

**State of Vermont**  
**Operations and Safety Bureau**  
**State Highway Safety Office**  
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*Agency of Transportation*

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March 18, 2024

RE: FFY2025 VTrans Funding Opportunity Announcement

To All Highway Safety Applicants,

The Vermont Agency of Transportation (VTrans) is pleased to offer this Proposal Guide and Notice of Funding Opportunity (NOFO) for Federal Fiscal Year 2025 (FFY 2025) for State Highway Safety Office (SHSO) Enforcement, Education, Equipment, Drug Recognition Expert and Traffic Records Coordinating Committee awards. This NOFO is made possible because of funding provided by the National Highway Traffic Safety Administration (NHTSA). The NOFO will be presented in the same format as last year, but the process for submission of the application has changed with our upgrade to a new software platform called Grant Electronic Application Reporting System (GEARS) - IGX. If you are a new applicant or if you would like more information, contact the program coordinator in the State Highway Safety Office (SHSO) associated with the program type you are interested in. Contact information and guidance for applying is in the attached Proposal Guide.

Next month (April) there will be a required application training in order to apply. There will also be updates and new requirements presented in this training. Some of the requirements have a focus on underserved communities and equity. Additional updates will be given on how to apply in the new GEARS IGX system.

It is important for our grantees to understand that this is a competitive process. The SHSO has emphasized its commitment to a data-driven approach to solving highway safety issues, which includes implementing equity and community engagement.

As we continue implementing the Safe Systems Approach, by utilizing our resources to making our roadways safer, the staff at VTrans looks forward to working with our partners as we strive toward achieving our common goal of "zero deaths."

As always, if you have any questions relating to this NOFO or any other highway safety inquiries, please contact the SHSO staff.

Sincerely,

Allison Laflamme,  
Administrator  
State Highway Safety Office  
Operations and Safety Bureau

Evelyn McFarlane,  
Deputy Administrator