

OHS FFY 2027 Grant Funding Process



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ZERO FATALITIES

- Reduce # of roadway fatalities & serious injuries
- Reduce # of roadway crashes & severity



Annual Grant Application (AGA)

August 2025
DANIEL MARQUE
Governor
PETER ALVAREZ
Director

State of Rhode Island

Highway Safety Plan Annual Grant Application

Federal Fiscal Year 2026

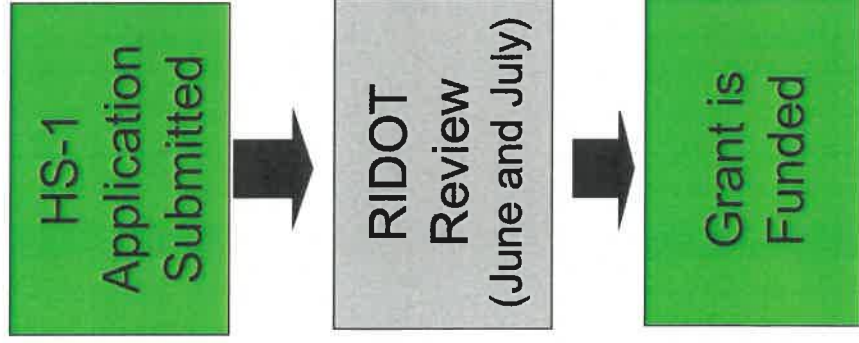


PREPARED BY
Rhode Island Department of Transportation
Office of Highway Safety
Two Capitol Hill
Providence, RI 02903

PREPARED FOR
U.S. Department of Transportation
National Highway Traffic Safety Administration



Grant Funding Process



- Problem Identification using data
- Develop your project with measurable results
- Application Deadline: **May 29th**

Applications evaluated based on:

- Clear goal(s) and objective(s)
- Potential for Impact
- Measurable Results
- Past Performance
- Reporting Results

- Suitable/appropriate projects are funded following HSP approval by NHTSA. (Typically, on or around **October 1st of new fiscal year**)

Grant Funding Process

- We are a “pass through” agency
- Follow Federal fiscal time frame:
- October 1st through September 30th
- Must receive award letter with Purchase Order to begin

Required Documents to be Submitted

HS-1 Application

Returning Grantee? Send draft to PC (if applicable)

- ✓ Risk Assessment (Including UEI number)
- ✓ Certifications and Assurances (under review)

New Applicant?

- Submit application to:

dot.hs1grants@dot.ri.gov



- Submit final, signed Grant Package to:

dot.hs1grants@dot.ri.gov

- **Submit by May 29th 2026**
- After initial award, a FFATA form will be sent to be signed and returned

Sample 2027 HS-1: Direct Expenses Itemized Page

FFY 2027 Community Program of State Agency HS1 Direct Expenses

Please populate relevant rows below to detail how funds will be spent.

Title	Name	HOURS	RATE	BUDGET
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
SUBTOTAL PERSONNEL SERVICES AND FRINGE \$0.00				
Financial Evaluation Services - Itemized				
Description of Expense		QTY	RATE	BUDGET
		0.0	\$0.00	\$0.00
SUBTOTAL FINANCIAL EVALUATION SERVICES \$0.00				
Program Supplies - Itemized				
Description of Expense		QTY	RATE	BUDGET
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
SUBTOTAL PROGRAM SUPPLIES \$0.00				
Educational Materials - Itemized				
Description of Expense		QTY	RATE	BUDGET
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
SUBTOTAL EDUCATIONAL MATERIALS \$0.00				
Advertising Media - Itemized				
Description of Expense		QTY	RATE	BUDGET
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
SUBTOTAL ADVERTISING MEDIA \$0.00				
Supporting Equipment (Only applicable if pre-approval is received) - Itemized				
Description of Expense		QTY	RATE	BUDGET
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
SUBTOTAL EQUIPMENT \$0.00				
Contractual or Vendor Services - Itemized				
Description of Expense		QTY	RATE	BUDGET
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
SUBTOTAL CONTRACTUAL OR VENDOR SERVICES \$0.00				
Printing				
Description of Expense		QTY	RATE	BUDGET
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
		0.0	\$0.00	\$0.00
SUBTOTAL PRINTING \$0.00				

Supporting Equipment section requires express pre-approval from OHS & NHTSA (over \$10K)

New tab this year, provides a breakdown on each individual HS-1 Line item. (quantity, cost/rate, description of expense)

This tab will fill in the cover budget Page of your HS-1.



SAMPLE 2027 HS-I APPLICATION-BUDGET PAGE

FFY 2027 Community Program of State Agency HS1

N-TIA NEWSDT

Date: _____

Rhode Island Department of Transportation
Office on Highway Safety
Two Capitol Hill, Suite 600 A
Providence, Rhode Island 02903
Email: OHS@dot.RI.gov

CONTACT INFORMATION:

Program Title: _____ Website: _____

Name of Organization: _____

Address: _____

Town/City/ State / Zip: _____

Applicant Name: _____ Email: _____

Phone Number: _____ UEI # _____

DIRECT PROGRAM COSTS/MH/TA FEDERAL FUNDS APPLYING FOR:

PERSONNEL SERVICES (TITLE)	BUDGET
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
TOTAL SALARY & FRINGE	\$0.00

PROGRAM MATERIALS (DIRECT)

Line Item	BUDGET
Program Supplies	\$0.00
Educational Materials	\$0.00
Advertising Media	\$0.00
Supporting Equipment <i>(Only applicable if pre-approval is received)</i>	\$0.00
Contractual or Vendor Services	\$0.00
Printing	\$0.00
TOTAL PROGRAM MATERIALS	\$0.00

FINANCIAL/EVALUATION SERVICES

Service	BUDGET
Evaluation Services	\$0.00
TOTAL EVALUATION SERVICES	\$0.00

Ever federally approved indirect cost rate (provide a copy of your letter with this application). If none exists then the 15% de minimis rate will apply. If you request less than 15% please provide an explanation listing out your costs.

Indirect Cost Rate	15%	TOTAL INDIRECT COSTS	\$0.00
		TOTAL BUDGET:	\$0.00

SIGNATURES

Project/Grant Manager (Print Name)	Signature	Date
Organization/Agency Authorizing Official (Print Name)	Signature	Date
RIHS-1 HS-I, Office on Highway Safety (Print Name)	Signature	Date
State Contracting Officer/Highway Safety (Print Name)	Signature	Date

Don't forget date

Please be sure to fill in all information here, your UEI # can be found on last year's application and award letter

Don't forget to include ALL signatures



****All cells with formulas are locked, and this page will now be pre-populated with items from the direct expenses tab****

Indirect is always 15%, unless otherwise approved with OHS

SAMPLE 2027 HS-1 APPLICATION: NARRATIVE

FFY 2027 Community Program or State Agency HS1 Narrative

Please attach a Narrative addressing these five topics:

Optionally: Responses can be entered into the provided [Click Here for Template](#)

Word Template needs to be downloaded and saved for usage

Project Goal: By September 30, 2027, what will your project accomplish?

State the goal of this project in 2-3 sentences. Include the emphasis area(s) to be addressed and the target audience benefiting from this project.

Detailed Project Description: Describe the proposed project in detail

Provide a detailed summary of the project including WHO, WHAT, WHERE, WHEN, and WHY.

WHO will your project reach? Identify the target audience

WHAT are the key elements of your project?

WHEN and WHERE will your project take place? All work must be completed by September 30, 2027.

WHY does this project need funding to support the work?

Problem Identification: What safety problem is being addressed, provide DATA documenting the safety problem

State the problem this project plans to address in 2-3 sentences including a link to an emphasis area(s).

Document the safety problem using available data.

Rhode Island's Triennial Highway Safety Plan is one source of recent safety data that [RI Triennial Highway Safety Plan](#)

Measuring Progress: Evaluations are REQUIRED for all grant awards

Evaluations are REQUIRED for all grant awards. Describe your evaluation tool in detail. What is the tool? When will it be used?

How will it measure progress?

Evaluations are MANDATORY for all projects. Evaluations are separate from monitoring visits.

Possible evaluations tools may include (not limited to): surveys, pre/post questionnaires, or outside evaluators.

Evaluation tools may be included in the project budget. If included, please describe that budget line in the budget narrative below.

Budget Narrative: How awarded funds will be spent

Provide a brief and concise description of your total funds requested. Explain how each line will be used to support your program.

Personnel, Direct Expenses, Evaluation Tools

Use the Itemized Budget tab to detail direct expenses. Salaries & Fringe and Evaluation Services

Budget Narrative breaks down line items and how they'll be used to support your grant program

Tip: Detailed as possible: Include time for meetings, etc.



FFY 2027 Community Program or State Agency HS-1 Narrative Summary
 Rhode Island Department of Transportation Office on Highway Safety
 Two Capitol Hill, Suite 150 A, Providence, RI 02903
 Email to: DOTHS1community@dot.state.ri.us

CONTACT INFORMATION:	
Program Title:	
Name of Organization:	Website:
Address:	
Town/City/ State / Zip:	UEI #
Phone Number:	E-mail:
Grant Manager:	Email:
Legal Organization Agency Person:	
Has your agency been awarded and OHS grant in the past?	

Describe the project proposed for funding in the five sections below. Use of bullet points is recommended to simplify the review process.

Project Goal

By September 30, 2027, what will your project accomplish?

- State the goal of this project in 2-3 sentences. Include the emphasis area(s) to be addressed and the target audience benefiting from this project. Base it on the data-driven problem identified.

Problem Identification

What safety problem is being addressed, provide DATA documenting the safety problem

- State the problem this project plans to address in 2-3 sentences including a connection to an emphasis area(s).
- Document the safety problem using available recent (last 5 years) data.
- Rhode Island's Triennial Highway Safety Plan is one source of recent safety data that can support Problem Identification.

FFY 2027 Community Program or State Agency HS-1 Narrative Summary
 Rhode Island Department of Transportation Office on Highway Safety
 Two Capitol Hill, Suite 150 A, Providence, RI 02903
 Email to: DOTHS1community@dot.state.ri.us

Measuring Progress

Evaluations are REQUIRED for all grant awards. Describe your evaluation tool in detail. What is the tool? When will it be used? How will it measure progress?

- Evaluations are MANDATORY for all projects. Evaluations are separate from monitoring visits.
- Possible evaluation tools may include (not limited to): surveys, pre/post questionnaires, or outside evaluators.
- Blank evaluation tools MUST be included in the project budget. (Could be a pre/post survey, but a tool that will be used for your 2027 grant deliberations. Please describe that budget line in the budget narrative below.

Budget Narrative Description

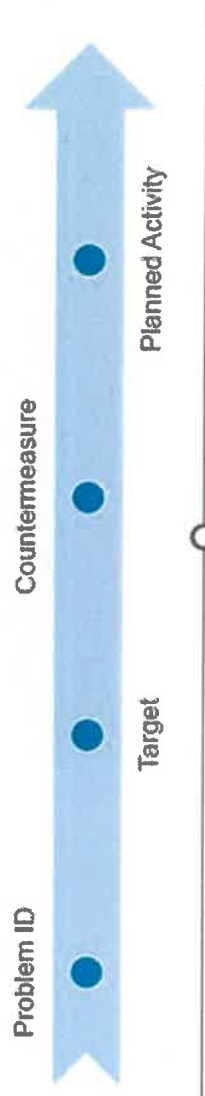
How awarded funds will be spent

- Provide a brief and concise description of your total funds requested. Explain how each funding line will support your program.
- Personnel, Direct Expense, Evaluation Tools
- Include the source(s) of your match and indirect.



Program Area: Problem Identification

- Sufficient current data with a clear link to projects selected for the fiscal year (for innovative, research based and proven programs)
- Make the linkage from problem ID, to target, to countermeasure, to planned activity



5 W's

- Who?
- What?
- Where?
- When?
- Why?



- **REQUIRED:** Evaluation Component
- Rhode Island/Local data encouraged

Countermeasures that work

Your narrative must include at least 1 countermeasure with 3 or more stars



Emphasis Areas

- Impaired Driving
- Speeding
- Pedestrians
- Distracted Driving
- Bicyclists
- Occupant Protection
- Motorcycles
- Traffic records
- Older drivers
- Young drivers

Allowable Program Expenses:

Allowable expenses for National Highway Traffic Safety Administration (NHTSA) grant funds—primarily under Sections 402 and 405—must be **reasonable, necessary, allocable**, and specifically identified in an executed project agreement.

1. Evaluation services
2. Signage (Needs to be defined, have a traffic safety message, and pre-approved)
3. Education handouts (must be designed and pre-approved)
4. Direct Program Supplies
5. Honorariums
6. Translation Services
7. Printing
8. Direct advertising (pre-approval required)
9. Equipment (very limited)
10. Salaries with fringe (think reasonable)



Unallowable Program Expenses

- Prepaid deposits on any grant related item
- Travel (airfare/lodging/food stipends)
- Catering that isn't considered "working"
- Supplies without a breakdown/pre-approval
- Supplies without an educational, traffic safety connection to the grant program
- Promotional items
- Media without express permission
- Personnel not listed or approved on HS-1
- Lobbying
- Entertainment

List not limited to, please when in doubt, contact the Office on Highway Safety



FY2027 Indirect Costs

- In Fiscal Year 2027, Indirect Costs will **no longer be tracked** by our office per NHTSA guidance
- Indirect Costs will still need to be documented for your own internal program needs and in case of audits on your programs
- For FFY2027, Match is not required on your HS-1 application
- Ensure that anything put towards Indirect is ALLOWABLE



INDIRECT COSTS-ALLOWABLE EXPENSES

Indirect costs are costs incurred by an organization that are not readily identifiable with a particular project or program but are nevertheless **necessary** to the operation of the organization and the performance of its programs.

Which expenses are normally treated as an indirect cost? Here are some

examples:

- Salaries
- expenses for auditing
- accounting personnel and payroll personnel
- Utility bills, rent, wireless etc.
- Office supplies

Companies, organizations, and agencies must bear these charges to keep running smoothly regardless of the products or programs they maintain.



Evaluations:

Evaluation Expectations

- Submit evaluation templates (pre- and post-surveys) with your application
- Include questions that assess both program effectiveness and knowledge gained
- Administer evaluations at every program session (pre and post)
- Submit evaluations—or a summarized breakdown of results—on a monthly basis
- Reports do not need to be complex; a clear summary of collected participant data is sufficient
- Include the following in all submissions:
 - Date of presentation
 - Location name
 - Number of participants

- If you use a subcontractor to conduct your program's evaluations, they will be required to sign an additional

RIDOT C&A



Link to FFY 2027 Application and Forms

- Application and a reference PowerPoint are now on RIDOT's website via the link below:

<https://www.dot.ri.gov/safety/>

- Please download the application
- Save to your desktop to work on until ready to submit
- **Due May 29th, 2026**



2026 NHTSA Communications Calendar

NHTSA 2026 Communications Calendar

Complete Federal Register notices at www.federalregister.gov

<p>JANUARY</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31</p> <p>January 5 - Emergency 5 Emergency 5</p>	<p>FEBRUARY</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28</p> <p>February 8 - Emergency 8 Emergency 8</p>
<p>MARCH</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31</p> <p>March 4 - Emergency 4 Emergency 4</p>	<p>APRIL</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30</p> <p>April 1 - Emergency 1 Emergency 1</p>
<p>MAY</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31</p> <p>May 1 - Emergency 1 Emergency 1</p>	<p>JUNE</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30</p> <p>June 1 - Emergency 1 Emergency 1</p>
<p>JULY</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31</p> <p>July 1 - Emergency 1 Emergency 1</p>	<p>AUGUST</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31</p> <p>August 1 - Emergency 1 Emergency 1</p>
<p>SEPTEMBER</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30</p> <p>September 1 - Emergency 1 Emergency 1</p>	<p>OCTOBER</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31</p> <p>October 1 - Emergency 1 Emergency 1</p>
<p>NOVEMBER</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30</p> <p>November 1 - Emergency 1 Emergency 1</p>	<p>DECEMBER</p> <p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31</p> <p>December 1 - Emergency 1 Emergency 1</p>

2027 NHTSA Communications Calendar

NHTSA 2027 Communications Calendar

Campaign Dates and Observational Periods

JANUARY		FEBRUARY	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<p>History your year-round communications plan!</p>	<p>Feb. 8-14 DRUNK DRIVING Few Don't Let Kids Drive Drunk Super Bowl LII</p>	
MARCH		APRIL	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<p>March 8-14 VEHICLE SAFETY Recalls Week</p>	<p>March 15-17 DRUNK DRIVING Accident Causing & Injured Driving St. Francis Day</p>	<p>April 9-12 DISTRACTED DRIVING Put Our Phones Away or Pay High-Velocity Enforcement PULSE DAY</p>
MAY		JUNE	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<p>May 1 CHILD SAFETY National Motorists Prevention Day</p>	<p>May 17-June 6 SEAT BELTS Click It or Ticket High-Velocity Enforcement</p>	<p>May 17-June 6 SEAT BELTS Click It or Ticket High-Velocity Enforcement</p>
JULY		AUGUST	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<p>June 28-July 4 IMPAIRED DRIVING Reused Drinking to Drunk Driving If Your Feet Different, Your Drive Different Fourth of July</p>	<p>July 8-31 SPEEDING Speeding Caution Sign Week: You Imagined Paid Media High-Velocity Enforcement</p>	<p>Aug. 15-Sept. 9 IMPAIRED DRIVING Drive Sober or Get Pulled Over Drive High. Get a DUI Axe Sober or Get Pulled Over Agricultural Day High-Velocity Enforcement</p>

Campaign material available at [TrafficSafetyMarketing.gov](https://www.nhtsa.gov/traffic-safety/campaigns)

 NHTSA

NHTSA 2027 Communications Calendar

AUGUST		SEPTEMBER	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<p>Aug. 15-Sept. 9 IMPAIRED DRIVING Drive Sober or Get Pulled Over Drive High. Get a DUI Axe Sober or Get Pulled Over Agricultural Day High-Velocity Enforcement</p>	<p>Aug. 15-Sept. 9 IMPAIRED DRIVING Drive Sober or Get Pulled Over Drive High. Get a DUI Axe Sober or Get Pulled Over Agricultural Day High-Velocity Enforcement</p>	<p>Sept. 15-25 CHILD SAFETY Click It or Ticket National Seat Check Saturday</p>
OCTOBER		NOVEMBER	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<p>Oct. 17-23 TEEN DRIVER SAFETY Teen Driver Safety Week MILEAGE</p>	<p>Oct. 18-22 SCHOOL BUS SAFETY National School Bus Safety Week</p>	<p>Oct. 25-31 IMPAIRED DRIVING Reused Drinking to Drunk Driving If Your Feet Different, Your Drive Different Halloween High-Velocity Enforcement</p>
DECEMBER		JANUARY	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<p>Dec. 1-5 IMPAIRED DRIVING Reused Drinking to Drunk Driving If Your Feet Different, Your Drive Different Winter Holidays</p>	<p>Dec. 6-16 Older Driver Safety Week</p>	<p>Dec. 9-Jan. 1, 2028 IMPAIRED DRIVING Drive Sober or Get Pulled Over Drive High. Get a DUI Winter Holidays High-Velocity Enforcement</p>

Campaign material available at [TrafficSafetyMarketing.gov](https://www.nhtsa.gov/traffic-safety/campaigns)

 NHTSA



Upon Approval

- HS1= Contract between agency, OHS, & RIDOT
- Expectation to meet promised deliverables
- Monthly reports
 - ✓ Due by the **15th** of the following month regardless of activity
 - ✓ **3 or more** months with no invoices submitted may result in termination of funds

OHS is here to assist you at all stages



Year-End Report

- Completes the grant cycle
- Identifies successes & areas for improvement
- **This report is due with your final invoice on October 15th**

Resources



Countermeasures
That Work



Traffic Safety Marketing



GHSA



RIDOT- OHS webpage



STSI-NHTSA