

Commonwealth of Massachusetts
Office of Grants & Research
Highway Safety Division



Notice of Availability of Grant Funds (AGF)
FFY27 State Traffic Safety Information System Improvements Grant,
Section 405(c) Funding

Posted: March 27, 2026

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FFY 2027 State Traffic Safety Information System Improvements Grant
Section 405(c) Funding

Responses Due By: Wednesday, May 13, 2026, 4:00 p.m.

Introduction

The Office of Grants and Research (OGR) is the State Administering Agency for the National Highway Traffic Safety Administration (NHTSA) funding received by the Commonwealth of Massachusetts. Funding made available through this AGF comes from a federal grant program, described in 23 U.S. Code § 405 and 23 CFR § 1300.22, known as the 405(c) - State Traffic Safety Information System Improvements Grant.

Under [23 U.S.C. 405\(c\)](#), States may use awarded grant funds to make data program improvements relating to quantifiable, measurable progress in the accuracy, completeness, timeliness, uniformity, accessibility or integration of traffic records data in the core state highway safety databases listed in the table below. Applicants are encouraged to connect with the appropriate state agency managing the core database their project seeks to improve to help refine potential projects and confirm compatibility with current and planned system improvements.

Core Database	Managing State Agency
Citation / Adjudication	Merit Rating Board Massachusetts Trial Court
Crash	Registry of Motor Vehicles
Driver License / History	Registry of Motor Vehicles
Emergency Medical Services / Injury Surveillance	Department of Public Health
Roadway	Department of Transportation
Vehicle Registration	Registry of Motor Vehicles

Allowable Uses of Grant Funds

- (1) Software or applications to identify, collect, and report data to State and local government agencies and enter data into State core highway safety databases, including crash, citation or adjudication, driver, emergency medical services or injury surveillance system, roadway, and vehicle data.
- (2) Purchasing equipment to improve a process by which data are identified, collated, and reported to State and local government agencies, including technology for use by law enforcement for near-real time, electronic reporting of crash data.

- (3) Improving the compatibility and interoperability of the core highway safety databases of the State with national data systems and data systems of other States, including the National EMS Information System.
- (4) Enhancing the ability of a State and the Secretary to observe and analyze local, State, and national trends in crash occurrences, rates, outcomes, and circumstances.
- (5) Supporting traffic records improvement training and expenditures for law enforcement, emergency medical, judicial, prosecutorial, and traffic records professionals.
- (6) Hiring traffic records professionals for the purpose of improving traffic information systems (including a State Fatality Analysis Reporting System (FARS) liaison).
- (7) Adoption of the Model Minimum Uniform Crash Criteria or providing to the public information regarding why any of those criteria will not be used, if applicable.
- (8) Supporting reporting criteria relating to emerging topics, including— (i) Impaired driving as a result of drug, alcohol, or polysubstance consumption; and (ii) Advanced technologies present on motor vehicles; and
- (9) Conducting research relating to State traffic safety information systems, including developing programs to improve core highway safety databases and processes by which data are identified, collected, reported to State and local government agencies, and entered into State core safety databases.

Program Background

Traffic Records Coordinating Committee (TRCC)

Having an established and functioning TRCC is a NHTSA requirement attached to the Section 405(c) grant program. The Massachusetts TRCC mission is as follows:

“Through the coordinated efforts of its member organizations, provide a forum for the creation, implementation, management, and dissemination of accessible, accurate, complete, integrated, timely, and uniform traffic records data to aid decision-makers working to reduce transportation-related fatalities, injuries, and economic losses in Massachusetts.”

The TRCC assists OGR with identifying projects to receive Section 405(c) funding, monitoring project progress, and maintaining strategic direction for our traffic records systems. Each year, the TRCC helps OGR update and provides approval of a Strategic Plan for Traffic Records Improvements as part of OGR’s Annual Grant Application (AGA) submitted to NHTSA. The TRCC is composed of representatives of the six core data systems and key data collectors and users. More information on the TRCC and examples of current and prior 405(c) funded projects are available in the [FFY 2026 Strategic Plan](#).

Traffic Records Self-Assessment and Other Resources

OGR and its TRCC partners finalized a NHTSA-required traffic records self-assessment in October 2023. This self-assessment and its recommendations are a critical source of project ideas for TRCC members and other traffic records stakeholders, as well as a resource during the OGR/TRCC review and selection of projects. Applicants are encouraged to review the [full self-assessment](#) along with the [Massachusetts Strategic Highway Safety Plan](#) for additional information and as a resource for project ideas.

Below are the current unmet recommendations.

Unmet Recommendations

1. **Strategic Planning Recommendation:** Strengthen the TRCC’s abilities for strategic planning that reflects best practices identified in [NHTSA’s 2018 Traffic Records Program Assessment Advisory](#).
2. **Crash Recommendations:** Improve the applicable guidelines for, interfaces with, and data quality control program for the system to reflect best practices in the Advisory.
3. **Driver Recommendation:** Improve the data quality control program for the system to reflect best practices in the Advisory.
4. **Vehicle Recommendations:** Improve the description and contents of and data quality control program for the system to reflect best practices in the Advisory.
5. **Roadway Recommendations:** Improve the data dictionary and data quality control program for the system to reflect best practices in the Advisory.
6. **Citation and Adjudication Recommendations:** Improve the description and contents of, data dictionary, and data quality control program for the system to reflect best practices in the Advisory.
7. **Injury Surveillance/EMS Recommendations:** Improve the interfaces with and data quality control program for the systems to reflect best practices in the Advisory.
8. **Data Use & Integration Recommendation:** Improve the traffic records systems’ capacity to integrate data to reflect best practices identified in the Advisory.

Funding Overview

Through this competitive opportunity, OGR is pleased to make approximately \$1,000,000 available in grant funds. Please note that this amount is contingent upon receipt and subject to the availability of federal funds appropriated from NHTSA. OGR reserves the right to adjust or modify the amount of funding being made available.

OGR may require a state agency subrecipient receiving grant funds through this AGF to receive the funding through multiple ISAs, as Section 405c funding is split between two sources: Section 405(c) and 405(c) Supplemental. The funding made available through this AGF process is further contingent upon NHTSA’s acceptance of these projects into OGR’s FFY 2027 Annual Grant Application (AGA) or subsequent AGAs.

Eligible Applicants

Only units of state and local government, state higher educational institutions, or 501(c)(3) organizations in Massachusetts are eligible to apply for this funding. Private sector organizations are not eligible to receive this funding.

Agencies awarded funds through this AGF will be expected to adhere to the project timelines and task plans in their grant agreements. Notice of any changes to the AGF will be posted on the [State Traffic Safety Information System Improvements Grant Program](#) page of OGR’s website.

Award Period

It is anticipated that projects awarded funding through this AGF will have a start date on or after October 1, 2026, and conclude by September 30, 2027.

Fund Disbursement

This is a cost-reimbursement grant. Grant funds will be awarded via either an Interdepartmental Service Agreement (ISA) or a Commonwealth of Massachusetts ~ Standard Contract Form. Any costs incurred prior to the official project start date will not be reimbursed.

For non-state agencies, cost-reimbursement requires the submission of quarterly reports. State agencies will receive grant funding through the state accounting system (MOSAIC) that will allow them to start to incur project expenses.

Match Requirement

Applicants not under the Executive Office of Public Safety and Security must provide a minimum of 20% state or local funded cash (hard) match and/or in-kind (soft) match based on the proposed total project cost. For more information on match, please review [2 CFR Part 200.306](#).

- For example, if the total project cost (grant award + match amount) is \$100,000, OGR may provide up to \$80,000 via the grant award, while the subrecipient must provide at least \$20,000 via their match requirement by the end of the performance period.
- A related formula is $.25 \times \text{Awarded Federal Grant Funds Spent} = \text{State and/or Local Match Requirement}$.

Match must be from state, local, or other (not federal) funding or resources provided by the subrecipient that directly benefit the project. Match must be an allowable expense per this AGF, incurred during the same period as the project, as well as auditable and documentable.

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

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

Key Dates

Activity	Key Date
AGF Posted:	March 27, 2026
Deadline for Q & A Submission:	April 15, 2026, 4:00 p.m.
Letters of Intent Due:	April 24, 2026, 4:00 p.m.
Electronic AGF Responses Due:	May 13, 2026, 4:00 p.m.
Project Presentations:	June 2-4, 2026 (Tentative)
ETRCC Review & Award Announcements:	June 2026 (Tentative)
Performance Period:	October 1, 2026 – September 30, 2027

Letter of Intent

Applicants must submit a non-binding letter of intent by **4 p.m. on Friday, April 24, 2026**. A letter of intent must be on an organization's letterhead, signed by an appropriate representative of the organization, and sent via PDF to John Fabiano at John.Fabiano@mass.gov. At a minimum, the letter of intent should be no longer than one page and must include the following information:

- Project Title
- Project Description and Key Partners
- Identify which Massachusetts core highway safety database the proposed project seeks to improve (see [Page 2](#) for more information)
- Identify which “Allowable Uses of Grant Funds” the proposed project aligns with (see [Pages 2-3](#) for more information)
- Confirmation that the organization’s senior IT official supports the proposed project
- Anticipated start and end dates
- Amount of grant funds being requested

Application Information and Requirements:

Responses to this AGF must be submitted via the documents provided by OGR no later than **4 p.m. on Wednesday, May 13, 2026**. The necessary documents and other attachments are available on the mass.gov website on the [State Traffic Safety Information System Improvements Grant Program](#) page.

Requirements for response include:

- If an organization is requesting funding for more than one project, **separate** Attachment A - Application and Attachment B - Budget Worksheets are required to be submitted for each project.
- Projects related to the Massachusetts citation and/or crash systems must align with the Motor Vehicle Automated Citation and Crash System (MACCS) overseen by the Department of Criminal Justice Information Services.
- Projects dependent upon state or regional-level public sector partner(s) must include signed letter(s) of support on partner letterhead from the CEO or CIO and be submitted with the application.
- Projects must work to meet **at least one** unmet recommendation from the [Massachusetts 2023 NHTSA Traffic Records Self-Assessment](#)
- Projects must have **a minimum of one** measurable benchmark and performance measure related to one or more performance attributes (accuracy, completeness, timeliness, uniformity, accessibility, or integration) of one of the six core state traffic records databases. Each performance measure must include:
 - A clearly defined baseline value (current state)
 - A quantifiable target outcome to be achieved within the project period
 - A defined methodology for measurement and data collection
 - A reporting frequency (at minimum quarterly)

Ideally, the Benchmark and Performance Measure will be based on the methodology set forth in the [Model Performance Measures for State Traffic Records Systems](#) (DOT HS 811 441).

- As applicable, proposed projects must comply with the latest version of the (1) [Electronic and Information Technology Accessibility Standards under Section 508 of the Rehabilitation Act of 1973](#), and other related federal requirements as well as (2) the [Digital Accessibility Standards](#), issued by the Massachusetts Executive Office of Technology Services and Security as well as other related state requirements.

- Applicants with active Section 405(c) grant awards cannot receive new 405(c) grant awards until their first awarded funds are 30% or more spent down in the state accounting system or committed (i.e., in a purchase order) at the time of application. Such applicants should consult with OGR prior to applying.
- Applicants required to provide Match must identify the source and amount being provided within their proposal and detail in their budget. Match expenses must also be reported in a subrecipient's quarterly activity and expenditure reporting to OGR. Match expenses identified for this project must not be utilized for any other federally funded project.
- Applicants may be required to adhere to updated and/or additional guidance provided by NHTSA regarding Section 405c funding. OGR will notify and work with an applicant to amend their project application and/or budget to ensure alignment with the latest 405c funding requirements as needed.
- Funds provided through this grant must supplement, not supplant, state or local funding sources. Supplanting of state or local funds with federal grant funds from this grant program is prohibited. Supplanting includes:
 - (1) Replacing routine and/or existing state or local allocations with federal grant funds;
 - (2) Using federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of the state, local, or federally recognized Indian tribal government.

Unallowable Costs

In addition to the supplanting prohibition noted above, there are unallowable costs and equipment that will **not** be approved including, but not limited to:

- Any restrictions as outlined in [Final Rule 23 CFR Part 1300](#), [Title 2 CFR Part 200](#), and within [NHTSA Guidance](#) that applies to Section 405(c) funds and other federal grant funding;
- Motor vehicles;
- Radar/Lidar units;
- License plate readers;
- Portable and/or vehicle radios;
- Automated Traffic Enforcement Systems (e.g., security cameras)
- Speed radar signs and/or trailers;
- Infrastructure improvements including, but not limited to, traffic lights and signage;
- Variable message boards;
- Overtime costs; or
- Separately purchased warranty/service plan expenses.

Allowable Costs and Budget Related Requirements

Allowable Cost Categories	Definitions and Documentation Requirements
Personnel Costs	Full- or part-time regular salaried employees working on the grant. At a minimum, reporting will need to detail employee names, hours worked per pay period, and the hourly rate.
Fringe Benefit Costs	<p>Eligible costs include the employer share of the following: life insurance, health insurance, Social Security costs, pension costs, unemployment insurance costs, workers compensation insurance, and payroll taxes.</p> <p>Cost amounts for direct fringe benefits can be either actual costs or rates per employee calculated by the fiscal or human resource unit in your organization (rate computations must be included).</p> <p>Must include a copy of the federally approved rate agreement in the application response.</p>
Indirect Cost	<p>Applicants that want to charge indirect costs using an indirect cost rate may use a federally approved indirect cost rate agreement or charge a de minimis rate of 15%. If the applicant’s accounting system permits, indirect costs may instead be allocated in the budget, including the category “Other” if the costs being identified do not fit into one of the direct cost categories. For more information, see Title 2 CFR Part 200, in particular 200.414.</p> <p>Must include a copy of the federally approved rate agreement in the application response.</p>
Consultant & Contractor Costs	The maximum rate for consultants is \$650 for an eight-hour day or \$81.25 per hour (excluding travel and per diem costs). Any request for compensation over \$650 per day or \$81.25 per hour requires prior written approval by OGR. This rate is the exception, not the rule.
Equipment Costs & Software Costs	<p>Equipment: Any 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.</p> <p>Software: Programs, applications, and/or other operating information used by a computer to assist with the identification, collection, and reporting of data to core databases.</p> <p>Reporting must include a final “Invoice;” purchase orders are not considered sufficient documentation.</p> <p>Must include quote(s) for any requested equipment and/or software in the application response.</p>
Travel Costs	Costs that are directly related to the purpose of the grant. In-state travel costs associated with the grant shall include mileage rates, not 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 Costs	Supplies required for the program (pens, pencils, postage, training materials, copying paper, and other expendable items such as books, ink, etc.).
Other Costs	Miscellaneous costs/items (e.g., telephone costs, training material costs) may be allowable with prior OGR approval.

More on Equipment / Software Costs

- No “stand-alone” purchases are permitted. NHTSA requires that all equipment/software purchased with grant funds are intended to address a project need and be necessary for project implementation.
- OGR strongly recommends applicants inquire beforehand whether a proposed equipment/software purchase meets this requirement.
- An applicant must provide quotes with their application for all equipment and/or software items being requested. It is recommended that quotes be obtained within 30 days of the application deadline to assist with providing an accurate budget.
- Equipment must comply with the telecommunication requirements as detail in [§ 200.216 Prohibition on certain telecommunications and video surveillance equipment or services](#).
- Applicants **must** explain if grant-funded equipment and/or software will be used for any other purpose(s) beyond traffic records activities.
 - Applicants must include in their proposal the proportional amount of the total equipment and/or software costs attributable to traffic records activities as well as the amount attributable to an additional purpose(s).
 - Grant funds can only be used for the documentable percentage of the total equipment and/or software costs that will be used for traffic records and related activities.
- Applicants seeking to purchase individual equipment and/or software with an acquisition cost of \$10,000 or more shall be subject to additional approval including:
 - (1) written approval from NHTSA (secured after an award is made and through a request letter prepared by OGR with the subrecipient’s assistance);
 - (2) such purchases **must** comply with the Buy America Act ([23 U.S.C. §313](#)).

Application Review Process

OGR will conduct a peer review process consisting of OGR staff and one or more outside reviewers (as available) to ensure that responses adhere to the AGF requirements. It is anticipated that one or more outside reviewers will be selected from the TRCC (an external reviewer can’t be from an entity that has submitted an AGF response or be associated with a response).

Additionally, applicants must present their projects virtually to the identified reviewers in accordance with the date/time provided in the Key Dates section of this AGF. The presentations will also be open to all TRCC members and applicants must make available a recording of their presentations that will be posted on the OGR website within two business days following their presentations.

The review process will include using a Four Box Analysis and Scoring Tool to prioritize projects, with A representing the highest priority, then B, then C, and finally D.

Four Box Analysis and Scoring Tool	
A. LOW COST – HIGH PAYOFF (good opportunity / high priority)	B. HIGH COST – HIGH PAYOFF (moderate opportunity / high to middle priority)
C. LOW COST – LOW PAYOFF (moderate opportunity / lower to middle priority)	D. HIGH COST – LOW PAYOFF (poor opportunity / low priority)

The projects will then be further prioritized within each of the boxes using the following scoring tool:

- Project Overview/Description/Needs Assessment/Timeline (**up to 40 Points**)
- Project Benchmark and Performance Measure (**up to 30 Points**)
- Budget (**up to 20 Points**)
- Project Presentation (**up to 10 points**)

Scores from reviewers will be added together and averaged, and any differing award recommendations reconciled through committee deliberation. The committee will then produce a memo on its deliberations, with a ranked ordering of the scores of the proposed projects as well as suggested award amounts/project conditions. The memo will also include information on any current Section 405(c) funded grant work done to that point within the respective federal fiscal year by any applicant being considered for new funding. This information will include performance against the benchmark(s) in the original application or any accepted update, project reporting issues, and level of unspent funding. This memo, applicant presentation materials, and the AGF responses will be shared with the TRCC.

An Executive-level TRCC (ETRCC) meeting will be scheduled during which members of the ETRCC can do one of the following:

1. Accept the project recommendations in full, including suggested award amounts/project conditions in the AGF review committee's report;
2. Make minor adjustments to the AGF review committee project recommendations and suggested award amounts/project conditions, and approve the updated report; or
3. Use a Four Box Analysis and Scoring Tool process like that used by the AGF review committee to develop and approve its own project recommendations and award amounts/project conditions.

ETRCC members from entities with applications under consideration in the AGF process cannot participate in any vote to select projects.

The resulting project recommendations and suggested award amounts/project conditions from the ETRCC will then advance to NHTSA for consideration and anticipated acceptance in OGR's FFY 2027 Annual Grant Application. OGR will then forward these decisions to the Executive Director of OGR, Secretary of Public Safety and Security, and Governor's Office for review and final approval.

Post-Award Requirements and Information

If an award occurs based on a response to this AGF, the applicant will be required to complete one or more of the following forms available on the [State Traffic Safety Information System Improvements Grant Program](#) page of OGR's website in order to finalize a grant agreement based on the State Contract or ISA:

- OGR General Subrecipient Grant Conditions,
- Contractor Authorized Signatory Listing (unless a current, acceptable version of this form is on file at OGR),
- Federal Funding Accountability and Transparency Act (FFATA),
- Other applicant specific forms that may be required.
- Quarterly electronic submission of expenditure and activity reports in a format approved by OGR will be required.

- Activity reports must be signed by the project manager, and the expenditure reports signed by an appropriate departmental representative.
 - During any federal fiscal year the project operates, the last activity report must summarize all significant project accomplishments, in particular progress made from the benchmark(s) towards performance measure(s). Summary must be at least 150 words in length.
 - Expenditure reports must be supported with required backup (i.e., MOSAIC reports, paid vendor bills, etc.).
- All funded projects must actively participate in the Massachusetts TRCC process, including but not limited to providing at least one (1) presentation relating to project progress.
 - No costs incurred by a subrecipient before or after the effective grant period for a State Contract or ISA will be reimbursable.
 - Grant-funded contractor or consultant expenses or equipment or supply purchases not specifically approved in the subrecipient's State Contract or ISA must be reviewed by and receive written approval in advance from OGR. The review will include the intended procurement approach, which is expected to be competitive. The resulting subcontract or purchase must reflect all applicable requirements of the subrecipient's ISA or state contract with OGR.
 - Subrecipients that do not observe reporting deadlines, submit incomplete reports, fail to follow the timeline in the State Contract or ISA, or engage in other practices not in keeping with good grant management will be at risk for losing OGR grant funding and becoming ineligible for future OGR funding.
 - Be advised that an OGR grant award to a subrecipient does not guarantee reimbursement. Funding is subject to appropriation and is contingent upon compliance with all grant conditions and eligibility requirements. If the federal government determines that a subrecipient does not comply with federal eligibility requirements, OGR cannot guarantee alternative funding sources. The subrecipient must ensure compliance with all grant conditions and eligibility requirements.
 - Please note any entity sent a grant award packet (State Contract or ISA) resulting from this AGF process will have a maximum of 30 days from the date of receipt to return all signed award documents to OGR. Failure to do so may result in termination of the grant award.
 - OGR expects all entities receiving awards through this AGF process and entering into grant agreements to begin grant-funded services within 90 days of funding access (unless a later service start date is noted in the timeline and task plan of the agreement). Failure to do so may result in termination of the grant award.
 - At its discretion, OGR may, on behalf of the ETRCC, provide grant funding that becomes available from a canceled project or retracted award associated with this AGF process to a qualified applicant(s) who did not receive funding through this AGF process.
 - OGR reserves the right to adjust or cancel the amount of funding being made available through this AGF process, as any awards made will be contingent upon receipt and availability of NHTSA grant funds.

Submission Process and Deadline:

Applications must be complete and include signatures on applicable response documents. A complete application packet includes the following documents:

- Attachment A – Application
- Attachment B – Budget Worksheets
- Risk Assessment Form
- Partner Support Letter(s) (if applicable)
- Federally Approved Indirect Cost and/or Fringe Rate Agreements (if applicable)
- Equipment/Software quote(s) (if applicable)

All applications must be combined into a single PDF and emailed to John.Fabiano@mass.gov no later than **4 PM on May 13, 2026**.

SUBMISSION DEADLINE NOTICE:

Applicants are strongly encouraged to complete and submit their proposals well in advance of the posted deadline. Do not wait until the deadline date to complete or submit your application.

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. Emailed or late submissions will not be accepted.

Acceptable Forms of Authorized Signatures

- Traditional “wet signature” (ink on paper) included within a scanned document.
- Electronic signature that is either: a. Hand drawn using a mouse or finger if working from a touch screen device; or b. An uploaded picture of the signatory’s hand-drawn signature.
- Electronic signatures affixed by a digital tool such as Adobe Sign or DocuSign. If using an electronic signature, the signature must be visible, include the signatory’s name and title, and must be accompanied by a signature date.

Questions & Answers

If you have any questions regarding this AGF process, please email to John Fabiano at John.Fabiano@mass.gov no later than **4PM on April 15, 2026**. All questions received and answers provided will be posted in a non-attributable manner and made available via the [State Traffic Safety Information System Improvements Grant Program](#) page of OGR’s website.

Given the competitive nature of this AGF, no questions on the merits of the proposed project can be answered.