

**661—20.3(23USC402,ExecOrd23) Responsibilities.**

**20.3(1)** The governor's traffic safety bureau shall develop and prepare the state's highway safety plan based on evaluation of highway crashes and traffic safety problems within the state.

**20.3(2)** The governor's traffic safety bureau shall encourage and assist local units of government in improving their traffic safety programs.

**20.3(3)** The governor's traffic safety bureau shall serve as a reviewing authority for federal and state traffic safety programs.

**20.3(4)** The governor's traffic safety bureau shall monitor safety program activity and expenditures of funds by state and local agencies as authorized by Title 23 U.S.C. 402.

**20.3(5)** The governor's traffic safety bureau shall coordinate the state highway safety plan with other state agencies.

**20.3(6)** Application for funding.

*a.* Proposals for funding highway safety programs may be submitted during set application time periods by any city, county, or state agency, or nonprofit organization or any other eligible organization or individual.

*b.* Applications for funding in the next federal fiscal year, beginning October 1, must be received on or before March 1 to be considered. Applications for contracts beginning November 1 must be received on or before May 1. The bureau chief of the governor's traffic safety bureau may amend the deadline dates in order to implement projects and special activities as deemed appropriate.

*c.* Initial proposals should include project title, statement of the highway safety problem to be addressed supported by crash data, what is being proposed to solve the problem, how it will be evaluated, a proposed budget, and a letter of intent accepting responsibility for the proposed project from the responsible authority of the organization making application.

*d.* Only requests containing the listed elements will be considered for funding.

*e.* Assistance in developing and submitting proposals for highway safety funding may be obtained by contacting the governor's traffic safety bureau, Iowa department of public safety, by email at [gtsbinfo@safe.ia.gov](mailto:gtsbinfo@safe.ia.gov).

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