



Safe Streets and Roads for All Implementation Grant Application Checklist

- Optional:** Consider submitting your Action Plan(s) for a pre-application eligibility review by the SS4A Team by 5:00 PM ET on May 9, 2025, by emailing SS4A@dot.gov with the subject line “Implementation Grant Eligibility Review: Applicant Name, State” and attaching a completed [Self-Certification Eligibility Worksheet](#) and any relevant links/attachments to your Action Plan(s).
- Check the status of your Unique Entity ID (UEI); it should be listed as “active” on sam.gov. Register for a UEI on sam.gov if you do not already have one. Note that it can take up to 30 days to receive a UEI.
- Sign up for an account using the [Valid Eval Implementation Grant Application](#).
- Gather key application data for the **applicant jurisdiction(s)**, including:
 - The total 2020 Census **population** for the applicant jurisdiction(s).
 - The total **count of motor-vehicle involved roadway fatalities from 2018-2022** in the applicant jurisdiction(s).
 - Review the [SS4A Fact Sheet](#) for information on how to identify this information.
 - If using data other than FARS, gather information on alternative fatality data.
 - The total **average annual fatality rate** (per 100,000 population) **from 2018-2022** in the applicant jurisdiction(s).
 - Review the [SS4A Fact Sheet](#) for information on how to calculate.
 - Identify any **Underserved Communities** in the applicant jurisdiction(s).
 - Review the [SS4A Fact Sheet](#) for information on how to identify.
- Gather key application data for the proposed **project area(s)**, including:
 - The total **number of fatalities, serious injury crashes, and suspected injury crashes** (*if serious injury crash data is not available*) between 2018 and 2022. You may use a data source other than FARS.
 - Review the [SS4A Fact Sheet](#) for information on how to determine and report this data.
 - Identify any **Underserved Communities** in the project area(s).
 - Review the [SS4A Fact Sheet](#) for information on how to identify.
- Complete the following **Standard Forms** (download forms within the Valid Eval Application):
 - SF-424: Application for Federal Assistance
 - SF-424C: Budget Information for Construction Programs
 - SF-424D: Assurances for Construction Programs
 - SF-LLL: Disclosure of Lobbying Activities
 - Review the [SS4A Fact Sheet](#) for guidance on how to complete required SF forms

- Write an **application narrative** no longer than 12 pages that responds to all the Implementation Grant selection criteria described in Section G.1.ii in the [NOFO](#) and that meets all other requirements described in Section F.3.iii in the [NOFO](#).
 - Implementation Grant applications that include supplemental planning and/or demonstration activities may submit up to 2 additional pages of narrative – 14 pages total – if these pages are focused solely on responding to the Supplemental Planning and Demonstration Activities selection criterion.
- Create a **map** that shows the location of the applicant jurisdiction(s) and highlights the roadway network. The map should show the jurisdiction(s)'s high-injury network and potential locations and corridors of the proposed projects, strategies, and demonstration activities (if applicable). Upload the file in PDF format to your application in Valid Eval.
- Prepare a **spatial file** that shows the location of the applicant's jurisdiction(s) and highlights the roadway network under the jurisdiction(s). The spatial data should show the jurisdiction(s)'s high-injury network and potential locations and corridors of the proposed projects, strategies, and demonstration activities (if applicable).
 - Review the [SS4A Fact Sheet](#) for information on how to prepare a spatial file.
- Complete the **Implementation Grant Supplemental Estimated Budget**. We recommend using [this template](#).
- Complete [Self-Certification Eligibility Worksheet](#) and provide a public link to the **Action Plan** or PDF if no public link is available.
 - Please ensure that any links provided are publicly available – do not include links to internal folders or cloud services that can't be accessed by the SS4A team.
 - Please be sure to include page numbers in the Self-Certification Eligibility Worksheet to direct the SS4A team to where the relevant information can be found in your plan(s).
- If applicable, **any other required supporting materials** (e.g., Letters of Intent or documentation of roadway safety responsibility).

A note about who can complete an SS4A application: While a contractor may prepare and submit the application materials, a staff person from the applicant agency must be listed as the primary point of contact and alternate point of contact on the application. Staff from the applicant agency are responsible for signing all applicable forms and responding to any questions the SS4A team may have about application content.

Please refer to [transportation.gov/grants/ss4a](https://www.transportation.gov/grants/ss4a) and the [NOFO](#) for more information on eligible activities and projects. [Subscribe to email updates](#) to be notified when additional information is available.