

**To: Missouri Transportation Enhancements Subcommittee Members**

**From: Heidi Schallberg**

**Date: January 25, 2012**

**Re: Funding Allocation Decision Model**

In response to Transportation Enhancements committee concerns about increasing committee member input for project application scores and funding allocations, more information about the model used by the Destination Safe Coalition is provided for discussion and consideration.

As background, the Destination Safe Coalition is a coalition of local, regional, state and federal partners that work together to improve transportation safety in the Kansas City region.

Funding rounds are done annually for education and enforcement projects. Funding totals vary and are decided by the two state departments of transportation separately. The Coalition makes funding recommendations to each state.

Over the past three years, Destination Safe received an average of seven applications for Missouri funding, with an average funding application request of approximately \$6,000. Coalition funding recommendations are forwarded to MoDOT and KDOT, who make the final funding decisions. Compared to TE in Missouri, the Destination Safe Missouri funding is generally much less competitive, with the majority of projects receiving funding.

Project applications are ranked in a two-part project selection process. Each project has the ability to score 200 points: 100 points from the criteria scoring and 100 points from votes received from coalition members.

In the first part of the process, applications are scored individually by the three program managers from MARC, MoDOT, and KDOT. The three individual scores are then averaged for the score used to rank the project applications from highest to lowest. The scores from the program managers account for half of the final score.

In the second part of the process, applicants are requested to make brief presentations to the coalition members, who can ask questions of the presenters (similar to TE but with many fewer applications).

After the applicant presentations, coalition members (eligible organizations) allocate seven votes at their discretion, but each organization may only vote once for each project. During the meeting, staff tallies the number of votes for each project. The total application votes are divided by the total possible votes, and this percentage is converted to half of the project score.

The coalition reviews the final scoring results and decides how to recommend project funding (in part or in full).



## Application Instructions

### Background

The Destination Safe Coalition is the Kansas City region's initiative to prevent transportation-related fatalities and injuries. The Coalition is composed of representatives from local, regional, state and federal organizations with an interest in improving the safety of the region's transportation system. Members are typically involved in some aspect of safety education, law enforcement, engineering or emergency response.

Destination Safe developed the *Kansas City Regional Transportation Safety Blueprint*, which outlines the primary transportation safety issues in the region and potential solutions. The local coalition partners with the Kansas and Missouri campaigns, and helps put statewide efforts into action on a local level.

### Application Development

Destination Safe is accepting applications to fund strategies and solutions that will reduce fatalities and serious injuries related to the six high-priority areas outlined in the *Kansas City Regional Transportation Safety Blueprint*. These priority areas include:

1. Unbelted motorists
2. Aggressive drivers
3. Youth and young adults
4. Impaired drivers
5. Pedestrians
6. Transportation safety data

A partnership approach is encouraged and most strategies or solutions should be classified into one or more of the 4 E's (Education, Enforcement, Engineering or Emergency Response). New, innovative concepts are encouraged along with proven strategies.

Please note that infrastructure projects such as roadway widening, improved signing, etc. are discouraged from this source of funding since there are other sources of funding available to implement these projects. Contact your state department of transportation or local public works to discuss infrastructure funding options. Destination Safe may reject any application that does not fully support its mission to reduce transportation-related fatalities and injuries.

The application will consist of three or four pages, depending on the type of funding requested. **One copy of the application is due via e-mail or postal mail by 5 p.m. Central Standard Time on Monday, May 2, 2011.** Applications should be sent to Aaron Bartlett, Mid-America Regional Council, 600 Broadway, Suite 200, Kansas City, MO 64105, or at [abartlett@marc.org](mailto:abartlett@marc.org).

## Application Workshop

The Destination Safe Coalition will hold an application workshop on Friday, April 8, 2011 at 9 a.m. at Mid-America Regional Council, 600 Broadway, Kansas City, Mo. 64105 (1st Floor, Broadway Room). Attendance is not mandatory but recommended. Destination Safe representatives will present an overview of the six priority areas and projects that have been awarded funding in the past. The workshops will provide applicants an opportunity to ask questions, meet with others and develop application partnerships.

## Application Review

The Leadership Team of the Destination Safe Coalition will review the projects at on Wednesday, May 25, 2011, at 9 a.m. at Mid-America Regional Council, 600 Broadway, Kansas City, MO 64105 (1st Floor, Broadway Room). Attendance by project sponsors is required to answer questions of the Leadership Team. Each applicant will receive a notice specifying when their project will be reviewed. A small amount of time will be given to applicants to present their proposed project.

## Eligibility

Any nonprofit organization, jurisdiction, governmental entity, for-profit business, etc. is eligible to apply. The project must take place in one of the counties or portions of counties within the boundaries of the Mid-America Regional Council or Missouri Department of Transportation District 4. Funds cannot be used to produce materials for profit. Additionally, infrastructure-related improvements are discouraged through this application process.

## Reporting Requirements

Recipients of funds are required to document activities and provide quarterly reports for activities/services performed and/or capital procured through the grant. Reporting requirements may vary depending on the project type and are determined by the administrating state department of transportation office. In addition to state requirements, reporting requirements include but are not limited to oral and/or written reports to the Destination Safe Coalition.

## FY 2012 Funding Amounts

No funding guarantees have been made by either the Missouri Department of Transportation (MoDOT) or the Kansas Department of Transportation (KDOT). Funding amounts are determined after the projects are recommended for funding. The Destination Safe Coalition estimates future funding based on prior year allocations.

Each year, the Missouri Coalition for Roadway Safety provides funding for regional safety coalitions to allocate for public information and safety enforcement projects in their geographic areas. For fiscal year 2012, the Destination Safe Coalition estimates that **approximately \$64,000 will be available for regional projects through an open application process**. All MoDOT-funded projects must have funds expended and submitted by May 2, 2012, so invoices can be processed before the end of the fiscal year in June.

KDOT does not allocate a specific amount of funds for regional blueprint projects; however, they have funded several of the projects submitted through the Destination Safe Coalition. Destination Safe routinely recommends

projects for consideration to KDOT for Section 402 funding. KDOT has the sole discretion in determining project funding but takes into account the recommendations of Destination Safe when making this determination. Additional requirements not outlined in this process may need to be met by organizations applying for Kansas funds. Projects selected for KDOT funding operate on a fiscal year beginning in October. Due to this fact, grant recipients may be required to provide periodic reports on projects beginning later in the year.

It is important to specify in applications which source of funds is desired. Projects that will be conducted primarily in Kansas counties should request Kansas funds, and projects that will be conducted primarily in Missouri counties should request Missouri funds. A combination of funding can be requested, so it is important to itemize the project's budget according to the state in which funding is being requested. Project applicants may be required to scale a project back if awarded a reduced amount.

Matching funds are not required; however, we **strongly** encourage leveraging funds from other sources.

Please note that this is a reimbursement program, which means that your organization will need to pay for expenses up front and submit invoices to the appropriate contract manager for reimbursement.

Destination Safe, KDOT and MoDOT reserve the right to not fund projects for any reason, even after the Destination Safe Coalition has made recommendations for funding projects and funding amounts. **No expenses should be incurred until the appropriate funding contract is signed and executed.**

### FY 2012 Program Selection Timeline

Friday, April 1, 2011	Call for applications begins
Friday, April 8, 2011	Application workshop
Monday, May 2, 2011	Application deadline 5 p.m.
Wednesday, May 18, 2011	Applications, staff scoring and other items sent to Coalition for review
Wednesday, May 25, 2011	Destination Safe Coalition meeting to vote on applications

### MoDOT (FY 2012 begins July 1, 2011, and ends June 30, 2012)

Friday, July 1, 2011	MoDOT contract signing
Friday, May 6, 2012	All invoices due
Friday, June 29, 2012	MoDOT closes grant

### KDOT (FY 2012 begins October 1, 2011, and ends September 30, 2012)

Friday, July 15, 2011	KDOT review and notification
Friday, August 12, 2011	KDOT notification to MARC on selected projects
Monday, October 3, 2011	KDOT contract signing (Federal Fiscal Year 2012 begins October 1, 2011)
Friday, September 28, 2012	All invoices due and grants are closed

### Application Details

Please refer to the following information to assist with completing your application.

**Project Title:** Give your project a descriptive name in the space provided.

**Type of Project:** Check one.

New Project for Fiscal Year 2012 – This is a new project to be funded.

Continuing Project from Previous Fiscal Years – This project was funded in the past and needs continued funding.

**Lead Applicant Information:** Fill in the contact information of the person submitting the application.

**Partner Agencies (if any):** Identify any agencies you are partnering with on this project.

**Lead Organization Type:** Identify the appropriate type of organization for the lead agency. More than one can be checked. Describe the project type if “Other” is selected.

**Geographic Extent of Project:** Check the counties in which you plan to conduct the project.

**Project Type(s):** Identify the type of strategy(ies) your project will incorporate. More than one type can be selected.

**Priority(ies) Addressed:** Check the priority areas addressed with your project. More than one priority can be selected.

**Does your project address a high crash or high severity location?** Check “Yes” if your project addresses a specific crash corridor or location. Please explain.

**Kansas Funds Requested:** The total amount of funding requested from Kansas. This figure should match the number specified in Attachment B.

**Missouri Funds Requested:** The total amount of funding requested from Missouri. This figure should match the number specified in Attachment B.

**Existing or Matching Funds (if any):** List any funding that is being used as part of this project.

**Source:** Name the source of the matching funds.

**Total Project Budget (KS Funds Requested + MO Funds Requested + Matching Funds):** Add the numbers to determine the project's total budget.

**Attachment A:**

**Describe the problem your project addresses: (Problem Statement)**

Briefly describe the problem you are addressing and which of the six priority areas it relates to.

**Describe the project: (Problem Solution)**

Briefly describe the activity(ies). Include when and where it will take place. Explain how the funds will be used. Describe the need for the project and how it supports the priority areas in the *Kansas City Regional Transportation Safety Blueprint*.

**Describe the expected outcomes, benefits, or results: (Performance Objectives)**

Briefly describe what you expect to accomplish by conducting this activity. Include a list of measurable outcomes or performance measures that you expect to document or measure.

**Attachment B** – Fill out the budget form completely. Limit to two pages.

Check the appropriate box for the state in which funds are being requested.

**Personnel Services:** List costs, if any, for personnel time to work on project.

**Commodities (expendable items & supplies):** List costs, if any, for items that are needed for doing the project or items that are consumed while conducting the project.

**Travel:** List costs, if any, for travel related to the project or to bring experts in for the project.

**Equipment:** List costs, if any, for equipment needed for the project. These items are typically items that can and/or will be used multiple times.

**Indirect Costs:** List costs, if any, of expenses not readily identified and are incurred because of this project.

*Note: Please note which portions, if any, of your budget are scalable.*

## Questions?

Contact one of the following:

Aaron Bartlett  
Safety Program Manager  
Mid-America Regional Council  
(816) 701-8238  
[abartlett@marc.org](mailto:abartlett@marc.org)

Melanie Lanigan  
Administrative Technician  
Missouri Department of Transportation  
(816) 607-2171  
[Melanie.Lanigan@modot.mo.gov](mailto:Melanie.Lanigan@modot.mo.gov)

Please see the attached page for scoring used to review each project.

FY 2012 Blueprint Safety Funds Scoring Sheet *Not The Application Form*  
*Do Not Submit This Page*

Project Name: \_\_\_\_\_

Lead Applicant Name: \_\_\_\_\_ Project Score: \_\_\_\_\_

Criteria	Score	Maximum Points	Project Score
Partner agencies	1 points for each partner listed	3	
Geographic extent of project	2 points per county	8	
Project type	3 points for each E	6	
Priority(ies) addressed	2 point for each priority area	12	
	No points for other		
High crash / severity location?	Yes = 5 points	5	
State funds requested	\$1–4,999 = 12 points	12	
	\$5,000–9,999 = 8 points		
	\$10,000–\$19,999 = 4 points		
	\$20,000 + = 0 points		
Existing or matching funds	\$1–4,999 = 5 points	15	
	\$5,000–9,999 = 10 points		
	\$10,000 + = 15 points		
Problem statement	How well is the problem defined? 4 points max.	10	
	Are there data to backup statements? 6 points max.		
Problem solution	Is the project innovative? 3 points max.	19	
	Is the project using proven strategies? 3 points max.		
	Does the project engage the community? 3 points max.		
	Does the project address populations susceptible to crash injuries and fatalities? 4 points max.		
	Will the solution prevent or reduce fatalities and serious injuries? 6 points max.		
Performance objectives	Are measures identified to gauge project's success?	10	
<b>Total</b>		<b>100</b>	

The scoring sheet totals account for half of the final score. The remaining score is based on Leadership Team members' votes. Eligible organizations will be given seven dots to allocate at their discretion. Each organization may allocate only one dot per project. The number of dots will be tallied for each project. The total application votes will be divided by the total votes possible. This percentage will be converted to half of the project score. The Leadership Team will review the results and decide how to recommend project funding in part or in full.

# Criteria Score Summary



TITLE	1 SCORES	2 SCORES	3 SCORES	AVERAGE SCORES	RANKING
Battle of the Belt	70	73	72	72	2
Distracted Driving Presentations	71	66	59	65	4
Child Passenger Safety	51	47	51	50	6
ThinkFirst Injury Prevention	76	71	67	71	3
Youth Prevention and Educational Programming	83	82	81	82	1
Reflect on This	59	55	52	55	5
Sound of Prevention	55	40	43	46	7

## NOTES

Projects were scored independently by the Destination Safe Program Managers. An average of the three scores produced the final criteria score.



To: Destination Safe Coalition Leadership Team and FY 2012 Funding Project Sponsors  
 From: Aaron Bartlett, MARC, Lindsay Vogt, MoDOT District 4, and Steven Buckley, KDOT  
 Date: June 7, 2011  
 Re: Destination Safe Funding Recommendations

We would like to thank everyone for submitting applications for funding through Destination Safe Coalition. We received seven applications. The requests totaled \$41,505 (\$37,705 in MO and \$5,800 in KS). The Coalition met May 25, 2011 and reviewed all applications, voted on projects, and made recommendations for funding to each respective State Department of Transportation.

Projects were ranked in a two-part project selection process. Each project had the ability to score 200 points – 100 points from the criteria scoring sheet and 100 points from votes received. The projects were sorted from highest to lowest score as shown in the table below. The Leadership Team decided to recommend funding of all Missouri projects provided that funding is available and the project meets MoDOT eligibility requirements.

KDOT does not allocate a specific amount of funds for regional blueprint projects; however, they are interested in additional funding ideas in the region. The Leadership Team recommended submitting the ThinkFirst Injury Prevention project for consideration to KDOT. KDOT has the discretion as to whether or not the project receives funding. Additional requirements not outlined in this process may need to be met by organizations applying for Kansas funds. Projects selected for KDOT funding operate on a fiscal year beginning on October 1<sup>st</sup>.

Project Name	Organization	MO Funding	KS Funding	Local Funding	Total Score
<b>ThinkFirst Injury Prevention</b>	ThinkFirst of Greater Kansas City	\$6,960	\$5,800	\$8,000	<b>143.1</b>
<b>Youth Prevention and Educational Programming</b>	Tri-County Mental Health Services	\$9,945	—	\$28,530	<b>115.3</b>
<b>Battle of the Belt</b>	MoDOT District 4	\$5,000	—	\$6,772	<b>92.5</b>
<b>Distracted Driving Presentations</b>	MoDOT District 4	\$3,000	—	\$2,709	<b>171.3</b>
<b>Child Passenger Safety</b>	Safety & Health Council of Western MO and KS	\$4,800	—	—	<b>146.3</b>
<b>Reflect on This</b>	Truman Medical Center Trauma Services	\$3,500	—	\$1,500	<b>62.5</b>
<b>Sound of Prevention</b>	Truman Medical Center Trauma Services	\$2,500	—	\$1,500	<b>53.1</b>
<b>TOTALS</b>		<b>\$35,705</b>	<b>\$5,800</b>	<b>\$49,011</b>	



an effort to prevent transportation fatalities and injuries in the Kansas City region

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600 Broadway, Suite 200, Kansas City, Missouri 64105  
Phone: 816/474-4240 Fax: 816/421-7758

For organizations that have been recommended for Missouri funding, MoDOT will announce the allocation of funding in the coming weeks. Projects will be funded based on ranking by total score and available funding. MoDOT will contact you concerning your request for funding. MoDOT will then communicate with you about the next steps in their process and administrative matters concerning setting up contracts and/or invoicing. **Do not** proceed with expending any funds until contacts are established. Expenses not meeting the specified guidelines will not be able to be reimbursed by MoDOT.

The ThinkFirst Injury Prevention application has been sent to the KDOT Bureau of Transportation Safety and Technology for Section 402 funding. KDOT will contact you concerning your request for funding. Additional information and forms may be needed to meet their requirements. KDOT will then communicate with you about the next steps in their process and administrative matters concerning setting up contracts and/or invoicing. No funding guarantees have been made so please **do not** proceed with expending any funds until confirmation from KDOT has been secured and a contract has been established.

Thank you for participating in this process. Feel free to contact Aaron, Lindsay or Steven if you have any questions.

Kansas Department of  
Transportation  
700 SW Harrison  
Topeka, KS 66603  
785/296-3566

Kansas Highway  
Patrol Troop A  
1220 Enterprise Street  
Olathe, KS 66061  
913/782-8100

Mid-America  
Regional Council  
600 Broadway, Suite 200  
Kansas City, MO 64105  
816/474-4240

Missouri Department of  
Transportation District 4  
600 NE Colbern Road  
Lee's Summit, MO 64086  
816/622-6500

Missouri State Highway  
Patrol Troop A  
504 E Blue Parkway  
Lee's Summit, MO 64063  
816/622-0800