



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.

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

Melanie Lanigan
Administrative Technician
Missouri Department of Transportation
(816) 607-2171
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	
Total		100	

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.