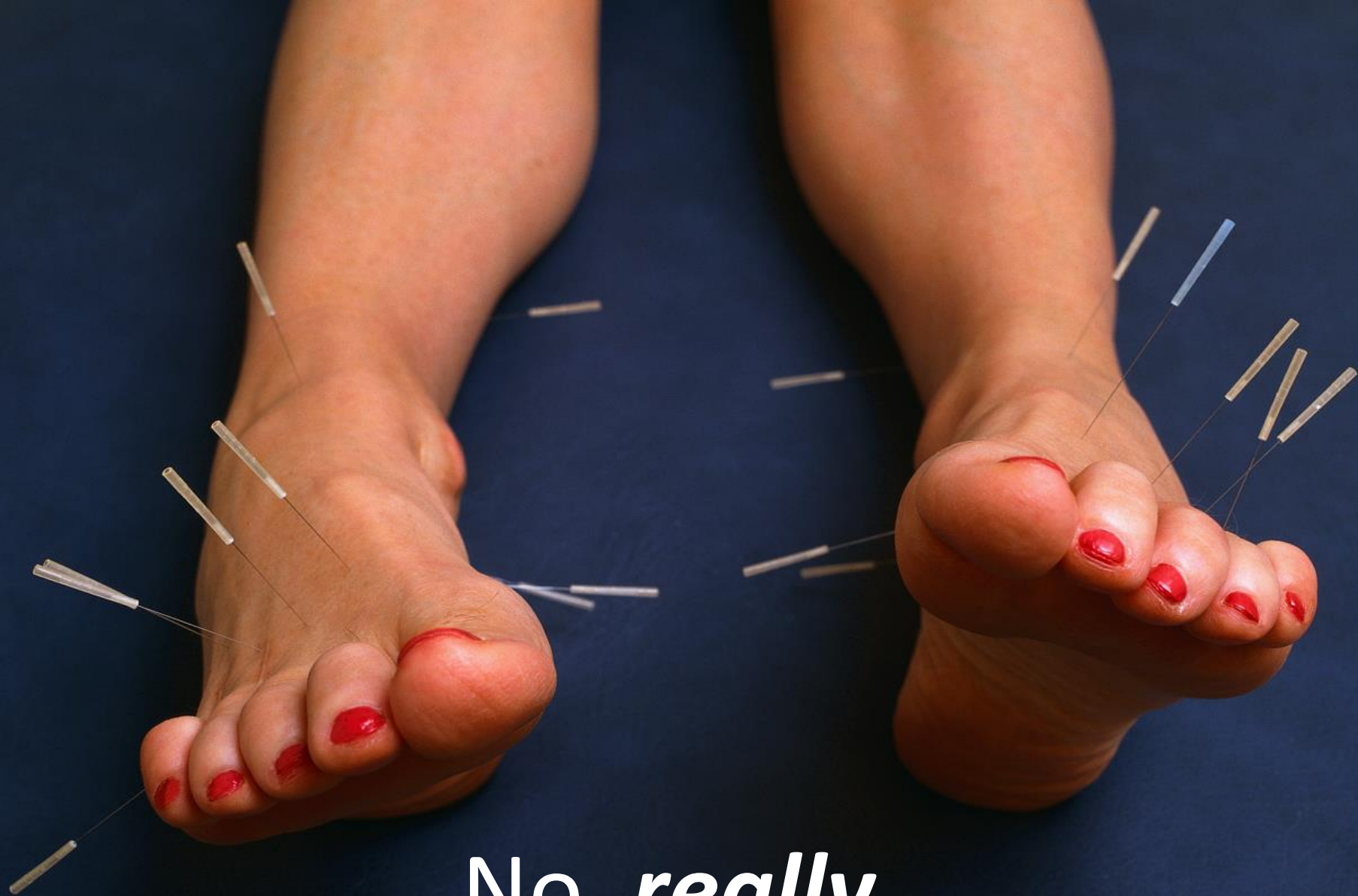


It's Not Just About the Money: Writing Grants for the End Gain

*National Tribal Transportation in Indian Country Conference
Omni Louisville Hotel
Louisville, Kentucky
August 25, 2022*

Photo credit: Chris English





No, *really*...
grant writing can be fun!

*Some of
What You
Will Learn
Here Today*



- *Some basic grant writing terms*
- *Several grant research methods*
- *How to match your organizations' needs to grant funding opportunities*
- *Gathering demographic information*
- *Building effective partnerships*
- *Budget development basics*
- *How to draft SMART objectives*
- *How to draft Project Abstracts*



PROJECT PROFILE/PLANNING WORKSHEET	
IN ONE SENTENCE describe your project idea: What will you do? Where? With whom? And MOST IMPORTANT: why?	
What broad categories of issues or opportunities does your project address? (Check the word phrases for guidance: "Adult literacy"; "Anomic crime prevention"; etc.)	
Describe the specific need or issue in your community that your project will address. What does it look like right now? Why is it significant?	In our community, the current situation is this:
What specific changes do you expect to make in your community or among your clients as a result of this project? What will be different? What are your "success indicators"?	The three to five key success indicators for our project or effort are:
What are the major steps you will need to take to make these changes happen?	
What resources will you need to accomplish these steps? (People, equipment, training, materials, supplies, services, etc.)	
Approximate total cost:	\$ _____
Who else has a vested interest in working with you as partners on this problem or opportunity?	
What information, tools, data, etc. will you use to decide whether your project succeeded?	
Prepared by:	Phone: _____ Date: _____
Project Profile/Planning Worksheet - Handout 1 © JUST GRANTS! All Rights Reserved, 2011 www.justgrants.com	

Craig Tribal Association
Tribal Transit Program Grant Project Abstract

APPLICANT ORGANIZATION: Craig Tribal Association (CTA) will be the applicant for Federal Transit Authority (FTA) Tribal Transit Program (TTP) grant funds. CTA is a dual constituent Indian Tribe, organized pursuant to the authority of Section 16 of the Act of Congress on June 10, 1934 (48 Stat. 964) as amended by the acts of Congress, June 15, 1934 (49 Stat. 378) and May 1, 1936 (49 Stat. 1250). Located in Craig, Alaska on Prince of Wales (POW) Island in Southeast Alaska about a 30-minute 9-seater plane ride or three-hour ferry trip from Ketchikan, CTA boasts a population of 300 tribal members, and owns land parcels throughout POW, as well as various tracts within the City of Craig. (Southeast Alaska is defined as the section of Alaska extending from Yakutat to the Dixon Entrance south of Ketchikan.)

It is worth noting that Prince of Wales Island is Alaska's second-largest island after Kodiak, and that its 12 communities are connected by 2,000 miles of Forest Service roads. POW forms the hub of the Prince of Wales-Hyder Census Area, comprised of several mostly uninhabited Alexander Archipelago islands west of POW and the "island" of land, which surrounds the Town of Hyder, the only community within the area that has road access to the outside.

NEED: The Alaska Department of Labor and Workforce Development's 2014 population by borough/census area reported that the Prince of Wales-Hyder Census Area had a population of 6,426 struggling with 15.2% unemployment. Owing from the August 2012 issue of Alaska Economic Trends, there's evidence that jobs are scarce overall, though – the unemployment rate was high even before the timber industry decline and has continued to diverge from the statewide average. Regional unemployment averaged 15.3 percent in 2011, roughly double the state average.

According to the 2009-2013 American Community Survey 5-Year Estimate and HUD FY2014 Income Limits, Craig has a population of 1,198. The median household income for Alaska Native households is \$54,500, and the mean household income is \$69,803, nonetheless, 22% of the Alaska Native population is living below the poverty line. Hollis has a population of 174 with a median household income of \$33,500, and a mean household income of \$49,843, yet, 19.4% of the population is living below the poverty line. With a population of 611, Klavook's median household income is \$37,063, and the mean household income is \$50,240; however, 12% of Klavook's Alaska Native population lives below the poverty line. With mixed Tlingit, Haida, and non-Native residents combating these statistics, some residents in the proposed transit service area pursue a subsistence lifestyle to provide food sources.

Per the aforementioned August 2012 issue of Alaska Economic Trends, and the 2010 Census, the Prince of Wales-Hyder Census Area had a population of 559 seniors between the age of 65 - 85, and 25 seniors over the age of 85. Further, the Alaska's Department of Labor and Workforce Development states that "Southeast," the region of the state where POW is located, has maintained a large percentage of older residents for many decades, which is a trend they project will continue.

There is no public transportation service connecting Prince of Wales Island communities. The Native American elderly and disabled population is eligible to use the transportation service provided by Southeast Senior Services. All others must rely on their own transportation to travel to the Alca Roberts Medical Center or POW Vocational and Technical Education Center in Klavook, Peace Health in Craig, Head Start, Craig City Gym, shopping facilities, and/or other essential destinations. Many lower income families do not own private vehicles, because of the expense of shipping a vehicle to Prince of Wales Island.

Access to Ketchikan, and thus to a larger "metropolitan" community along the Alaska Marine Highway with commercial air service, is via the aforementioned air taxi or the Inter-Island Ferry Authority (IFA) in Hollis. Hollis is about 25 miles from Klavook, and 30 miles from Craig, yet, there exists no transportation service to link these communities or connect them to the Hollis ferry terminal, a critically important destination for POW residents and visitors. Since its service began in 2002, IFA reports an annual ridership of 52,000 people traveling to/from Hollis to Ketchikan broken down by age group as follows: children aged 0 - 11 - 5,000; students aged 12 - 18 - 3,700; Adults aged 19+ - 30,000; and seniors aged 65+ - 4,000.

With these challenges in mind, in October 2012, the Coordinated Transit Plan for Prince of Wales Island was completed. The plan was a joint effort by Craig Tribal Association and the Organized Village of Kasaan. Other communities plus POW's two other federally-recognized tribes, IFA, Southeast Senior Services, Southeast Alaska Regional Health Consortium (SEARHC), and the U.S. Forest Service participated in plan development. Craig, Coffman Cove, and Klavook hosted a series of community meetings. The plan included: an inventory of existing and planned services; community input opportunities; a transportation needs assessment; service gap

GRANT PROPOSAL DEVELOPMENT PROCESS

PHASE 1: Essential Planning Steps

Identify major characteristics of your project idea.	<ul style="list-style-type: none"> Outline potential operational logistics, program's concept, vision, desired results and outcomes.
Assess the organization's capabilities.	<ul style="list-style-type: none"> Make a "honors" self-assessment. Get feedback from existing partners and funding sources. Chart assets and weaknesses in financial, human, physical and spiritual "capital".
Refine the project idea and gather data to support it.	<ul style="list-style-type: none"> Assess the needs of clients vs. the needs of the organization. Gather statistical data and demographics to prove the need, gaps, and solutions. What specific needs are addressed and for whom? Why your organization? Why now? Who else is addressing needs? Is the need solved by the project idea? Will project idea result in breakthroughs or new outcomes? What programs existed before and what was learned? Identify alternate approaches (smaller, staged, plan B).
Select funding source(s) and gather submission requirements.	<ul style="list-style-type: none"> Develop funding plan that outlines a mixture of sources and types (public vs. private, national, local, grants vs. loans, in-kind contributions, awards). Identify funding sources that match the organization's philosophy. Develop partnerships to fill organizational gaps and build support. Will the project fit the sources' timeline?

PHASE 2: Writing and Submitting the Proposal

Identify needed content and lay out the process.	<ul style="list-style-type: none"> Study the RFP and grant guidelines to identify mandatory components of the application. Assume each year is different. Who will write the proposal (consultant vs. staff)? How will it be organized? When must proposal be completed? (begin planning 1 year prior)
Gather and compose remaining elements of the proposal.	<ul style="list-style-type: none"> Obtain commitment letters, partner endorsements and mandatory documents. Double check supporting statistics and quoted facts. Make sure budget figures are supported by factual estimates and add up properly. All charts, graphs, pictures and other illustrations should be clear.
Use a checklist to do a final review.	<ul style="list-style-type: none"> Most funder's include a checklist, use it and attach it to the proposal. Have several people complete the checklist.
Review, submission, notification, and renewal.	<ul style="list-style-type: none"> Have a third, uninvolved party review/score the proposal against the grant guidelines or scoring criteria. Double check that required copies are exactly the same. When colored exhibits are copied in black/white they can give a totally different impression. Mail it as required to the correct address. Hand-deliver if possible.

The Handouts



Some Basic Grant Writing Terms

- **RFP = Request for Proposals**
- **NOFA = Notice of Funding Availability**
- **NOA = Notice of Availability (of funds)**
- **NOFO = Notice of Funding Opportunity**

- **“Grant”** - a financial assistance award, in the form of money, or property in lieu of money, by the federal or state government, or a private, corporate or community foundation to an eligible grantee.

- **“Grantor”** - federal or state agency/government or foundation providing the funding.



Some Basic Grant Writing Terms

- **“Grantee”** - the agency or organization to which a grant is awarded & which is accountable for the use of the funds provided.
 - **“In-kind Contributions/Match”** - grantee non-cash contribution; e.g., the value of property, equipment appreciation, or third-party contributions including services, equipment or property.



Several Grant Research Methods

- Research various government regulatory agencies
- Research known grantors
- Read the [Federal Register](#)
- Read Sam.gov
- **Grants.gov** - Consider setting up their RSS feed on your toolbar
- Go where you know there is federal or state money (e.g., FTA, USDOT, your state DOTs & the Federal Highway Administration)
- Tap your agency funding sources to see where their priorities lie
- Use Search Engines; e.g., Google & various Foundation search engines
- Sign up for Grant Alerts & automatic Grants.gov notifications; e.g., Rich Site Summary (RSS) feed coded to provide you up-to-date funding announcements



Several Grant Research Methods

- Among the best web sites for foundation funds are
Candid.org
[The Chronicle of Philanthropy](http://TheChronicleofPhilanthropy.com)
- There are searches for free on these & other sites, also subscriptions or fees for services sites
- Many state universities also have websites, which provide avenues to research funding opportunities

Try: [University of Wisconsin-Madison Grants Information Collection](#)



Strategy

a plan of action
designed to
achieve
a major aim or
goal

Grant Seeking: Should be Directed by Your Goals

- What kinds of projects - IF funded
- **hit our target?**
- **Which funders want projects like that?**
- Can I show this funder how our goals align?



Is this opportunity to apply, worth the team's effort, creativity and time?

If funded, is this new source of funding worth managing and reporting?

**Evaluating
Opportunities to Apply**



Carefully Read the NOFO

2

AGENCY:

U.S. Department of Transportation (DOT), Federal Highway Administration (FHWA).

ACTION:

Notice of Funding Opportunity (NOFO).

SUMMARY:

This notice announces a funding opportunity and requests grant applications for FHWA's Tribal Transportation Program Safety Funds (TTPSF) for Fiscal Year (FY) 2022 through 2026 funding. The TTPSF is authorized within the Tribal Transportation Program (TTP) under section 202(e) of Title 23, United States Code (U.S.C.).

This grant opportunity is expected to result in the distribution of annual funding ranging from up to \$23.1 million in FY 2022 to up to \$25.1 million in FY 2026, based on current authorized amounts. The actual amount available to be awarded under this NOFO for each fiscal year will be subject to the availability of funds. The anticipated maximum available funding will be up to \$23,138,400 for FY 2022; up to \$23,598,400 for FY 2023; up to \$24,098,400 for FY 2024; up to \$24,518,400 for FY 2025; and up to \$25,118,400 for FY 2026.

In addition, this notice identifies selection criteria, application requirements, and technical assistance during the grant solicitation period. The FHWA will distribute these funds as described in this notice on a competitive basis in a manner consistent with the selection criteria.

DATES:

For FY 2022, applications may be submitted through the application deadline at 11:59 p.m., Eastern Standard Time, on September 15, 2022. For each of FY 2023 through FY 2026, applications must be submitted between 12:00 a.m., Eastern Standard Time, on October 1 and no later than 11:59 p.m., Eastern Standard Time, on January 15 for each respective fiscal year (the "application deadline"). Applications for all fiscal years must be submitted electronically. Also, applicants are encouraged to submit applications in advance of the application deadline, however applications will not be evaluated, and awards will not be made until after the application deadline. The FHWA plans to conduct outreach regarding TTPSF FY 2022 funding in the form of a Webinar on June 15, 2022 at 3:30 p.m., Eastern Standard Time. For FY 2023 through FY 2026 funding, FHWA will conduct similar Webinars as announced through the FHWA Office of Tribal Transportation mailing list. Attending these informational Webinars is not required to apply. To join the Webinar or subscribe to the mailing list, follow the directions found at <https://highways.dot.gov/federal-lands/programs-tribal/safety/funds>. Any changes to Webinar connection information along with a recording of the Webinar will be posted at <https://highways.dot.gov/federal-lands/programs-tribal/safety/funds>. A Telephone Device for the Deaf (TDD) is available for individuals who are deaf or hard of hearing at 202-366-3993.

ADDRESSES:

Applications must be submitted electronically through the Website: <https://highways.dot.gov/federal-lands/programs-tribal/safety/funds>.

FOR FURTHER INFORMATION CONTACT:

For further information concerning this notice please contact:

Adam Larsen
TTPSF Program Manager
Office of Tribal Transportation
Office of Federal Lands Highway
Federal Highway Administration
610 East 5th Street, Vancouver, WA 98661
Email: TTPSF@DOT.GOV
Phone: 360-619-2601
Office hours are from 7:00 a.m. to 3:30 p.m. Pacific Standard Time, Monday through Friday, except Federal holidays.

For legal questions, please contact:

Michelle Andotra
Office of the Chief Counsel
Federal Highway Administration
60 Forsyth Street, SW, Suite 8M5
Atlanta, GA 30303
Email: Michelle.Andotra@dot.gov
Phone: 404-562-3679
Office hours are from 8:00 a.m. to 4:30 p.m. Eastern Standard Time, Monday through Friday, except Federal holidays.

SUPPLEMENTARY INFORMATION:

Background

A listing of TTPSF projects/activities that Tribes were previously awarded, answers to frequently asked questions, and additional safety-related information can be found at <https://highways.dot.gov/federal-lands/programs-tribal/safety/funds>.

Building Effective Partnerships

The “Power of Partners” can not be overstated; e.g., coalitions, collaborations, partnerships and networks.

– Coalitions

- An alliance, *usually temporary*, of entities
- A coalition *usually predates* the proposal
- Coalitions are the “loosest” alliance term used in proposal writing, unless made formal by written agreements



– Collaborations

- Defined as “entities working together”
- If you mention a collaboration, be sure to explain it in the grant narrative
- With emphasis on *working* relationships, the proposal should explain the collaboration’s nature & how it benefits the project



Building Effective Partnerships

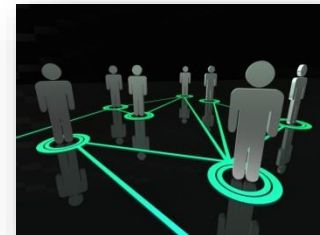
Partnerships allow your project to show a larger target population, service area and/or project impact than that which your school/agency can serve on its own.

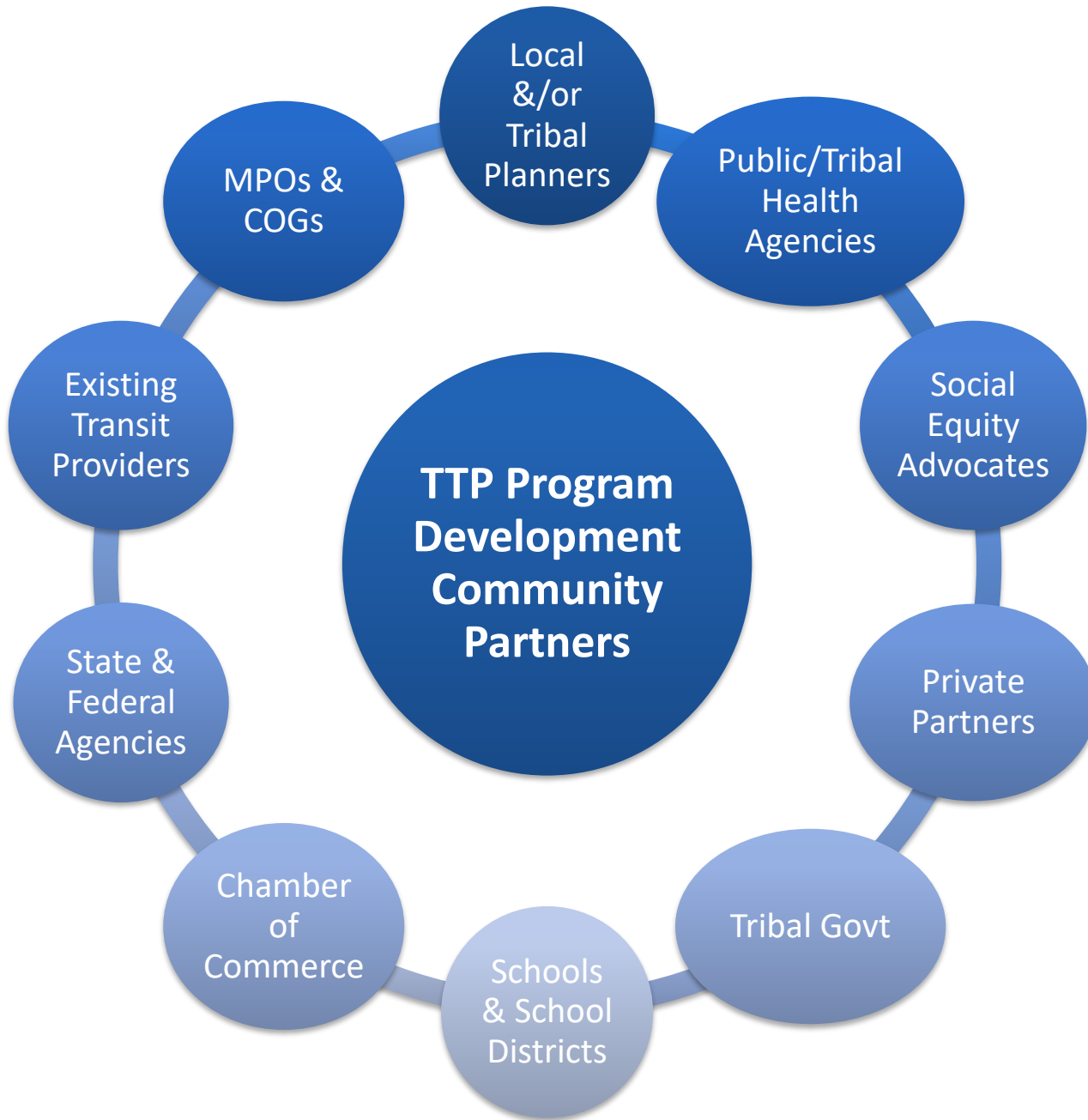
– Partnerships

- A partnership is considered a *legal* relationship in the world of grants & laws
- It carries financial & participation implications
- Partnerships are like marriages--be careful
- Documents indicating Partnerships should be worded *very carefully*, maybe even by lawyers

– Networks

- Probably the “newest” working relationship in proposal writing terms
- If the writer uses the term, they should explain the network in terms of--
 - New or pre-existing network
 - Purpose or shared goals of network
 - (Briefly) How the network works





**TTP Program
Development
Community
Partners**

Local
&/or
Tribal
Planners

Public/Tribal
Health
Agencies

Social
Equity
Advocates

Private
Partners

Tribal Govt

Schools
& School
Districts

Chamber
of
Commerce

State &
Federal
Agencies

Existing
Transit
Providers

MPOs &
COGs

Budget Development Basics

Create A Detailed Budget Worksheet:

- Either as a Table or a Spreadsheet
- Use the Federal Form (424a) as a guide for the line items, then leave room to expand/insert
- Where you insert the Budget Worksheet depends the directions in the RFP/NOFA
- Create columns for matching numbers based on the RFP/NOFA, as the requirements vary by program & agency



Budget Development Basics

Wrapping Up the Budget Numbers

- Expect that as you develop the rest of the proposal, the budget will be revisited & revised
- Check & Recheck all math!
- Never put anything in a budget without an explanation somewhere in the proposal



Budget Development Basics

Budget Justification (1)

- “Justifications” are also called “details”, “rationales”, or even “budget narratives”
 - The name depends on the funding agency.
 - Budget Justification formats are usually quite flexible, but there are also usually page limits.

Budget Justification (2)

- Purpose
 - To say WHY the project needs WHAT
- Additional Uses
 - Providing details or breakdowns of line items
 - Showing the math behind the figures



How to Draft Project Abstracts

A one to two-page project summary, which includes the following brief sections:

- Applicant Organization
- Need
- Project Objectives
- Evaluation
- Staff
- Budget, Length of Project & Sustainability Plan
- Key Words (to aid in researching additional funding)



Why Should We Draft a Project Abstract?

- **Streamline:**
 - grant planning & grant implementation meetings
 - your grant writing process; e.g., easy to build from
- **Have a concise version of the grant to:**
 - share with your Tribal Council for resolution approval and cash match requests
 - share with grantor to ensure your proposed project activities are eligible for their funding & to excite them for your coming grant application
 - “shop” your grant to potential partners to assist them to develop your commitment/support letters



How to Draft Project Abstracts

- Research, research, research
- Concisely summarize your project on one to two pages

Craig Tribal Association Tribal Transit Program Grant Project Abstract

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With these challenges in mind, in October 2012, the *Coordinated Transit Plan for Prince of Wales Island* was completed. The plan was a joint effort by Craig Tribal Association and the Organized Village of Kasaan. Other communities plus POW's two other federally-recognized tribes, IFA, Southeast Senior Services, Southeast Alaska Regional Health Consortium (SEARHC), and the U.S. Forest Service participated in plan development. Craig, Coffman Cove, and Klawock hosted a series of community meetings. The plan included: an inventory of existing and planned services; community input opportunities; a transportation needs assessment; service gap



Demonstration of Need & Benefits - Vital Demographics

Local and Regional Mobility Demographics

L
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- Age*
- Income*
- Disabilities*
- Number of community members that are Veterans*
- Location of the closest VA clinic or hospital*
- Households without vehicles*
- Remoteness*
- Population Density*
- School age population*
- Other local mobility options or lack thereof*
- Key destinations (e.g., list school locations/enrollment; shopping areas/centers, recreation facilities & areas, major employers, medical, social & human services, etc.)*



Gathering Demographic Information

Some important websites for gathering demographics:

- U.S. Census Bureau's American Fact Finder

<https://www.census.gov/quickfacts/fact/table/US/PST045221>

- The Annie E. Casey Foundation Kids Count Data Center

<http://datacenter.kidscount.org/>

- Youth Risk Behavior Surveillance System

<https://www.cdc.gov/healthyyouth/data/yrbs/index.htm>

- Centers for Disease Control and Prevention, WISQARS

<http://www.cdc.gov/injury/wisqars/index.html>

- U.S. Department of Transportation, Transportation and Health Indicators

<https://www.transportation.gov/transportation-health-tool/indicators>

- Fatality Analysis Reporting System

<https://www-fars.nhtsa.dot.gov/Main/index.aspx>

- County Health Rankings and Roadmaps: <http://www.countyhealthrankings.org/>

What is a Goal?

A statement that provides direction toward an intended end.

Should always be simple, concise, broad and include what and who will be affected.

Focus is on what will be achieved.

Goal Statements

An Example

“The goal of the Ring of Power Project is to provide reasonably priced non-polluting energy to the City of Panchovilla.”



Hands On - Let's Practice!

Project Profile/ Planning Worksheet

PROJECT PROFILE/PLANNING WORKSHEET	
IN ONE SENTENCE describe your project idea: What will you do? Where? With whom? And MOST IMPORTANT: why?	
What broad categories of issues or opportunities does your project address? (Use key-word phrases; for instance, "Adult literacy"; "Juvenile crime prevention"; etc.)	_____ _____ _____
Describe the specific need or issue in your community that your project will address. What does it look like right now? Why is it significant?	In our community, the current situation is this:
What specific changes do you expect to make in your community or among your clients as a result of this project? What will be different? What are your "success indicators"?	The three to five key success indicators for our project or effort are:
What are the major steps you will need to take to make these changes happen?	
What resources will you need to accomplish these steps? (People, equipment, training, materials, supplies, services, etc.)	
Approximate total cost:	\$ _____
Who else has a vested interest in working with you as partners on this problem or opportunity?	
What information, tools, data, etc. will you use to decide whether your project succeeded?	
Prepared by:	Phone: _____ Date: _____

Project Profile/Planning Worksheet - Handout 1 © JUST GRANTS! Arizona, 2001 (www.azgrants.com)



Hands On - Let's Practice!

- We'll spend 10 minutes working on the Project Profile/Planning Worksheet.
- These Worksheets **can describe actual grant projects** that you or your agency would like to develop **or they can be fictionalized project designs.**
 - Complete boxes 1 through 3 and boxes 5 through 9 on the Worksheet.
- We'll take 5 minutes to share what we've written on our Worksheets, and answer questions.



What is an objective?

- A statement that expresses the intended outcome of efforts
- Completion of the objective will lead to reaching the program goal

5 Characteristics of an Objective

- **S**pecific – Who, what, where, & how many
- **M**easurable – What is being measured
- **A**chievable – Can be accomplished with available time & resources
- **R**elevant – Appropriate to the program issue
- **T**ime-phased – Identifies when objective will be achieved

Demonstration of Need & Benefits



Paint a strong visual picture of your local community and local transportation needs/challenges.

Hands On - Let's Practice!

Let's Write Some SMART Objectives!

- You'll have about ten (10) minutes to write 2 to 3 SMART objectives in **box 4** of your Project Profile/Planning Worksheet.
- After you've completed your objectives, those who want to can share the objectives they've written.

PROJECT PROFILE/PLANNING WORKSHEET	
IN ONE SENTENCE describe your project idea: What will you do? Where? With whom? And MOST IMPORTANT: why?	
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Prepared by:	Phone: _____ Date: _____

Project Profile/Planning Worksheet - Handout 1 © JUST GRANTS! Arizona, 2001 (www.justgrants.com)

Project Profile/Planning Worksheet

Tribal Transportation Program Safety Fund



*Funding goal =
reduce deaths &
serious injuries
from
transportation-
related crashes in
tribal areas*

TTP Safety Fund Application Tips

- Clearly define how the proposed project will address the incident history.
- Incident data on the facility being improved is best. However, the [Systemic Safety Approach](#) provides a way to address safety risks ***when crashes haven't happened yet***, but risks are similar to locations where crashes have occurred.
- Summarize the relevant points from attachments, don't make the reviewer hunt to find important details.
- Leveraging funds gives your application a boost.

Exemplary: Be Sure to Answer the Questions You're Asked

Provide evidence (e.g., FHWA's proven safety countermeasures initiative or the Crash Modification Factors Clearinghouse) that demonstrates the proposed project is likely to reduce crash frequency and/or severity.

"The ... Shoulder Widening and Slope Flattening Project is part of a comprehensive and strategic approach to increase traffic safety as outlined in the ... TTSP.

The TTSP contains priority activities in all four areas of identified highway safety: Engineering, Enforcement, Education, and Emergency Services. The BIA Route XX Project is one of the identified priority activities in Engineering and compliments a desire to perform necessary road safety audits, develop a system wide signing, striping and rumble strip program and develop additional multi-use paths and pathway lighting projects to provide increased safety for nonmotorized travelers. This, combined with priority activities in enforcement, education, and safety planning provides a comprehensive and multi-disciplinary approach to reducing traffic accidents and fatalities on the ... Reservation."

Exemplary: Tie Your Project Request to the Crash History

Please summarize any data that clearly demonstrate the need for this project.

“There were 12 recorded accidents in the last 10 years that have occurred along this 4.5 mile section of this roadway, including 3 fatalities & 9 injuries.

Five are in close proximity to the bridge crossing, which includes 1 pedestrian fatality and 4 serious injuries.

A Road Safety Audit (attached) was completed in October 2017, which identified numerous safety deficiencies with this section of road. Primary among the deficiencies was the need to construct a pedestrian bridge parallel to the existing bridge to separate vehicular and pedestrian traffic. Also, to provide a safe below grade pedestrian crossing under ... Road.”

Exemplary: Tie Your Project Request to the Crash History

“Between 2005 and 2014, 900 total crashes were reported on the ... Reservation. Of those crashes, there were a reported 19 fatality & 387 injury crashes. Of the fatal & injury crashes, the overwhelming majority were the result of vehicles running off the road and overturning or striking a fixed object. These types of crashes were identified as the most severe, accounting for over 70% of traffic related fatalities & 60% of traffic related injuries.

Please summarize any data that clearly demonstrate the need for this project.

For additional crash data that demonstrates the need for the BIA XX Widening and Slope Flattening Project, please see the attached 2016 Safety Plan (pages 6-10).”

Exemplary: Write a Concise & Specific Project Abstract

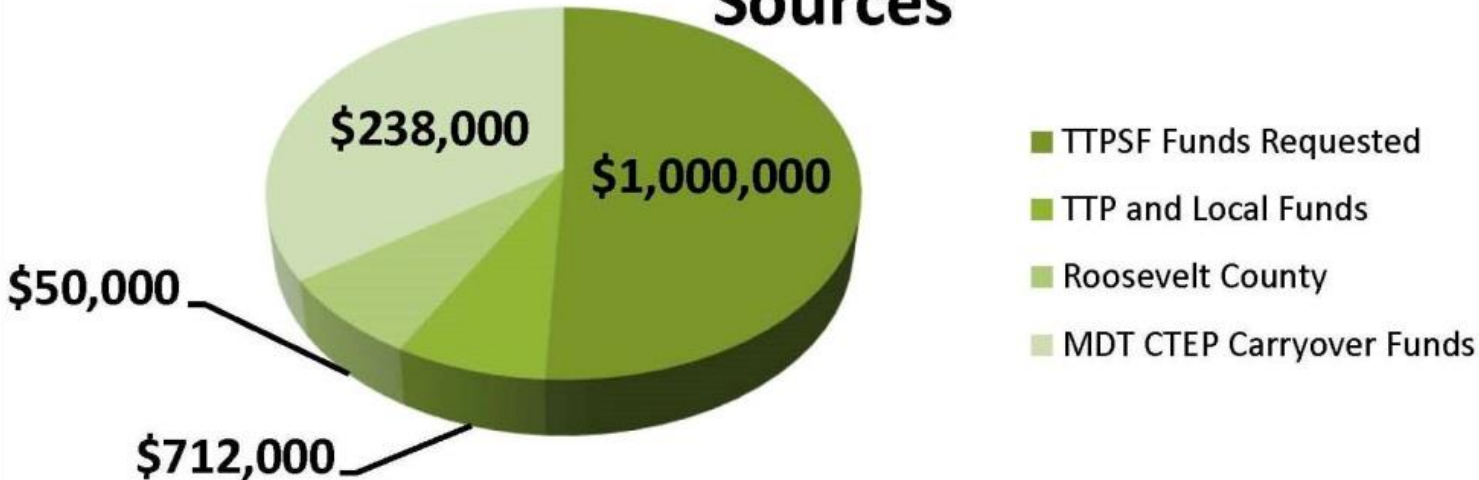
“TTPSF are requested to install center line rumble strips & shoulder pavement markings on 27 miles of BIA Route No. X from _____ to _____ on the _____ Reservation. This part of Route No. X is in two sections: the first is from _____ to _____, and the second starts just east of _____ at _____ and goes east past _____ and then north back to Highway No. X. (See Crash Data Map below).

This route has a history of several crashes resulting in serious injuries & fatalities. Based on the latest data available from 2005-2014, there have been 25 reported crashes with serious injuries & 5 fatalities over the past 10 years. At least one additional fatality has occurred since 2014 that is not reflected in the data. Centerline rumble strips and shoulder strips will be installed for the entire 27 miles as a safety improvement project to reduce serious injuries and fatalities on this section of Route No. X.”

Exemplary: Include Budget Formats that Detail Leveraging

PROPOSED BUDGET (8-month project period - 2/15/2017 - 10/1/2017)		TTPSF	Pueblo	Project
		Request		Total
1	Personnel			
a.	Tribal Community Planner (.05 FTE) - @ \$27/hour x 50 hours over 8 months	0	1,350	1,350
b.	GIS Specialist (.05 FTE) - @ \$22/hour x 20 hours over 8 months	0	440	440
	<i>Total for Personnel</i>	0	1,790	1,790
2	Fringe Benefits @ 17.55%	0	314	314
	<i>Total Personnel + Fringe Benefits</i>	0	2,104	2,104
3	Travel to *			
a.	Airfare, car rental, lodging, mileage & 1/3rd Meals + IE for (2) RSA Consultants	2,000	0	2,000

Participating Partners and Funding Sources




c.	Printing of Final RSA Report	380	0	380
d.	Transportation Dept. Utilities: Phone, Fax, Internet, Natural Gas & Electricity for 8 months (Pr	0	800	800
	<i>Total for Other Direct Project Costs</i>	960	1,360	2,320
9	PROJECT DIRECT COSTS	37,693	3,914	41,607
10	PROJECT INDIRECT COSTS - Capped at 3% by the FHWA	1,131	117	1,248
11	TOTALS FOR PROJECT	38,824	4,031	42,855
* Consultants' field visit days + 2/3rd of day per diem to cover meals provided.				

Exemplary: Photo, Map, Chart, Graph & Table Usage



Be Careful NOT to

- Forget to proofread your grant draft.
- Think you have to be a **GREAT WRITER** to write successful grants.
- Forget the small details: check & recheck the grant requirements.
- Have your grant “circular-filed,” because you left something out. Use the NOFO, Application Preview & Application Information!!!



APPENDIX
TABLE OF CONTENTS

Item
2008 Yavapai-Apache Nation Safe Routes to School Project Aerial Map
2008 Montezuma Children's House Infrastructure Improvement Project (2 mile Radius)
2008 Montezuma Children's House School Walking Plan
<u>Photographs (Required)</u>
3 Pictures depicting Montezuma's Local Infrastructure
<u>Letters of Support (Required)</u>
Thomas Beatty, Chairman - Yavapai-Apache Nation
Yavapai-Apache Nation Tribal Council Resolution Number 232-08
Montezuma Children's House (Janet Taylor)
Yavapai-Apache Nation Police Department (Lesse Alvey)
21st Century/Crash History Reports (2004 - 2008)
Newspaper Clipping, Yavapai-Apache Nation Tribal Newspaper
International Walk to School Day
Yavapai-Apache Nation School Travel Plan - Middle Verde (14 of 22 Pages)



Tips for Writing Competitive Proposals

- *Develop aerial or parcel maps of your transit project area, using colors or lines to highlight significant transit routes, stops & locations*
- **CHARTS & GRAPHS**
 - ❖ *Use throughout the proposal -- if at all possible*
 - ❖ *Don't use charts, tables or graphs that are difficult to understand*
 - ❖ *Use "color" technology where appropriate*
 - ❖ *ALWAYS quote your source of information*

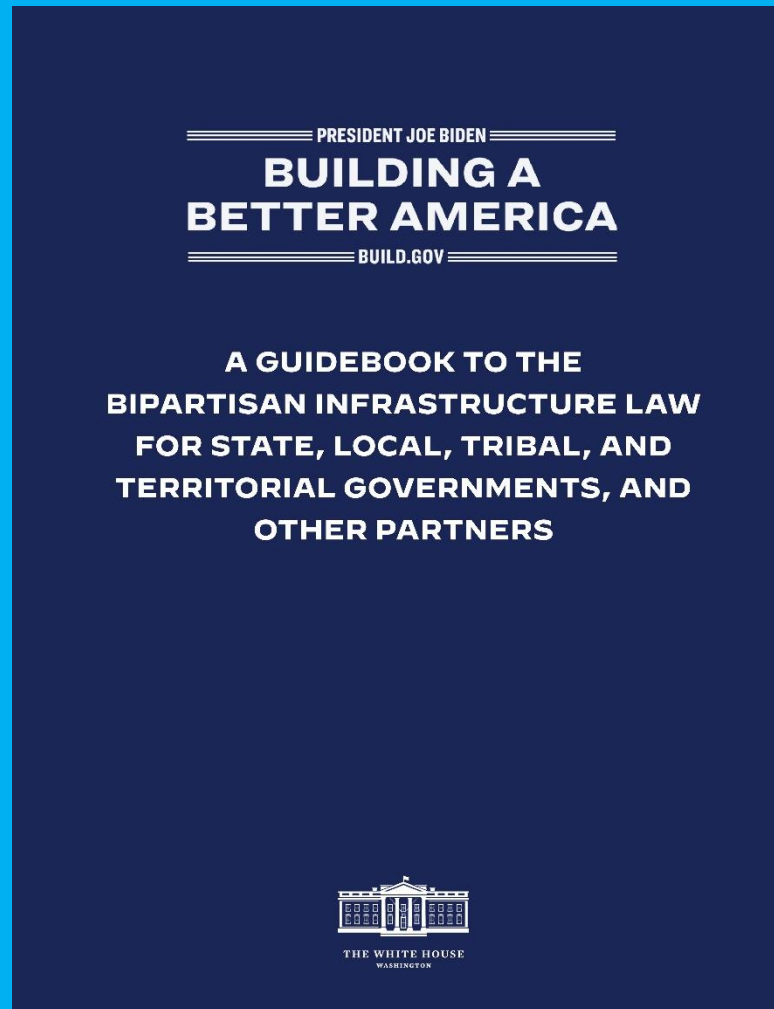


Tips for Your Success

- **Always PAGINATE your grant**
- **Include a Table of Contents - especially for your Appendix**
- **Don't anger the Grant Review Committee by using a font so small they can't read it**
- **When allowed, use photos, tables, maps, newspaper articles, graphs to make your case**
- **Call the funding source with questions - LOTS**




Building a Better America Guidebook




<https://bit.ly/3yxnuCV>

Transportation Funding Opportunities for Tribal Nations

FEDERAL HIGHWAY ADMINISTRATION



Transportation Funding Opportunities for Tribal Nations



U.S. Department of Transportation
Federal Highway Administration

Updated: May 27, 2022

<https://bit.ly/3APweH8>

Key Funding Sources



- General Fund
- Capital Improvements Plan (CIP)
- Regional Transportation Planning (MPOs)
- Local, State and Regional Departments
- Public Health & Human Services Departments
- Community Services Block Grants (DHHS)
- USDA (Rural Development & Rural Business Development), ED, DHHS, DOL & USDOT
- Federal Highway Administration (RAISE)



Funding & Implementation Categories

- *Mobility*
 - *Safety*
- *Air Quality*
- *Environment*
 - *Health*
 - *Social Equity*
- *Recreation/Sports*
- *Economic Development*
- *Arts, Culture & History*
 - *Education*

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Tribal Transportation Program Safety Fund (TTPSF)

Each year under the Bipartisan Infrastructure Law (BIL), as enacted by the Infrastructure Investment and Jobs Act (Public Law 117-58), 4% of the available TTP funds are set aside to address transportation safety issues in Native America. TTPSF grants are available to federally recognized Indian tribes through a competitive, discretionary program. Awarded annually, projects are chosen whose outcomes will address the prevention and reduction of death or serious injuries in transportation related incidents, such as motor vehicle crashes. Transportation fatalities and injuries severely impact the quality of life in Indian country. Statistics are consistently higher than the rest of the nation as a whole.

FHWA advocates the development of strategic transportation safety plans as a means for tribes to determine how transportation safety needs will be addressed in and around tribal communities. See additional information on developing safety plans.

Eligible projects for the TTP Safety Fund include:

- develop and update transportation safety plans
- crash data assessment, improvement, and analysis
- systemic roadway departure countermeasures
- infrastructure improvements and other eligible activities as listed in 23 U.S.C. 148(a) (4)

To receive updates about the TTP Safety Fund, subscribe to the Office of Tribal Transportation Mailing List.

FY 2022 TTP Safety Fund

The FY2022-2026 Notice of Funding Opportunity (NOFO) for the TTP Safety Fund was published on June 7, 2022.

For the FY22 funding cycle the application deadline is September 15, 2022.

A webinar for prospective applicants was held on June 15, 2022. The presentation slides and webinar recording are available for review.

For Additional Information

Adam Larsen

Safety Engineer & Safety Program Manager

Email: TTPSF@dot.gov

Phone: 360-619-2601

Share



<https://bit.ly/3wtP6Zu>

There's No Such Thing as Failure!

ARE YOU JUST GOING TO LAY THERE?

- *IF you do not fund your grant, email the funder to schedule a telephone debrief*
- *The debrief will inform you as to how your application can be strengthened*
 - *It is critical that you take the advice given from the debrief, following it can make your grant competitive in the next funding cycle*

OR ARE YOU GOING TO GET BACK ON THE HORSE?

A wooden ark is shown in the center of the image, partially obscured by the text. The ark is a large, multi-story wooden structure with a ramp on the side. It is set against a dark, stormy sea with white-capped waves. The sky is dark and overcast. The text is overlaid on the image in a white, serif font.

“Never be afraid to try something new. Remember that a lone amateur built the Ark. A large group of professionals built the Titanic.” -- Dave Barry

Further Questions? Feel free to contact:



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