



## Mississippi Office of Highway Safety



### MEMORANDUM

**To:** FY16 Highway Safety Grant Applicants  
**From:** Shirley Thomas, Director, Mississippi Office of Highway Safety *ST*  
**Date:** January 6, 2015  
**Re:** MOHS FY16 Funding Application/Funding Guidelines/Grant Writing Sessions

#### Application and Funding Guidelines

The Mississippi Office of Highway Safety (MOHS) is requesting applications for federally funded highway safety programs for the FY16 grant funding cycle, October 1, 2015 to September 30, 2016. Applications will be available on **January 20, 2015**.

New Applicants may obtain an electronic application by visiting the Mississippi Office of Highway Safety webpage at the Department of Public Safety's website at <http://www.dps.state.ms.us>. The application packet will contain the MOHS FY16 Grant Application, MOHS FY16 Example Grant Application, Grant Funding Guidelines, Agreement of Understanding and Compliance, Agreement and Authorization to Apply.

Continuation grant applicants will receive an email on **January 20, 2015**, with the application packet that will contain the MOHS FY16 Grant Application, MOHS FY16 Example Grant Application, Grant Funding Guidelines, Agreement of Understanding and Compliance, Agreement and Authorization.

#### **\*\*\*PLEASE READ THE GRANT FUNDING GUIDELINES CAREFULLY\*\*\***

It is extremely important to read all documents included within the packet due to revisions/updates for the FY16 funding process and the submission process of the FY16 MOHS Grant Application.

The **deadline** for final FY16 MOHS Grant Application submission is **March 6, 2015**.

You may also contact the MOHS at the number (601)977-3700, if you are unable to access on the Mississippi Office of Highway of the Department of Public Safety's website.

**All FY16 grant applications must be received through the Mississippi Office of Highway Safety email address on or before March 6, 2015 at [mohs@dps.ms.gov](mailto:mohs@dps.ms.gov).**

#### GRANT WRITING SESSIONS

The Mississippi Office of Highway Safety (MOHS) will also be holding one (1) grant writing sessions for applicants of the FY16 MOHS Grant Application.

The meeting will provide information on changes to the federal and state guidelines; requirements of the FY16 MOHS Grant Application; instructions on filling out the grant application and one on one work sessions to help with completing the grant application.

This grant writing session will give you an opportunity to go through each section of the grant and have any and all questions answered by the MOHS staff. If you are a **current** sub-grantee, we will also have available to you the

grant funded citation assessment done by the MOHS program managers, which will include data from 2012, 2013 and 2014. This information will **only** be available at the grant writing session.

There will be no travel reimbursements available. Also, please make plans for lunch on your own, as we will not be offering lunch at the grant writing meeting. Please confirm your attendance and the number of attendees, no later than **February 2, 2015** by emailing your RSVP information to: **mohs@dps.ms.gov**.

The Grant Writing Session date and location are as follows:

**Mississippi Office of Highway Safety**

1025 Northpark Drive  
Ridgeland, MS 39157  
(601) 977-3700

**Wednesday-February 11, 2015**

Registration-9:30 a.m.

Meeting: 10:00 a.m. - 12:00 p.m.

Lunch Break: 12:00 p.m. -1:30 p.m.

Meeting Resumes: 1:30 p.m.-3:30 p.m.