



Hybrid Meeting: Large Conference Room & GoToMeeting

Full audio/video access: <https://us02web.zoom.us/j/85064264094?pwd=S05rRXdjRTVZNHQxUWtxeXVFZ2Radz09>

Audio only access by phone: +1 646 558 8656

Meeting ID: 850 6426 4094; Pass Code: 481090

Thursday, July 21, 2022; 4:00 p.m.

Agenda

1. **Call to Order & Establishment of Quorum** Dwayne Tuggle, Chair
(CVTPO Electronic Meeting Policy)
Staff Report (Attachment 1)
2. **Board 2022-2023 Elections** Dwayne Tuggle, Chair
3. **Approval of Minutes: May 19, 2022** CVTPO Chair
(Attachment 2)
4. **Proposed TIP Amendment (Public Hearing)** Kelly Hitchcock, CVTPO
(Attachment 3a) (Attachment 3b)
5. **Resolution of Support Consideration for Smart Scale Applications** Kelly Hitchcock, CVTPO
(Attachment 4)
6. **US DOT Safe Roads and Streets for All (SS4A) Program Consideration** Kelly Hitchcock, CVTPO
(Attachment 5)
7. **Other Matters from the Board and/or Staff** CVTPO Chair
 - a. VDOT Highway Safety Improvement Program (HSIP)
8. **Adjournment** CVTPO Chair
9. **Informational Items** Kelly Hitchcock, CVTPO
 - a. CVTPO next meeting: Thursday, September 15, 2022, 4:00 p.m.

The CVTPO ensures nondiscrimination and equal employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. If you have questions or concerns about your civil rights regarding this project or need special assistance for persons with disabilities or limited English proficiency, please contact the CVTPO. Sign language or non-English language interpreters will be provided if needed and requested in advance of this meeting. Please contact the CVTPO at 434-845-3491 to request an interpreter.



Central Virginia Transportation Planning Organization (CVTPO)

July 21, 2022

Staff Report

1. Call to Order & Establishment of Quorum

Concurrence of Electronic Meeting Policy.

2. CVTPO Board 2022-2023 Elections

Per a July 2019 informal officer rotation, the City of Lynchburg would move from Vice Chair to Chair, and Campbell County would resume the Vice Chair position.

Execute CVTPO elections. Pass chair and meeting lead to appointed CVTPO chair.

3. Approval of Minutes: May 19, 2021 (Attachment 2)

May 19, 2022, CVTPO meeting minutes provided for review and approval.

Recommendation: Approval of Minutes.

4. Item a) Public Hearing on Proposed Amendments to the Central Virginia Transportation Improvement Program (CVTIP) 2021-2024 (Attachment 3a)

Proposed amendments to the FY21-24 Central Virginia TIP have been available for public comment for thirty days and duly advertised in the News & Advance. This hearing is an opportunity for the public to speak for or against the amendments.

Recommendation: Call Public Hearing to receive comments from the public.

Item 3b) Consideration of CVTPO Resolution Amending the CVTIP 2021-2024

The Virginia Department of Transportation has requested the consideration for proposed amendment to the Central Virginia Transportation Improvement Program (CVTIP) accommodate changes in program and project needs.

The proposed amendments have been available for public comment for thirty days and the Transportation Technical Committee (TTC) supports this request. The resolution (Attachment 3b) is provided for the CVTPO's consideration.

Recommendation: Staff recommends CVTIP Amendment Resolution adoption.

5. Resolution of Support Consideration for Smart Scale Applications (Attachment 4)

The Counties of Bedford, Amherst and Campbell and the City of Lynchburg are submitting projects for SMART Scale Round 5 funding.

The following describes those projects being submitted within the CVTPO area.

Amherst County

- **Seminole Drive Right Turn Lane**
Construct right-turn lane on S Amherst Hwy northbound at S Amherst Hwy (Bus Route 29) and Seminole Dr intersection.
- **Dillard Road Right Turn Lane**
Construct a right-turn lane on Dillard Rd at S Amherst Hwy (BUS Route 29) and Dillard Rd intersection.
- **Lynchburg Expressway and S Amherst Hwy Intersection**
Improve BUS Route 29 and S Amherst Hwy (Route 163) intersection by constructing an additional turn lane on Route 163 and reconfiguring access to restrict through and left-turn movements out of Lyttleton Lane.
- **Dillard Road – Lakeview Drive Improvements**
Manage access points to allow for safer travel movement through median placement, which will also support safe pedestrian movement.

Bedford County

- **Route 460 Corridor Improvements**
Intersection reconfigurations along Route 460 between Route 811 and Route 623 to improve business access, corridor safety, and capacity preservation.
- **Route 221 Sidewalks – Thomas Jefferson to Bateman Bridge Rd**
Install sidewalks along northbound side of Route 221 Forest Road from Rt 811/Thomas Jefferson Rd to Gables Drive connecting residential community to commercial businesses and public amenities, including Forest Library.
- **Route 221 Sidewalks - from Bateman Bridge to Enterprise Drive**
Install sidewalks along northbound side of Route 221 Forest Road from Gables Drive to Enterprise Drive/Rt 1415 connecting residential community to commercial centers.

Campbell County

- **Timberlake Road Improvement Project (Greenview Drive/Laxton Road)**
Installation of additional left and right turn lanes at Greenview and Laxton, installation of sidewalk between Oakdale Circle and Wood Rd and a transit stop are included within this project.
- **Candlers Mountain Road Turn Lane Improvements**
Construct new or extend existing turn lanes at four (4) intersection along Candlers Mtn Rd between City limits and Sunnymeade Rd.

- Route 29 Southern Section (Colonial Hwy to Calohan Rd)
Construct a series of safety features, including RCUTs, entrance closing, and turn movements improvements along Route 29 from Route 24 to Calohan Road.

City of Lynchburg

- US 501 Improvements – Langhorne and Vassar Improvements
Construct a roundabout at the US 501 BUS (Langhorne Rd) and Vasser St. intersection to improve safety movement for motorist and pedestrians.

- Candler's Mtn Rd and Liberty Mtn Dr Roundabout
Modify the intersection of Candler's Mtn Rd with the US Route 460 Eastbound Off-ramp restricting left turn and through movements, extend or add turn lanes along Liberty Mtn Dr. to improve access, and construct a roundabout at the Liberty University Dr and Liberty Mtn. Dr.

Recommendation: Staff recommends resolution adoption.

6. **US DOT Safe Roads and Streets for All (SS4A) Program Consideration** (Attachment 5)

The Bipartisan Infrastructure Law (BIL) provided the foundation for a new Safe Streets and Road for All (SS4A) discretionary program that will, over the next five years, provide \$5-6 billion in grant funding to support regional, local, Tribal initiatives to prevent roadway deaths and series injuries.

A general program overview is provided as Attachment 5.

The Notice of Funding Opportunity (NOFO) for the SS4A first grant round is anticipated to open in May 2022; with grants anticipated to be due in late August to late September. In order to receive project implementation funds, an approved Comprehensive Safety Action Plan, or equivalent document, developed according SS4A NOFO specifications, must be adopted by a locality and/or regional entity.

The SS4A first grant round will make available planning and implementation funding. Planning funding, at standard 80%/20% match rate, will be available to provide funding to undergo an extensive planning process to develop a Comprehensive Safety Action Plan.

The ability to be ready for these funds will require dedicated evaluation to assure that all parties are apprised of important details and able to move through appropriate review, approval, and potential financial contribution considerations. Staff is recommending the creation of a CVPDC/CVTPO Safe Roads and Streets for All Subcommittee, that will be comprised of dedicated CVTPO members, CVTPO appointed members, and TTC members. This subcommittee will serve to oversee the SS4A program review, evaluation, and action recommendation(s) which will be brought back to the CVTPO, and as necessary, CVPDC member localities.

Recommendation: Staff recommends the CVTPO authorize staff to initiate communication with CVTPO and CVPDC localities for support in submitting a SS4A Planning Grant and beginning the preliminary grant development process, including preliminary budget. CVTPO should consider providing the Executive Committee the ability to finalize a SS4A grant submittal approval process.

7. **Other Matters from the Board and/or Staff**

- a. VDOT HSIP and Smart Scale Round 5 applications.
Reminder staff and UVA LTAP program working with locality partners in evaluating local crash data for foundation for VDOT Virginia Highways Safety Improvement Program (HSIP) Virginia Systemic Safety Program low-cost countermeasure implementation activity grant

focus. Applications due November 1, 2022.

8. Adjournment

Informational Items

- Unless notified otherwise, the CVTPO will meet at 4:00 p.m. on the following dates
October 20, 2022 January 19, 2023



Central Virginia Transportation Planning Organization

~ DRAFT MINUTES~

May 19, 2022 4:00 pm

MEMBERS PRESENT (In-Person)

Dean Rodgers..... Amherst County
Robert Hiss..... Bedford County
Frank Rogers..... Campbell County
Wynter Benda City of Lynchburg
Chris Winstead..... VDOT Lynchburg District
Josh Moore..... Greater Lynchburg Transit Company
Kenny Craig Liberty University
Sara McGuffin Town of Amherst

MEMBERS ABSENT

Dwayne Tuggle..... Town of Amherst, Chair
John Sharp..... Bedford County
Charlie Watts Campbell County
Drew Wade County of Amherst
Daniel Sonenklar..... Dept. of Rail and Public Transportation

OTHERS PRESENT

Beau Wright (virtual)..... City of Lynchburg
David Cook..... VDOT Lynchburg District
Alec Brebner (virtual)..... Executive Director, Crater PDC
Gary Christie..... CVPDC
Kelly Hitchcock CVPDC/CVTPO

1. Establish CVTPO Meeting Chair

Call to Order & Establishment of Quorum

Wynter Benda, motioned that Frank Rogers serve as CVTPO meeting Chair in the absence of Mayor Dwayne Tuggle and Councilman Beau Wright. With second by Robert Hiss and unanimous approval, Rogers proceeded to Chair the May CVTPO meeting.

Frank Rodgers called the meeting to order at 4:04 p.m. A quorum was established, therefore any CVTPO voting action was able to proceed.

2. Approval of the March 17, 2022 Minutes

Upon a motion by Sara McGuffin, seconded by Dean Rodgers, the minutes of March 17, 2022 were unanimously approved with the following amendments:

- Correction of meeting date from 2021 to 2022; and
- Addition of Dean Rodgers having made the 2nd in the motion to adopt the FY2022-202 UPWP Work Plan.

3. Proposed FY21-24 CVTIP Amendment (Public Hearing) & Adjustments

Kelly Hitchcock provided an overview of the proposed amendments to the FY21-24 CVTIP as submitted by the Virginia Department of Transportation (VDOT), Virginia Department of Rail and Public Transit (DRPT), and Greater Lynchburg Transit Company (GLTC) to accommodate adjustments needed to program and project needs. VDOT amendments reflect funding increase needs for Route 221/501 intersection improvements. GLTC's adjustments reflect timing delay in rolling stock replacement, removal of some Transfer Center improvements, and general administrative adjustments. DRPT amendment reflects funding for a new paratransit service in the area and adjustment in paratransit vehicle expenses for Central Virginia Alliance for Community Living (CVACL).

The public comment period ran from April 15 through May 16 and no comments were received. Frank Rogers opened the FY21-24 CVTIP Amendment Public Hearing. Hearing no comments, the public hearing closed.

A motion was made by Robert Hiss, seconded by Sara McGuffin, to approve the amendment to the CVTIP as presented. The motion was unanimously approved.

4. FY2023 Unified Planning Work Program (UPWP)

Hitchcock reviewed the CVTPO approved FY2023 UPWP confirming the program budget and the FY23 DRPT allocation of \$144,627, an amount that was not confirmed at the March UPWP approval. Hitchcock noted that the FY23 budget was an eighteen percent (18%) increase from FY22 budget. Finally, Hitchcock confirmed that there will DRPT rollover funds given the current staffing and that these funds will provide the foundation for a multimodal study initiative, via consultant services, in the pending year.

5. US DOT Safe Roads and Streets for All (SS4A) Grant Program

Hitchcock provided an overview of the US DOT Safe Roads and Streets for All (SS4A) grant program, noting the summary in the Board package. Some key program points,

including the \$1 billion per year funding for planning and infrastructure/construction projects; CVMPOs and localities are only eligible for infrastructure funding if an USDOT-approved Community Action Safety Plan, or vision zero plan, has been adopted.

Hitchcock noted that the details of the Notice of Funding Opportunity had just opened on May 16th thus, too many specific regarding the program and funding were unknown. Hitchcock did note that the TTC was aware of the pending funding and that Erik Smedley, Bedford County, and David Cook, VDOT-Lynchburg District had agreed to, along with Hitchcock, serve to review the program and serve to outline potential action for the CVPDC/CVTPO and localities.

Hitchcock invited any CVTPO members to also serve on a group to review the program and evaluation process. After some discussion, it was agreed the TTC should serve as the review body to initiate and consider potential grant action. will oversee the program evaluation process. Chris Winstead, VDOT, reiterated the assistance of the VDOT in evaluating this program and the other Federal programs being announced.

6. Other Matters from the Board and/or Staff

a. VDOT Highway Safety Improvement Program (HSIP) and SMART Scale

Hitchcock reminded the Board that SMART Scale Round 5 applications are actively underway and support resolution will be brought to the CVPTO for consideration in July.

Hitchcock also confirmed that via the coordination with the UVA Local Assistance Program (LAP) that rural and urban roadway crash and potential Systemic Safety Countermeasures were being evaluated via the UVA LTAP program via Kimley-Horn and in coordination with the TTC and locality planners. The goal will be to arm localities with potential Highway Safety Improvement Program (HSIP) grant round – which will only be open to Systemic Safety Initiatives – which will open in August with applications due November 1st.

b. CVPDC/CVTPO Staff

Hitchcock noted that Ada Hunsberger will not be returning fulltime to the CVPDC. She will serve as a part-time employee; we retain her skills and she is able to spend more time with her baby. Consideration of future staffing is underway.

7. Adjournment

There being no further business, Chris Winstead motioned, seconded by Wynter Benda, to adjourn. With unanimous approval the meeting adjourned at 4:31p.m.



**Narrative of Changes to the 2021-2024 Transportation Improvement Program
(Pending Public Comment and CVTPO Approval 7/21/2022)**

The following Amendments and Adjustments to the FY 21-24 Central Virginia Transportation Improvement Program (CVTIP) are proposed. These program funding changes have been reviewed and supported by agency staff.

The Virginia Department of Transportation (VDOT) has proposed the following project amendments to reflect increased funding within the Maintenance Grouping for Preventative Maintenance and System Preservation and Traffic and Safety Operations to be disrupted throughout the Lynchburg MPO planning area as projects arise. These Amendment are within the "Urban Projects" portion of Section 3 of the CVTIP (denoted in \$1,000s).

GROUPING		Maintenance : Preventive Maintenance and System Preservation				
PROGRAM NOTE		Funding identified to be obligated districtwide as projects are identified.				
ROUTE/STREET					TOTAL COST	\$61,898,403
	FUND SOURCE	MATCH	FY21	FY22	FY23	FY24
CN	Federal - STP/STBG	\$0	\$12,169,660	\$17,224,147	\$16,033,673	\$16,470,923
MPO Note		TIP AMD - add an addit'l \$1,100,029 (STP/STBG) FFY22				

GROUPING		Maintenance : Traffic and Safety Operations				
PROGRAM NOTE		Funding identified to be obligated districtwide as projects are identified.				
ROUTE/STREET					TOTAL COST	\$7,026,389
	FUND SOURCE	MATCH	FY21	FY22	FY23	FY24
CN	Federal - STP/STBG	\$0	\$1,053,269	\$2,385,264	\$1,374,503	\$2,213,353
MPO Note		TIP AMD - add an addit'l \$1,239,676 (STP/STBG) FFY22				



**RESOLUTION TO AMEND THE CENTRAL VIRGINIA
TRANSPORTATION IMPROVEMENT PROGRAM FISCAL YEARS 2021-2024**

WHEREAS, the *Transportation Improvement Program* is required to be submitted to the Virginia Department of Transportation for inclusion in the State Transportation Improvement Program (STIP); and

WHEREAS, inclusion of transportation projects in the *Transportation Improvement Program* is a condition of federal participation in the funding of projects and programs; and

WHEREAS, the *Transportation Improvement Program* has been prepared to initiate review by the Central Virginia Transportation Planning Organization (CVTPO) of proposed transportation improvements for fiscal years 2021 – 2024; and

WHEREAS, public input has been sought pursuant to the Federal requirements and the CVTPO Public Participation Plan and the Transportation Technical Committee has reviewed and recommended the CVTPO approve for inclusion in the State Transportation Improvement Program; and

WHEREAS, this resolution is being adopted upon the condition that no adverse public comments were received during a duly advertised public comment period ending on July 18, 2022.

NOW, THEREFORE, BE IT RESOLVED THAT that the Central Virginia Transportation Planning Organization does hereby approve the Central Virginia Transportation Improvement Program Fiscal Years 2021-2024, as amended, and described in the attached *Narrative of Changes to the CVTIP FY21-24*.

Upon motion by Member _____, duly seconded by Member _____, adopted this 21st day of July, 2022.

ATTESTED BY:

Alexander W. Brebner, Secretary
Central Virginia Transportation
Planning Organization

CERTIFIED BY:

_____, Chair
Central Virginia Transportation
Planning Organization



**RESOLUTION OF SUPPORT FOR PROJECT APPLICATIONS SUBMITTED FOR
SMART SCALE FUNDING BY LOCALITIES WITHIN THE BOUNDARIES OF THE
CENTRAL VIRGINIA TRANSPORTATION PLANNING ORGANIZATION**

WHEREAS the SMART Scale program directs the Commonwealth Transportation Board (CTB) to develop and use a prioritization process to select transportation projects to be funded for both urban and rural communities throughout the Commonwealth; and

WHEREAS through the SMART Scale process, projects submitted by eligible entities will be evaluated and scored based on predetermined evaluation measures; and

WHEREAS to support local and regional planning efforts and consistency with local Constrained Long Range Plans (CLRP), a resolution of support from the relevant Metropolitan Planning Organization (MPO) is needed for all projects within the MPO study area that are not included in or consistent with the adopted CLRP; and

WHEREAS a resolution of support from the applicant government body or policy board, approved in a public forum with adequate public notice, is required at the time of application; and

WHEREAS the Central Virginia Transportation Planning Organization (CVTPO) serves as the MPO for the Lynchburg Study Area and by this resolution expresses its support for the projects listed in Exhibit 1.

NOW, THEREFORE, BE IT RESOLVED that the CVTPO does hereby support projects described in Exhibit 1 for submission to the SMART Scale project evaluation process.

Upon motion by Member _____, duly seconded by Member _____,
adopted this 21st day of July, 2022.

ATTESTED BY:

Alexander W. Brebner, Secretary

Central Virginia Transportation
Planning Organization

CERTIFIED BY:

_____, Chair

Central Virginia Transportation
Planning Organization

Safe Streets & Roads for All (SS4A) Grant Program CVPDC/CVTPO & Member Locality Participation Consideration

GENERAL PROGRAM SUMMARY

Program Funding

The Bipartisan Infrastructure Law (BIL) established the SS4A \$5 billion 2022 – 2026; \$1 billion per year.

- 80% Federal | 20% local match
- No more than 15% of funds can be awarded to project in a single State in a given fiscal year

Grant Term

FY2022 SS4A award funds must be expended within five (5) years of grant agreement.

Entities Funding Eligible

MPOs; Counties, cities, town, and transit agencies or special subdivision of a State; Federally recognized Tribes; multijurisdictional groups

A locality may only participate in a single application.

Eligible Funding Activities

- Develop or update a comprehensive safety action plan (**Action Plan**)*
- Conduct planning, design, and development activities in support of **Action Plan**
- Carry out projects and strategies identified in **Action Plan**

* **Action Plan** must be developed according to DOT requirements and include a “Vision Zero” or “Toward Zero Deaths” certified process. Without adopted **Action Plan** no entity can apply for design or implementation funding.

Program Focus

SS4A program is based on the USDOT’s National Roadway Safety Strategy (NRSS)

- | | |
|-----------------------|---|
| - Vision Zero | - Proven Safety Strategies |
| - Towards Zero Deaths | - Countermeasures that work |
| - Complete Streets | - Innovative practices and technologies |

GRANT APPLICATION PROCESS

Grants submitted via Grants.Gov

Due: September 15, 2022 by 5:00 p.m. EDT

CVPDC LOCALITIES AND CVTPO SS4A GRANT FUNDING PROGRAM ELIGIBILITY

SS4A Action Plan Certification Document

Evaluation process to determine if an existing plan can serve as an approved SS4A **Action Plan**.

- CVTPO/Connect Central VA LRTP SS4A Self-Certification Eligibility Worksheet (Attachment 1)
Indicates CVTPO, CVPDC do not have an approved DOT-eligible **Action Plan**. To knowledge of staff, no CVPDC locality has an SS4A eligible **Action Plan**.

RECOMMENDATION

Based on Self-Evaluation only direction to utilize SS4A construction program funding will be to develop an SS4A approved **Action Plan**. Staff suggest evaluation of options to develop a Regional Comprehensive Safety Action Plan.

Safe Streets and Roads for All

Self-Certification Eligibility Worksheet

This worksheet is not meant to replace the NOFO. Applicants should follow the instructions in the NOFO to correctly apply for a grant. See the SS4A website for more information: <https://www.transportation.gov/SS4A>

Instructions: This content is from Table 2 in the NOFO. The purpose of the worksheet is to determine whether or not an applicant's existing plan(s) is substantially similar to an Action Plan.

For each question below, answer "yes" or "no." If "yes," cite the specific page in your existing Action Plan or other plan(s) that corroborate your response, or cite and provide other supporting documentation separately.

An applicant is eligible to apply for an Action Plan Grant that funds supplemental action plan activities, or an Implementation Grant, only if the following two conditions are met:

- Answer "yes" to Questions **3 7 9**
- Answer "yes" to at least four of the six remaining Questions **1 2 4 5 6 8**

If both conditions are *not met*, an applicant is still eligible to apply for an Action Plan Grant that funds creation of a new action plan.

Lead Applicant:

UEI:

1 Are both of the following true?

☐ YES

☐ NO

If yes, provide documentation:

- Did a high-ranking official and/or governing body in the jurisdiction publicly commit to an eventual goal of zero roadway fatalities and serious injuries?
- Did the commitment include either setting a target date to reach zero, OR setting one or more targets to achieve significant declines in roadway fatalities and serious injuries by a specific date?

2 To develop the Action Plan, was a committee, task force, implementation group, or similar body established and charged with the plan's development, implementation, and monitoring?

☐ YES

☐ NO

If yes, provide documentation:

3 Does the Action Plan include all of the following?

☐ YES

☐ NO

If yes, provide documentation:

- Analysis of existing conditions and historical trends to baseline the level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region;
- Analysis of the location where there are crashes, the severity, as well as contributing factors and crash types;
- Analysis of systemic and specific safety needs is also performed, as needed (e.g., high risk road features, specific safety needs of relevant road users; and,
- A geospatial identification (geographic or locational data using maps) of higher risk locations.



Safe Streets and Roads for All

Self-Certification Eligibility Worksheet

4 Did the Action Plan development include all of the following activities?

- Engagement with the public and relevant stakeholders, including the private sector and community groups;
- Incorporation of information received from the engagement and collaboration into the plan; and
- Coordination that included inter- and intra-governmental cooperation and collaboration, as appropriate.

☐ YES

☐ NO

If yes, provide documentation:

5 Did the Action Plan development include all of the following?

- Considerations of equity using inclusive and representative processes;
- The identification of underserved communities through data; and
- Equity analysis, in collaboration with appropriate partners, focused on initial equity impact assessments of the proposed projects and strategies, and population characteristics.

☐ YES

☐ NO

If yes, provide documentation:

6 Are both of the following true?

- The plan development included an assessment of current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize safety; and
- The plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards.

☐ YES

☐ NO

If yes, provide documentation:

7 Does the plan identify a comprehensive set of projects and strategies to address the safety problems in the Action Plan, time ranges when projects and strategies will be deployed, and explain project prioritization criteria?

☐ YES

☐ NO

If yes, provide documentation:

8 Does the plan include all of the following?

- A description of how progress will be measured over time that includes, at a minimum, outcome data.
- The plan is posted publicly online.

☐ YES

☐ NO

If yes, provide documentation:

9 Was the plan finalized and/or last updated between 2017 and 2022?

☐ YES

☐ NO

If yes, provide documentation:



Safe Streets and Roads for All Action Plan Grant

This document is not meant to replace the NOFO. Applicants should follow the instructions in the NOFO to correctly apply for a grant. See the SS4A website for more information: <https://www.transportation.gov/SS4A>

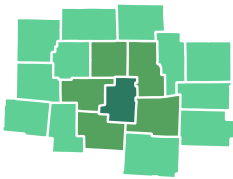
Step 1



Learn about the SS4A Grant Program

- Review the Notice of Funding Opportunity (NOFO).
- Check out [“How to Apply” webinars](#) and other [resources](#).
- Learn more about the Safe System Approach, and comprehensive safety action planning.

Step 2



Decide who will apply

- Confirm that you are [eligible to apply](#).
- Consider whether to apply individually or as part of a joint application with other eligible applicants.

Step 3



Start the process with SAM.gov

- New applicants must obtain a Unique Entity Identifier (UEI).
- Applicants that previously had a DUNS number must confirm UEI.
- Joint Applications chose a single lead applicant with a single UEI.

Step 4



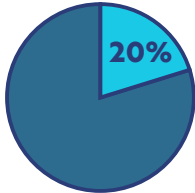
Choose your planning approach

- Will you develop a new plan or complete an existing plan(s)?
- Do you have a plan, but want to pursue supplemental planning activities, including advanced research and analysis?
- See the [SS4A Decision Flow Chart](#) for more guidance.



Safe Streets and Roads for All Action Plan Grant

Step 5



Identify funding match source

- Required local share of at least 20 percent.
- All matching funds must be from non-Federal sources and may include cash or in-kind, e.g., staff labor on project.
- Details on cost-sharing and match can be found in [2 CFR §200.306](#)

Step 6



Prepare application

- Complete [SF forms](#) (424, 424A, 424B, LLL).
- Prepare responses to selection criteria and develop a map.
- Use the [Action Plan Application Template](#) (optional).
- Complete [Self-Certification Eligibility Worksheet](#).

Step 7



Submit application in Grants.gov

- Review application submittal guidance in [Grants.gov](#).
- Apply to the correct package ID [PKG00274330](#).
- Allot time to troubleshoot technical issues and submit by deadline.
- Contact support@grants.gov or 800-518-4726 for assistance.

Step 8



Receive award notification

- Successful applicants will receive notification through Grants.gov via the lead applicants' contact email.
- Officially accept the award and grant agreement terms.

Grant
Awardees
Only



Safe Streets and Roads for All Action Plan Components

This document is not meant to replace the NOFO. Applicants should follow the instructions in the NOFO to correctly apply for a grant. See the SS4A website for more information: <https://www.transportation.gov/SS4A>



Leadership Commitment and Goal Setting

An official public commitment (e.g., resolution, policy, ordinance, etc.) by a high-ranking official and/or governing body (e.g., Mayor, City Council, Tribal Council, MPO Policy Board, etc.) to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following:

- (1) the target date for achieving zero roadway fatalities and serious injuries, OR
- (2) an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries.



Planning Structure

A committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.



Safety Analysis

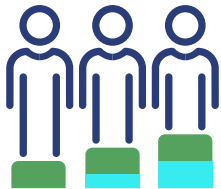
Analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region. Includes an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, people walking, transit users, etc.). Analysis of systemic and specific safety needs is also performed, as needed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographic, and structural issues, etc.). To the extent practical, the analysis should include all roadways within the jurisdiction, without regard for ownership. Based on the analysis performed, a geospatial identification of higher-risk locations is developed (a High-Injury Network or equivalent).



Engagement and Collaboration

Robust engagement with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback. Information received from engagement and collaboration is analyzed and incorporated into the Action Plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practical.

Safe Streets and Roads for All Action Plan Components



Equity Considerations

Plan development using inclusive and representative processes. Underserved communities* are identified through data and other analyses in collaboration with appropriate partners. Analysis includes both population characteristics and initial equity impact assessments of the proposed projects and strategies.



Policy and Process Changes

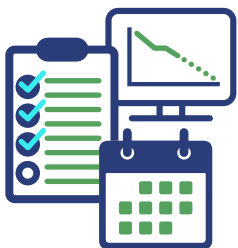
Assessment of current policies, plans, guidelines, and/or standards (e.g., manuals) to identify opportunities to improve how processes prioritize transportation safety. The Action Plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards, as appropriate.



Strategy and Project Selections

Identification of a comprehensive set of projects and strategies, shaped by data, the best available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan. These strategies and countermeasures focus on a Safe System Approach, effective interventions, and consider multidisciplinary activities. To the extent practical, data limitations are identified and mitigated.

Once identified, the list of projects and strategies is prioritized in a list that provides time ranges for when the strategies and countermeasures will be deployed (e.g., short-, mid-, and long-term timeframes). The list should include specific projects and strategies, or descriptions of programs of projects and strategies, and explains prioritization criteria used. The list should contain interventions focused on infrastructure, behavioral, and/or operational safety.



Progress and Transparency

Method to measure progress over time after an Action Plan is developed or updated, including outcome data. Means to ensure ongoing transparency is established with residents and other relevant stakeholders. Must include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries, and public posting of the Action Plan online.

* An underserved community as defined for this NOFO is consistent with the Office of Management and Budget's Interim Guidance for the Justice40 Initiative <https://www.whitehouse.gov/wp-content/uploads/2021/07/M-21-28.pdf> and the Historically Disadvantaged Community designation, which includes U.S. Census tracts identified in this table <https://datahub.transportation.gov/stories/s/tsyd-k6ij>; any Tribal land; or any territory or possession of the United States.

