

Safe Streets and Roads for All (SS4A) Application Preparation Supplement

Objective

This document provides a high-level overview of the expected application requirements for the United States Department of Transportation’s (US DOT) upcoming [Safe Streets and Roads for All](#) (SS4A) Fiscal Year 2026 notice of funding opportunity. The following information can be used to prepare interested applicants for the upcoming round of funding under this program. Please note that the following information is subject to change, as it is based on the previous year’s funding opportunity. To gain insight on the anticipated FY26 Notice of Funding opportunity (NOFO) for this program, the State of Maryland Department of Budget and Management’s (DBM) Municipal Technical Assistance Program (MTAP) highly encourages municipalities to review the program’s [FY25 NOFO](#).

As this is the last year of the SS4A program’s funding, municipalities that have been considering applying should recognize this as a significant and time-sensitive opportunity, particularly given that communities of all sizes across the state have successfully secured awards in prior cycles.

Program Summary

SS4A funds projects that improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through Safety Action Plan development or project implementation. Through this grant program, applicants can seek funding under two tracks: Planning and Development Grants to develop a Safety Action Plan or Implementation Grants to fund roadway safety projects and strategies identified in an existing Safety Action Plan. For detailed information on project types and eligibility components, please refer to the US DOT’s “Eligible Uses for SS4A Funding” overview webpage, available [here](#).

Planning & Demonstration Track Requirements	Implementation Track Application Requirements
<ul style="list-style-type: none"> » Grants.gov account » SAM.gov account » Standard Forms (SF): (SF-424, SF-424A, SF-424B & SF-LLL) » Key Information Questions » Project Narrative » Map » Planning and Demonstration Grant Supplemental Estimated Budget 	<ul style="list-style-type: none"> » Grants.gov account » SAM.gov account » Standard Forms (SF): (SF-424, SF-424C, SF-424D & SF-LLL) » Key Information Questions » Project Narrative » Self-Certification Eligibility Worksheet » Map

Account Registration

All applicants for the SS4A program must have active Grants.gov and SAM.gov accounts. SAM.gov is the mandatory, annual, entity-level registration system for all entities doing business with the federal government (which includes receiving grants), and which is the system through which a Unique Entity ID/UEI are assigned, and Grants.gov is the application portal used to submit specific grant opportunities and manage application packages.

To register for a Grants.gov account, please visit <https://www.grants.gov/register.html>.

For guidance on registering for or renewing a SAM.gov account, please view MTAP's [SAM.gov Registration How-To Guide](#).

Key Application Questions

Whether a municipality is considering a Planning and Demonstration or Implementation Grant, applicants can use the Key Information Questions from SS4A's FY25 NOFO as an early-readiness checklist to gauge readiness. There are often items that a municipality can start collecting prior to developing an application, such as the items listed below.

The following items are requested from applicants for the Planning and Demonstration Track (from [page 28 of FY25 SS4A NOFO](#)):

- » Define the applicant and geography: Clarify the municipality's jurisdiction, boundaries, and area of control to help scope where SS4A-funded work will occur.
- » Describe Action Plan status: Indicate whether a Safe Streets Action Plan already exists or is being developed, showing how proposed efforts align with or build upon that plan.
- » Outline planned activities: Detail proposed planning, supplemental planning, and demonstration activities, including any pilot projects or temporary safety treatments.
- » Align scope, schedule, and resources: Develop realistic activity timelines and delivery schedules that match staff and financial capacity. Early attention to pilot logistics or temporary installations helps maintain feasibility.
- » Organize and analyze data: Begin assembling crash and roadway data, mapping the local roadway network, and selecting candidate locations for demonstrations to streamline later mapping and narrative tasks.
- » Develop a fundable budget: Ensure that each activity is accounted for within the SS4A and non-Federal match budgets. Verify that totals remain consistent across the narrative, SF-424 forms, and the Planning and Demonstration Supplemental Estimated Budget.
- » Ensure eligibility of costs: Confirm that no pre-award or otherwise ineligible costs are included, and that cost categories conform to program guidance.

- » Confirm match commitments: Identify and document internal and partner contributions (both cash and in-kind) early, making sure project cost, match share, and Federal share are consistent across all components.
- » Validate deliverability: Pressure-test the scope to ensure the described work is achievable within available resources, schedule, and capacity.

The following items are requested from applicants for the Implementation Track (from [page 35 of FY25 SS4A NOFO](#)):

- » Verify Action Plan eligibility: Demonstrate possession of an adopted, eligible Action Plan meeting SS4A requirements.
- » Define implementation projects: List the specific projects or strategies that will be implemented, showing clear lineage from the approved Action Plan.
- » Identify locations and safety rationale: Specify project sites and explain how each addresses documented crash or roadway safety problems based on local data.
- » Coordinate across disciplines: Engage planners, engineers, and finance staff early to confirm project lists, design concepts, timelines, and cost realism.
- » Assess organizational capacity: Evaluate whether the municipality and its partners have the staffing, expertise, and systems needed for delivery, including right-of-way access, permitting, and other approvals required before construction.
- » Document cost share and funding sources: Verify that the required non-Federal match, plus any additional local costs, are identified in budgets or committed funding sources.
- » Confirm eligibility of all funds: Ensure that any other Federal funds used are allowable as match per SS4A guidance.
- » Maintain budget consistency: Align all financial figures across the narrative, SF-424/SF-424A, and the detailed project budget to prevent discrepancies.
- » Demonstrate implementability: Show that chosen projects are ready to begin by showing designs, partnerships, and approvals are far enough along for on-time delivery.

Project Narrative

As mentioned previously, SS4A has two tracks: Planning & Demonstration and Implementation. Each of these tracks follow specific narrative requirements outlined in the FY25 NOFO, providing a reliable blueprint for the expected FY26 cycle this spring. Both tracks require SF-424 forms, a Project Narrative addressing eligibility and program priorities, maps, and budget details submitted through the Valid Eval portal. Narratives must explicitly cover selection criteria while remaining within application length page limits.

Planning & Demonstration Track

This track supports developing or updating Safety Action Plans through activities like data analysis, strategy selection, and community engagement. Narrative is limited to 10 pages (plus 2 pages for budget justification), with maps and full Action Plans uploaded separately.

The following are key funding priorities outlined in the FY25 NOFO. An application's alignment with these priorities is assessed through weighted selection criteria, which are used to evaluate and score proposals during the review process. Effectively addressing these priorities will help applicants to score more competitively. They are as follows:

Safety Impact: Proposals often highlight how Action Plans or demonstration activities could reduce traffic fatalities and serious injuries. Local crash data, traffic safety strategies, and quantitative projections about how safety will be improved can strengthen a municipality's case.

Underserved Communities: Municipalities may show how the project benefits equity-focused areas, such as rural towns and low-income neighborhoods. Include demographics, the percentage of funds directed to these groups, and how strategies address their unique safety needs.

Context of Municipality's Safety: Provide context on items such as local crash patterns, road users affected by issues (pedestrians, bikers, drivers, etc.), and larger issues like speed or infrastructure gaps.

Implementation Track

This track funds physical projects from existing Action Plans, with the option to bundle up to three supplemental planning or demonstration activities. Narratives are limited to 15 pages (plus 5 pages for supplemental budget justification if bundling), alongside SF-424 forms, maps, and timelines.

Applicants to the Implementation Track are required to request funding for projects that support an adopted Safety Action Plan. Municipalities that do not have their own Action Plan may still be eligible to apply by aligning their project with a broader jurisdiction's plan, such as a county-level Safety Action Plan. Additional guidance on this approach is available from the US DOT [here](#).

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Safety Need: Applicants may consider quantifying safety challenges using data from their Action Plan, such as High Injury Network locations, crash hotspots, or trends in fatalities and serious injuries. Specific statistics and maps can effectively illustrate the urgency of these issues.

Safety Impact: Projected outcomes from low-cost, high-impact solutions, such as protected bike lanes or intersection improvements, can incorporate measurable performance metrics like anticipated crash reductions or improvements in safety equity.

Engagement and Collaboration: Municipalities should explore demonstrating equitable benefits for areas such as rural towns and low-income neighborhoods. Including demographics, percentages of funds allocated to these groups, and strategies tailored to

their safety needs can highlight project equity. Evidence of public meetings, incorporation of feedback, and letters of support can illustrate robust collaboration.

Project Readiness: Applicants should outline timelines for proper compliance, permitting, final design, and construction commencement. Supporting these with realistic budgets, secured matching funds, and achieved milestones can demonstrate a municipality's thorough preparation for the application and intended project.

Maps and Spatial Data

Safe Streets and Roads for All grant applications require specific maps submitted in both Portable Document Format and spatial data formats, such as shapefile or Keyhole Markup Language, to illustrate jurisdiction boundaries, roadway networks, High Injury Networks (or equivalent high-risk areas), and proposed project locations. These geospatial elements assist reviewers in visualizing safety contexts and ensuring project alignment with Action Plans. Map requirements vary by track. For Planning and Demonstration, maps should include jurisdiction-wide views highlighting roadways and high-risk corridors, plus locations of any demonstration activities. For Implementation, maps must feature project-specific locations or corridors overlaid on the High Injury Network.

For FY25, SS4A created a guide for preparing spatial data, which municipalities can use as reference to create the needed files. The guide is available [here](#).

FY25 map specs guide FY26 preparation, but applicants must confirm exact formats in the forthcoming NOFO. Practice exports to ensure files open correctly in standard GIS viewers.

Budget and Self-Certification Eligibility

Budget and Self-Certification eligibility are additional elements of SS4A applications. These components are designed to verify that proposed activities align with program requirements and federal standards. Prior-year resources from FY25 offer a practical starting point for preparation, though municipalities should anticipate potential updates in the forthcoming FY26 NOFO.

Project Budgets

Budget templates from FY25 SS4A NOFO can be used for reference as a municipality prepares: [Planning and Demonstration Template](#) and [Implementation Template](#)

Effective budgets are aligned with SF-424 submissions and include narrative justification for both federal and non-federal cost shares. Under this program, the federal government typically covers up to 80% of total eligible project costs, with the remaining 20% provided as the required non-federal match, depending on applicant jurisdiction size. Supplemental budget justifications can be up to 2 pages for Planning and Demonstration grants or 5 pages for Implementation grants with bundled activities. FY25 SS4A NOFO templates illustrate standard categorizations such as personnel, fringe benefits, travel, equipment, and indirect costs. It is key for applicants to remain consistent in their justification and costs across forms.

Self-Certification Eligibility (SCE) Worksheet

The SCE Worksheet serves as a tool to confirm whether an existing safety plan meets SS4A Action Plan standards, particularly for Implementation grants or supplemental activities under Planning and Demonstration grants. FY25's SS4A Self-Certification Worksheet is available [here](#) for reference.

This worksheet should be included for all Implementation Grant applications to validate the underlying Action Plan, and Planning and Demonstration grants limited to supplemental activities (excluding those developing new Action Plans).

It is important to note that FY25 budget templates and worksheets may be revised in the upcoming FY26 NOFO. Use previous documents solely to begin assembling information and always refer to the most current official guidance upon release.

Standard Forms

The Standard Form (SF) family of documents are essential for creating grant application packages. These are mandatory, government-wide forms used to apply for many federal opportunities. Applicants are encouraged to begin gathering information as soon as possible to fill out required forms and fields, as the information in these forms can be used to develop other application elements. Please note that the awarding agency may determine whether certain items or forms are optional.

Please refer to the NOFO for more information.

Form*	Purpose	What Applicants Should Expect to Provide
SF-424	Serves as the standard application cover sheet for federal assistance.	Applicants provide basic organizational information, project details, funding request amounts, and authorized representative data.
SF-424A	Used to present the budget for non-construction federal assistance applications.	Applicants outline budget categories, non-federal match amounts, and detailed financial breakdowns across project periods.
SF 424B	Assures compliance with federal requirements for non-construction programs.	Applicants confirm eligibility and adherence to regulations such as civil rights, fair labor standards, and other applicable regulations.
SF-424C	Used to present a detailed budget for construction-related federal assistance.	Applicants supply construction cost estimates, line-item budgets, and anticipated funding sources.
SF-424D	Assures compliance with federal requirements for construction programs.	Applicants attest to following environmental, labor and procurement standards tied to construction projects.

SF-LLL	Discloses lobbying activities related to the federal application.	Applicants report any paid lobbying efforts, including lobbyist details.
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* NOTE: The PDF forms linked in this table are for sample purposes only and cannot be submitted with your application package. If you are applying for a grant, please complete and submit your application using [Grants.gov Workspace](#). If you receive an error message while viewing, download the selected file, open and select "save as" and save to desktop. Close the file and re-open the desktop location to view.

Previous Maryland Awards and Forthcoming Resources

Once the FY26 NOFO is released, the MTAP team will publish a Grant Award Summary outlining previously awarded funds and the specific projects those funds supported. This summary will provide context on prior investment priorities and outcomes, helping applicants understand the program’s recent focus areas. At that time, the team will also circulate any available notes on program updates, policy adjustments, or anticipated changes to ensure stakeholders are informed and prepared for the upcoming application cycle. [View the FY25 MTAP Grant Award Summary here.](#)

This guidance draws from the Fiscal Year 2025 Safe Streets and Roads for All Notice of Funding Opportunity and should be used solely for preliminary preparation. Municipalities must verify all components, including eligibility, criteria, page limits, budgets, self-certification worksheets, and mapping requirements, against the official Fiscal Year 2026 NOFO upon its release this spring, as changes may affect compliance and application success.