



*Competitive Grant Program
Idea Development to Closeout
&*

Requesting Executive Grant Team Approvals

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Grant Coordination Team Manager

Date: 09 17 2026

ADOT's Competitive Grant Program Agenda:

- What is a competitive (discretionary) Grant award?
- Finding funding opportunities: when and where to look for Notice of Funding Opportunities (NOFO's)
- The grant lifecycle: from opportunity to closeout
- Grant Award Management
 - PreAward: Developing and Submitting a strong Application
 - Award: T&C's, adjustments, amendments
 - Post Award: Required Reporting & Closeout
- Engaging ADOT:
 - Requesting an ADOT letter of support
 - Seeking ADOT to Administer Project
- MPD Strategic Grant Policy

Transportation Funding

Federal

State

Arizona Legislative Appropriations

Federal

- Formula Funds
- Competitive (discretionary) grant program funds

State

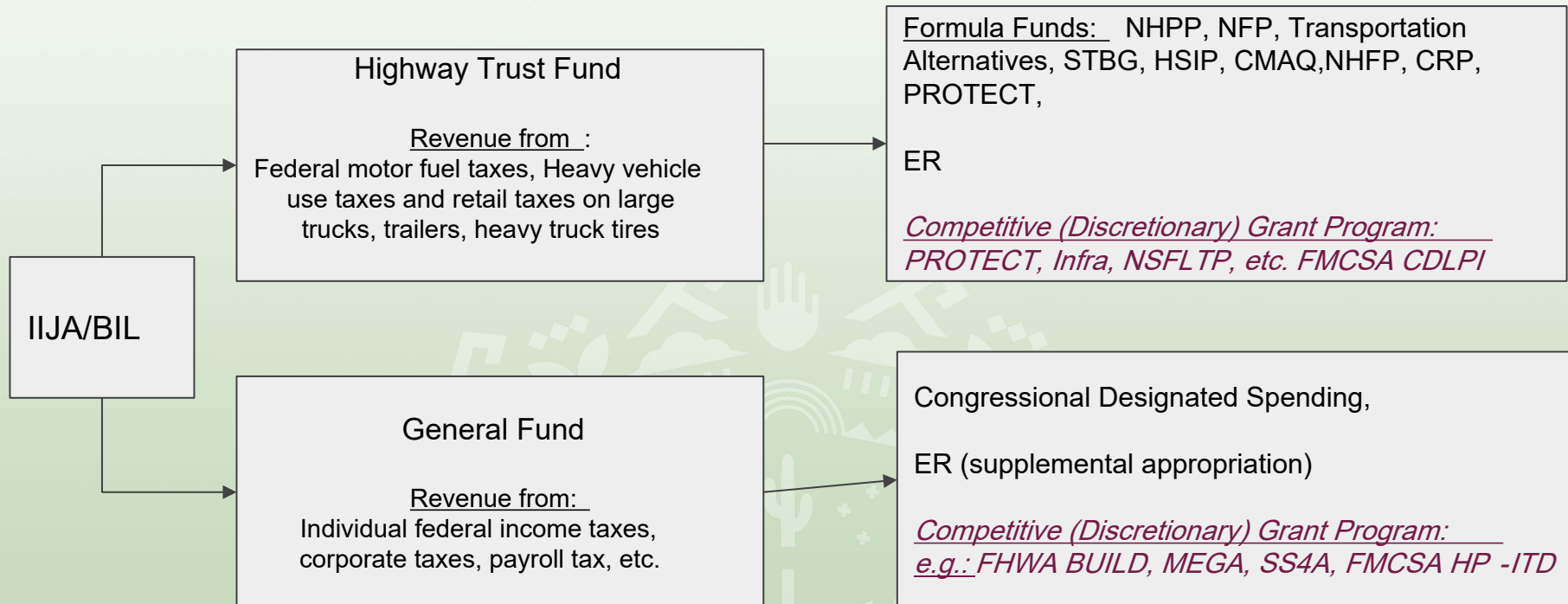
- SHF - State Highway Fund

Arizona Legislative Appropriations Funds

- Specific projects (ie: Route 66 improvements)
- Grants Match (AZ SMART)
- Capital Outlay (ie: heavy equipment replacement)

Federal Funding Comes From

Quick synopsis on where funding comes from and
how it funds different transportation programs



Characteristics of a Grant

Grants & Competitive Awards

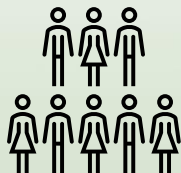
Core Features

- No Repayment - Unlike loans, grant money is not repaid (Transportation program is a reimbursable grant)
- Strict Purpose - Funds must be used only for the specific goals listed in the agreement.
- Mission Alignment - Your project must fit the goals of the group providing the grant
- Unspent Funds: Money not used by project may go back to the funder

Competitive Grant Features

- Agency Discretion & Judgment:
 - Recipient selected on strategic alignment with agency goals.
- Merit-Based Competition: Applications undergo formal scoring and peer review by subject matter experts to evaluate proposal quality.
- Targeted Purpose: Grants fund specific activities
- Time-Limited Duration: Awards are restricted to a defined project period, commonly lasting **one to five years**.
- Rigorous Performance Monitoring: Recipients must submit frequent PPR & FFR

What is a Competitive Grant?



Competitive (Discretionary) Grant Program

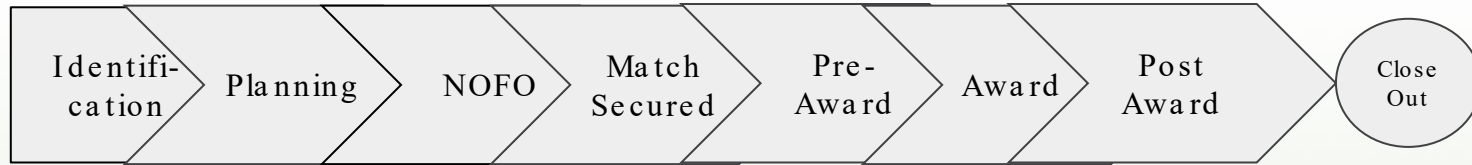


Definition: Competitive, merit-based awards where the funder (federal agency, foundation, state, etc.) has discretion to choose the recipients based on quality, needs, and alignment



Why go after Competitive Awards with are “no guarantee” of Funding?

To fund projects that formula money usually doesn't cover such as corridor improvements, innovative technology deployments, fill a near term need



Grant Management Life Cycle:



Pre-award phase

- Research
- Proposal development
- Application submission



Award phase

- Application review
- Negotiation
- Acceptance



Post-award phase

- Implementation and management
- Monitoring and reporting
- Evaluation
- Closeout

Grant Timeline (First Step) Identification

Strategic Planning

Ways to identify projects already planned which may *fit* published NOFOs

5 Year Program

Bring forward projects that are close to shovel ready

- ☐ Current NOFO's
- ☐ Close to publication NOFO's

Collaboration

Seek opportunities

- ☐ MPO's COGs, LPAs, local, state & Tribal agencies
Transit agencies
- ☐ Mobility managers

Primary federal funding sources: Transportation

- ☐ FAA-Airports
- ☐ FHWA-primarily roads bridges
- ☐ FMCSA-Commercial vehicles (DL, stations)
- ☐ FRA-Railroad
- ☐ FTA-Transit (buses)
- ☐ NHTSA-Safety

What is Engineering at the planning level?



Figure 1-1 Overview of the Project Development Process

Grant Timeline Step 2 - Planning

- A discovery process
- Minimizing uncertainties
- Uncertainties = Risk
- Identify unknowns

A **detailed description of work** will minimize risk and improve the planning level estimate.



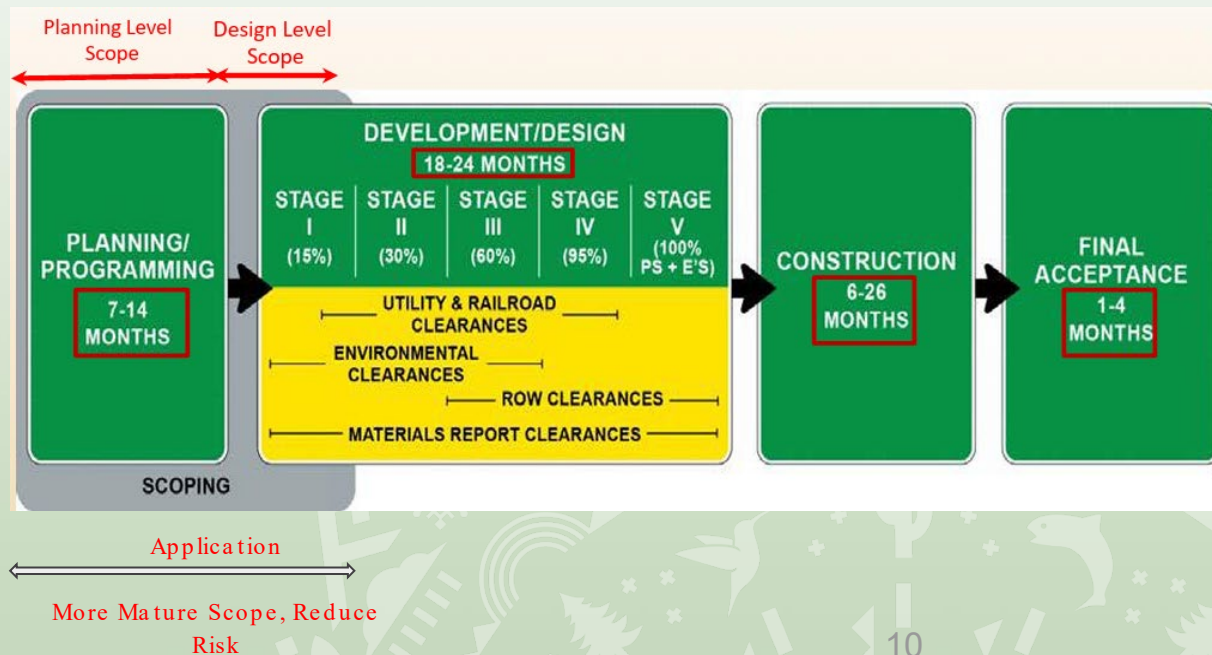
Note:

Once a Grant Application has been approved there are no changes allowed to the budget



Life Cycle: Project Development Process

(info provided by ADOT LPA Section):



Planning vs. Design Level Scope -
Which one to use?

- Type of Project being Scoped, existing Roadway & Characteristics
- Scope of Work for Adjacent Projects
- Unique Challenges for this Project
- Level of Accuracy needed
- **NOFO---Time**

Cost estimates are made at various times during the development of

- countermeasures to transportation needs and deficiencies identified.
- These estimates support funding and program decisions.



Grant Timeline Step 2 (info provided by ADOT LPA Section)

Planning Level Scope (this is typically a concept)

Benefits:	Pitfalls:
Identifies unknowns by defining project needs and “wish list” items.	Easy to over program– Too many wishes!
Provides a more accurate scope of work with minimal research and design.	Easy to under program by overlooking potential issues.
Develops a more accurate estimate than estimating cost based on project type.	Environmental is not initiated and can potentially add costs and time later.

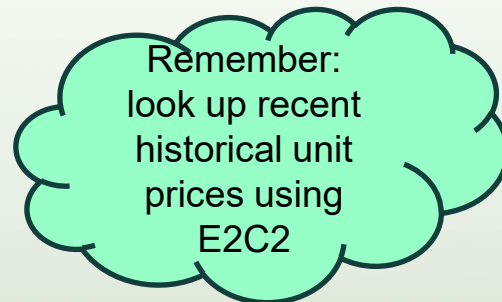




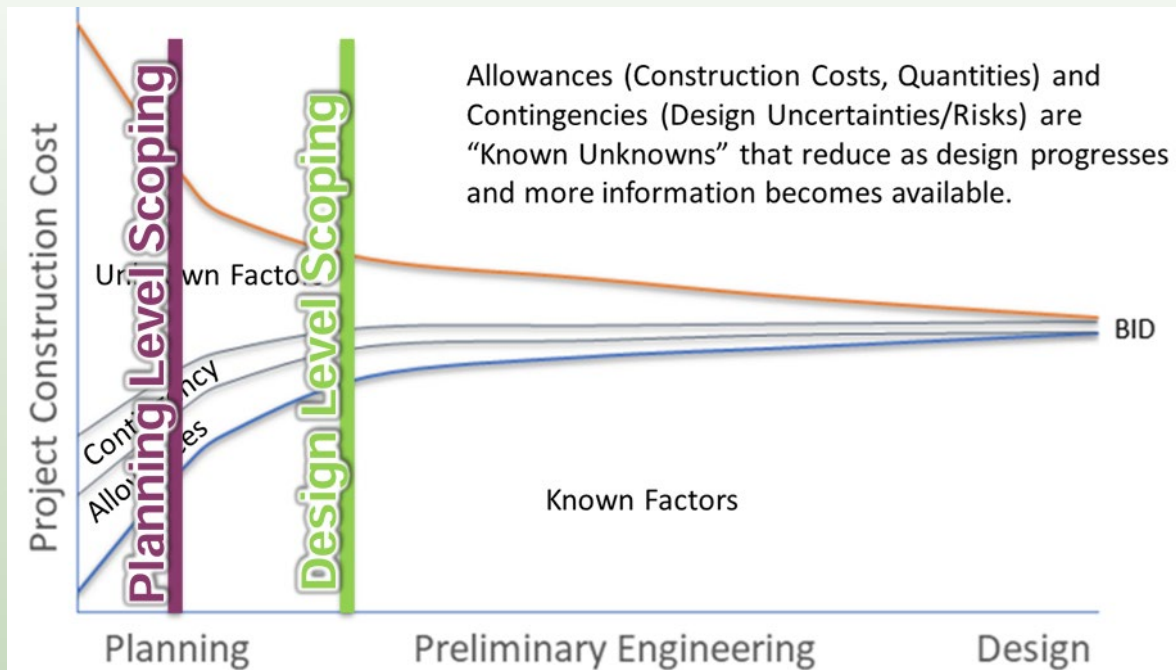
Grant Timeline Step 2 (info provided by ADOT LPA Section)

Design Level Scope
(this is where you measure what you need)

Benefits:	Pitfalls:
Removal of project unknowns.	Not having detailed project description
Helps identify environmental issues early.	Not updating scope/budget when preparing application submission
Trims planning level “wish list” to fit project needs and reducing project costs.	Rushing through the scoping process to get to design.
Design Team: can utilize scope work to jump right into design.	Keeping costly, unnecessary “wish list” elements from planning level scoping.
Minimizes future changes (scope/budget)	



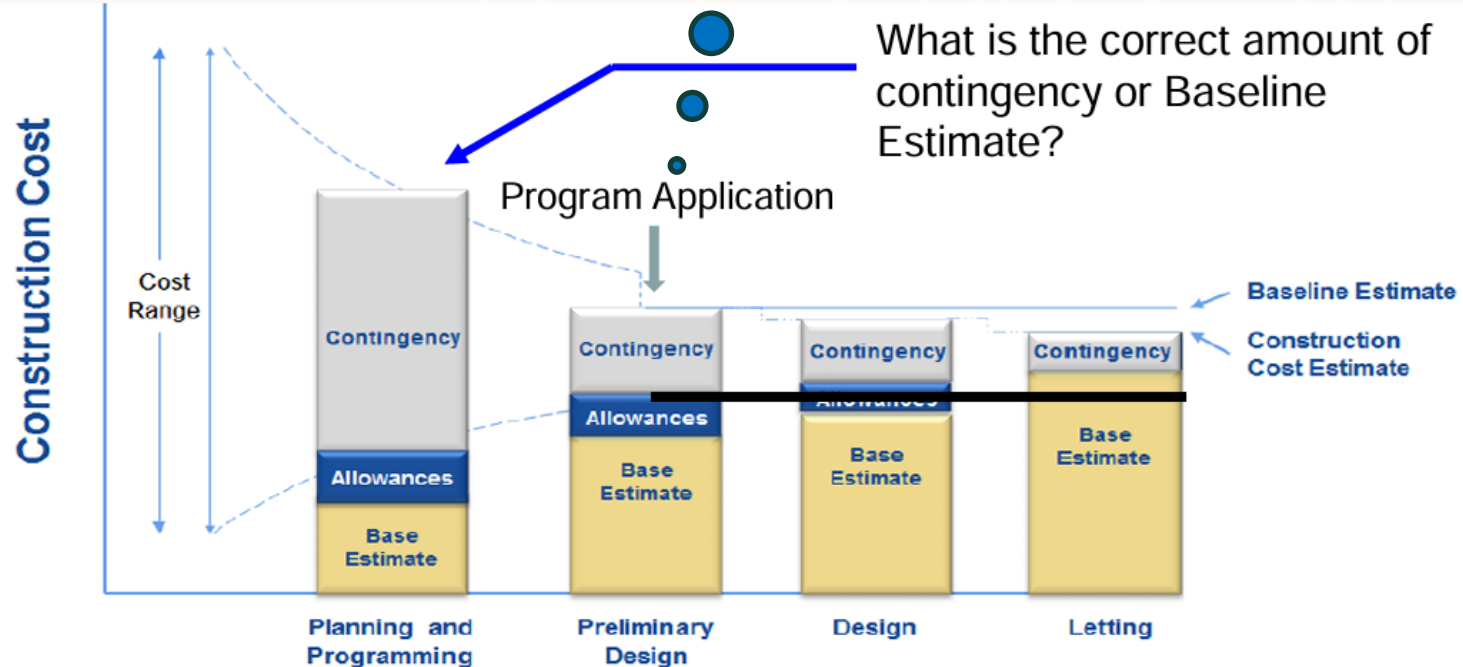
Project Scoping



Strategic Project Scoping - Core Elements

- Clear project description, purpose, and need; Geographic scope, limits, and key features
- Baseline delivery schedule and realistic cost estimate
- Public involvement / stakeholder engagement plan (ongoing engagement expected)
- Identification of required environmental reviews (NEPA), permits, right-of-way, and authorizations

The more defined a
project
the more defined
the scope is



Make time to Scope

(info provided by ADOT LPA Section):

But I don't have time to Scope!



Get a good feel for the project before you start estimating!

Resources – Planning, Design, & Construction

Local Public Agency Home Page:

<https://azdot.gov/business/programs-and-partnerships/local-public-agency>

Local Public Agency Project Initiation Page:

<https://azdot.gov/business/programs-and-partnerships/local-public-agency/project-initiation>

Local Public Agency Program Guidance and Training Page:

<https://azdot.gov/business/programs-and-partnerships/local-public-agency/program-guidance-trainings>

Identifi-
cation

Planning

NOFO



Pre-award phase

- Research
- Proposal development
- Application submission

Research Past and Current Notice of Funding Opportunities (NOFO's)

- Grantor Websites (past NOFO publications)
- DOT Competitive Grant Dashboard
- USDOT Grant Application Resources
- Grants.gov (current and future NOFO)

NOFO Publications

- Application requirements (what does this fund?)
- Eligibility – who can apply
- Project Scope
- Min/Max Award amount & Required Non-Federal Share

Identified Potential NOFO for project

- Is NOFO currently accepting applications?
- When was the last time NOFO was published?
- Is this an annual publication?

NOFO Sections to Review Thoroughly

Section	Why it Matters
Basic Overview & Eligibility	Provides basic information on the NOFO, confirms who can apply (organization type, etc.) Disqualifying if you don't qualify
Program Description, project delivery timeframe	Goals, priorities, allowable activities, and what the agency wants to achieve; project obligation date / last expenditure date
Application Requirements	Required forms, page limits (fonts, margins, sequence), format, attachments, budget details
Criteria (Merit)	Scoring factors and point weights – <i>design your proposal around these</i>
Deadlines & Submission	Exact due date / time (usual Eastern), how to submit (grants.gov), late policy



USDOT Competitive Grant Program – Eligibility Self-Checklist

(Use with a published Notice of Funding Opportunity / NOFO) Instructions

Go through each section while reading the specific NOFO. Mark Yes / No / Unsure.

Any “No” or “Unsure” in critical sections usually means you cannot apply (or must partner with an eligible entity). Always confirm final eligibility in the NOFO itself

—requirements vary by program.

1. Applicant Entity Eligibility (Critical)

Check	Question	Yes	No	Unsure	Notes / NOFO Page
☐	Is my organization listed as an eligible applicant type in the NOFO? (Common types: State/local government, MPO, transit agency, port authority, Tribal government, special-purpose district, public authority, multi-jurisdictional group, nonprofit, institution of higher education, private entity – varies widely)				
☐	If applying as a joint/multi-entity applicant, is there a clearly designated lead applicant that is itself eligible?				
☐	Are individuals, federal agencies, or purely private for-profit entities excluded (as is common in many programs)?				
☐	Does my entity type match any rural, Tribal, or other set-aside definitions if the program has them?				

If “No” to the first question → Stop. You are not eligible to apply as the primary applicant.

2. Project / Activity Eligibility (Critical)

Check	Question	Yes	No	Unsure	Notes / NOFO Page
☐	Does the proposed project or activity fall within the eligible project types/scope described in the NOFO?				
☐	Are the proposed costs eligible under the NOFO and 2 CFR Part 200?				
☐	Does the project meet any location requirements (e.g., rural definition, specific geographic eligibility, facility type)?				
☐	Is the project consistent with relevant state/regional transportation plans (if required)?				

3. Funding Amount & Cost Share / Match

Check	Question	Yes	No	Unsure	Notes / NOFO Page
☐	Does the requested amount fall within the minimum and maximum award sizes stated in the NOFO?				
☐	Can I provide the required non-Federal match (commonly 10–20%, sometimes higher or waived)?				
☐	Are the proposed match sources allowable (cash, in-kind, etc.) and documentable?				
☐	If match flexibility or waiver is available, do I meet the criteria?				

4. Administrative & Registration Prerequisites

Check	Question	Yes	No	Unsure	Notes
☐	Is my entity registered (and registration active) in SAM.gov? (Unique Entity ID required)				Must be current; can take weeks
☐	Do I have a Grants.gov account and can I submit applications?				
☐	Have I obtained any required Unique Entity Identifier (UEI) and confirmed no exclusions/debarment?				

5. Project Readiness & Capacity (Often scored; sometimes threshold)

Check	Question	Yes	No	Unsure	Notes / NOFO Page
☐	Do I have (or can I demonstrate) the legal, financial, and technical capacity to deliver the project?				
☐	Is the project sufficiently advanced in planning/scoping/design for the program's readiness expectations?				
☐	Can I commit to the required schedule, environmental review process (NEPA), and right-of-way acquisition if applicable?				
☐	Do I have a realistic budget, schedule, and risk management plan?				

6. Other Common Threshold / Statutory Requirements

Check	Question	Yes	No	Unsure	Notes / NOFO Page
☐	Does the application address all mandatory statutory selection criteria or priority areas listed in the NOFO?				
☐	Are there any disqualifying factors (e.g., outstanding Federal debt, prior grant non-compliance, lobbying restrictions)?				
☐	If the program has rural, equity, climate, safety, or other set-asides/preferences, does my project qualify?				
☐	Have I reviewed the full list of required application components (forms, narratives, BCA if required, letters of support, etc.)?				

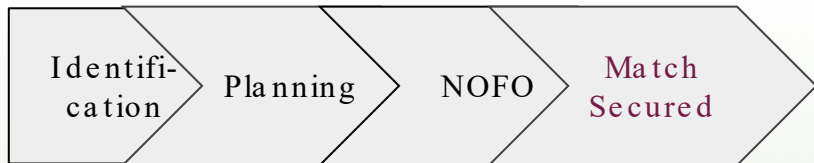
Quick Decision Summary

All critical items (Sections 1–3) = Yes → You appear eligible to apply. Proceed with full application preparation.
Any critical “No” → Not eligible as currently structured. Consider partnering with an eligible lead applicant or selecting a different program.

Multiple “Unsure” → Contact the program office listed in the NOFO immediately for clarification.

Recommended next steps

1. Download and carefully read the entire current NOFO (and any FAQs or webinars).
2. Use DOT’s official resources:
Competitive Grant Preparation Checklist
Project Readiness Checklist
DOT Competitive Grants Dashboard / Navigator
3. Confirm SAM.gov registration is active before the deadline.
4. Reach out to the program point of contact listed in the NOFO with specific eligibility questions.



Step 4: Match

Match is the Required Non - Federal Share

Types of Sources for required Non -Federal Share (Match)

- ❖ State match
- ❖ Local Funds
- ❖ In Kind Match
- ❖ Other Federal Funds
- ❖ Donations
- ❖ AZ SMART

WHAT IS AZ SMART?

- Transportation Grant Program
- Established by Arizona Legislature
- Help Secure Federal Grants
- Local Agencies and Tribal Governments
- Reimbursement Program
- Administered by ADOT
- Awarded by the State Transportation Board

AZ SMART - Eligible Uses

Eligible Uses:

- Design and other Engineering Services (DOES)
- Required federal match
- Grant application support for small jurisdictions

01

Design & Other Engineering Services (DOES)

- From scoping through final design
- Engineering studies, environmental clearances, design work
- Must apply within 2 years of award

02

Match Funding

- Provides required non-federal match
- Only covers the amount required by the federal grant

03

Grant Development & Submission (GDS)

- Reimburses up to 50% of grant-writing costs
- Intended for smaller jurisdictions
- Federal procurement standards are not required

AZ SMART - WHO CAN APPLY?

Eligible Applicants:

- Cities
- Towns
- Counties
- Tribal nations
- Non-Profits
- ADOT

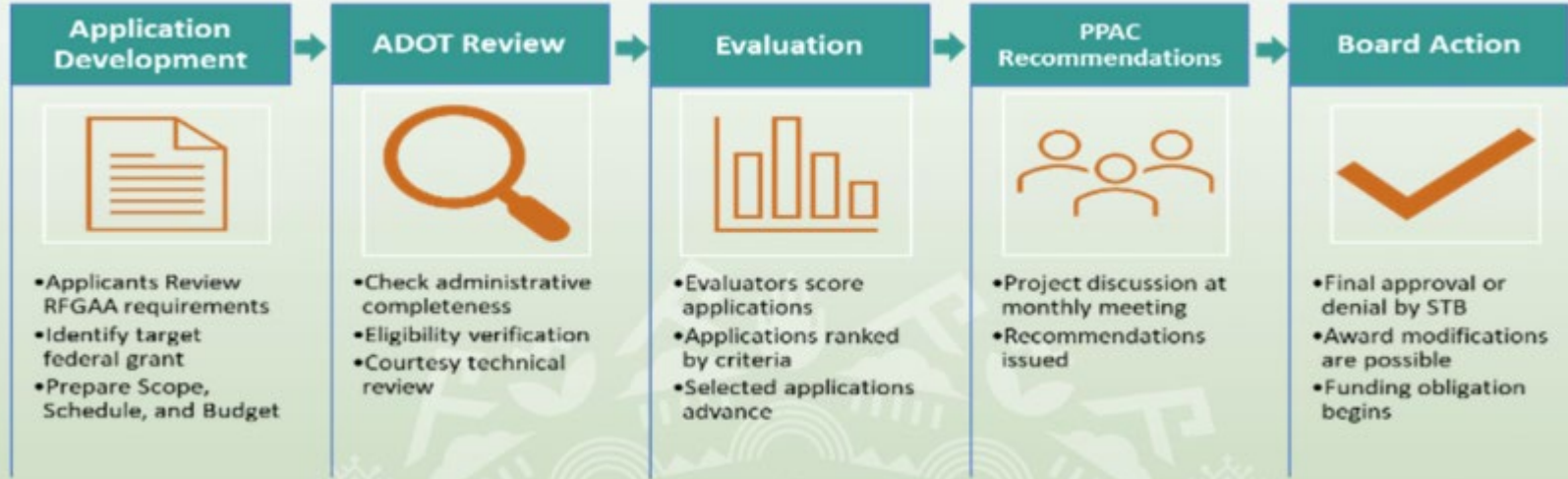
Eligible Projects:

- Roads
- Bridges
- Transit/ Rail
- Bicycle/Pedestrian
- Planning studies

Projects Must:

- Be transportation related
- Be tied to a public facility
- Remain publicly accessible

AZ SMART - APPLICATION PROCESS



AZ SMART Resources

Grant Application and Agreement can be found on the AZ SMART website:

azdot.gov/planning/grant-coordination/az-smart-fund

AZ SMART Fund Dashboard

<https://experience.arcgis.com/experience/1d06568363a444cfacb8fef24d3f55f3?org=azgeo>

Specific questions or requests for clarifications can be sent to this email:

azsmart@azdot.gov

Identifi-
cation

Planning

NOFO

Match
Secured

Pre-
Award

PROPOSAL DEVELOPMENT

Start Early; Review
past NOFO's

Notice of Funding Opportunity

grants.gov

Note Requirements

- ☐ Eligibility
- ☐ Application submission day
- ☐ Obligation & expenditure day
- ☐ Required match

REGISTRATIONS

Portal Registrations

Start early – not instantaneous

- ☐ SAM.gov
- ☐ Grants.gov

NARRATIVE & LOS

- ☐ Develop executive summary
- ☐ Clear project description, purpose and need (align with merit criteria and grantor priorities)
- ☐ Geographic scope, limits, and key features
- ☐ Baseline delivery schedule and realistic cost estimate
- ☐ Required Environmental & ROW in place
- ☐ Secure Letters of Support

BUDGET

- ☐ SF-424A or SF 424C
- ☐ Allowable, allocable and necessary
- ☐ Each budget line aligned with activity in Narrative
- ☐ Develop budget narrative
- ☐ Include required cost-share
- ☐ Double-check calculations

NOFO Elements

- Title Page:

Fiscal Years 2024 through 2026
Promoting Resilient Operations for Transformative, Efficient, and Cost-saving
Transportation Competitive Grant Program
Notice of Funding Opportunity

Application Opening Date: 08/27/2026
Application Closing Date: 10/09/2026

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Merit Criteria

– Strive Highly Responsive

1. MERIT CRITERIA

FHWA will evaluate applications submitted in response to this notice using the following merit criteria:

- For Planning Grants, the merit criteria are program alignment, planning activity approach, and innovation.
- For Resilience Grants, the merit criteria are vulnerability and risk, criticality to community, design elements, and innovation.

The ratings for each merit criteria will be assigned a label of Highly Responsive, Responsive, and Non-Responsive. These will be used at the conclusion of the merit criteria evaluation to assign the application an overall merit criteria rating.

a. Planning Grants

FHWA will assess Planning Grant applications using the following merit criteria.

Criterion #1: Program Alignment

FHWA will evaluate the extent to which the proposed Planning Grant activity aligns with the purpose of PROTECT Competitive Grant Program as described in [23 U.S.C 176\(d\)\(3\)](#). FHWA will rate this criterion as described in the table, below:

Planning Criterion 1			
Program Alignment Objectives:	Highly Responsive	Responsive	Non-Responsive
A. The planning project	The application describes how the	The application describes how the	The application does not describe

b. Resilience Grant Applications

FHWA will assess Resilience Improvements, Community Resilience and Evacuation Routes, and At-Risk Coastal Infrastructure Grant applications using the following merit criteria.

Criterion #1: Vulnerability and Risk

For all Resilience Grant applications, FHWA will evaluate the extent to which the project addresses the following:

Resilience Criterion 1			
Vulnerability and Risk Objectives:	Highly Responsive	Responsive	Non-Responsive
A. The application describes the relevant current or future weather events, natural disasters, or changing conditions to which the project area is exposed and that the project will address.	The application describes how the project will meet all objectives and provides qualitative and quantitative data or analysis to demonstrate how the project supports the objectives.	The application describes how the project will meet all objectives.	The application does not describe how the project will meet all objectives.
B. The application describes how the project addresses each element, as applicable, of vulnerability-exposure, sensitivity, and adaptive capacity (see https://www.fhwa.dot.gov/environment/protect/competitive).			

NOFO Match & Eligible Activities

- Match

The PROTECT Competitive Grant Program requires a minimum non-Federal cost-share of 20 percent except for: federally recognized Indian Tribes who may request zero cost-share; Planning Grants, which do not require a cost-share; projects in the U.S. Virgin Islands, Guam, American Samoa, or

- Eligible Activities

Grant Type	Eligible Activities
Planning	1. The development of a RIP under 23 U.S.C. § 176(e)(2) by a State or MPO; 2. Resilience planning, predesign, design, or the development of data tools to simulate transportation disruption scenarios, including vulnerability assessments; 3. Technical capacity building by the eligible entity to facilitate the ability of the eligible entity to assess the vulnerabilities of the surface transportation assets and community response strategies of the eligible entity under current conditions and a range of potential future conditions; or 4. Evacuation planning and preparation.
Resilience Improvement	The project must include one or more construction activities to improve the ability of an existing surface transportation asset to withstand one or more elements of a weather event or natural disaster, or to increase the resilience of surface transportation infrastructure from the impacts of changing conditions, such as sea level rise, flooding, wildfires, extreme weather events, and other natural disasters including:

Allowable Costs & Start / End Date

- Eligible Project Costs

PROTECT Competitive Grant Program funds may only be used for activities which are primarily for the purpose of resilience or inherently resilience related. As such, only the cost associated with making assets more resilient are eligible for funding under the PROTECT Competitive Grant Program. However, to the extent that the primary purpose of a project is to address resilience, the project may be eligible for full funding (up to the applicable Federal share). (For more information, see PROTECT Competitive Grant Program Website, available at <https://www.arizona.gov/transportation/protect-competitive-grant-program>.)

- Obligation deadline

Fiscal Year Funding	Funding Obligation Deadline
2024	September 30, 2027
2025	September 30, 2028
2026	September 30, 2029

- Expenditure deadline

The total period of performance for the PROTECT Competitive Grant Program awards are anticipated to be between 1 and 4 years.

BUDGET INFORMATION - Construction Programs			
NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.			
COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$	\$	\$
2. Land, structures, rights-of-way, appraisals, etc.	\$	\$	\$
3. Relocation expenses and payments	\$	\$	\$
4. Architectural and engineering fees	\$	\$	\$
5. Other architectural and engineering fees	\$	\$	\$
6. Project inspection fees	\$	\$	\$
7. Site work	\$ 130,000.00	\$	\$ 130,000.00
8. Demolition and removal	\$ 1,461,130.00	\$	\$ 1,461,130.00
9. Construction	\$ 15,408,506.00	\$	\$ 15,408,506.00
10. Equipment	\$ 500,000.00	\$	\$ 500,000.00
11. Miscellaneous	\$ 1,421,579.00	\$	\$ 1,421,579.00
12. SUBTOTAL (sum of lines 1-11)	\$ 18,921,215.00	\$	\$ 18,921,215.00
13. Contingencies	\$ 6,571,373.00	\$	\$ 6,571,373.00
14. SUBTOTAL	\$ 25,492,588.00	\$	\$ 25,492,588.00
15. Project (program) income	\$	\$	\$
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ 25,492,588.00	\$	\$ 25,492,588.00
FEDERAL FUNDING			
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share.		Enter eligible costs from line 16c Multiply X 94 %	\$ 23,963,032.72

Budget Summary

Project Budget

- List % of Fed Funds / Non-Federal
- Project Estimate (include in narrative expenditures (line items – personnel, contractors, etc.)
- Include Contingency fees & On going Maintenance
- Budget Narrative

Benefit Cost Analysis (BCA) - if required)

- Assess projects cost effectiveness by comparing its expected benefits to its expected cost
- Standalone BCA memo documents BCA Assumptions
- Provide relevant files used for BCA

Special Language: Specific to PROTECT NOFO

- For construction project make sure that no more than 10% of the grant is spent on development phase activities (23 U.S.C. § 176(d)(5)(F)(i)).

Letters of Support

Why include Letters of Support?

- Demonstrates community and stakeholder buy-in
- Strengthen competitiveness under review criteria
- Show partnerships, resources, and coordination
- Provide evidence of feasibility and sustainability
- Required to strongly preferred in many NOFOS

Developing Letter of Support

- Elements to include in draft letter of support
 - Brief project overview
 - Funding opportunity name, number and agency
 - Why their support is important
 - Specific deadline for the signed letter
 - Your contact information
 - Note: Any NOFO requirements on letters (content, length, etc.)



**START EARLY –
SECURING LETTERS
OF SUPPORT TAKE
TIME**

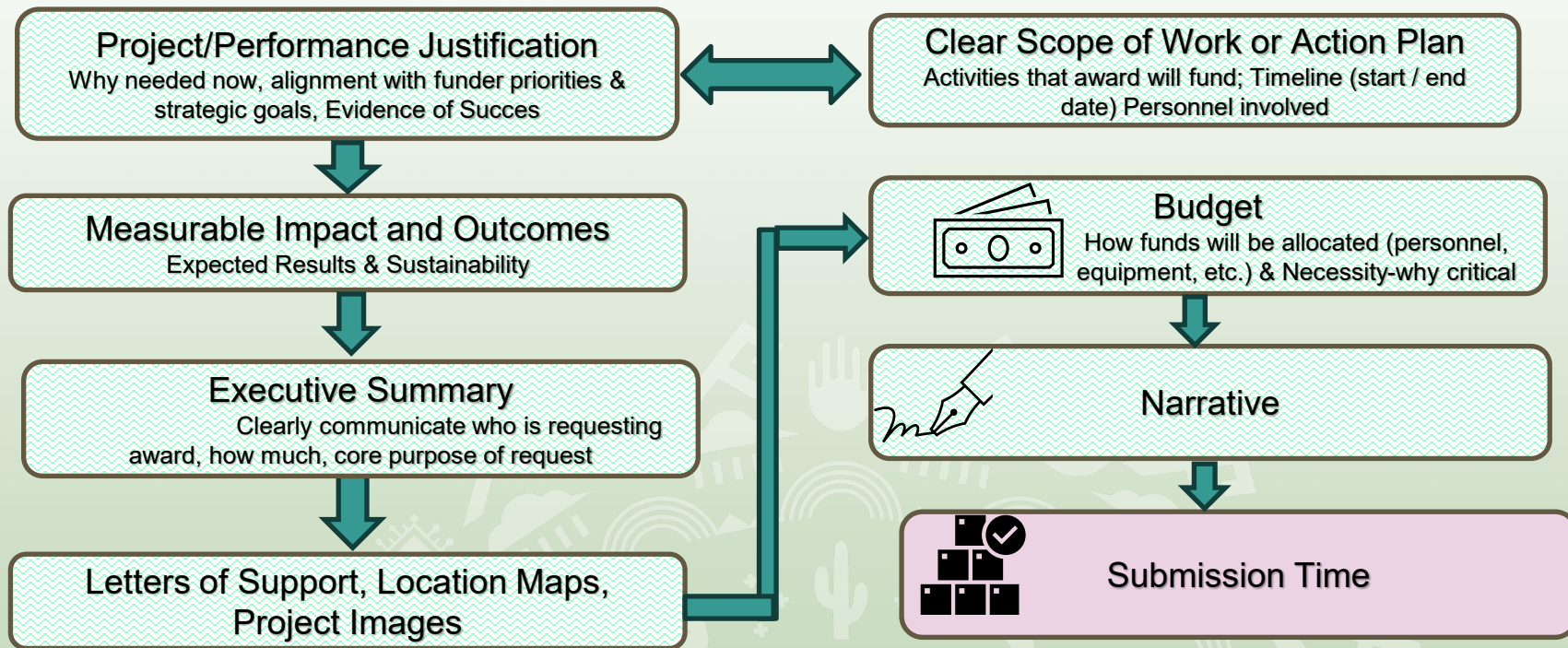
LOS Who to Reach Out To

Category	Entity	Instructions
ADOT	Arizona State Department of Transportation	Fill out Grant Support Form, email to Grant Coordination Team, include draft Letter of support, allow 2-4 weeks
Local Governments	Mayors, County Commissions, City Departments	Email, include draft letter of support
Community Partners	Nonprofits, coalitions, service providers	email, include draft letter of support
Institutions	Universities, school districts	email, include draft letter of support
Private / Other	Businesses, foundations, Tribal entities	Call, meet, email, include draft letter of support

LETTERS OF SUPPORT

No.	Stakeholder/Agency
1	Arizona State Senator Mark Kelly
2	Arizona State Senator Ruben Gallego
3	County of La Paz (Ehrenberg POE)
4	County of Pima
5	County of Santa Cruz
6	County of Yuma
7	City of Globe
8	City of Kingman
9	City of San Luis
10	City of Show Low
11	Greater Nogales Port Authority
12	Greater Yuma Port Authority
13	Maricopa Association of Governments

Summary - Developing a Compelling Project Narrative



Summary - Developing Strong Narrative



Strong Application

- Direct, explicit response to every NOFO requirement and review criterion
- Clear need, logical approach, and measurable outcomes
- Realistic, well-justified budget
- Evidence of capacity, partnerships, and community support
- Polished, error-free, and fully compliant package
- Submitted early with confirmation retained



Pitfalls to Avoid

- Missing eligibility requirements
- Ignoring page limits, formatting rules, or required attachments
- Week alignment with review criteria
- Incomplete or non-compliant budget
- Submitting late (most agencies do not accept late applications)
- Overlooking cost-sharing or matching obligations

SF 424 Form Page 1

This Workspace form is one of the forms you need to complete prior to submitting your Application Package. This form can be completed in its entirety offline using Adobe Reader. You can save your form by clicking the "Save" button and see any errors by clicking the "Check For Errors" button. In-progress and completed forms can be uploaded at any time to Grants.gov using the Workspace feature.

When you open a form, required fields are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message. Additional instructions and FAQs about the Application Package can be found in the Grants.gov Applicants tab.

OPPORTUNITY & PACKAGE DETAILS:

Opportunity Number:	693JJ323NF00004
Opportunity Title:	Charging and Fueling Infrastructure (CFI) Discretionary Grant Program
Opportunity Package ID:	PKG00280498
CFDA Number:	20.205
CFDA Description:	Highway Planning and Construction
Competition ID:	
Competition Title:	
Opening Date:	03/14/2023
Closing Date:	06/13/2023
Agency:	DOT Federal Highway Administration
Contact Information:	CFIGrants@dot.gov

APPLICANT & WORKSPACE DETAILS:

Workspace ID:	WS01061426
Application Filing Name:	Installing Electric Vehicle (EV) Charging Stations to Fill Critical Gap Areas in Arizona
UEI:	MSVMLAKEYJCS
Organization:	DEPARTMENT OF TRANSPORTATION ARIZONA
Form Name:	Application for Federal Assistance (SF-424)
Form Version:	4.0
Requirement:	Mandatory
Download Date/Time:	Jun 13, 2023 04:21:44 AM EDT
Form State:	No Errors

FORM ACTIONS:

SF 424 Form

Page 2

Application for Federal Assistance SF-424	
* 1. Type of Submission: ☐ Preapplication ☒ Application ☐ Changed/Corrected Application	* 2. Type of Application: ☒ New ☐ Continuation ☐ Revision * If Revision, select appropriate letter(s): * Other (Specify):
* 3. Date Received: 	4. Applicant Identifier:
5a. Federal Entity Identifier: 	5b. Federal Award Identifier:
State Use Only:	
6. Date Received by State:	7. State Application Identifier:
8. APPLICANT INFORMATION:	
* a. Legal Name: Arizona Department of Transportation	
* b. Employer/Taxpayer Identification Number (EIN/TIN): 86-6004791	* c. UEI: MS7MLAKEVJCS
d. Address:	
* Street1: 206 S. 17th Ave	
Street2: Mail Drop 210B	
* City: Phoenix	
County/Parish: Maricopa	
* State: AZ: Arizona	
Province: 	
* Country: USA: UNITED STATES	
* Zip / Postal Code: 85007-2212	
e. Organizational Unit:	
Department Name: 	Division Name:
f. Name and contact information of person to be contacted on matters involving this application:	
Prefix: Mr.	* First Name: Arthur
Middle Name: 	
* Last Name: Dykeman	
Suffix: 	
Title: Planning Manager	
Organizational Affiliation: Arizona Department of Transportation	
* Telephone Number: 480.271.0621	Fax Number:
* Email: adykeman@azdot.gov	

SF 424 Form Page 3

Application for Federal Assistance SF-424		
* 9. Type of Applicant 1: Select Applicant Type: A: State Government		
Type of Applicant 2: Select Applicant Type:		
Type of Applicant 3: Select Applicant Type:		
* Other (specify):		
* 10. Name of Federal Agency: DOT Federal Highway Administration		
11. Catalog of Federal Domestic Assistance Number: 20.205 CFDA Title: Highway Planning and Construction		
* 12. Funding Opportunity Number: 699J7323NF00004 * Title: Charging and Fueling Infrastructure (CFI) Discretionary Grant Program		
13. Competition Identification Number: Title:		
14. Areas Affected by Project (Cities, Counties, States, etc.): AZDOT FY 22_23 CFI Grant Application Areas Add Attachment Delete Attachment View Attachment		
* 15. Descriptive Title of Applicant's Project: Public use facing EV Charging Stations at multiple State of Arizona government facilities located and prioritized by the Arizona Department of Transportation and Administration.		
Attach supporting documents as specified in agency instructions. Add Attachments Delete Attachments View Attachments		

SF 424 Form Page 4

16. Congressional Districts Of:	
* a. Applicant: AZ-003	* b. Program/Project: AZ-211
Attach an additional list of Program/Project Congressional Districts if needed. Add Attachment Delete Attachment View Attachment	
17. Proposed Project:	
* a. Start Date: 10/02/2023	* b. End Date: 01/29/2027
18. Estimated Funding (\$):	
* a. Federal	14,626,400.00
* b. Applicant	0.00
* c. State	3,656,600.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	18,283,000.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .	
☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
☒ c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
☐ Yes ☒ No	
If "Yes", provide explanation and attach Add Attachment Delete Attachment View Attachment	
21. "By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)	
☒ ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: Dr.	* First Name: Kohinoor
Middle Name:	
* Last Name: Kaz	
Suffix: P.E., PTCE	
* Title: Transportation Engineer Manager	
* Telephone Number: 602.712.3134	Fax Number:
* Email: kkaz@azdot.gov	
* Signature of Authorized Representative: Completed by Grants.gov upon submission.	* Date Signed: Completed by Grants.gov upon submission.

SF 424 Form

Attachments for Questions #14 & #16

SF 424 Application Supplement – Question #14

FY 26 ATTAIN – Fiscal Year 2025 and 2026 Advanced Transportation Technology and Innovation Competitive Grant Program

Project Title: Arizona Statewide Camera Modernization for Safer, Smarter Highways

#14 - Areas affected by Project (Cities, Counties, States, etc.):

State of **Arizona**,

Maricopa County, **Cities** of: Phoenix, Scottsdale, Avondale, Buckeye, Chandler, Gilbert, Glendale, Goodyear, Fort McDowell, Mesa, Morristown, New River, Peoria, Tempe, Tolleson, Tonopah

Pima County, **Cities** of: Tucson, Casa Grande, Green Valley, Marana, Oro Valley,

SF 424 Application Supplement – Question #16

FY 26 ATTAIN – Fiscal Year 2025 and 2026 | Advanced Transportation Technology and Innovation Competitive Grant Program

Project Title: Arizona Statewide Camera Modernization for Safer, Smarter Highways

#16 Question – Congressional Districts

Congressional Districts:

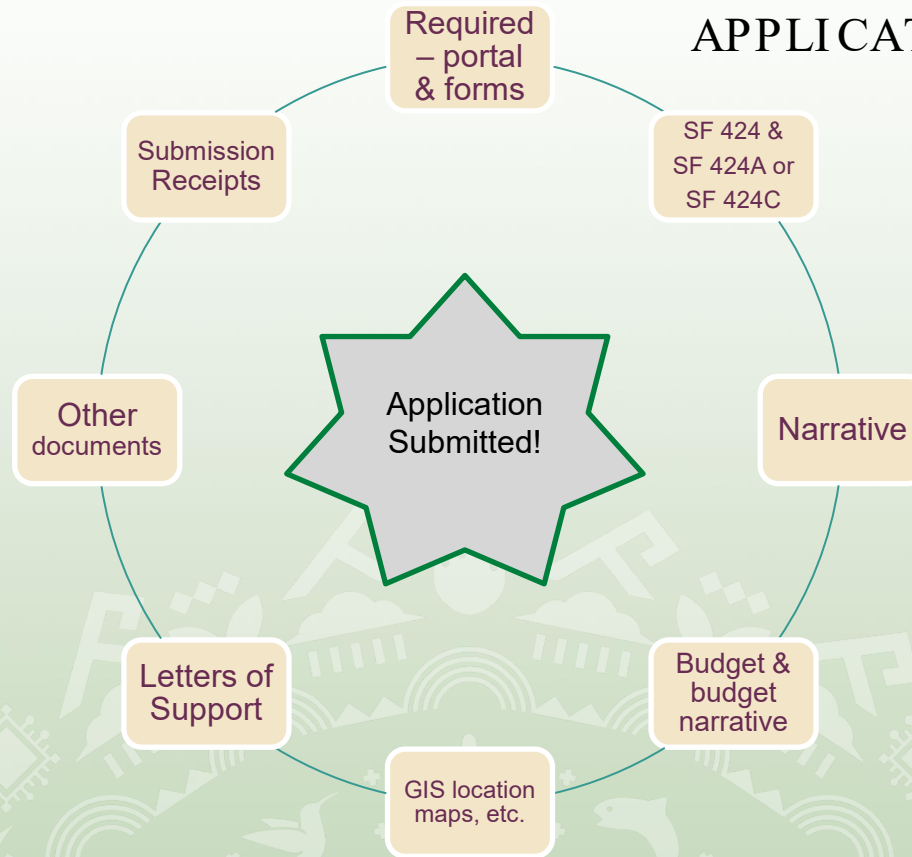
AZ - 001

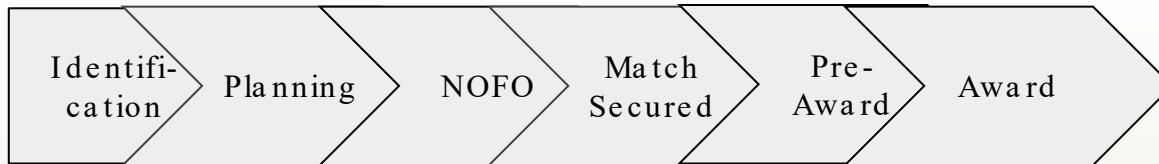
AZ - 002

AZ - 003

AZ - 004

Pre-award phase APPLICATION SUBMISSION





Application
Review



Award phase

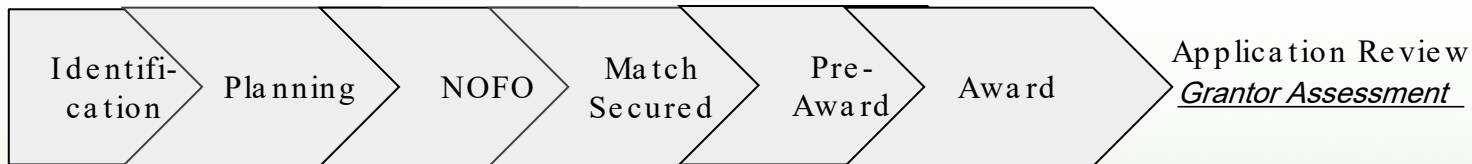
- Application review
- Negotiation
- Acceptance

Overall Merit Criteria Rating for Resilience Projects

FHWA will assign an overall merit criteria rating on the following basis:

Rating	Description
High	At least three merit criteria are rated Highly Responsive, including vulnerability and risk.
Medium-High	Two merit criteria are rated Highly Responsive, including vulnerability and risk.
Medium	All merit criteria are rated at least Responsive.
Low	One or more merit criteria are rated Non-Responsive.

Only those applications that receive a medium or higher rating for merit criteria will receive a project readiness evaluation.



Award phase

- Application review
- Negotiation
- Acceptance

Project Readiness Assessment

- Technical Assessment – applicant's capacity to successfully deliver the project
- Financial Completeness - availability of matching funds and if applicant presented a complete funding package
- Permitting Risk Assessment - evaluates the status of environmental approvals and other approvals (permits, etc.)

Rating

- High – two readiness assessment items rated as 3, with one as 2
- Medium – One readiness assessment items rated as 3, with two as 2
- Low – All readiness assessment items rated as either 2 or a 1

Award Phase – Notification of Award

Selected* for an Award



Grantor contacts
the point of
contact listed on
the SF-424

Official email
sent with Letter
of Award
attachment

Grantor
schedules
meeting

*Selected for an Award - Does
NOT mean that you can start the
project.



Schedule
Debrief

- Application was not selected for an Award

Schedule
Debrief

- Application was highly rated**, but
not selected for an Award

**On Highly Rated Applications
(such as for SS4A) which are not
funded due to budget limits you
remain in a competitive pool for
potential rolling awards, or you
must reapply with minor
enhancements the next funding
cycle

Steps in Award Process

Selected for an Award

Grant Agreement (GA)

1. Selected for Award
2. Negotiation & Acceptance
3. Signing (executing)

(3) Grant Agreement Executed

- This is a legally binding document
- Funds Obligated
- Project can Start

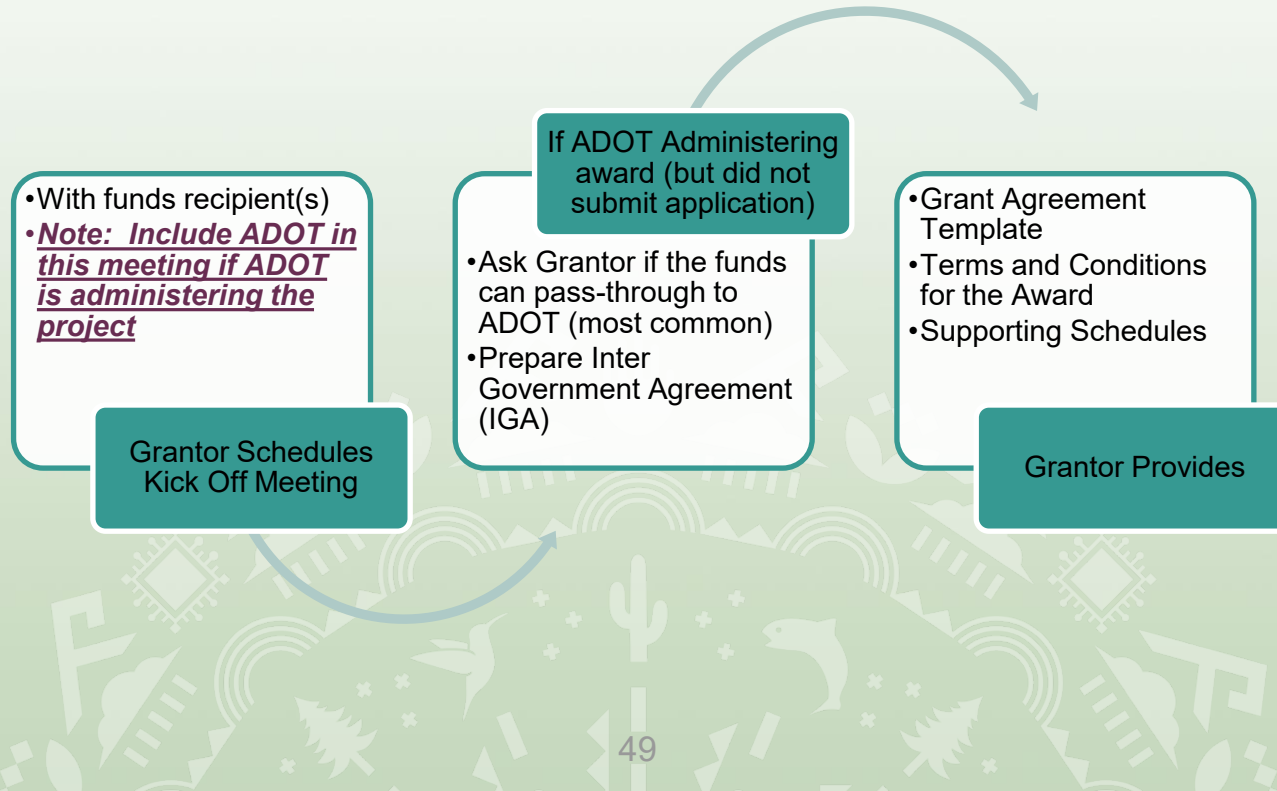
(2) Negotiation Phase

- Grantor provides GA, T&C's & Exhibits
- Recipient updates changes (scope, schedule)
- Grantor Accepts updated Grant Agreement

(1) Selected for an Award

- Grantor reaches out by email to contacts on SF 424
- Grantor Agency develops Grant Agreement template and supporting documents
- Schedules meeting with recipient

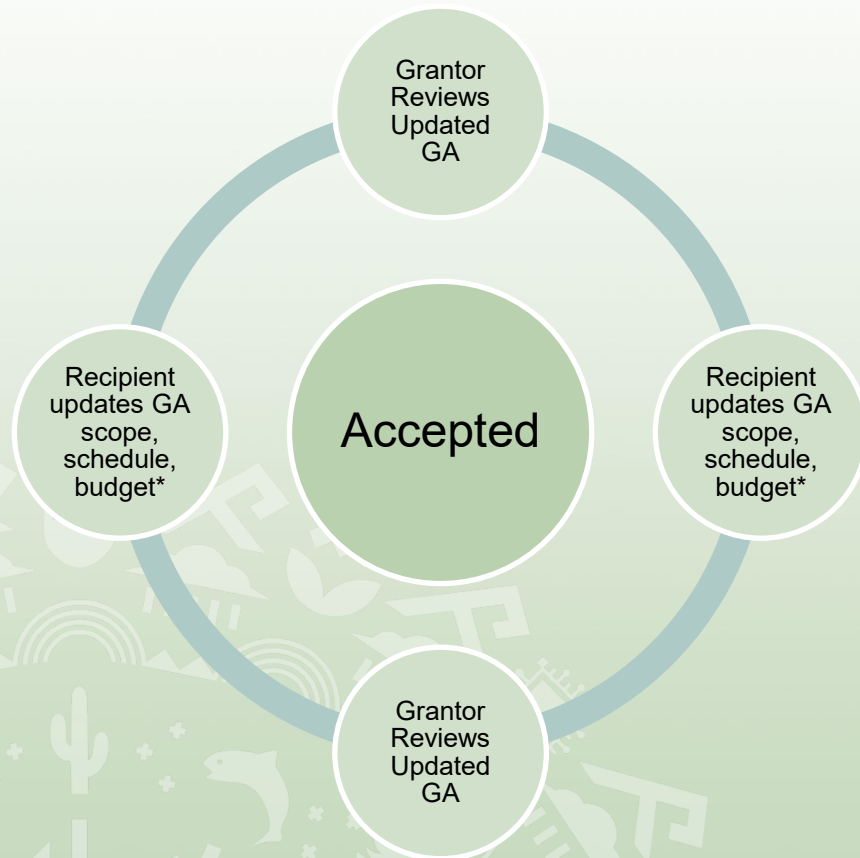
Grantor Kick-Off Meeting



Grant Agreement (GA) – Negotiation

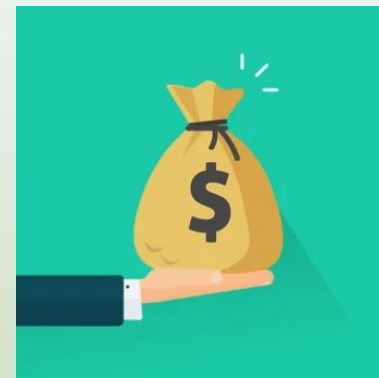
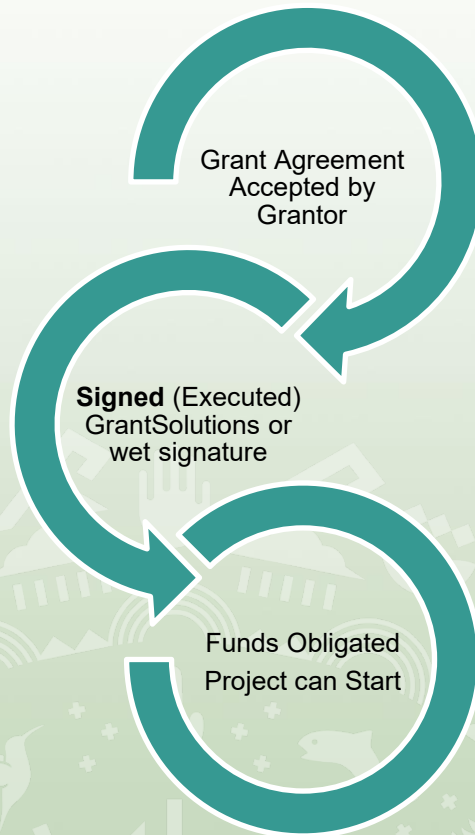
- Recipient of funds meet internally with original Application submission team and updates Grant Agreement Template
 - Determine changes to Application
 - Project Scope
 - Schedule / Milestones
 - Start / End Date
 - Performance Measures
 - Labor, Equity, Environment, etc.
 - Budget*
 - Exhibits (federal requirements, reporting formats)
- Once Updated returned to Grantor for Review

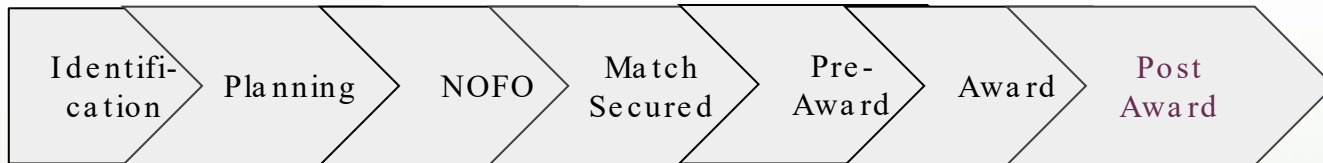
*Budget can almost never be increased; additional funds may be added to the project



Grant Agreement (GA) – Executed

- Pre-Award Costs Warning
 - Costs incurred before the grant agreement is executed are generally not eligible for reimbursement
 - Those Pre-Award costs are also ineligible to count toward the match (unless specifically authorized in writing by USDOT after award announcement)





Grant Funds — Implementation 2 CFR Part 200 Uniform Guidance



Post-award phase

- Implementation and management
- Monitoring and reporting
- Evaluation
- Closeout

Federal Finance Standards

- Assistance Listing Number
- Approved budget - SF-424 A/C + Narrative become financial plan
- Compliance 2 CFR 200 Subpart E

Common Allowable Expenses

- Align with submitted SF 424 A or SF 424 C
- Personnel, fringe, travel,
- contractual, construction,
- Other, indirect (if approved rate) or de minimis

Payment methods (2 CFR 200.305)

- Reimbursable
- Advance payments - requires prior approval
- USDOT Payment Systems – FMIS (FHWA Only & DELPHI)

Financial Management & Reporting

Delphi Reimbursement portal

- ✓ Recipient contracts assigned Admin Officer and provides POC name
- ✓ Within 2 weeks Grantee receives email to sign up to Delphi
- ✓ POC completes multi-factor identification
- ✓ Activate promptly – complete within 3-day window

Internal Controls

- ✓ Maintain effective internal controls (2 CFR 200.303)
- ✓ Pass-through entities required to monitor subrecipients

Audits & Record Retention

- ☐ Single Audit required if \$1M or greater in Federal expenditures in the fiscal year
- ☐ *Note: This is in “aggregate” (in total all Federal Funds received in on Federal Fiscal Year (FFY))*
- ☐ Record Retention: is 3 years (note ADOT policy is 10 years from submission of final report)

Financial Reporting

- ☐ Grants.gov - Form SF-425 (Ver. 3.0) and follow form instructions
- ☐ Allowable costs line items submitted on SF 424 A or SF 424 C
- ✓ Appropriate box

6. Report Type

- ☐ Quarterly
- ☐ Semi-Annual
- ☐ Annual
- ☐ Final

SF 425 Form

Page 1

Federal Financial Report

(Follow form instructions)

OMB Number: 4040-0014

Expiration Date: 02/28/2021

1. Federal Agency and Organizational Element to Which Report is Submitted Federal Motor Carrier Safety Administration		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) FM-MHP-0820	
3. Recipient Organization (Name and complete address including Zip code) Recipient Organization Name: DEPARTMENT OF TRANSPORTATION ARIZONA Street1: 206 S 17TH AVE Street2: City: PHOENIX County: Maricopa State: AZ Province: Country: UNITED STATES ZIP / Postal Code: 85007-3213			
4a. UEI	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	
[REDACTED]			
6. Report Type ☒ Quarterly ☐ Semi-Annual ☐ Annual ☐ Final	7. Basis of Accounting ☒ Cash ☐ Accrual	8. Project/Grant Period From: 09/01/2024 To: 09/30/2028	9. Reporting Period End Date 03/31/2026
10. Transactions			Cumulative
(Use lines a-c for single or multiple grant reporting)			
Federal Cash (To report multiple grants, also use FFR attachment):			
a. Cash Receipts			\$0.00
b. Cash Disbursements			\$0.00
c. Cash on Hand (line a minus b) (Use lines d-o for single grant reporting)			\$0.00
Federal Expenditures and Unobligated Balance:			
d. Total Federal funds authorized			\$700,000.00
e. Federal share of expenditures			\$0.00
f. Federal share of unliquidated obligations			\$0.00
g. Total Federal share (sum of lines e and f)			\$0.00
h. Unobligated balance of Federal Funds (line d minus g)			\$700,000.00
Recipient Share:			
i. Total recipient share required			\$0.00
j. Recipient share of expenditures			\$0.00
k. Remaining recipient share to be provided (line i minus j)			\$0.00
Program Income:			
l. Total Federal program income earned			\$0.00
m. Program Income expended in accordance with the deduction alternative			\$0.00
n. Program Income expended in accordance with the addition alternative			\$0.00
o. Unexpended program income (line i minus line m and line n)			\$0.00

SF 425 Form

Page 2

11. Indirect Expense						
a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
g. Totals:				\$0.00	\$0.00	\$0.00

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:

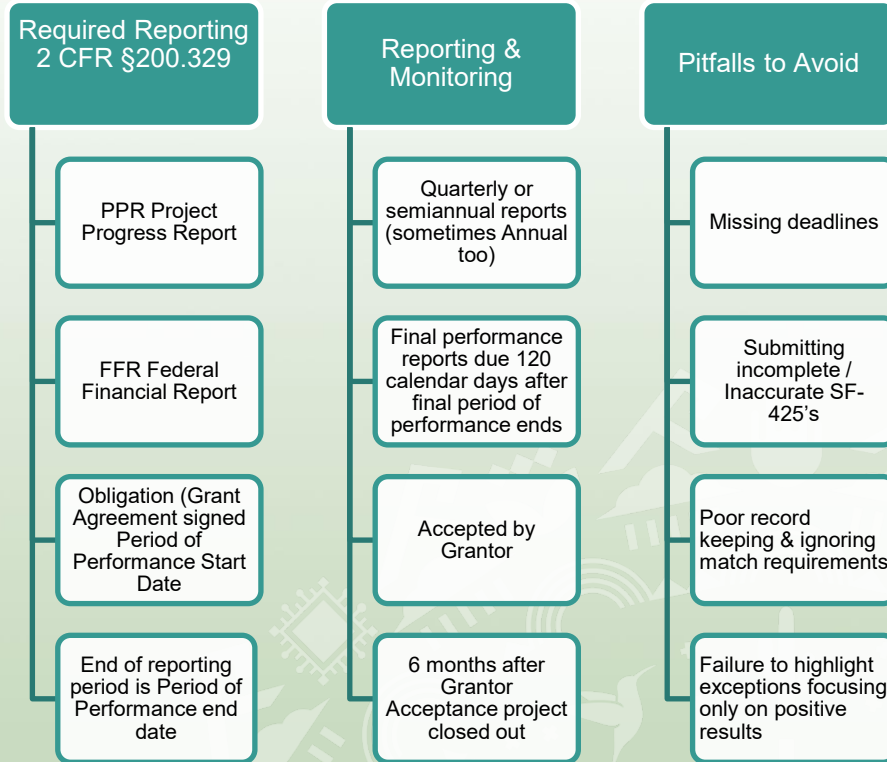
13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

a. Name and Title of Authorized Certifying Official	
Prefix:	First Name: XXXXXXXXXXXX Middle Name:
Last Name: XXXXXXXXXXXX	Suffix:
Title: Accountant II	
b. Signature of Authorized Certifying Official	c. Telephone (Area code, number and extension)
Wendy Munger	XXXXXXXXXXXX
d. Email Address	e. Date Report Submitted
XXXXXXXXXXXX	04/08/2026

14. Agency use only:

Standard Form 425

Project Evaluation & Reporting



Understanding a Project Progress Report (PPR)

- Summarizes progress, performance, risks, and outlook; it helps align stakeholders, demonstrate value, and support data-driven decisions
- Subject to FOIA - Freedom of Information Act**
- Sometimes uses a Standard Format

Elements of a Design PPR

- Provides a structured overview of progress, achievements, challenges, and outlook for the reporting period

Elements of a Construction PPR

- Summarizes performance over the reporting period, highlights variances, and informs stakeholders about status, risks, and needed actions.

Elements of a Technology PPR

- Details software development, IT implementation, digital transformation, infrastructure upgrade, etc.



This is a new PPR - for Build America Bureau only (Rural and Tribal Assistance Pilot Program and Thriving Communities Program - published May 2026)

–It contains good information and could be used in the future by other USDOT programs – using this as a baseline for your narrative is a good starting point

To include in your Project Progress Report:
Scope, Schedule and Budget -
Accomplishments, unmet goals, significant developments, cost analysis

Construction awards: refer to Progress Payment Reports for technical inspections and certified percentage of completion data rather than a standard narrative summary

 Grants Quarterly Progress Report DOT Confirms Receipt _____		
A. Submission Information		
1. Report Submission Date (mm/dd/yy): 2. Report Quarter: 3. FFY:		
4. FAIN	5. Project Title & Recipient Name	6. Project Type
7. Completed By (Name)	8. Title	9. Email
B. Overall Project Status: Must align with Work Plan		
	Status (Not Started (NS), In Progress (IP), Completed (C), On Time (OT), Delayed (D), Amended (A), No Change (NC))	Summary Summarize the progress/general updates for each section
Scope	IP ▼	
Schedule	C ▼	
Budget	NS ▼	



Accomplishments this Reporting Period
And
What is planned for next the next
Reporting Period

Any Concerns on project scope,
schedule, budget?

Financial Status - any changes needed?

Significant Activities for this Quarter		
Significant Activities Planned for Next Quarter		

C. Risk

Concerns or Delays – Please list/describe any concerns that may lead to delays	Requires DOT Assist (Y/N)	Likelihood of project success
	N ▼	Low ▼

D. Financial Status

Budget Status (please attach SF425)

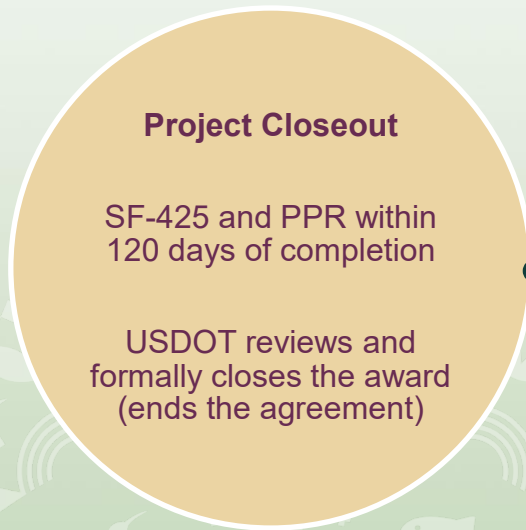
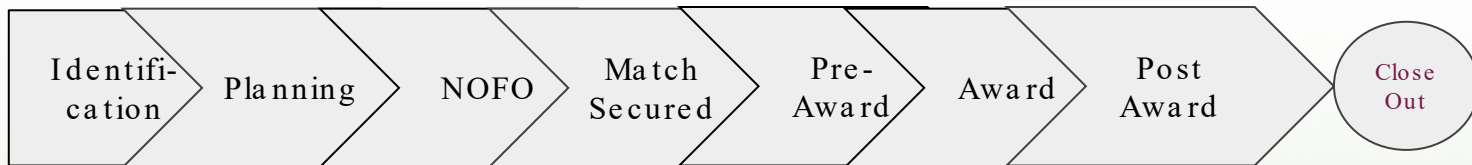
Budget Changes Submitted for DOT Review (Y/N)	Explanation Provide any necessary details
Y ▼	

Major Milestones Status

E. Major Milestones		
Milestone Name (according to Work Plan)	Status (In Progress (IP), Not Started (NS), Completed (C), No Change (NC))	Status Notes
RFP Progress	NS ▼	
Consultant/Contract(s)	C ▼	
Staff Updates	NC ▼	

Statement of Work - current status

F. Statement of Work (SOW) Task Status (SOW task(s) should refer to consultant contract as indicated in the recipient Work Plan)						
Task #	Task Name	Status (In Progress (IP), Not Started (NS), Completed (C))	Task Started (Y/N)	Planned (Date)	Actual (Date)	Percent Complete (%)



Requesting ADOT's EGT Support

Executive Grant (EGT) Team Support

- Obtain internal required approvals
- Submit GSF to Grant Coordination Team

Reason Request Approved

- Aligned with ADOT Strategic Plans and Priorities
- Well defined project scope budget & match secured

Why Request Not Approved

- Conflict of Interest (e.g., ADOT applying for the same competitive award program)

Types of Support

- ADOT Application
- ADOT Letter of Support (LOS)
- ADOT LOS + Administer Project

Start early

- Allow 2 to 4 weeks to EGT consideration of Support

Grant Support Form press [here](#)

Page 1 of 2 Grant Support
Form

Start Early – allow 2 to 4
weeks for process your
request

Applicants - ADOT, Local
Government (cities, town,
counties, etc.), Political
Subdivision of a State,
Tribal Governments
(Federally recognized)

Clear

GRANT SUPPORT FORM

IMPORTANT: ADOT recommends 30 days processing time for this request.

Applicant Name (submitter of form): _____

If contract employee or consultant submitting the Grant Support Form provide
the name of the Agency Approver: _____

Agency submitting application: _____

Contact Person for questions on this form: _____

Type of support requested

ADOT Support Requested (check one): ☐ Application ☐ Letter of Support

Who will Administer Project (check one): ☐ Agency Submitting Application ☐ ADOT ☐ Other

If "Other" (name the entity): _____

Grant Title: _____

Grantor Agency: _____

Grant Application Submission Deadline: _____

Project Title: _____

Project Details	Technology	Planning	Design	Construction	Other	Other Identified
Check all Project Phases	☐	☐	☐	☐	☐	

Brief Project Scope (include location, scope, schedule) - Please attach additional information to email as needed to better understand your project such as Location Maps, Complete Project Scope, etc.:



Page 2 of 2 - Grant
Support Form

Project Period of
Performance (POP date)

Budget

Required Approvals:

Additional Project
Information (if known)
STIP/ TIP

Does this project cross or
otherwise involve any
ADOT Right of Way

Project: Proposed Start Date: _____ Proposed End Date: _____

Application Budget	Grant Funds \$\$\$	Non-Federal Match \$\$\$	Additional \$\$\$ on project	Application Total \$\$\$	Define Fund Source
Grant Request Amount					
Grant Match Funds					
AZ Smart Match Funds					
Other Federal Funds					
Other Local, State Funds					
Total					

If additional information is needed for Match Source addition funds on project amount described here:

Required Approvals prior to submission of Grant Support Form:

ADOT **Application Submission** needs Management & **Director Approval**:

Manager's Name: _____ Approval Date: _____

Division Director Name: _____ Approval Date: _____

ADOT Letter of Support or ADOT to Administer requires: **District Administrator Approval**

District Administrator Name: _____ Approval Date: _____

Additional Project Information (if known):

Programming Status: In Approved STIP/TIP Yes ☐ No ☐

Year Programmed: _____ STIP/TIP ID # _____

Is Project on an ADOT System? Yes ☐ No ☐ Identify System: _____

Does this project use, cross or touch or otherwise involve any ADOT right-of-way? Yes ☐ No ☐

Please explain if "yes"

Submitting Grant Support Form

Submitted By: _____
Date: _____
Phone: _____
Email: _____

* Please save form to desktop, open with Adobe Acrobat, complete, save and attach form to email and send to: grant@azdot.gov,

** copy (as applicable): Division Director, Submitter Manager, District Administrator

Additional documents may be attached to this email (such as draft Letter of Support, Project Supporting information, location, etc.)

Email Grant Support Form

- Copy on email as applicable
 - Division Director,
 - (Your) Manager,
 - District Administrator

Grant Support Form

- Obtain Approvals
- Provide Project Scope and supporting Documents
- Budget and Match

Attachments to email:

- Draft letter of support
- Project Executive Summary
- Location Maps

Email Grant Support Form to grant@azdot.gov

--Start Early 30 days is nice a minimum 2 weeks

Grant Coordination Team is here to help

Strategic Grant Planning & Advisory

Review year-round projects within your jurisdiction

Planning, design, construction

When is it scheduled to be ready?

When is it scheduled to be ready?

Identify upcoming competitive grant opportunities

- Major grants > \$1 million
- Minor grants up to \$1 million

Align projects with potential grants well before NOFO is published

ADOT projects including opportunities to collaborate with partnering agencies

Discuss any future grant related questions

ADOT is Adopting
a Proactive
Approach to
Application
Submissions

MPD Strategic Grant Policy

MPD ADOT Grant POLICY

Effective: March 24,
2026

Responsible Office:
MPD Grant Team
Coordination Group

Purpose

To establish a strategic,
coordinated approach to
grant seeking that advances
organizational priorities

Competitive grants shall be
sought when they maximize
funding opportunities that
demonstrate support for
highway infrastructure and
transportation services

Contents

- ☐ Purpose, Scope,
Authority, etc.
- ☐ Requirements
(identifying need,
obtaining Executive
Grant Team
Authorization
- ☐ Administering the
Award
- ☐ Communication –
Grant Team Website

ADOT's Grant Contacts

ADOT's Grant Coordination Team

Duties Timely dissemination of published NOFO's

Management and oversight of ADOT's Competitive (Discretionary) Awards: Pre-Award, Award, and Post Award

EGT Approval (Letter of Support submit an ADOT Application)

ADOT's Grant Coordination Team

Email: grant@azdot.gov

Grant Coordination Team Manager: Martha Solorzano (email: msolorzano@azdot.gov)

Grant Coordinator: Rebecca Shon (rshon2.consultant@azdot.gov)

Strategic Grant Advisory Infrastructure & Safety Lead

Duties Coordination with internal and external entities on competitive grants long-term planning

Collaboration with statewide partner agencies for potential joint-venture projects with ADOT

General advising on competitive grants

ADOT's Strategic Grant Advisory Infrastructure & Safety Lead:

Kohinoor Kar (KK) Email: kkar@azdot.gov

Presentation Presenters

Martha Solorzano - Grant Coordination Team Manager

Email: msolorzano@azdot.gov

Rebecca Shon - Grant Coordination

Email: rshon2.consultant@azdot.gov

Mark Henige - LPA Program Manager

Email: mhenige@azdot.gov

Veronica Ruiz -Ronquillo Programming Group Manager

Email: vrronquillo@azdot.gov

Kohinoor Kar - Strategic Infrastructure & Safety Advisory Lead

Email: kkar@azdot.gov



Questions?



Resources

Website	URL	Description
Grant Applications	https:// www.grants.gov/	Notice of Funding Opportunities (NOFO) repository and Application Submissions Portal (most application submissions not all refer to NOFO for requirements)
USDOT Competitive Grants Dashboard	https:// www.transportation.gov/ grants/ dashboard	You can search individually for USDOT NOFO or download CSV file with all NOFO's
Grant Support Form	https:// apps.azdot.gov/ files/ mvd/ mvd-forms-lib/ 42-0103.pdf	Utilized for ADOT Application approval and to request an ADOT Letter of Support or an ADOT Letter of Support and for ADOT to Administer the project.
ADOT Grant Coordination Group	https:// azdot.gov/ planning/ adot-grant-coordination-group	ADOT website on Grant Coordination Group and helpful links to sam.gov
Grant Application Resources	https://www.transportation.gov/grants/dot-navigator/grant-application-resources	The following USDOT resources provide checklists and information to help you prepare and apply for federal grants and maximize your chances of award success