

Developing, Completing, or Enhancing an Action Plan:

- Sign up for an account using the [Valid Eval Planning and Demonstration Grant Application](#)
- Gather key application data, including:
 - Total applicant jurisdiction population
 - Total applicant jurisdiction census tract(s)
 - Total count of motor vehicle-involved roadway fatalities 2016-2020 or 2017-2021
 - Total average annual fatality rate (per 100,000 population)
 - Total percent of population in Underserved Communities Census Tract(s)
- Complete the following Standard Forms:
 - SF-424: Application for Federal Assistance
 - SF-424A: Budget Information for Non-Construction Programs
 - SF-424B: Assurances for Non-Construction Programs
 - SF-LLL: Disclosure of Lobbying Activities
- Write a narrative no longer than 2 pages
- Create map that shows the location of the jurisdiction and highlights the roadway network
- Take a screenshot of Percent Population in Underserved Communities (from the ETCE or CEJST tool)
- If applicable, list the demonstration or supplemental planning activities
- If applicable, gather information on joint applicants
- If applicable, gather information on alternative fatality data

Supplemental Planning and/or Demonstration Activities

- Complete all of the information outlined for “Developing, Completing, or Enhancing an Action Plan”
- Complete a budget narrative
- Complete [Self-Certification Eligibility Worksheet](#) and provide Action Plan (only required if applicant is not in the process of completing a comprehensive safety action plan)

Please refer to the [NOFO](#) for more information on eligible activities and projects.
[Subscribe to email updates](#) to be notified when additional information is available.