

Commonwealth of Massachusetts
Office of Grants & Research
Highway Safety Division



Notice of Availability of Grant Funds (AGF)
FFY27 Municipal Road Safety (MRS) Grant Program

Posted: April 27, 2026

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Notice of Availability of Grant Funds (AGF)
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Responses Due By: Friday, June 5, 2026, 4:00 p.m.

1. Introduction

The Office of Grants and Research (OGR) is the State Administering Agency for traffic safety grants awarded by the National Highway Traffic Safety Administration (NHTSA) to reduce roadway crashes, injuries, fatalities, and associated economic losses in Massachusetts.

Through this **competitive** opportunity, OGR is pleased to make approximately **\$5 million** available in grant funds for Massachusetts municipal police departments to support both data-driven and evidence-based traffic enforcement activities and/or the development of new strategies to reduce roadway crashes, injuries, fatalities, and associated economic losses.

In compliance with NHTSA nondiscrimination regulations, OGR is committed to advancing racial equity and supporting underserved communities through the distribution of federal grant funds awarded by the agency. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in or benefit from aspects of economic, social, and civic life. Although people of all ages, races, ethnicities, and income levels are impacted by traffic fatalities, some communities or neighborhoods and the people residing within those areas may face disproportionate hardships. Applicants are strongly encouraged, if not doing so already, to explore existing or new data sources to better identify and understand the disproportionate impact of traffic crashes within their jurisdictions.

Helpful Tips When Reviewing This Document

This is the governing document for the Municipal Road Safety Grant Program. Please review it fully before beginning your application and refer to the “[Application Guide for Municipal Road Safety Grants](#)” document for additional information, examples, and step-by-step instructions.

2. Purpose

This AGF is designed to provide municipal police departments with a high level of flexibility in determining the best strategies to supplement each municipality’s existing traffic safety efforts and activities. All proposed activities must be informed by crash data and trends specific to the applicant's community and reflect a clear, logical connection between the identified problem, proposed activity, and expected outcome. OGR strongly encourages applicants to implement non-enforcement strategies through community education and awareness focused on improving road user behavior. Eligible activities include:

- High-Visibility Enforcement (HVE)
- Traditional targeted enforcement campaigns;
- Pedestrian and bicyclist focused enforcement;
- Specialized officer training to strengthen knowledge, skills, and abilities;
- Community outreach and awareness programs

3. Key Dates

| Key Task | Date(s) |
|----------------------------------|--------------------------------|
| AGF Posted: | April 27, 2026 |
| MRS Webinar/Workshop | May 7, 2026 |
| Deadline for Q&A Submission: | May 20, 2026 at 4PM |
| Application Due: | June 5, 2026 at 4PM |
| Award Announcements: (Tentative) | October 2026 |
| Performance Period: | November 2026 – September 2027 |

Technical Assistance Workshop

A Technical Assistance webinar will be held on **Thursday, May 7th, 2026 at 2:00 PM** to assist applicants with any questions regarding the requirements set forth in the AGF as well as the online application. Once concluded, only questions submitted via email to OGR.MRS@mass.gov will be accepted. All questions and answers will be posted in an unattributable manner on the MRS webpage.

- Please [register here for the upcoming webinar](#).

IMPORTANT:

Please review the entire AGF and resources before beginning your application. The webinar and Q&A period provide an opportunity for applicants to ask specific questions that may support your proposal.

4. Funding Overview

Approximately **\$5 million** is being made available through this competitive AGF process. Please note, this amount is contingent upon receipt and subject to the availability of federal funds appropriated from NHTSA. OGR reserves the right to modify the amount of funding being made available based on federal budgetary changes, administrative decisions, or other unforeseen circumstances.

If the federal government determines that a subrecipient agency does not comply with federal eligibility requirements, OGR will not provide alternative funding sources. All subrecipient agencies must ensure compliance with all eligibility requirements.

Applicants may apply for grant funds up to the “Max Award” amount listed below in accordance to their appropriate “Tier Level.” Please refer to the [FFY27 Funding Levels](#) document for additional information regarding your respective tier.

| Population | Tier Level | Max Award |
|---------------------|------------|-------------|
| Greater than 40,000 | Tier 1 | \$65,000.00 |
| 20,000 - 39,999 | Tier 2 | \$45,000.00 |
| 12,000 - 19,999 | Tier 3 | \$35,000.00 |
| Less than 12,000 | Tier 4 | \$25,000.00 |

Federal Funding Sources

Funding for projects awarded via this AGF may come from one or more of the following federal grant programs administered by NHTSA to improve highway safety; 23 U.S.C. Chapter 4 [Section 402](#) and [Section 405](#).

Eligible Applicants

Only Massachusetts municipal police departments are eligible to apply for funding through this program.

Award Period

The performance period will start date on or about November 1, 2026 and end on September 15, 2027. No extensions will be permitted.

Fund Disbursement

Cost-reimbursement, funds awarded via a Commonwealth of Massachusetts ~ Standard Contract Form.

Match Requirement

There is no match requirement.

Federal Award Administration Requirements

All awards are subject to the established uniform procedures set forth by [Final Rule 23 CFR Part 1300](#) & [Title 2 CFR Part 200](#).

Unique Entity Identifier (UEI) and System for Award Management (SAM)

All applicants will be asked to verify their status and provide their 12-character alphanumeric UEI during the application process. Per NHTSA, all subrecipients of federal funds must have a UEI and maintain annual registration in the SAM database.

IMPORTANT:

UEI registration may take up to 4 weeks to complete. If your city/town or department does not currently have an active SAM registration, begin this process immediately by visiting the official [SAM.gov](#) site and selecting "Get Started".

5. Goals and Measurable Objectives

Priority will be given to projects that align with the following statewide goals as outlined in the [FFY 2024-2026 Massachusetts Triennial Highway Safety Plan](#). These targets are provided for context only, please refer to the Triennial Highway Safety Plan for a complete list of performance targets.

- Five-year average for traffic fatalities will decline 4% from 378 in 2022 to 362.
- Five-year average for serious injuries will decline 4% from 2,708 in 2022 to 2,603.
- Five-year average for pedestrian fatalities will decline 8% from 76 in 2022 to 70.
- Five-year average for bicyclist fatalities will decline 14% from 7 in 2022 to 6.
- Three-year average of unrestrained motor vehicle fatalities will decline 5.7% from 104 in 2022 to 99.
- Three-year average of motorcycle fatalities will decline 18.5% from 61 in 2022 to 50.

Choosing the Right Goal for Your Department

Project goals may be **outcome-based** (e.g., result-oriented, “Reduce pedestrian fatalities by 10%”) or **process-based** (e.g., action-oriented, “Conduct HVE Enforcement a minimum of 4 times per month”). Most departments with a high crash volume should be able to set outcome-based goals, as in a numeric reduction target from a 3- or 5- year calendar-year average.

A department's goal(s) must be based on relevant crash data and reflect a realistic, achievable target given the community's size, crash history, and the activities you are proposing.

As a general rule, departments should write **at least one (1) goal per Program Element and/or Priority Area they apply for**, with each supported by two (2) or three (3) objectives (e.g., a department applying for all three elements should have no less than three goals and six objectives in total). If only applying for Element I – Traffic Enforcement, departments should have more than one goal addressing more than one Priority Area (i.e., a goal for Impaired Driving and a goal for Speeding).

Example of an Outcome-Based Goal and Supporting Objectives

Outcome-Based Goal: Reduce the [X]-year average of alcohol-related serious injury and fatal crashes by [X] from the [year – year] calendar year average of [X] crashes by September 2027.

Objective 1: Conduct [X] overtime enforcement hours during the Winter and Summer Impaired Driving Campaigns in areas with high incidence of impaired driving-related crashes and arrests. At least 50% of enforcement efforts will be conducted during weekend nighttime hours aligning with the Thursday – Monday timeframe.

Objective 2: Train/retrain [X] officers in Advanced Roadside Impaired Driving Enforcement (ARIDE) by July 2027 to strengthen our department's capacity to identify impaired drivers and conduct enforcement during the Summer Impaired Driving Campaign.

Objective 3: Deliver [X] impaired driving education/outreach events by June 2027 with a focus on reaching young drivers. At least one presentation will be delivered to [High School / College] students and include a Simulated Impaired Driving Experience activity for young drivers.

Example of a Process-Based Goal and Supporting Objectives

Process-based Goal: Establish a targeted pedestrian safety enforcement and education program with a focus on reducing pedestrian-related crashes involving residents age 55+.

Objective 1: Conduct [X] overtime enforcement hours across [X] Pedestrian/Bicyclist campaigns by September 2027, efforts will target locations that have high incidences of speeding and pedestrian/bicyclist-related crashes.

Objective 2: Distribute [X] pedestrian safety reflective strips/bands to residents age 55+ through [X] community outreach events by May 2027, pairing each distribution with education on safe crossing practices and the Vulnerable Road Users Law.

Objective 3: Deliver at least [X] community outreach events in partnership with the Council on Aging. Events will be publicized and held in conjunction with the Pedestrian/Bicyclist enforcement efforts. Residents will be educated on safe crossing practices and provided with reflective strips/bands to improve nighttime visibility reaching an estimated [# of participants].

6. Program Elements

Departments may apply for one or more of the elements identified in this document that best address the needs specific to their community. Applicants are advised to review NHTSA's [Countermeasures That Work: 11th Edition](#) to identify potential activities under each activity.

Element Overview

➤ **Element I: Traffic Enforcement**

- Overtime Traffic Enforcement (Impaired, Distracted, Click It or Ticket, Speed)
- Traffic Equipment (certain restrictions apply)

➤ **Element II: Pedestrian and Bicyclist Safety**

- Overtime Traffic Enforcement specifically focused on state traffic laws regarding pedestrian and bicycle safety
- Pedestrian and Bicyclist Safety Items (certain restrictions apply)

➤ **Element III: Community Awareness, Outreach, and Educational Activities**

- Community-Based Educational Activities (Bike Rodeos, Traffic Safety Presentations, etc.)
- Traffic Safety Related Officer Training

Overtime Traffic Enforcement Guidelines

These rules apply to all grant-funded **overtime enforcement activity**, including both Traffic Enforcement (Element I) and enforcement under Pedestrian and Bicyclist Safety (Element II). Each corresponding element section below references these guidelines.

- **Overtime:** All grant-funded enforcement must occur during hours over and above an officer's regular full-time or part-time schedule. Grant funds may not be used to cover regular duty shifts under any circumstances.
- **Training:** Officers working grant-funded patrols should be certified in relevant subject matter that corresponds to the specific type of enforcement (e.g., Radar, Lidar, Standardized Field Sobriety Testing, Advanced Roadside Impaired Driving Enforcement, etc.)
 - Specialized classes, supported by OGR, are available through the Municipal Police Training Committee (MPTC) at **no cost** to the officer. Please refer to the [Highway Safety Training](#) section of the MPTC website for more information.
- **Shift Length:** Overtime shifts must be no less than two (2) hours and no greater than eight (8) hours in length. Shifts must be dedicated solely to traffic enforcement activities relevant to the campaign period, however it is understood that officers will also observe and enforce all other traffic safety violations, including seat belt usage.
 - **Shift Extension:** If an officer cannot complete an arrest before the end of a grant-funded overtime shift, the officer may continue working under the grant for the time that is necessary to complete that arrest even if the 8-hour limit is exceeded. The additional amount requested for reimbursement must not exceed the approved enforcement budget amount.
 - **Extension of Police Duty:** An officer may briefly suspend grant-funded activity only under the following conditions:
 - (1) a criminal offense committed in the officer's presence,
 - (2) response to an officer in distress, or
 - (3) an unexpected event requiring all available personnel to respond.

- **Rate of Pay:** Hours for full-time officers will be reimbursed at an overtime rate of pay established by the department and/or municipality for actual hours worked. Part-time or auxiliary officers will be reimbursed at their regular rate of pay, in accordance with active department policy.
 - If applicable, holiday rates of pay and/or shift differentials may be used. OGR reserves the right to deny reimbursement for any department found to be misrepresenting the nature or necessity of such enforcement and risk contract termination.

- **Part-time or Auxiliary Officers:** Allowed if the officer has completed an approved MPTC Reserve/Intermittent academy.

- **Command Staff:** Command staff (including Chiefs of Police, if determined to have “non-exempt” or status otherwise documented) may participate in and be compensated for overtime enforcement patrols provided they are performing an active enforcement role and not exclusively in a supervisory capacity.
 - Documentation of such status shall be requested if not established by the department overtime policy submitted with the application.

- **Two-Officer Cruisers:** Departments may assign two grant-funded officers to a single cruiser under the following conditions:
 - (1) A department policy requires two officers per cruiser and is applied consistently across all department activity. *(a copy of the policy must be included with the application.)*
 - (2) The patrol involves a crosswalk decoy operation utilizing a plainclothes officer.
 - (3) The patrol is a Distracted Driving Campaign shift with two officers, where one officer is a spotter.

Note: Deploying single officers in separate cruisers during the same patrol hours is permitted and encouraged, as this aligns with High-Visibility Enforcement (HVE).

- **Stops per Hour:** The minimum of three (3) stops per hour is no longer required by OGR. Departments are expected to maintain similar activity levels consistent with prior grant years.
 - Documented Stops: Any grant-funded officer contact with a motorist, pedestrian, or bicyclist during a patrol period that is supported by written or electronic records. A citation or monetary fine is at the discretion of the officer. Records must be maintained and accessible at the request of OGR during any review or audit.
 - Nothing in this grant shall be interpreted as a requirement, formal or informal, which dictates a law enforcement officer issue a specified or predetermined number of citations in pursuance of the department’s obligation associated with the grant.

Element I: Traffic Enforcement

A. Traffic Enforcement (Optional)

Departments may apply for grant funds to conduct **overtime** enforcement activity during the enforcement campaign periods listed below to supplement routine enforcement operations. Departments may budget all or a portion of their grant funding request to conduct overtime traffic enforcement. However, a department’s budget must not exceed the amount permitted under their “Tier Level.”

For example, a “Tier 1” department may include \$10,000 for Pedestrian & Bike Safety and \$55,000 for Traffic Enforcement but the total requested amount must not exceed \$65,000.

| FFY27 Traffic Enforcement Campaign | Campaign Period |
|------------------------------------|-------------------------------|
| Winter Impaired Driving | December 1 – 31, 2026 |
| Distracted Driving | April 1 – 30, 2027 |
| Click it or Ticket | May 1 – 31, 2027 |
| June Speed | June 1 – 30, 2027 |
| July Speed | July 1 – 31, 2027 |
| Summer Impaired Driving | August 1 – September 15, 2027 |

There is no “use or lose” rule for each campaign, there is one (1) budget covering any or all six (6) providing more flexibility for departments to spend their award and schedule officer overtime based on availability.

High-Visibility Enforcement (HVE) Patrol Guidelines

- High-Visibility Enforcement (HVE) Patrols usually take place during dates/times and at locations where crashes commonly occur.
 - Patrols should involve more than one officer deployed in a targeted area with a particular focus on enforcing traffic laws that align with the campaign priority area.
 - Departments should publicize these patrols to educate the public and promote voluntary compliance.
- OGR strongly encourages departments to review their internal crash data as well as available preliminary statewide data to determine times and locations where HVE and other grant-funded patrols would have the most significant impact. Helpful websites include:
 - [MassDOT IMPACT Portal](#) as well as the [Operation Dashboards](#)

Recommended Enforcement Windows

The following recommendations are intended to provide guidance on when to conduct grant-funded overtime enforcement activity during each campaign period. However, departments may conduct enforcement activity during any day or time of the week in accordance with local data.

Winter & Summer Impaired Driving Campaign

- Primary enforcement activity for December 1 – 31 (Winter Impaired)
- Primary enforcement activity for August 1 – September 15 (Summer Impaired)
- **At least 50% of grant-funded overtime conducted between Thursday starting at 6:00PM and ending Monday at 6:00AM.** These days and times are when most impaired driving crashes occur according to statewide data and thus should be the focus of grant activity.
 - Departments may conduct the remaining 50% of grant-funded overtime activity during on any day of the week.

Massachusetts State Police (MSP) Sobriety Checkpoint Participation

- Departments seeking to participate in a scheduled sobriety checkpoint utilizing the Breath Alcohol Testing (BAT) mobile units must have approval from OGR prior to the event.
- If approved, a department may assist in a sobriety checkpoint during any six (6) traffic enforcement campaign periods. If the MSP event is outside a campaign period, the department may request to participate utilizing budgeted OT hours from Community Awareness, Outreach, and Educational Activities (Element III). If a department does not have a budget for Element III, please contact your OGR Grant Coordinator for additional information.
- If separately contracted by MSP, a department is **not eligible** to use grant funds to participate in sobriety checkpoints.
- Upon approval of participation, departments must submit their activity on the required grant reporting forms. OGR will allow departments to increase the number of hours beyond the eight-hour block. However, actual hours worked may not exceed the total enforcement or Community Awareness, Outreach, and Educational Activities budget.

Distracted Driving Campaign

- Primary enforcement activity for April 1 – 30
- May be conducted during any day or time of the week in accordance with local data.

Click It or Ticket (CIOT) Campaign

- Primary enforcement activity for May 1 – 31
- May be conducted during any day or time of the week in accordance with local data.

Speed Enforcement Campaign

- Primary enforcement activity for June 1 – June 30 (June Speed)
- Primary enforcement activity for July 1 – July 31 (July Speed)
- May be conducted during any day or time of the week in accordance with local data.

B. Traffic Equipment (Optional)

Departments may apply for grant funds to purchase permissible equipment (including software-related expenses) inclusive of any accessory items essential to the equipment's operation. All costs related to proposed purchases (i.e., shipping, freight) must be itemized and included in the application and budget.

All requested equipment items must be clearly linked to the enhancement or implementation of the project.

IMPORTANT:

"Equipment-only" projects are not allowed. Proposals requesting equipment will be reviewed and scored based upon evidence of need in relation to proposed grant activity.

Permissible equipment purchases are limited to the following (or similar) items, such as:

- Handheld Radar units
- Handheld LiDAR units
- Pole-mounted Radar speed signs
- Traffic data recorders
- Preliminary Breath Test (PBT) instruments
- Portable speed radar and / or message trailers
 - Must be grant-specific and primarily used only for program related activities
- Remote/cloud-based traffic data processing software subscriptions that support pole-mounted speed radar signs and/or traffic data recorders
 - Subscriptions cannot exceed 12-months in length
 - Subscriptions may only be added on to pole-mounted speed radar signs and/or traffic data recorders purchased under this FFY27 grant

Traffic Equipment Requirements:

1. Must justify the need for the equipment being requested and detail how the equipment will be used to augment planned grant activity (i.e., how will this equipment support the overall program?)
2. Must provide information regarding their current inventory of equipment (amount, age, defects, etc.).
3. Must complete a minimum of thirty (30) cumulative overtime traffic enforcement hours throughout the six (6) campaign periods.
 - **Note:** If a department does not meet the required enforcement hours, they risk repayment of the equipment purchased and/or risk losing eligibility for subsequent grant funding.
4. The total cost of the equipment requested must not exceed 50% of the Traffic Enforcement budget.
 - A department will be responsible for the balance of any equipment purchased that exceeds 50% of their budgeted traffic enforcement amount.

Additional Guidance:

- Single item purchases greater than or equal to \$10,000, inclusive of any accessory items essential to the equipment's operation, will require separate approval from NHTSA and must comply with the Buy America Act (23 U.S.C. 313). More information can be found in Addendum 5 of OGR's General Subrecipient Grant Conditions.
- A department must provide quotes with their application for all traffic equipment items being requested. It is recommended that departments obtain quotes within 30 days of the application deadline to assist with providing an accurate budget.
- All approved equipment purchases under this grant **must be purchased by May 1, 2027** (i.e., invoiced and received by this date). This date ensures that the equipment is received and used properly and efficiently during the project period.

- If an applicant foresees this deadline being an issue, applicants must notify OGR and provide justification as to why they cannot meet the deadline for review and consideration by OGR leadership.
- OGR may consider reasonable changes to the amount allocated for equipment (e.g., previously quoted price is no longer available). Otherwise, no changes will be allowed after award issuance.
 - OGR may also consider reasonable requests from departments to change the initial equipment items that were approved for purchase. Departments must contact OGR if considering this type of amendment request; any changes made without prior authorization from OGR will not be reimbursed.
- Departments are required to document and maintain an inventory for all equipment items purchased with grant funds.

Element II: Pedestrian and Bicyclist Safety

A. Pedestrian and Bicyclist Enforcement (Optional)

Departments may apply for grant funds to conduct **overtime** enforcement activity during the designated campaign periods focused on enforcing pedestrian and bicycle laws, and all laws that affect the safety of pedestrians and bicyclists (including electric bicycles, Motorized bicycles, and scooters).

The following enforcement periods are set based on current statewide trends related to pedestrian and bicyclist crash data. Enforcement efforts should also utilize internal pedestrian and bicyclist crash data to identify specific strategies, locations, and times to conduct enforcement.

| FFY27 Pedestrian & Bicyclist Enforcement Campaigns |
|--|
| November 1 – 30, 2026 |
| January 1 – 31, 2027 |
| February 1 – 28, 2027 |
| March 1 – 31, 2027 |
| May 1 – 31, 2027 |
| August 1 – September 15, 2027 |

Departments may budget all or a portion of requested grant funding to conduct this type of activity. There is no “use or lose” rule for each campaign, there is one (1) budget covering any or all six (6) providing more flexibility for departments to spend their award and schedule officer overtime based on availability.

Examples of pedestrian and bicyclist enforcement activity include:

- **Crosswalk Decoy Operations:** These operations enforce driver yielding compliance at high-crash pedestrian crossings and may involve a plainclothes officer acting as a civilian pedestrian and a uniformed officer making stops OR involve a uniformed officer serving as a spotter to observe and relay violations to an officer making stops.
- **Saturation Patrols:** High-Visibility enforcement operations targeting priority areas (i.e. speeding, aggressive, and distracted driving) and violations in pedestrian/bicyclist zones. This activity **must** specify the priority area and select locations where serious or fatal collisions have occurred.

- **Enforcement of Vulnerable Road Users Law:** In April 2023, Massachusetts passed legislation as part of “An Act to Reduce Traffic Fatalities” to increase roadway safety across the Commonwealth. The law requires motorists to pass a vulnerable road user at a “safe passing distance” of at least four feet.
 - **Vulnerable Road Users** include people walking and biking; roadside workers; people using wheelchairs or personal mobility devices; scooters, skateboards, or roller skates; people on horses or in a horse-drawn carriage; and people operating farm equipment on the roadway.

B. Pedestrian and Bicyclist Safety Items (Optional)

Departments may apply for grant funds to purchase permissible Pedestrian and Bicyclist Safety Items intended to provide protection, enhance nighttime visibility, and educate the public on safe practices and applicable laws. These items **must not** be giveaways or “promotional items” meant to generate goodwill or incentivize behavior (e.g., pens, keychains).

Permissible equipment purchases are limited to the following (or similar) items, such as:

- Bicycle Helmets
- Front/Rear Bicycle Lights and/or Reflectors
- Pedestrian and Bicyclist Safety Education Activity / Coloring Books
- Reflective Tape for Clothing and/or Reflective Bands
- Reflective Spoke Clips / Zipper Tags
- Educational Pamphlets (including printing costs)

IMPORTANT:

Items must be reasonably priced and accompanied by an educational initiative and distribution plan identifying the targeted population(s), distribution method, and an educational component.

Customization costs related to any safety items are not allowed and will not be reimbursed.

- To be considered educational, distributed material must (1) provide substantial information and educational content to the public (i.e., not merely a slogan); (2) have the sole purpose of conveying that educational information. These items may not be merely giveaways (e.g., pens, keychains) and must be accompanied by an educational initiative.
- Departments requesting Pedestrian and Bicyclist Safety Items **must ensure items are purchased and received before the identified educational initiative and distribution plan.**
 - Items that are purchased late in the grant year or not accompanied by an educational initiative may not be reimbursed.
- OGR may consider reasonable changes to the amount allocated for equipment (e.g., previously quoted price is no longer available). Otherwise, no changes will be allowed after award issuance.
 - OGR may also consider reasonable requests from departments to change the initial equipment items that were approved for purchase. Any changes made without prior authorization from OGR will not be reimbursed.

Element III: Community Awareness, Outreach, and Educational Activities

A. Community Awareness and Outreach Activities (Optional)

Departments are encouraged to apply for this element and direct funds toward community engagement activities that are designed to change road user behavior through hosting educational traffic safety events, conducting presentations, and purchasing educational pamphlets/materials that directly support the activity.

Activities should have clear justification and address a traffic safety issue identified within the community. Potential projects include but are not limited to:

- **Child Passenger Safety:** Funds can be used to cover overtime costs relating to Child Passenger Safety (CPS) Technicians performing car seat checks.
 - **Important:** CPS technicians shall be required to enter all data into the National Digital Car Seat Check Form (NDCF) within one week of the activity.
 - Data can be entered directly into the NDCF database via the web or mobile app. Alternatively, a paper check form can be filled out initially and then added to the NDCF database via the web or mobile app. For more info, visit the [NDCF website](#).
- **Community Presentations:** Funds can be used to support the delivery of presentations that focus on improving road safety through education on distracted driving, speed management, occupant protection, and pedestrian safety.
 - Consider topics that target an at-risk population or identified area of the community (e.g., vulnerable road users, elderly pedestrians, high school and/or elementary students, etc.).
 - Consider any segments of your community that may benefit from educational outreach. These groups may include refugee groups, low-income neighborhoods, older drivers, low vision and hearing-impaired drivers, and limited English proficiency (LEP) groups.
- **Micro-Mobility Safety Public Education:** Funds may be used to develop and deliver community awareness and education programming focused on the safe operation of micro-mobility devices, including e-bikes, e-scooters, and other low-speed electric conveyances. Allowable activities include development of community education events targeting micro-mobility device users, educational outreach conducted in conjunction with enforcement activity funded under Element II, and digital or social media campaigns supporting micro-mobility safety messaging.
- **Bike Rodeos:** These events are a fun way to educate children and youth about the rules of the road while learning about bicycle safety and practicing safe bicycle skills. Departments may use funds to improve pedestrian and bicycle safety by delivering programs through hands-on workshops, group bike rides, and interactive events that teach essential bike handling skills, promote helmet use, and offer other safety items to vulnerable populations and reduce barriers for underserved youth.
- **School Partnerships:** Consider school-based programming that can be done in partnership with your local school district or Parent-Teacher Associations to help deliver road safety education to children and young drivers. Departments may use funds to support interactive presentations, real-life stories, and provide educational materials to students across any traffic safety priority area. Examples include:

- Child pedestrian and school bus safety education events like Bike Rodeos, Walking School Buses, and other immersive environments to support the education of safe pedestrian and biking behaviors.
- Mock Crash Programs and other high school programming will feature Simulated Impaired Driving Experiences, impaired driving goggle lessons, and educational/prevention messaging surrounding the risks of drunk/drugged driving
- Seasonal High School programming (i.e., events coinciding with Homecoming, Pep Rally, and Proms) that deliver interactive presentations, real-life stories, and educational materials that build a culture of safety among youth.

Additional Guidance

- Anticipated costs associated with an activity must be clearly defined in the budget. Please check the [Allowable Cost Categories](#) in the Budget Section.
- Changes to an approved activity during the grant period may be considered but must be reasonable, any changes made to any activity without OGR’s prior authorization will not be reimbursed.

IMPORTANT:

Departments proposing “To-Be-Determined” activities or other requests merely serving as placeholders will not receive funding under this element.

Note: If activity under this element is deemed inappropriate or otherwise misrepresented during the grant year, the department risks non-reimbursement of such activity, repayment of any items purchased or activity conducted, contract termination, and may negatively affect their eligibility for future OGR grants.

B. Officer Training and Education (Optional)

Departments may also apply for funds under this element to support officer training/re-training and education. Activity should be intended to enhance the skills and knowledge of officers in areas related to traffic safety. Examples of permissible trainings and educational opportunities typically include but are not limited to:

- Advanced Roadside Impaired Driving Enforcement (ARIDE)
- Drug Recognition Expert (DRE)
- Speed Measurement (Core Radar and Lidar)
- Standardized Field Sobriety Testing (SFST) and/or Refresher Courses
- Crash Investigation and Reconstruction
- Specialized trainings for law enforcement applicable to Pedestrian and Bicycle Safety
- Lifesavers Conference on Roadway Safety
 - Departments may apply for funding to send one (1) officer

7. Allowable Costs Categories and Definitions:

| Cost Categories | Definitions and Documentation Requirements |
|---|---|
| <p>Traffic Enforcement (TE) Overtime</p> | <p>Limited to overtime costs for full- or part-time/auxiliary officers working solely on traffic enforcement activities related to the grant. At a minimum, reporting must detail the following:</p> <ul style="list-style-type: none"> • Employee Name • Date and Hours worked (no less than two (2) hours and no greater than eight (8) hours in length) <ul style="list-style-type: none"> ○ If a shift runs longer than 8 hours, proper justification is requested. Please see Page 8 for more information. • Hourly Overtime Rate |
| <p>Traffic Enforcement Equipment</p> | <p>Tangible, non-expendable personal property having a useful life of more than one year; cost based on classification of equipment. Must be directly related to project need/implementation. (Please refer to Page 11 for further guidance on allowable equipment/items)</p> <p>Reporting must include a final “Invoice;” purchase orders are not considered sufficient documentation.</p> |
| <p>Pedestrian and Bicyclist Overtime</p> | <p>Overtime costs for full- or part-time/auxiliary officers working solely on Pedestrian and Bicyclist enforcement activities related to the grant. At a minimum, reporting must detail the following:</p> <ul style="list-style-type: none"> • Employee Name • Date and Hours worked (no less than two (2) hours and no greater than eight (8) hours in length) <ul style="list-style-type: none"> ○ If a shift runs longer than 8 hours, proper justification is requested. Please see Page 8 for more information. • Hourly Overtime Rate |
| <p>Pedestrian and Bicyclist Safety Items</p> | <p>Only allowable items listed on Page 13 may be requested for purchase and must be directly related to providing protection, enhancing visibility, and educating the public on safe practices and applicable laws. These items must not be merely giveaways (e.g., pens, keychains) and must be accompanied by an educational initiative</p> <p>Reporting must include a final “Invoice;” purchase orders are not considered sufficient documentation.</p> |

| Cost Categories | Definitions and Documentation Requirements |
|--|--|
| <p align="center">Community Awareness, Outreach, and Educational Activities</p> | <p>Each activity must include a brief description and hourly rate for activities and list any general costs associated with the activity (i.e. printing costs, training registration fees). Costs may include:</p> <ul style="list-style-type: none"> • Overtime costs for full- or part-time/auxiliary officers attending grant approved training (Radar, LIDAR, ARIDE, SFST, Crash Reconstruction, etc.). Invoices for costs related course registration(s), if applicable, should also be included. • Overtime costs for Child Passenger Safety (CPS) Technicians performing car seat checks. • Overtime costs for officers hosting/participating in bike rodeos, community presentations, outreach, and other awareness activities. • Consultant/Contractor Costs: The consultant rate maximum limit is \$650 per day or \$81.25 per hour. This does not mean the rate can or should be the maximum limit for all consultants. Consultant rates should be consistent with current market value for the service and must be reasonable and allowable. Any compensation exceeding this amount requires prior written approval from OGR. • Travel Costs: In-state travel/mileage costs directly associated with the grant, not to exceed more than \$0.62 per mile, as well as the actual costs of tolls and parking. No grant funds may be spent on out-of-state conference fees, out-of-state travel, or out-of-state lodging without prior written approval from OGR. (Please refer to the OGR General Subrecipient Grant Conditions for additional guidance surrounding travel) • Supplies: Supplies required for the program (such as training materials, educational brochures, copying paper, and other expendable items such as books, ink, etc.) are allowable with prior OGR approval. |
| <p align="center">Fringe Benefit Costs</p> | <p>Fringe benefits are allowances and services provided by the organization to its employees as compensation in addition to regular salary that typical include the following: Health Insurance, Life Insurance, Social Security, Pension, Unemployment Insurance, Workers' Compensation, Payroll Taxes</p> <p>Fringe benefit costs should be based on actual-known costs or an established formula calculated by the fiscal or human resource unit in your organization. In order for costs to be allowable, a copy of the written organizational policy regarding rate computations and/or the federally approve rate agreement must be included in the application response.</p> |
| <p align="center">Indirect Costs</p> | <p>Indirect costs means those costs incurred for a common or joint purpose not readily assignable to a particular project cost but necessary to the operation of the organization and the performance of the organization.</p> <p>Applicants may utilize a federally approved indirect cost rate agreement (must be supported by a copy of the federally approved rate agreement) or elect to charge a de minimis rate of 15% of modified total direct costs (MTDC) which may be used indefinitely. If using this method, costs must be consistently charged as either indirect or direct costs but may not be double-charged or inconsistently charged as both.</p> <p>For more information, see Title 2 CFR Part 200, in particular 200.414.</p> |

Unallowable Costs: Please contact OGR if you have any questions regarding the allowability of your grant proposal, as other funding limitations may apply, including but not limited to the following:

- Any costs not explicitly allowed in [Final Rule 23 CFR Part 1300](#) and [Title 2 CFR Part 200](#)
- General costs of government per [2 CFR § 200.444](#)
- Infrastructure improvements including, but not limited to, traffic lights and signage
- Poles purchased and/or installation costs related to mounting radar speed signs
- Customization and personalization costs associated with equipment and/or safety item(s)
- Reflectorized backpacks, jackets, and any pedestrian and bicyclist items whose sole purpose is not to improve pedestrian or bicyclist safety
- Promotional materials or items otherwise used to generate goodwill and/or incentivize behavior (key chains, pens, shirts/clothing, etc.)
- Overtime enforcement regarding parking violations
- Costs related to travel time to and/or from any grant-funded activity
- Food or beverage expenses; and/or Sales tax
- Programs to check helmet usage or to create checkpoints that specifically target motorcyclists
- Costs (i.e., backfill) to replace an officer who is away from regular duty for a grant-related training
- Automated Traffic Enforcement Systems (e.g., ALPRs, Cameras, etc.)
- Extended warranties and/or maintenance plans
- Accessories for prior equipment purchases, grant-funded or not (spare batteries, mouthpieces, etc.)
- Software subscriptions for prior equipment purchases or equipment purchased using other funds
- Supplanting of state or local funds with federal grant funds from this grant program is **strictly prohibited**.

OGR Overtime Policy

The following policy applies to all law enforcement subrecipients (state and local) as well as contractors that receive a state or federal grant award administered or passed through by the Office of Grants and Research (OGR).

This policy is intended to provide general guidance applicable to all OGR state and federal funding streams. Subrecipients are responsible for complying with award-specific state/federal requirements, which may be more restrictive - in which case, the most restrictive requirement applies.

Note: Each grant award has different criteria governing which personnel may be reimbursed for overtime costs, whether overtime or backfill is allowable, and what documentation is required. Subrecipients must:

- Review their specific grant application and award conditions;
- Consult with their OGR point of contact for clarification regarding any questions; and
- If questions persist, consult department or municipal counsel for legal advice.

OGR OVERTIME POLICY FOR GRANT FUNDED ACTIVITIES

For the purposes of this policy, the following definitions apply:

- **Overtime** - Expenses limited to the additional costs that result from state and local first responders such as sworn law enforcement personnel working over and above their weekly full-time/part-time schedule as a direct result of their performance of approved activities related to the project receiving grant funding.
- **Backfill-related Overtime** - Expenses resulting from personnel working overtime to perform the duties of other personnel who have been temporarily reassigned to an approved grant activity. Under NHTSA-funded programs, **backfill is not permissible** and may not be used to cover a regular patrol shift as doing so would replace routine departmental expenses, which constitutes supplanting.
- **Subrecipient** - An entity receiving a grant award from OGR.
- **First Responder** - State or local law enforcement, fire services, emergency medical services, emergency management, health care, hazardous materials, public safety communications, public health, public works, and government administrative type employees.
- If the grant award permits, state and local first responders eligible through their department for backfill and/or overtime costs (must be pre-approved by OGR) may be reimbursed for these costs when necessary, reasonable, and **solely** related to grant-funded activities.
- A copy of the department's overtime policy (which may include an excerpt from a collective bargaining agreement) **must** be submitted with the application.
- Overtime rates charged to a state or federal grant award shall be consistent with the subrecipient's established overtime policies and applicable wage laws. If an agency does not have an established overtime policy, rates must be calculated in accordance with federal and state laws and applied consistently across federal and non-federally funded activity.
- Reimbursement for overtime hours being charged against a state or federal grant award administered by OGR may only be sought for **actual hours worked**, regardless of union contract rules and minimum overtime guarantees.
- ❖ For example, an officer working two (2) hours of overtime on a federally-funded project is **prohibited** from charging the grant award for four (4) hours of overtime mandated under a union contract rule. A department that must pay officers for a minimum number of overtime hours must cover any hours exceeding actual time worked using **their own state or local budget**. Departments violating this policy will be subject to immediate termination of a grant award and repayment of all misspent funds to OGR.
- Permissible grant-funded overtime may not be created or manipulated for the purpose of charging a state or federal grant a higher rate of pay than would otherwise apply. Subrecipients shall not approve, schedule, or encourage the use of paid leave (e.g., paid time off) in a manner designed to shift grant-funded activities into overtime status that would otherwise not exist (e.g., fall within regular hours of an officer's full-time/part-time schedule.)
- ❖ For example, subrecipients may not encourage or approve of the use of paid leave (e.g., paid time off), **regardless of union contract rules**, for officers attending permissible grant-related training during hours that would otherwise constitute the officer's regular full-time/part-time schedule for the purpose of charging a state or federal grant a higher rate of pay than would otherwise apply

8. Selection Criteria and Review Process

The Municipal Road Safety program is an extremely **competitive** grant opportunity. As such, a peer review process will be conducted consisting of each application being read and scored by a minimum of three reviewers inclusive of internal and external reviewers assigned to each proposal.

All final award determinations are subject to the review and approval of the Executive Director of OGR, Secretary of the Executive Office of Public Safety and Security (EOPSS), and Governor.

To ensure these federal funds are used efficiently and increase program participation, the amount of funding awarded will be based upon applicant proposals and justification, feedback from the reviewers, and other considerations, such as geographic diversity, department's past performance (e.g., activity/spending level, reporting, and progress).

Note: OGR reserves the right to modify or further clarify the rules, guidelines, and requirements within this AGF at any time to ensure compliance with updates made by NHTSA with respect to administrative rules and regulations of their grant funding.

Review Criteria and Maximum Points

1. Applicant Information and Department Overview (5 points)

- Clear and adequate contact information for the Applicant Information sections
- Overview of department's current traffic safety capacity (e.g., Does the department have a dedicated Traffic Division? Do officers regularly conduct traffic enforcement during routine patrol?)
- Identifies if the department has previously received MRS funding within the last three (3) years
 - If yes, describes the impact of prior MRS funding within department and community

2. Problem Identification | Data and Roadway Safety Trends (20 points)

- IMPACT Crash Data obtained from the [MassDOT Crash Portal](#)
- Internal Departmental Data
- OGR Crash by Town Report (5-Year Period - '21 to '25)
- Identifies three (3) Roadway Safety Trends (e.g., trends may be based on crash/citation data as well as relevant community feedback)
 - Each trend should identify the following information: Demographics, Location, Day of the Week, Time of Day

Note: Analyze your data and trends – identify specific age groups, intersections or corridors, and days/times during the week that detail “Who, What, When, & Where” relating to your traffic safety challenge. Including this information can significantly strengthen your proposal.

3. Goals and Measurable Objectives (25 points)

- Identifies at least one goal per Program Element and/or Priority Area being addressed
 - Goals may be outcome-based or process-based (**Note:** For more information, refer to Section 5: Choosing the Right Goal for Your Department)

- Each identified goal logically connects to crash data, trends, and/or priority areas identified in Section 8.2
- Each identified goal is supported by two (2) to three (3) measurable objectives; Objectives must:
 - Identify the specific activity proposed and connect to a Program Element and/or Priority Area (i.e., Enforcement, Community Event, Officer Training)
 - Be measurable (i.e., include a number, quantity, or rate that can be tracked and reported)
 - Have a defined timeline (i.e., by June 2027, by September 2027, etc.)

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| 4. Program Elements | (30 points) |
| Ensure the Elements you apply for are relevant to and justified by your Problem Identification, Data, and Roadway Safety Trends (see 8.2). Scoring for this section will be pro-rated based on selected elements | |

Element I:

Traffic Enforcement

- Identifies participation in specific Traffic Enforcement Campaigns (Impaired, Distracted, Click it or Ticket, Speed)
- Enforcement activity directly corresponds to one or more crash trends or priority areas identified in Section 8.2 of this AGF (Problem Identification | Data and Roadway Safety Trends)
- Enforcement activity targets specific corridors, intersections, or areas identified through data/trends

Traffic Equipment

- Requested equipment is permissible and directly connected to a planned enforcement activity and corresponds to one or more crash trends or priority areas identified in Section 8.2
- Identifies current inventory of relevant equipment (quantity, age, condition), demonstrating genuine need.
- Quote(s) for requested traffic equipment are included

Element II:

Pedestrian and Bicyclist Safety Enforcement

- Identifies participation in specific Pedestrian and Bicyclist Safety Enforcement Campaigns
 - Specific enforcement strategies should be described (e.g., crosswalk decoy operations, Vulnerable Road Users Law enforcement)
- Enforcement activity directly corresponds to one or more crash trends or priority areas identified in Section 8.2
- Enforcement activity targets specific corridors, intersections, or areas identified through data/trends

Pedestrian and Bicyclist Safety – Safety Items

- Requested safety items are permissible, relevant, and tied to an identified at-risk population or priority area identified in Section 8.2

- Quotes for safety items are not required, but are strongly encouraged to accurately inform budget and identify the type and quantity of safety items being requested
- Identifies the distribution plan including the (1) planned activity, (2) target population, (3) when and where it will take place, and (4) educational component accompanying the distribution of the items

Element III:

Community Awareness, Outreach, and Educational Activities

- Each proposed activity has a clear rationale tied to a traffic safety problem, trend, or priority area identified in Section 8.2
- Describes the (1) planned activity, (2) when and where it will take place, (3) who will be involved, (2) what target population will be reached
- **For Officer Training:** Each planned training is relevant to one or more of the identified priority areas or enforcement activities, and the department explains how it will strengthen capacity to address those challenges

5. Budget Narrative and Excel Worksheet

(20 points)

- Includes a brief **Budget Narrative** summarizing each cost category, total amount requested and justifying the purpose of each cost (e.g., connect the program activity to the funding being requested)
- Includes a complete and accurate **Budget Excel Worksheet (Attachment B)**
 - The worksheet should capture all cost details including quantities and/or hours, rates, and description of the activity/item

9. Post-Award Requirements

- Subrecipients must accept their award no later than 30 days from the award date. Failure to accept a grant award within the 30-day timeframe may result in a loss of funds.
 - A department must notify OGR of any possible delays with respect to accepting their award as soon as they are notified of selection.
- Subrecipients are expected to initiate program activities within 90 days of a contract being executed. Failure to do so may result in a loss of funds.
- At the discretion of OGR, reimbursement will be withheld if any program requirements are not met or completed as specified in the grant program.
- All public communications and/or news releases concerning any grant activity shall indicate the following statement: “This project was supported by a grant, awarded by the MA Office of Grants and Research.”

Reporting and Recordkeeping

- All subrecipients must submit programmatic activity and financial expenditure reports to OGR by the 15th of each month following the month of performance. Further reporting instructions will be provided during the contracting process.

- If no grant activity is conducted, departments must still submit the monthly expenditure report indicating \$0 expenses for that month.
- In certain circumstances and within reason, a subrecipient may request an extension of the expenditure report due date. All extension requests must be submitted in writing and OGR must authorize the request before the late submission of the report.
- Individuals working on grant-funded activities may not sign off on the expenditure reports.
- A signatory may also not sign off on the expenditure report if reimbursement is requested for their spouse, child, sibling, or another person that may present a conflict of interest.
- Subrecipients must submit a Mid-Year and Final Progress Report summarizing accomplishments, challenges, and progress made toward the goals/objectives as stated in the application. A template for each report will be provided by OGR.
 - Mid-Year Progress Report – Due: No later than **May 15, 2027**
 - Final Progress Report – Due: No later than **October 1, 2027**
- Equipment and safety items purchases must include an itemized invoice (purchase orders will not be accepted) along with the expenditure report.
 - Equipment and safety items purchases should be reported in the month that the item(s) are delivered. Proof of payment should be kept on file at the department and subject to review during a site visit.
- For Community Awareness, Outreach, and Educational Activities, itemized invoices, and receipts are required for all expenditures (e.g., course registration, Consultant/Contractor invoices, etc.).
- Failure to comply with reporting requirements may result in delayed or non-reimbursement of funds, contract termination, and may negatively affect a department’s eligibility for future OGR funding. Additionally, repayment of funds to OGR for any grant activity may be mandated.
- No department may begin grant activities until the department receives official written notification to proceed from OGR with the fully executed contract signed and dated by OGR’s Executive Director.
 - No costs incurred before the department receives written notification will be reimbursed.
 - No costs incurred after the grant award terminates will be reimbursed.
- All activities must be completed, goods received and paid for, and services provided and paid for no later than the termination date of the contract or date(s) as otherwise specific within this AGF.
- In addition to the requirements set forth above, subrecipients will be required to agree to and abide by all state and federal rules, regulations, and conditions pertaining to the receipt, administration, and management of federal funding.

Grant Award Modifications

While grant proposals should remain consistent and within the approved budget, goals, and objectives, revisions may be necessary to ensure projects remain in compliance with state and federal guidance. A subrecipient may submit a request, or OGR may recommend during the award process, a revision that modifies the originally submitted budget, goals, objectives, tasks, or other section of the grant proposal.

All Grant Award Modification (GAM) requests must be detailed and justified. If a GAM request changes the goals, objectives, tasks, or an approved budgeted line item, it is a modification. A subrecipient must

complete a GAM request form and submit it to their designated OGR grant contact prior to the activity taking place. OGR will review the request, and if no additional information is needed, consider it for approval. If approved, the subrecipient will receive confirmation along with a copy of the approved GAM form allowing a subrecipient to proceed with the modification. If the request is denied, the subrecipient will be notified and may only continue to spend funds as originally approved during the grant award process.

Risk Assessment and Compliance Monitoring

All subrecipients are subject to compliance monitoring, including site visits where grant records will be reviewed. Subrecipients that do not observe reporting deadlines, submit incomplete reports, fail to follow the timeline promised in the grant application, or engage in other practices not aligned with grant requirements risk losing OGR grant funding and may be ineligible to receive any future OGR grant funding.

If OGR perceives issues relating to any of the requirements above, appropriate action will take place, including but not limited to a site visit, file reviews, and suspension of funding.

Reporting Alleged Waste, Fraud and Abuse

Reporting alleged fraud, waste, or abuse to the Office of the State Auditor or Inspector General and/or to an applicable federal agency is the responsibility of the subrecipient. This includes any alleged violations, serious irregularities, sensitive issues or overt or covert acts involving the use of public funds in a manner not consistent with federal statutes, related laws, regulations, appropriate guidelines, or purposes of the grant. Reports may be made to:

Office of the Inspector General
John W. McCormack State Bldg.
One Ashburton Place, Room 131
Boston, MA 02108
800-322-1323
IGO-FightFraud@mass.gov

Office of the State Auditor
Massachusetts State House
Room 230
Boston, MA 02133
617-727-2075
Auditor@MassAuditor.gov

10. Submission of Application

Responses to this AGF must be submitted via OGR-provided documents that are available to download on the [Municipal Road Safety Grant Program](#) page. Upon submission, you will receive email confirmation with a PDF attachment of your application and supporting documents for your records.

All applicants are required to submit the online application no later than **4PM on Friday, June 5, 2026** via the [Online Application](#) form. All submissions will be considered final; applications should be reviewed for accuracy and completeness.

Any questions regarding this AGF may only be submitted via email to OGR.MRS@mass.gov, Jennifer.Slonina@Mass.Gov, or Taylor.Keown@mass.gov before **4PM on Wednesday, May 20, 2026**.

SUBMISSION DEADLINE NOTICE:

OGR is not responsible for any technical difficulties, system errors, or internet connectivity issues experienced during the submission process. It is the responsibility of the applicant to ensure that all required materials are submitted successfully and on time. Late submissions will not be accepted.

All online applications must be signed electronically and include all documentation listed below:

1. ____ FFY27 Municipal Road Safety Grant Application – Online Application
2. ____ FFY27 Budget Workbook – Attachment B
3. ____ Organization’s Overtime Policy (*this can be an excerpt from the policy manual*)
 - a. Including any Overtime Policy/Documentation regarding Command Staff participation
4. ____ Quote(s) for requested Traffic Equipment (*if applicable*)
5. ____ Copy of Federal or Auditor approved Fringe Rate Agreement (*if applicable*)
6. ____ Indirect Rate Agreement (*if applicable*)
7. ____ OGR Risk Assessment Form – (Sections B, C, and E)