**Application for Safe Road Zone Funds**

In the 2023 Transportation Omnibus bill, a new program entitled Safe Road Zones was developed and listed under the general fund. The program is explained in the 2023 Minnesota Transportation Omnibus Bill. The legislation is summarized as:

* Agencies (State, Tribal, County, City, and/or Township) may request collectively by the chief law enforcement officer of a political subdivision serving the proposed safe road zone, the local road authority for the proposed safe road zone, and the chief executive officer, board, or designee by resolution of the political subdivision encompassing the proposed safe road zone.
* **$1,000,000** in fiscal year 2024 is from the general fund for development and delivery of public awareness and education about the safe road zone.
* An additional **$1,000,000** in fiscal year 2024 is from the general fund for additional traffic safety enforcement activities within the safe road zones.
* Applications will be based on the evaluation of traffic safety concerns for the street or highway, including but not limited to: excessive speed; crash history; safety of pedestrians, bicyclists, or other vulnerable road users; intersection risks; and roadway design.
* This is a onetime appropriation and is available until June 30, 2025.

This application is to apply for this funding. Projects for education/awareness regarding the safe road zone must be encumbered by the June 30, 2025 deadline.

Enforcement grants must be spent by the June 30, 2025 deadline. Enforcement Grants will need to be awarded thru the eGrants System. More information will be given if awarded funding. Grants will be likely to begin after July 1, 2024. Rules for law enforcement funding and grant programs is explained in section 7 below.

**All awards are done on reimbursable funding. No reimbursable funding may be expended until agreements are in place. Awards will be given through the Minnesota Department of Transportation for education and awareness, and through Department of Public Safety for enforcement grants.**

Recipients of the general fund education and awareness funding must be either a District, Tribe, County, State Aid City, or must have sponsorship of the County for fiscal stewardship (city or townships). Direct Grants may be an option as well.

State Patrol in ineligible for these funding sources.

## 1. Contact Information Details

| Lead Contact | Contact Name |
| --- | --- |
| [Enter agency name] | [Enter application contact name] |

Agencies may also submit a shortened “Letter of Intent” (see attached) rather than completing this application. This application can serve as a guide to the information that may be needed to select a project. Please include the letters of support from the political entity, roadway owner, and law enforcement agency that will oversee this Safe Road Zone.

| Co-Lead Contact | Contact Name |
| --- | --- |
| [Enter agency name] | [Enter application contact name] |

## 2. Funding Details

| Safe Road Zone State Funds | + | Local Match | = | Total Cost |
| --- | --- | --- | --- | --- |
| 0 | + | 0 | = | 0 |

NOTE: Minimum of $25,000 Grant per Agency/Applicant. No Maximum in state funds per agency per project. Agencies may apply for more than one project.

| Enforcement Safe Road Zone State Funds | + | Local Match | = | Total Cost |
| --- | --- | --- | --- | --- |
| 0 | + | 0 | = | 0 |

NOTE: Minimum of $25,000 per Agency/Applicant. Maximum of $250,000 in state funds per agency per project. Agencies may apply for more than one project. Enforcement grants will need to be awarded through the eGrants System. This will be explained more once awards are announced. No action is needed for this application at this time.

| Funding Notes |
| --- |
| None. |

## 3. Project Description

| Project Description |
| --- |
| [Enter description of the safety project.] |

Note: Site selection will be reviewed based on criteria such as excessive speed; crash history; safety of pedestrians, bicyclists, or other vulnerable road users; intersection risks; and roadway design.

| Area Transportation Partnership Region | County or Counties | City/MPO | Tribal Government |
| --- | --- | --- | --- |
| [Enter ATP #] | [Enter county name.] | [Enter name or none.] | [Enter name or none.] |

NOTE: if any portion of the project is located within MPO boundaries, a letter of support / priority from the MPO is needed.

| Estimated Output | Units |
| --- | --- |
| 0.0 | Miles |
| 0 | Intersections |
| 0 | Curves |

**Please include any Multi-modal notes/perspectives:**

NOTE: estimate output for one or all three metric: number of miles, number of intersections, or number of curves.

## 4. Selection Criteria

| Describe how project was identified. |
| --- |
| [Enter a brief description of how project was identified]  EXAMPLE: “Project identified in County Road Safety Plan as high risk: see attached project sheet(s).”] |

| What is the partnership with other agencies? |
| --- |
| [Enter Yes or No. If yes, list partner agencies. EXAMPLE: “Yes. MnDOT partnership: see attached letter of support.”] |

## 5. OPTIONAL: Additional Notes

| Additional Notes for Selection Committee |
| --- |
| None. |

## 6 Submission Information

Submit this application via PDF to [SafetyProject.DOT@state.mn.us](mailto:SafetyProject.DOT@state.mn.us) by May 3, 2024.

Please include the following as necessary:

* Map of project location(s)
* Letters of support
  1. Metropolitan Planning Organization (MPO) if within borders
  2. MnDOT District Traffic Engineer (or District Manager) if work performed in MnDOT right-of-way
  3. If the applying agency is not the road owner, they should provide a letter of support from the road owner.

## 7. Contact Information

**Education/Awareness/Infrastructure Questions**

Derek Leuer

Office of Traffic Engineering

Minnesota Department of Transportation

(651) 234-7372

[derek.leuer@state.mn.us](mailto:derek.leuer@state.mn.us)

**Enforcement/Public Safety Grants Questions**

Shannon Grabow

Office of Traffic Safety   
Minnesota Department of Public Safety

(651) 201-7063

[shannon.grabow@state.mn.us](mailto:shannon.grabow@state.mn.us)

## 8. Law Enforcement Grant Program Rules

**General Funding Reimbursement**

Grant funds are to be used for enhanced enforcement and must ultimately increase an agency’s overall budget. The grant funds are available on a reimbursement basis. As a result, applicant agencies must have “start-up” funds. The agency will submit an invoice for eligible officers overtime rate through the Department of Public Safety’s [eGrants](https://app.dps.mn.gov/egrants/Login2.aspx?APPTHEME=MNDPS) system.

**Eligible/Ineligible Time**

* Overtime – Agencies will be reimbursed for a full-time officer’s contractual overtime rate, plus the fringe rate for the approved time worked.
* Comp time - Agencies have the option to allow their officers to be reimbursed with comp time rather than receive payment for the shifts worked.
  + - Comp time may be treated the same as time compensated with wages if it is consistent with the agency’s policy on earning comp time vs overtime or straight time (i.e., in no instance can there be a special structure when using federal grant funds), and the time has been earned while working the grant-funded activity.
    - An agency cannot come back to OTS for any additional reimbursement if the officer’s reimbursement rate increases between the time they worked the reimbursed activity and when they use the accrued comp time.
    - There is no requirement for the agency to track the accrued comp time. Once OTS has reimbursed the agency for the comp time accrual and fringe, they have met their reimbursement requirements. Agencies may still choose to require that accrued comp time to be used within the year, but there is no statute or regulation that would require them to do so.
  + Part-time officers – Straight time, rather than overtime will be paid depending on the bargaining unit or contractual requirements.
  + Holiday Pay - When an officer works on a holiday and contractually receives double time and a half for each hour worked, DPS-OTS will reimburse time and a half with the remaining charges being reimbursed by the agency. Agencies cannot create special rates for working grant-funded shifts; reimbursements will be based on the officer’s regular rate of pay or overtime as applicable.
  + Officers cannot receive payment twice for the same hours worked from two different funding sources for any reason.
    - Officers and agencies cannot be reimbursed for hours worked if also being paid by their agency for the same hours. (Example – vacation, sick time, comp time, holiday time, or other paid leave).
    - Salaried employees who are contractually not eligible to receive overtime from their own agency are not eligible to receive overtime in this program. Salaried employees who are contractually eligible to receive overtime should follow their contract as long as the overtime shift is worked outside their regular scheduled hours.

## 9. Scoring Criteria

|  |  |  |
| --- | --- | --- |
| **Scoring Amount** | **Description** | **Scoring Scale** |
| 10 Points | Performance Measures | When scoring, items considered:  Does the project have collaboration between the political, public works, and public safety leads on the road? |
| 10 Points | Funding Amounts | When scoring, consider:  Does the budget and work types seem well thought out?  Are the funding amounts appropriate and impactful? |
| 50 Points | Site Selection Criteria | When scoring, consider:  How was the roadway selected?  Why is this roadway important?  How does this roadway rank in regards to the criteria of; excessive speed; crash history; safety of pedestrians, bicyclists, or other vulnerable road users; intersection risks; and roadway design. |
| 20 Points | Proposed Strategies | When scoring, consider:  Does the project create education and awareness for the roadway?  Does the project combine law enforcement, engineering, and education efforts in a cohesive way? |
| 10 Points | Share of Requested Funds | Lowest cost project receives all points, highest cost project receives 0 points. Points are staggered by the total number of applications. |
| **100 Points** | **Total Points** | **NA** |

Projects will be scored, and funding will be distributed until all funds are expended.