

Chapter IV Grant Selection and Execution

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IV. Grant Selection and Execution

Chapter IV contains information on the Alaska Highway Safety Office (AHSO) process for selecting project proposals for grant funding. Amendments to signed grant agreements and other special requirements are also explained.

A. Proposed Grant Application Submission Process

This section describes the AHSO proposed grant application submission process.

The following agencies/organizations are eligible to submit proposals for AHSO traffic safety grants:

- Alaska State agencies
- Cities, boroughs and their sub-agencies
- Non-profit organizations with existing IRS 501(c)(3) status

Proposals must be either:

- Best practice/proven strategy supported by research, or,
- A demonstration project supported with a strong evaluation plan that will allow the AHSO to assess the effectiveness of the project at its conclusion

Applicants are directed to the Grant Guidebook for the current grant year which is available on the AHSO web site for a complete set of submission instructions and for the application form. The Grant Guidebook contains the deadlines for submission. In lieu of a pre-proposal conference, applicants are asked to address questions to the AHSO Grant Administrators by mail, telephone, FAX or email.

Proposal Submission Instructions:

1. Only one copy of the proposal should be submitted.
2. It is preferred that the proposal be submitted by email. A hard copy of the proposal with original signatures must also be mailed to the AHSO or faxed (if faxed, a hard copy of the proposal with original signatures must be mailed to the AHSO).
3. Late proposals will not be accepted.
4. Mailed or faxed proposals will be directed to the appropriate Grants Administrator.
5. Applicants mailing proposals will be instructed to allow normal mail delivery time to insure timely receipt of their proposal. Applicants assume the risk of non-delivery or late arrival associated with the method of delivery selected. AHSO assumes no responsibility for delays caused by external delivery systems.
6. AHSO will notify applicants by email of receipt of their proposals within five days of receipt.
7. Applicants who do not receive a notice within ten days of submitting their application must contact the AHSO to confirm that their proposal has arrived at AHSO if their proposal is to be considered for selection.
8. Organizations claiming non-profit or not-for-profit status must submit with their proposal a letter showing current 501(c) (3) status has been granted by the IRS.

If a single sub grantee is requesting a grant under multiple Federal program funding sections, then the sub grantee must submit separate applications to the AHSO for each program and identify specific dollar amounts for each funding section/source.

B. Grant Application/ Distribution Log

This section describes the process for the AHSO to track the receipt of proposed grant applications. The Grants Administrators date stamp and place online all grant proposals. A Grant Review Team spreadsheet is maintained by the Grants Administrators that contain the names and contact information of the grant reviewers and the grant proposals, grant contact information and grant requested amount that they will review and score.

C. Grant Selection Process

This section describes the AHSO grant selection process.

i. AHSO initial review

Project proposals are reviewed internally by the AHSO Grants Administrators, Accounting Technician and the AHSO Administrator to:

- Ensure that the proposal meets the NHTSA required performance measures and evaluation process and the AHSO required Strategic Highway Safety Plan link.
- Check for budget availability and available resources
- Compare the proposed project with current activities
- Determine whether the project will impact traffic safety, will work towards established goals by ensuring that the problem is adequately described, and that goals, objectives, measures, and resources requested will address the problem
- Determine that the potential grantee is the appropriate entity to perform the activities

See Chapter III. Project Development, Section C. Project/Grant Development Calendar for applicable timelines

The Grants Administrators will request any additional information and correspond or talk with the potential project director or others as necessary. When completed, the Grants Administrator will print the Grant Review Form and circulate it to the Accounting Technician and the AHSO Administrator for review and confirmation that all pending issues have been addressed. The proposal will then be forwarded to the selected grant reviewers to review and score.

The determination of whether the project will impact traffic safety goals will be based on its ability to be innovative, implement proven strategies, show a commitment on the part of the applicant to sustain and contribute to success, have measurable outcomes and have a great demonstrable need/problem. Projects that target high-risk populations, high-risk behaviors, and high crash locations will receive consideration. The proposed strategy must be either a best practice/proven strategy supported by research, or, a demonstration project support with a strong evaluation plan that will allow the AHSO to assess the effectiveness of the project at its conclusion.

Following are some guiding questions for AHSO staff conducting a technical analysis of a project proposal:

- Has a traffic safety related problem been adequately identified and appropriately described in the problem statement?
- Do the objectives and performance measures directly address the identified problem?
- Are the objectives clearly stated and achievable?
 - Is a completion date indicated for each objective?
 - Is sufficient time allocated to achieve each objective?
- Will performance measures provide adequate evidence of project activity and accomplishment of objectives?
- Are personnel needs accurately identified? For example:
 - If a grant objective requires roadway safety studies, an engineer must be involved.
 - If an objective involves public information and education, does the sub grantee have the resources available to perform and meet it? Is the sub grantee aware of the AHSO's traffic safety public information and education policies and are they able to meet the requirements?

- If the objectives involve law enforcement, a sufficient number of appropriately trained officers must be available.
- Will any special equipment be needed? If so, will it be available for project implementation?
- Are there other considerations that might affect project performance? If so, are they adequately addressed?

ii. Grant Review Team

All Grant Proposals are evaluated by a Grant Review Team (GRT). The GRT is composed of representatives of agencies and organizations selected by the AHSO Administrator who have worked with the AHSO in the past and have traffic safety or grant related experience. The GRT was created to review and score proposals to establish a fair process for selecting grants. The proposals are prescreened by the AHSO before being sent to the GRT. If the GRT recommends changes to any proposal, those changes may be negotiated by the AHSO Grant Administrator.

To avoid any conflict of interest, the GRT members sign a statement provided by the AHSO (See Appendix E. Non-Conflict of Interest Statement).

iii. Grant Proposal Evaluation Procedure:

- When a grant reviewer has received his/her proposals, they read through each of them completely at least once with no points awarded. This method ensures a full understanding of each proposal before awarding points. It will also help to eliminate or reduce the psychological tendency to award fewer points to the first proposal reviewed.
- Each grant reviewer will be supplied with a scoring sheet for the proposal being reviewed (See Appendix F. Grant Scoring Criteria). While scoring, whole numbers (not 3.5 or 4.76) will be used. Numbers may be selected between the scoring criteria, i.e. 1, 2, or 4, if a proposal falls between the criteria descriptions.
- Comments can be added as needed for clarification on the reason points were given. The proposal reviewer may "insert comment" directly into field, add to bottom of the scoring sheet, or supply comments on a separate document. Grant reviewers are not responsible for determining the actual award of the proposal; they are only scoring the content of the proposal. Offers will be determined upon a compilation of points awarded as a combined effort of the GRT scoring and the AHSO.
- Once a reviewer is satisfied with their review, they will perform a "file save as", rename their electronic scoring sheet according to proposal reviewed and submit the results via email to the AHSO Grant Administrators on or before the deadline. Reviews can also be faxed.
- Any questions identified by the Grant Review Team members will be resolved by the AHSO Grant Administrators before a final selection is made by the AHSO.
- Final grant selections are made only with the approval of the AHSO Administrator.
- GRT members meet for a full day in Anchorage to review and discuss all of the proposal scores. Potential project managers are encouraged to attend but may only speak when asked a question by a grant reviewer or an AHSO staff member. This meeting allows GRT members a chance to review and finalize their scores.

iv. Grant Negotiations

In August all agencies will receive a Notice of Award or Notice of Denial by the AHSO Administrator. The Notice of Award will provide the total federal fiscal year amount the agency will receive and any changes that must be made to the grant application before the AHSO Administrator signs the grant agreement. The Notice of Denial will explain why the grant application was not approved. The Grant Application will become the Grant Agreement, outlining the specific components of a project, the final authorized budget,

the specific performance measures and objectives of the project, and the commitment of responsibilities by the State and the sub grantee.

Grant development typically involves some level of negotiation to assure that the final preparation grant agreement meets all of the AHSO requirements, expectations and conditions. The Grant Administrators negotiate on behalf of the AHSO. Negotiation allows the Grants Administrators and the applicant to arrive at an understanding on the specific details of the project (such as budget detail amounts, enforcement activity locations, evaluation criteria, etc.). Negotiating involves discussion, clarification, or modifications to the proposed project. Items to be discussed during the negotiation phase include, but are not limited to, the following:

- Problem identification
- Project description
- Anticipated outcome
- Time period
- Location and frequency of activity
- Acquisition of equipment or other items
- Frequency of reporting and invoice submissions
- Budget content
- NHTSA Performance measures

The following table lists the steps a typical project proposal follows from initial development to final grant agreement execution. Also shown are the parties responsible for each step.

Table 11. Project Proposal and Grant Agreement Preparation Process Overview

Step	Action	Responsible Parties
1	Project Development and Grant Application Submission	Applicant
2	Date-stamp, print, place online and enter into the Grant Review spreadsheet	Grants Administrators
3	Project Proposal Review and Clarification with Applicant	Grants Administrators, Applicant
4	Technical Analysis and AHSO pre-selection	Grants Administrators, Accounting Technician, AHSO Administrator (Grant Review Form)
5	Review and Score Proposals	Grant Review Team
6	Final Grant Agreement Negotiation	Grants Administrator, Sub grantee
7	AHSO Letter of Approval or Letter of Denial	AHSO Administrator
8	Department Approval	Program Development Division Director
9	Notice to Proceed & RSA (where applicable)	Grants Administrator & Accounting Tech

v. Award

All applicants will be notified in writing of their award status by September 1. Following successful completion of negotiations and receipt of all required documentation, the AHSO issues a Notice to Proceed (NTP) to each successful applicant by October 1 of the new grant year. Each NTP shall be signed by the AHSO Administrator and the appropriate Grants Administrator.

vi. Debriefing Conference

Upon request, a debriefing conference may be scheduled for an unsuccessful applicant by contacting the AHSO Administrator no later than three business days after receiving notice that the proposal was not accepted. AHSO will schedule the debriefing conference within seven to ten business days of the request. AHSO may conduct debriefing conferences in person, by email or by telephone. Discussion will be limited to a critique of the proposal. Comparisons between other proposals or evaluations of other proposals are not permitted.

See also Department Policy 12.02.02 Grant Selection

D. Final Grant Preparation

This section provides guidance for the preparation of project proposals into a final grant agreement.

i. Special Conditions

The AHSO may determine that special conditions should be imposed upon a specific sub grantee, in addition to the general required terms and conditions which apply to every traffic safety grant agreement. Some reasons for the special condition may be the nature of the specific strategy being addressed, past experience with the sub grantee or a special requirement that is not otherwise addressed in the general terms and conditions. If a special condition is imposed upon a sub grantee, the special condition shall be documented in the AHSO Notice to Proceed. Following are some examples of a special condition:

- The sub grantee is allowed to charge costs to the grant for activity which takes place within a stated timeframe before the official start date of the grant (this is typically a rare occasion which occurs when preparatory activity is necessary in order to assure that the major grant activity can begin on the start date in the new fiscal year)
- The sub grantee is required to share equipment purchased under the grant with other agencies in their geographic region
- The sub grantee is limited to using specific personnel to complete grant activity

ii. Signatures

a. AHSO Requirements

When the AHSO Administrator executes a grant agreement by signing it, he or she is certifying that the agreement:

- Is legal and payable
- Includes all required and applicable provisions
- Complies with all applicable Federal and State regulations and laws
- Has received Federal approval when such approval is required
- Has been budgeted with available funds
- Has been authorized by the AHSO as part of the HSPP

Before approval, the Grants Administrator will review all grant agreements for form and content, applicable provisions, eligibility of costs, consistency, and accuracy.

See also Department Policy 12.01.01 Delegation of Authority.

b. Sub Grantee Requirements

A grant agreement submitted to the AHSO must be signed by the authorizing official (person with contracting authority) for the applicant agency or organization. The authorizing official, and in some cases the Project Director, must also certify and ensure that all of the conditions contained in the Certifications and Assurances, Reporting Requirements, Invoicing Requirements, Certification Regarding Lobbying, and Restriction Against Lobbying sections of the grant agreement will be met including any special conditions.

For local grants, the agreement is made with the unit of local government or political subdivision of the State, not with an operating division or function of the local governmental unit or political subdivision of

the State. Likewise, for statewide grants, the agreement is made with the parent agency, not a bureau or division.

A grant agreement must be approved and executed in accordance with sub grantee procedures. This may involve placement on the agenda for a city council meeting, the county commissioners' court, or a State agency's director, board, or commission. Scheduling time frames vary from agency to agency.

Some local governments require agenda items to be heard at three consecutive meetings, which adds significantly to the time required for grant approval.

Scheduling requirements must be considered in the approval process to stay on a project schedule so that it can be activated on time.

c. Educational Institutions

OMB Circular A-21, "Cost Principles for Institutions of Higher Education" (5/10/2004), requires that educational institutions provide a "Certificate of Facilities and Administrative Costs" (F&A) for federally funded projects. In addition, OMB Circular A-21 (K) requires the following:

To assure that expenditures for sponsored agreements are proper and in accordance with the agreement documents and approved project budgets, the annual and final fiscal reports or reimbursement claims requesting payment under the agreements will include a *certification*, signed by an authorized official of the university, which reads essentially as follows:

"I certify that all expenditures reported (or payment requested) are for appropriate purposes and in accordance with the provisions of the application and award documents."

iii. Certification

The AHSO Grant Request/Project Agreement form must contain Required Terms and Conditions as well as requiring compliance with the NHTSA Certifications and Assurances, Certification Regarding Lobbying and Restriction on State Lobbying. These sections provide the terms and conditions governing the grant and certifies that a sub grantee will comply with the applicable regulations, policies, guidelines, and requirements, including 49 CFR Part 18 and 2 CFR Part 225 (OMB Circular A-87), or OMB Circulars A-110 and A-21, or OMB Circulars A-110 and A-122, as they relate to the application, acceptance, and use of Federal or State funds for the project.

Note: Sub grantees are required to become familiar with the contents of the Grant Request/Project Agreement form because failure to do so will not excuse nonperformance or noncompliance.

Failure to comply with applicable Federal statutes, regulations and directives may subject State officials to civil or criminal penalties and/or place the State in a high risk grantee status in accordance with 49 CFR §18.12. Each fiscal year the AHSO signs Certifications and Assurances with the submission of the HSPP that the State complies with all applicable Federal statutes, regulations, and directives in effect with respect to the period for which it is receiving grant funding. The State Certifications are explained in the NHTSA Highway Safety Grant Management Manual on line at:

[NHTSA Highway Safety Grant Management Manual](#)

E. NHTSA Equipment Purchase Approval of \$5,000 or More

This section establishes the process for grant agreements which include the purchase of equipment which has a useful life of more than one year and a cost of \$5,000 or more.

For all major equipment purchases and replacement purchases with a useful life of more than one year and an acquisition cost of \$5,000 or more in value, the AHSO shall receive prior written approval from the NHTSA Regional Administrator. This procedure is required by 23 CFR §1200.21(d) and the NHTSA "Highway Safety Grant Funding Policy for NHTSA/FHWA Field-Administered Grants".

The AHSO shall include a sub grantee procedure in the Project Director's Manual for purchases of major equipment of \$5,000 or more in value in accordance with the applicable State and NHTSA regulations and describe allowable and unallowable equipment purchases as specified by the Federal regulations. The unit cost for equipment is the unit's purchase price **plus** any accessories necessary to make the equipment operational for its intended purpose.

During the review of proposed grant applications, the *Office Assistant* shall identify and enter into the equipment log spreadsheet all equipment purchase requests by sub grantees which meet the above criteria. The *Office Assistant* shall ensure that the equipment has been identified within the AHSO HSPP (inclusion of the equipment request within the HSPP is not mandatory but is preferred), and, that written approval from NHTSA has been obtained by preparing a letter to be signed by the AHSO Administrator and then submitted to the NHTSA Regional Administrator for specific approval. The letter request shall describe the type of and a complete description of the equipment, sub grantee's organization name, total cost, useful life and how the equipment would support the State's highway safety program

If approved, AHSO shall inform the sub grantee to proceed with the equipment purchase by sending a written communication and providing specific instructions for the purchase of the equipment.

Before initiating the purchase of new and replacement equipment with a useful life of more than one year and an acquisition cost of \$5,000 or more, a sub grantee must obtain written notice from the AHSO Administrator stating that both AHSO and the NHTSA Regional Administrator have formally approved the equipment purchase. When making the equipment purchase, the purchaser should also obtain the expected service life and warranty of the equipment from the vendor or the manufacturer.

Police equipment: As a matter of policy, AHSO provides funds for traffic related police equipment through block grants or through other on-going AHSO grant sources such as the school zone and pupil transportation program. Under special circumstances, AHSO will consider grants exceeding \$10,000 for police equipment or special projects for local law enforcement.

- Local law enforcement police equipment: Law enforcement agencies may apply for equipment grants of less than \$10,000.
- Alaska State Troopers police equipment: Traffic equipment requests should be made through normal internal channels to access the AHSO block grant.

The "Highway Safety Grant Funding Policy for NHTSA/FHWA Field-Administered Grants", Part III (A) (4) states that costs for purchase of office furnishings and fixtures are **unallowable**. The following are some examples:

desk
chair
table
shelving
coat rack

credenza
bookcase
filing cabinet
floor covering
office planter

storage cabinet
portable partition
picture or wall clock
draperies & hardware
fixed lighting or lamp.

During the review of project proposals, the Grants Administrators and Accounting Technician shall identify all equipment purchase requests which meet the above criteria. The Grants Administrators shall assure that written approval has either been obtained within the AHSO HSPP or prepare a separate written request for the AHSO Administrator's signature to the NHTSA Regional Administrator. The request shall describe the type of and a complete description of the equipment, sub grantee's organization name, total cost, useful life and how the equipment would support the State's Highway Safety Program

Equipment shall be used by the sub grantee for the purpose for which it was acquired as long as needed, whether the program continues to be supported by AHSO funds. When no longer needed for the original program, the equipment may be used in other traffic safety activities. If it is determined that the equipment is no longer needed for the purpose acquired or any other traffic safety purpose, the equipment shall be handled in accordance with AHSO policy and Federal requirements.

(See also Department Policy 12.02.05 Prior Federal Approval of Equipment Purchases over \$5,000 and Chapter V. Grant Administration and Management, Section F. Property Management.)

F. Reporting Requirements

This section describes the AHSO reporting requirements for sub grantees.

The AHSO requires three types of progress reports in conjunction with traffic safety grant projects: quarterly reports during the life of a project, a final report at the conclusion of a project (this is to include training and consultant reports, if applicable); and special reports as required.

Project reports provide AHSO with information that can be used to strengthen the State's overall traffic safety program. These reports should keep the AHSO informed of a grant's progress, explain any difficulties encountered, provide a background of information that can be passed on to others, suggest ways in which the AHSO can assist and aid in distribution of funds.

i. Quarterly Reports: The reports are to be submitted quarterly and are due in the AHSO within fifteen (15) calendar days after the end of the federal fiscal year quarter (1st quarter: Oct-Dec/ 2nd quarter: Jan-Mar/ 3rd quarter: April-June/ 4th quarter: July-Sept). A report must be filed quarterly regardless of whether any activity has taken place or any grant related expenditures have occurred.

The report should indicate if no progress has been made on the project. Any original or innovative ideas or methods employed in the project should be incorporated into the reports.

ii. Final Report: Final reports are due no later than November 15, and must be received for the final reimbursement claim to be paid. The report is to be detailed and must describe the results of the performance evaluations and if technical and fiscal problems were encountered, and what improvements in traffic safety have resulted or probably will result. Included in final reports will be copies of publications, training reports and any statistical data generated in grant execution. Final reports should discuss the following:

1. Accomplishments compared to the original grant objectives.
2. Were all activities of the grant completed as scheduled? Dates and milestones when studies were completed should be included. Equipment acquired, installed and operated should be identified.
3. Any unanticipated proceedings that affected the grant.
4. Funding and costs for completion of the grant in relationship to the original estimates.
5. Third party performance if applicable. A copy of any consultant reports should be included with the final report.

iii. Special Reporting: Special reporting may be required. If so, reporting frequency and requirements will be detailed by the AHSO in the grant agreement.

G. Grant Revisions

This section identifies the process which must be completed when a sub grantee requests a revision to a project proposal or a signed grant agreement.

Proposed grant applications and final grant agreements may be altered or amended prior to or after signing by mutual agreement of the parties. The alterations or amendments are not binding unless they are in writing and signed by persons authorized to bind each of the parties. The signature of the AHSO Administrator is necessary to bind AHSO.

Proposal alterations or amendments that extend the period of performance without the expenditure of funds in the new fiscal year (no-cost time extension) are permitted with the prior approval of the AHSO.

If additional tasks or costs are authorized in the amendment, the sub grantee must not begin work on the additional tasks or incur the additional costs until the amendment is fully executed. An amendment cannot be used to authorize new or different work not related to the scope of the grant being amended.

Sub grantees must have any amendments to a grant executed not less than 60 days prior to the end of the applicable grant year.

The following deviations from the approved grant budget require PRIOR written approval from the AHSO:

- a) A specific item of cost not included in the approved budget.
- b) An increase in the number of a specific item over and above the total authorized.
- c) A transfer between major budget categories in excess of a total of 10 percent of the category being increased. (For transfers of less than a total of 10 percent of the category being increased an email notification describing the action prior to being taken shall be sent to the AHSO by the sub grantee.)

The AHSO procedure for review and approval of grant agreement revisions is:

- Sub grantee completes and submits the project revision
- Grants Administrator reviews the project revision and makes a recommendation for approval or denial
- **To Add Funding to a Grant Project**–Grant Tracking System “GTS” page printed out
- **To Add Funding to a Program Coordination Grant**- a copy of the coversheet showing approval and amount must be placed on top of the document.
- **To Move a grant to different Funding Source** – Documentation must be provided that the program is allowable under the funding source.
- If recommended for approval, the Grants Administrator forwards the project revision to the AHSO Administrator for approval and notifies the sub grantee by email or fax. All related paperwork is retained in the grant file. If the project revision results in an addition of funds to the original grant agreement, the Accounting Technician will revise the Grant Tracking Spreadsheet (See Chapter VI. Fiscal Procedures, Section C. Grant Tracking Spreadsheet). If the sub grantee is a State agency, an amended Reimbursable Service Agreement shall also be prepared by the Accounting Technician.
- If recommended for denial, the Grants Administrator prepares an explanation for the denial and faxes notification to the sub grantee. All related paperwork is retained in the grant file.

H. Development of Highway Safety Office Internal Grants

This section establishes the requirement for development of the internal AHSO grant agreements to fund all related costs of the highway safety program operation.

In anticipation of the beginning of each new fiscal year the AHSO Administrator and Accounting Technician will estimate how much funding is needed for Planning and Administration (P&A) and Program Management costs to support the operation of the AHSO highway safety program. Estimates will take into consideration any anticipated increases in costs as well as in recurring costs.

A Program Coordination Grant (PCG) will be completed and approved for each program operated by the AHSO and will describe the problem identification, project goals, activities and a budget narrative for the upcoming year.

All costs related to operation of the AHSO program will be charged only to the AHSO internal grants. The AHSO internal grant agreements will be approved by the AHSO Administrator, who will also be designated as the Project Director for the AHSO P&A grant. The AHSO Administrator will also be designated as the Project Director for the AHSO Program Management grant.

The AHSO shall prepare periodic reports in accordance with Section G. Reporting Requirements.

See also Department Policy 12.03.01 Grant Application to Fund Highway Safety Office.

Definition of P&A Costs: P&A costs are those direct and indirect expenses that are attributable to the overall management of the State's Highway Safety Plan. Costs include salaries and related personnel benefits for the Governor's Representative for Highway Safety and for other technical, administrative, and clerical staff, for AHSO. P&A costs also include other costs, such as travel, equipment, supplies, rent and utility expenses necessary to carry out the functions of the AHSO.

Definition of Program Management Costs: Program management costs are those direct and indirect expenses that are attributable to the highway safety program area. Costs include salaries and related personnel benefits and other related costs such as travel, equipment, materials and supplies.

All costs related to internal operation of the AHSO program will be charged only to the AHSO internal grants.

P&A Match Requirement

The *Accounting Technician* and AHSO Administrator shall ensure that the internal P&A grant complies with applicable Federal regulations including the provision of a match of State or local funds in the amount of the applicable sliding scale rate of the costs claimed for eligible P&A functions. These requirements are contained in the NHTSA "Highway Safety Grant Funding Policy for Field- Administered Grants", Part I, A and B.

See Chapter VI. Fiscal Procedures, Section C. Matching Funds

Match is defined as the direct expenditure of actual State funds or State or local funds that are expended in support of other qualifying traffic safety programs (such as, the salaries of highway safety related, State-funded employees) and have not been utilized by another Federal, State or local agency as matching funds for a separate Federal project. The State must have documentation to support an audit.

States can carry over unexpended P&A funds if they were programmed in GTS by September 30.

The Federal P&A share for Alaska shall not exceed the sliding scale for match (See [NHTSA Order 462-6C Matching Rates for State and Community Highway Safety Program](#)). No match is required for Section 163, Section 406, Sections 154 or 164 funds transferred to Section 402 purposes, for U.S. Territories (23 U.S.C. 120(i)), or for Federally recognized Indian Tribal governments (23 CFR 1252) under the Indian highway safety program.