

FY2024 Michigan Grant Solicitation Frequently Asked Questions

Q#	Question	Answer
1)	What is the minimum or maximum amount of funding available?	<p>Award limits, minimum and/or maximum amounts are at the sole discretion of the Michigan Office of Highway Safety Planning.</p> <p>Please focus on building a proposal that is the right size for the problem you are addressing. Funding should present a realistic budget for the needs of your proposal.</p>
2)	Who is eligible to apply for a grant?	<p>Applications for grant funds will be accepted from:</p> <ul style="list-style-type: none"> • State of Michigan agencies • 501(c)3 Non-profit and not for profit organizations • Local, city/county municipal government entities • Publicly funded universities, colleges, and secondary schools • Federally recognized tribal governments
3)	What are the requirements for eligibility?	<p>FY2023 Grant Management Requirements FY2023 Truck Safety Grant Management Requirements Use of NHTSA Highway Safety Grant Funds for Certain Purchases</p>
4)	What data should be included to submit a competitive proposal?	<p>Applicable, credible, and relevant data must be included.</p> <p>Please visit our website for more detailed information. For specific, <i>data</i> related questions please email OHSP-grantdata@umich.edu</p>
5)	Once my proposal is submitted, how long will it take to hear if it has been approved?	<p>Notification of approval to move to the grant application phase will be sent by June 1, 2023.</p>
6)	Will there be a way to edit or add more information to my proposal once it is submitted?	<p>Yes, once your proposal is submitted a program coordinator will begin the review process and if there are any questions or concerns they will contact the applicant.</p>
7)	How will I know if my proposal is approved or not approved?	<p>You will receive an approved/not approved letter through MGX. If not approved, the reason will be included.</p>
8)	How are proposals scored?	<p>All proposals will be scored the same, using the scoring chart found here.</p>
9)	Is there such thing as a “lead agency”?	<p>Yes, the agency that submits the proposal is considered the lead agency. The lead agency is responsible for identifying the other agencies involved.</p>
10)	Can I submit a proposal, then sub-contract with other agencies?	<p>Yes, the proposal would need to include contractual costs and details regarding the scope of work. All necessary procurement requirements must be followed.</p>

11)	What happens if there is a multi-year project, with multiple law enforcement agencies but one or more of the sub-agencies drop out or no longer want to participate?	If there is a multi-year enforcement proposal with multi-agencies and one or more sub-agencies drop out changes can be addressed in the annual grant application. Amendments may also be required.
12)	How much time should be budgeted in my grant to take care of required administrative tasks, such as reports and financial accounting?	On average no more than 5% of time should be spent on administrative tasks. However, this may vary on a project basis. Please contact your OHSP program coordinator for more detailed information.
13)	Does our agency have to have someone assigned to oversee the grant?	Yes, the Agency Project Director is the person that is the main point of contact. For a complete list of user roles and definitions please click here .
14)	How many meetings will I be required to attend during the grant year? Will the meetings be in person? Can I budget funds to attend these meetings?	You are required to attend at least one mandatory meeting, with other meetings scheduled as necessary. The format of the meetings is dependent upon the program coordinator's preference. Budgeting for meetings is only allowed if personnel costs are being funded through the grant.
15)	How many reports are required in a grant year, and when are they due?	Progress and Financial reports are due at a minimum quarterly, with some reports due monthly.
16)	I want to do research. Do I have to have a certain degree or be affiliated with a university?	You do not have to have a certain degree or be affiliated with a university to do research. Please ensure you have appropriate qualifications to do research. Scoring Chart can be found here .
17)	What are the financial requirements and what are allowable costs?	Please see the Fine Print Section of the FY2024 Highway Safety Grant Project Solicitation Guidelines
18)	What is Cost of Business (formerly called supplanting)?	<p>The replacement of routine and/or existing expenditures with the use of state or federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of a state or local agency or other grantee is general cost of business and is not allowable.</p> <p>The grantee (and all sub-recipients and contractors) shall not use grant funds to replace state or local funds, or other resources that would otherwise have been made available for this program.</p> <p>FY2023 Grant Management Requirements FY2023 Truck Safety Grant Management Requirements</p>

<p>19)</p>	<p>What is indirect cost rate? How does it apply to me?</p>	<p>Indirect costs are those costs not readily identified with a specific project or organizational activity but incurred for the joint benefit of both projects and other activities.</p> <p>Federal regulations allow grantees to utilize the federal de minimis of 10% for an indirect cost rate if there is not a negotiated federal rate in place. Check with your financial staff to see if your agency has a federal indirect cost rate.</p> <p>Below is an excerpt from the Federal Code of Regulations that can be found in its entirety online.</p> <p>2 CFR 200.414</p> <p>(f) In addition to the procedures outlined in the appendices in paragraph (e) of this section, any non-Federal entity that has never received a negotiated indirect cost rate, except for those non-Federal entities described in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals, paragraph D.1.b, may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely. As described in §200.403 Factors affecting allowability of costs, costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate for a rate, which the non-Federal entity may apply to do at any time.</p>
<p>20)</p>	<p>Are there any required enforcement periods?</p>	<p>No. The state is required to participate in the enforcement periods below, but your proposal does not have to include them. If the following periods are included, your proposal will receive priority.</p> <p>Impaired Driving Enforcement: August 16-September 2, 2024 December 13, 2024-January 1, 2025</p> <p>Seat Belt Enforcement: May 20-June 2, 2024</p>

21)	Does our proposal have to indicate a specific type or types of enforcement, or can we conduct general patrol?	Specific types of enforcement need to be indicated in the grant proposal, supported by data.
22)	Do law enforcement officers working grants have to be MCOLES certified? Do they need to be certified in Standardized Field Sobriety (SFST) or Advanced Roadside Impaired Driving Enforcement (ARIDE)?	Yes, law enforcement officers working grants must be MCOLES certified. All officers working grants need a minimum of the SFST certification. ARIDE certification is not required.
23)	Is grant-funded enforcement restricted to overtime shifts only?	Yes, grant funded enforcement is restricted to overtime shifts only.
24)	Do enforcement proposals have to collaborative with other agencies in a geographic area?	No
25)	Can agencies in a county still work together, with one lead agency doing the paperwork, or do we all have to have our own proposal and grant in MGX?	Multi-agency grants are allowable.
26)	How would a MSP district apply for a project? Will each post be required to submit a proposal?	Proposals can be submitted by MSP district with multiple posts included as multi-agency.
27)	What types of law enforcement agencies can submit proposals?	State police, county sheriff, city police, township police, university police, public safety departments, Department of Natural Resources (for impaired driving), Tribal Enforcement Agencies and commercial motor vehicle divisions.
28)	Is it possible to have part of my proposal approved and part denied for funding?	OHSP program coordinators will work with applicants to ensure that necessary adjustments are made to proposals with funding concerns so that the final submission would be approved.
29)	If a multi-year proposal is submitted and approved am I guaranteed funding for all three years?	It will be every intention of the OHSP to fund the project for the number of years the proposal is approved (up to 3 years). However, there is never a “guarantee” based on funding availability, amendments, or other unforeseen circumstances. Grantees will be notified immediately if anything of this nature occurs. This does not mean that the OHSP can change the content of a proposal without sufficient cause.
30)	Do I have to submit a proposal and application each year of a multi-year project?	If proposing a multi-year project, the grantee will need to submit every section including the budget/goals/activity information for the entirety of the project, not just one (1) year in the project proposal. If the proposal is approved, the next step will be completing the grant application (July-August).

		<p>Information provided on the project proposal will be carried forward to the grant application.</p> <p>The grant application will need to be initiated by the grantee <u>annually</u>, even if a multi-year proposal is approved. This will allow for small adjustments in the annual application budget/goals/activities as needed. But will save the grantee from submitting multiple proposals.</p>
31)	Who should I contact at OHSP for questions?	Contact OHSP