engineers, etc. These data should accompany the funding request. Impact problems should be indicated during the identification process. An impact problem is a highway safety problem that contributes to car crashes, fatalities and/or injuries, and one which may be corrected by the application of countermeasures. Impact problems can be identified from analysis of statewide and/or tribal traffic records. The analyses should consider, as a minimum: pedestrian, motorcycle, pedalcycle, passenger car, school bus, and truck accidents; records on problem drivers, roadside and roadway hazards, alcohol involvement, youth involvement, defective vehicle involvement, suspended or revoked driver involvement, speed involvement and child safety seat usage. Data should accompany the funding request.

- C. Countermeasures Selection. When tribal highway traffic safety problems are identified, appropriate countermeasures shall be developed by the tribe to solve or reduce the problems. The development of these countermeasures should take into account the overall cost of the countermeasures versus its possible effects on the problem.
- D. Objectives/Performance Indicators. After countermeasure selection, the objective(s) of the project must be expressed in clearly defined, timeframed and measurable terms.
- E. Budget Format. The activities to be funded shall be outlined according to the following object groups: personnel services, travel and transportation, rent/ communications, printing & reproduction, other services, equipment, and training. Each object group shall be quantified, i.e., personnel activities should show number to be employed, hours to be employed, hourly rate of pay, etc. Each object group shall have sufficient detail to show what is to be procured, unit cost, quarter in which the procurement is to be made and the total cost, including any tribal contribution to the project. Due to limited funding, this office will limit indirect costs to a maximum of 15%.
- F. Evaluation Plan. Evaluation is the process of determining whether a highway safety activity should be undertaken, if it is being properly conducted and if it has accomplished its objectives. A plan explaining how the evaluation will be accomplished and identifying the criteria to be used in measuring performance shall be included in the funding request.
- G. Technical Assistance. The Indian Highway Safety Program staff will be available to tribes for technical

assistance in the development of tribal projects.

H. Section 402 Project Length. Section 402 funds shall not be used to fund the same project at one location or jurisdiction for more than three years.

I. Certification Regarding Drug-Free Workplace Requirement. Indian tribes receiving highway safety grants through the Indian Highway Safety Program must certify that they will maintain a drug-free workplace. The certification must be signed by an individual authorized to sign for the tribe or reservation. The certification must be received by the Department of Transportation prior to the release of grant funds for that tribe or reservation. The certification must be submitted with the tribal highway safety project proposal.

Submission Deadline

Each tribe must submit its funding request to the BIA Indian Highway Safety Program, Albuquerque, NM. The request must be received by the Indian Highway Safety Program by June 1 of each program year. Requests for extension of this deadline will not be granted. Modifications of the funding request received after the close of the funding period will not be considered in the review and selection processes.

Selection Criteria

Each project funding request will be reviewed and evaluated by the Indian Highway Safety Program staff and ranked by assigning points to four areas of consideration. Those areas of consideration and their respective point values are listed below:

Magnitude of Problem—50 Points

- 1. Does a highway safety problem exist?
 - 2. Is the problem significant?
- 3. Does the project contribute to the solution of the problem identified?
 4. Number of traffic crashes last three
- 4. Number of traffic crashes last three years? Alcohol related?
- 5. Number of reported fatalities last three years? Alcohol related? Speed related?
- Safety Belt/Child Safety Seat Usage data.
- 7. Law Enforcement data—violations/tickets issued.
 - 8. Conviction data.
- 9. Tribal Safety Belt/Child Safety Seat Ordinance implemented.

Countermeasures Selection—40 Points

- 1. Are the countermeasures selected the most effective?
 - 2. Are they cost effective?
- 3. Have objectives been stated in realistic performance terms and are they attainable?

4. Are the objectives time-framed and are the time-frames realistic and attainable?

Tribal Leadership and Community Support—10 Points

- 1. Are tribal resources used in this project? Tribal Resolution?
- 2. Does the project have community support? Support Letters?
- 3. Does the tribe have an ordinance or law which supports the project?

Past Performance + or -10 Points.

- 1. Reporting (Financial & Programmatic).
 - 2. Accomplishments.

Notification of Selection

The tribes selected to participate will be notified by letter. Each tribe selected must have a *Certification Regarding Drug-Free Workplace Requirements*, and a duly authorized *Tribal resolution* included in their proposal. The certification and resolution must be on file prior to the release of grant funds for the tribe or reservation.

Notification of Non-Selection

The Program Administrator will notify each tribe of non-selection. The tribe will be provided the reason for non-selection.

Uniform Administrative Requirements for Grant-in-Aid

Uniform grant administration procedures have been established on a national basis for all grant-in-aid programs by DOT/NHTSA under 49 CFR Part 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments." Uniform procedures for State Highway Safety Programs have been codified by NHTSA and FHWA in 23 CFR Parts 1200, 1204, and 1205. Cost principles applicable to grants and contracts with state and local governments have been established by OMB Circular A-87 and NHTSA Order 462–13A. It is the responsibility of the Indian Highway Safety Program to establish operating procedures consistent with the applicable provisions of the aforementioned rules and regulations, and guidelines established under the Intermodal Surface Transportation Efficiency Act of 1991 (P.L. 102-240, 105 Stat. 1914).

Standards for Financial Management System

Tribal financial management systems must provide for:

1. Accurate, current, and complete disclosure of financial results of the highway safety project.