds. (60 days for NHTSA to approve)

Annual Report – Due 120 days after FY end (was 90)

Infrastructure Investment and Jobs Act (IIJA) – Changes to NHTSA Programs

Public participation & engagement Plan

Demonstrate Constant or Improved Performance

Additional Flexibility in use of some funds.

NPRM – in comment period now - Final Rule
pending

Traffic Highway Safety Funding Process

- **Annual process** – Grant applications due March 1st through Webgrants
- **Tie to CHSP** - Proposal needs to be a strategy in Comprehensive Highway Safety Plan (CHSP).
- **Applications ranked** – grant decisions will be based on ranking criteria - data analysis, goals & objectives, past performance, and other considerations. Applicant adjustments if needed.
- **Award** - Governor’s Representative (GR) for Highway Traffic Safety – Director Malcolm Long makes final decision – Award Letters of funding sent to applicants
- **NHTSA** – Grant projects are compiled into annual Highway Safety Plan submitted to NHTSA by July 1st annually
- **Contract** - Development and execution by October 1st.

FFY 2024 Annual Grant Cycle (10/01/23 – 09/30/24)

- **January 1, 2023 – Web Grants opens for FFY2024 applications**
- **March 1, 2023**– Applications due to SHTSS through webgrants
- **March – April 2023** – SHTSS review and GR approve funding recommendation
- **May 1 – June 30, 2023** – HSP prepared & approved by GR
- **July 1, 2023** – Highway Safety Plan due to NHTSA
- **August 30, 2023**- NHTSA notifies state of HSP approval status
- **August 2023** – Notification letters sent to applicants
- **October 1, 2023** – *signed contracts from grantees, work can start*

Impaired Driving Programs

DUI Courts

- 13th Judicial District
- 12th Judicial District
- 7th Judicial District
- Missoula County
- Butte-Silver Bow
- 41 other Treatment Courts





Sergeant Lacie Wickum
Montana Highway Patrol

Traffic Safety
Resource
Officer
(TSRO)

Traffic Safety
Resource
Prosecutor
(TSRP)

Sergeant Doug Samuelson
DRE Statewide Coordinator
Montana Highway Patrol

Ed Hirsch
Assistant Attorney General
Prosecution Services Bureau
MDOJ

Non-Law Enforcement Mini-Grants

- Up to \$5,000
- Open-ended
- Public Education events, training, etc..

Montana Impaired Driving Assessment

November 14th – 18th



Occupant Protection

Buckle Up Montana (BUMT)- The mission of the Buckle Up Montana Coalition is to save lives on Montana roadways by working to increase the proper use of seatbelts and child passenger seats.

Currently Montana has 4 coalitions

- Steve Schmidt: Missoula BUMT
- Wendy Hansen: Kalispell BUMT
- Tracie Kiesel: Tri counties BUMT
- Megan Brunell: Cascade BUNT



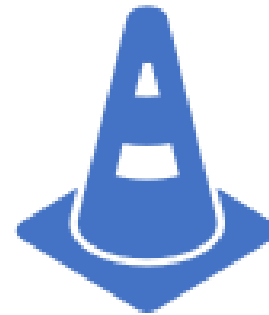
Occupant Protection

Occupant Protection Mini-grants –Financial assistance for local projects to assist communities who need funds for campaigns to promote increasing seat belt and/or car seat use.

- Short term projects that encourages strong local collaborations
- Max of \$5,000
- Funding Opportunity is open ended
- Apply through Montana Web grants - reporting is required
- Contact: Jennifer Wilson, 444-0809, jewilson@mt.gov



Occupant Protection



Child Passenger Safety (CPS)

The statewide Child Passenger Safety Technician Certification process is supported with NHTSA grant funds, and a dedicated group of trainers and CPS techs across the state continue to build the community-based availability of trained technicians to help parents and care givers learn how to install child safety seats correctly.

- Currently Montana has 294 techs and 16 instructors
- 4 Planned CPS Technician courses in FFY 2023
- Butte, Helena, Great Falls, Billings
- Working on Hybrid course also
- Monthly newsletters sent out to technicians
- Monthly trainings held



Occupant Protection Child Passenger Safety



In FFY 2022
MDT sent out

231
convertible car
seats

196 Two-In-
One Booster
seats.



Law
Enforcement
& Emergency
Medical
Services

Selective Traffic Enforcement Program (STEP)

- Combines intensive enforcement of specific traffic safety laws
- Providing extensive communication, education, and outreach informing the public about the enforcement activity.

Safety Enforcement Traffic Team (SETT)

- Extra patrols is to improve public safety by deterring and detecting impaired driving, speeding, and a host of other traffic safety offenses.
- Provide education to the motoring public.
- Concentration in high crash corridors.
- High Visibility during special events. E.g. St. Patrick's Day in Butte. Participate in mobilizations.





Law Enforcement Mini-grants

- The Mini-Grant Program is a grant offered to assist Montana's less populated communities with the need for increased law enforcement patrols
- Associated with events such as rodeos, county fairs, concerts, and other large gatherings.
- It also allows these communities the opportunity to participate in the National Crackdown seatbelt and impaired driving campaigns (Memorial Day and Labor Day).





EMS Grant Program

- The Emergency Medical Services Grant program provides grants to emergency medical service providers for acquiring or leasing ambulances or emergency response vehicles.
- The grant is also used for purchasing equipment for training, communication, or providing medical care to patients.





SOAR,
Northern
Tribes DUITF,
Teen
Programs,
Motorcycle

- **SOAR** - Funds Coordinators on the seven land-based tribal communities who educate on all traffic safety issues including, impaired driving, occupant protection and child passenger safety – Northern Tribes DUI Task Force
- **Tribal STEP** – Enforce traffic safety code in tribal communities focusing on impaired driving, occupant protection and child passenger safety
- **Teen** – Partner with Family, Community and Career leaders of America to implement a Peer-to-Peer traffic safety education program mostly rural communities of the state
- **Motorcycle** - Promote driver awareness of motorcycles during May Motorcycle awareness month. Support the Montana Motorcycle Riders Safety Training offered through Montana State University – Northern.



Contract Manual and Fiscal/Program Management

Chapter 5 – Eligible Costs

- Personal Services
- Travel/Training Expenses
- Procurement
- Equipment
- Sponsoring Meetings/Conferences
- Public Information and Education
- Indirect Costs

Ineligible Costs

- Promotional Items
- Construction and Purchase of Office Furnishings
- Alcohol/Entertainment
- Pre-Agreement Costs

Contract Manual and Fiscal/Program Management



Chapter 6 – Grant Administration

Subrecipient Responsibilities

- Notify MDT of any agreement changes, including contact information
- Maintain accurate accounting records
- Ensure expenditures are eligible for reimbursement
- Participate in NHTSA Assessments, audits, MR, On-Site Reviews
- Sponsoring Meetings/Conferences
- Contact MDT for assistance!!!

MDT Responsibilities

- Review and evaluate each project
- Provide Technical Assistance
- Monitor Project
- Meet contract deadlines for reimbursement

Agreement Adjustments

- Budget transfers between category items up to 10% of the total agreement
- Changes to objectives/activities



Contract Manual and Fiscal/Program Management

Chapter 6 – Grant Administration (cont'd)

Agreement Amendments

- Extension of project dates
- Significant changes to project activities/objectives
- New major purchases in the original scope
- Request for additional funding
- For agreements over \$50,000, transfers of category items in excess of 10% of the total budget

Consequences of Non-Compliance

- Corrective Action Plan
- Termination of Contract

Contract Manual and Fiscal/Program Management



Chapter 7 – Reporting Requirements

Progress Reports

- Due 30 days following the end of the reporting period as outlined in the agreement
- Includes description of:
 - Activities conducted to meet objectives
 - Relationship to time schedule
 - Progress report on each objective/goal
 - Explanation of any challenges/delays
 - Plan of action to correct deficiencies if necessary

Final Report

- Project impacts in reducing identified traffic safety issues
- Contributions to the Highway Safety Program
- Progress toward goals as identified in agreement

Chapter 8 – Reimbursement Process



WebGrants - Subrecipient

- Reimbursement of claims is through WebGrants
- Each claim should:
 - Cost corresponding to authorized line items
 - Appropriate supporting document for all expenditures
 - Cannot exceed the budgeted amount without first consulting MDT program manager

MDT Review

- Ensure within approved budget
- Review supporting documentation
- Expenditures in the proper category
- Ensure Authorized person has certified expenditures

Contract
Manual and
Fiscal/Program
Management

Chapter 9 – Project Monitoring

Pre-Award Risk Assessment

- Required by Federal Government
- Evaluate subrecipient for risk of noncompliance by considering subrecipient's
 - Prior experience
 - Results of Single Audit
 - New personnel or changes in organization

Desk Review

- Conducted quarterly/period following submission of status report within WebGrants
- Validates activities in line with objectives
- Provide technical assistance if problems arise

Project:

- ✓ Strategy
- ✓ Plan
- ✓ Success

Contract Manual and Fiscal/Program Management

Chapter 9 – Project Monitoring (cont'd)

On-Site Review

Low Risk

- Contracts over \$35,000 with “low” risk require on-site annually for first three years
- Contracts over \$35,000 with “low” risk and under contract for three ore more years require on-site once every two years

Medium Risk

- Schedule financial review with subrecipient
- Withhold payments pending single audit results, applicable
- Provide training and technical assistance on program related matter
- Conduct on-site as determined by staff

Contract Manual and Fiscal/Program Management



Chapter 9 – Project Monitoring (cont'd)

On-Site Review (cont'd)

High Risk

- Review by MDT External Audit
- Require 100% documentation for reimbursement
- Withhold full or partial payments pending single audit results, if applicable
- Review corrective actions and ensure follow-up on plan
- Provide training and technical assistance
- Consider whether results of audits necessitate adjustments to the pass-through entities records
- Consider taking enforcement action against the non-compliance subrecipient

See entire manual at:

[Contract Management Manual](#)

Applying for Funding



- [Montana Webgrant – Application Portal](#)
- [Instructions, program descriptions and user guides.](#)
- [Grant Programs, Timeframes, etc.](#)

Application Elements

1) Project Identification

2) Project Narrative

- **Executive Summary**
- **Problem ID/Needs Statement**
- **Goal(s)**
- **Evaluation/Internal Assessment**
- **Future Funding/Sustainability**

3) Project Budget

4) Local Benefit

5) Attachments

PROJECT OBJECTIVES

```
graph LR; A[Smart Objective] --> B[Target Population]; B --> C[Activities]; C --> D[Responsible Parties]; D --> E[Outcome]
```

Smart
Objective

Target
Population

Activities

Responsible
Parties

Outcome

SMART OBJECTIVE = Specific – Measurable – Achievable – Realistic – Timebound

Problem Identification



Crash/Citation Data Readily Available

- [Crash Data | Montana Department of Transportation \(MDT\) \(mt.gov\)](#)
- [Montana DUI Citation Summary](#)
- [National Highway Traffic Safety Administration](#)
- Direct point of contact is readily available.
Mark Keeffe mkeeffe@mt.gov

County and Statewide Crash Data (2011 - 2020)

Choose Crash Description ----->

All Crashes

Choose County ----->

Statewide

Data retrieved

August 12, 2021

MDT Crash Database is a dynamic system. Crash data is periodically updated with new, revised, or additional information. Data values may vary from previous publications.

Injury Severity	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Fatality	211	205	229	192	224	190	186	182	184	212
Serious Injury	967	1129	1101	964	999	834	730	769	709	730
Other Injury	6164	6431	6137	6497	6588	6389	6518	6073	6031	5701
No Injury	34496	32776	34153	36728	37078	36952	39909	38281	36970	31468
Unknown/Other	3312	1865	1868	2006	2185	2117	2383	2333	2952	2023
Total	45150	42406	43488	46387	47074	46482	49726	47638	46846	40134

Crash Severity	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Fatal Crash	187	192	203	176	204	173	169	168	166	189
Serious Injury Crash	747	848	845	788	782	677	598	622	597	590
Other Injury Crash	4212	4486	4331	4529	4625	4541	4553	4316	4251	3997
No Injury Crash	14135	13954	14646	15772	16244	16193	18014	17346	16459	15008
Unknown/Other Crash	1096	270	348	384	471	450	458	459	861	508
Total	20377	19750	20373	21649	22326	22034	23792	22911	22334	20292

	State or County	Statewide																
	Agency	Both																
	Gender	All																
	Month Range 1	All Year																
	Month Range 2	September																
			Year															
Montana Board of Crime Offense Code	Montana Code Annotated (MCA)	MCA Description	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	10 Year Citation Totals	Citation Annual Average			
2148	61-8-401 and/or 50-46-320 (1)(a)	DUI, intoxication by drugs or alcohol and/or DUI, under the influence of marijuana	4757	4165	3908	4380	4696	4881	4655	4535	4724	4509	5026	50236	4567			
2117	61-8-402	DUI undetermined level - refused to test	1504	1386	1416	1369	1217	889	837	646	350	309	300	10223	929			
2118	61-8-406	DUI, determined level of intoxication, liquor 0.08 or greater	850	675	565	447	424	499	411	329	256	191	283	4930	448			
2138	61-8-410	DUI, under 21 with BAC of 0.02 - liquor	164	148	117	111	117	99	94	108	109	146	112	1325	120			
2158	61-8-465	Aggravated DUI	218	1261	1269	1321	1117	1373	1470	1475	1536	1296	1389	13725	1248			
2128	45-5-106	Vehicular homicide while under the influence	4	7	5	2	7	7	13	5	13	8	7	78	7			
2168	45-5-628 (e)	Criminal child endangerment, DUI	0	0	4	26	22	35	54	57	70	91	102	461	51			
2178	61-8-411	DUI, marijuana, delta-9-THC	0	0	0	4	16	15	7	26	17	22	23	130	22			
		<i>Yearly Totals</i>	7497	7642	7284	7660	7616	7798	7541	7181	7075	6572	7242	81108	7373			

State and Local
Demographic Resource

Montana Board of Crime
Control

Montana Prevention
Needs Assessment

Youth Risk Behavior
Survey

EMS, Trauma, and Injury
Prevention Data

Links to Grants Information

[Traffic Safety Programs | Montana Department of Transportation \(MDT\) \(mt.gov\)](#)

[Contract Management Manual \(mt.gov\)](#)

General Discussion and Adjournment

Thank you!

zero deaths
zero serious injuries

