

Traffic Safety Program
Fiscal Year 2028
Request for Proposals

Driver Education Grants

Contents

Summary 1
Funding 2
Proposal Development 3
Proposal Schedule 5
Proposal Submission 5
Proposal Review 7
Eligibility 7
Terms and Conditions 9

Summary

Traffic crashes are a leading cause of death and serious injury for young people (ages 15 - 18). This is most often due to younger drivers having the most limited driving experience and training and results in risk-taking behind the wheel.

The Driver Education Training Initiative provides funds to high schools to conduct driver education courses. The goal is to reduce fatal or serious-injury (KA) crashes where younger drivers (under aged 25) were involved. The strategy is to train teens aged 15-18 in a traditional classroom and behind-the-wheel setting that includes the latest advances in methodology, subject matter, and technology and by certified driving schools and instructors.

In accordance with 43 TAC §25.901, et seq., the Texas Department of Transportation (TxDOT) is requesting projects in which the strategy is to train teens aged 15-18 in instructor-led driver education training courses that are consistent with the latest advances in methodology, subject matter, and technology. The goal is to increase public knowledge, perception and understanding of driver education and traffic safety for all road users.

The Texas Department of Transportation, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Projects submitted through this RFP will be reviewed for inclusion in the FY 2028 Annual Grant Application (AGA), which will be submitted to the National Highway Traffic Safety Administration (NHTSA) for approval and funding.

Funding

Authority and responsibility for funding of the traffic safety grant program derives from the National Highway Safety Act of 1966 (23 USC §401, et seq.), and the Texas Traffic Safety Act of 1967 (Transportation Code, Chapter 723). The Behavioral Traffic Safety Section (TRF-BTS) provides oversight of statewide projects and local projects at the agency's 25 districts. TRF-BTS administers the program from its Austin headquarters in the Traffic Safety Division (TRF) of TxDOT.

The Texas Traffic Safety Program is funded with federal funds allocated from the Infrastructure Investment and Jobs Act (IIJA) with Section 402 - State and Community Highway Safety Programs and Section 405 - National Priority Safety Programs.

Funding Constraints

- Funds are authorized on a federal fiscal year basis only. Awarded grants are contingent upon the availability of federal funds.
- Projects included in the AGA become cost reimbursable grant in-aid agreements.
- Federal and state grant funds cannot be used for lobbying.
- Supplanting is prohibited. Supplanting is defined as the "Use of federal funds to support personnel or an activity that is already supported (paid for) by local or state funds."

Proposal Development

The Driver Education Training Initiative funds are earmarked to train teens aged 15-18 in instructor-led driver education training courses that are consistent with the latest advances in methodology, subject matter, and technology as mandated by the Texas Department of Licensing and Regulation (TDLR). All driver education instruction supported by grant funds must be conducted by a TDLR-certified driving school and instructors currently licensed by TDLR in accordance with applicable state requirements. Funds will be made available to high schools within Texas public independent school districts (ISDs).

The FY 2028 grant period is from October 1st, 2027 through September 30th, 2028.

a. The total funding amount for each high school shall not exceed $20,000.
b. Funding applies to all students aged 15-18 within the high school as well as the county selected.
c. For subcontracts with driving schools, a subcontract agreement must be included for the initial subcontractor and any other subsequent sub-subcontractors.
    i. The cost per student must not exceed $650.
    ii. The Texas Traffic Safety Subcontract Agreement may be utilized. If an organization wishes to utilize their own subcontract agreement, they are required to include the *Texas Traffic Safety Program Grant Agreement General Terms and Conditions*. The subcontract agreement including the terms and conditions can be found at: *https://egrants.bts.txdot.gov/eGrantsHelp/index.html*

d. In order for a student to count towards reimbursement, the student must have successfully completed the required coursework, including both the classroom instruction and behind-the-wheel training components, as outlined in the grant agreement.

e. The target goal and objective of this project is to train a minimum of twenty-five (25) teens aged 15-18 in instructor-led driver education courses by 9/30/2028.

f. Activities will include:

- Conduct screening and selection of driver education providers licensed by TDLR. All classroom and behind-the-wheel instruction funded under this program must be provided by driving schools and instructors who hold a valid TDLR driver education license appropriate for the type of instruction being conducted. Documentation of driving school and instructor licensure must be maintained and provided to TxDOT upon request.
- Obtain parental consent and authorization forms for all DEG Program participants.
- Conduct the minimum state-mandated classroom instruction hours as required by the Texas Administrative Code § 84.500, including completion of the Department of Public Safety written test.
- Conduct the minimum number of state-mandated in-car instruction hours as required by the Texas Administrative Code § 84.500, including behind-the-wheel and in-car observation.
- Conduct one (1) CarFit education and assessment event per course for driver education students. Note: The high school must co-ordinate with the TSS to schedule the CarFit event.
- Provide student records including registration forms, attendance records and course completion certificates and submit to TxDOT.

Proposal Schedule

The proposal process schedule includes major milestones and target due dates culminating in an executed grant agreement. The proposal submission due date is firm, and all others are subject to change.

Any updates will be posted on the RFP page located at: *https://egrants.bts.txdot.gov/eGrantsHelp/rfp.html*

FY 2028 Grant Schedule	
Activity/Milestone	**Target Due Date**
Submissions	
Request for Proposals Posted	11/13/2026
Deadline for Proposal Submission	01/15/2027
Modifications	
Proposal Modifications Begin	05/01/2027
Proposal Modifications Completed	06/30/2027
Funding Approval	
Funding List and Minute Order Developed	06/01/2027
Funding Approved by Transportation Commission	06/30/2027
Annual Grant Application (AGA)	
AGA Submitted to NHTSA	07/01/2027
AGA Approved and Published	09/30/2027
Award Grants	
Grants Awarded, Executed and Activated in eGrants	10/01/2027

Proposal Submission

Organizations may only apply for a one-year grant for the FY 2028 grant year.

FY 2028 Grant Schedule		
Grant Type	**Start Date**	**End Date**
One-year grant for a single federal fiscal year.	October 1, 2027	September 30, 2028

Proposals selected for funding must be executed on or before October 1, 2027.

eGrants

All projects must be requested in eGrants at: *https://egrants.bts.txdot.gov*

To set up an eGrants account, select the "New User" link on the eGrants Login page. For help and resources, select the eGrants Help link on the eGrants Login page.

Training

A training video will be made available upon release of the RFP and will be accessible at: *https://egrants.bts.txdot.gov/eGrantsHelp/rfp.html*

Questions

All proposal-related questions must be submitted via email to: TRF_eGrantsHelp@txdot.gov. Email subject lines must begin "Drivers Education RFP Question:" followed by a specific topic.

A Q&A document will undergo regular updates and can be found at: *https://egrants.bts.txdot.gov/eGrantsHelp/rfp.html*

Proposers can receive assistance in writing their proposal by contacting eGrants Help at TRF_eGrantsHelp@txdot.gov.

Submission

Proposals **must** be submitted via eGrants by changing the status to "Proposal Submitted." The status of each proposal must be changed by no later than **5:00 p.m. CST on Friday, January 15, 2027**. At that time, the system will close, and proposals will no longer be able to be submitted. No exceptions will be granted for late submissions.

Any modifications must be made prior to the project's execution. Proposers can receive assistance in writing their proposal by contacting eGrants Help at TRF_eGrantsHelp@txdot.gov.

Proposal Review

BTS review teams will evaluate proposals based on application completeness, compliance with program requirements, and the reasonableness and allowability of proposed costs.

All proposals submitted will be reviewed through this process.

Eligibility

Internal Ethics and Compliance Required

Organizations/Agencies will be required to undergo an Internal Compliance Program review prior to grant execution. Organizations must demonstrate compliance with Title 43 Texas Administrative Code §25.906(b) by certifying adoption of an internal ethics and compliance program that satisfies the requirements of Title 43 Texas Administrative Code §10.51 (relating to Internal Ethics and Compliance Program).

To facilitate the review process, organizations should be prepared to provide documentation demonstrating that their internal ethics and compliance program includes:

- Executive or senior-level oversight of the organization's ethics and compliance activities.
- Procedures for screening individuals assigned significant decision-making, financial, or confidential responsibilities.
- Ethics and compliance training for employees and governing board members, as applicable, including records documenting participation.
- Communication of compliance expectations to contractors, agents, partners, or other entities acting on the organization's behalf.
- Processes for monitoring compliance, reporting suspected misconduct, and protecting individuals from retaliation when reporting concerns.
- Established disciplinary procedures for addressing violations of organizational policies and compliance standards.
- Procedures for investigating, correcting, and preventing recurring compliance issues.
- A written code of conduct addressing, at a minimum, records retention, fraud, equal employment opportunity, sexual harassment, conflicts of interest, personal use of organizational property, and gifts and honoraria.

Organizations should maintain current policies, procedures, training records, and other supporting documentation to demonstrate compliance with these requirements. TxDOT may request written evidence of an organization's internal ethics and compliance program as part of the review process or at any time deemed necessary to verify compliance with 43 TAC §10.51.

Unique Entity Identifier (UEI)

Entities doing business with the federal government will use a Unique Entity Identifier (UEI) created and registered in SAM.gov. There is a field in eGrants where the subgrantee will fill in their UEI number and the registration

expiration date. Proof of registration from SAM.gov must be uploaded into eGrants as well. Registration in SAM.gov must be current for the UEI to be valid.

Pre-Award Audit

Organizations may be required to undergo a Pre-Award Audit prior to grant execution.

Terms and Conditions

Purpose - The main purpose of this RFP is to ensure uniform information in the solicitation of proposals and procurement of services. This RFP is not construed as a purchase agreement or contract or as a commitment of any kind, nor does it commit TxDOT to pay for costs incurred prior to the execution of a formal contract or grant unless such costs are specifically authorized in writing by TxDOT.

Rights - TxDOT reserves the right to accept or reject any or all proposals received, to cancel or reissue this RFP in part or its entirety or to decline to issue a contract or grant based on this RFP.

Corrections - TxDOT reserves the right to correct any errors and/or make changes to this solicitation as it deems necessary. Corrections and/or changes are posted at: *https://egrants.bts.txdot.gov/eGrantsHelp/rfp.html*

Terms - TxDOT reserves the right to negotiate the final terms of any and all contracts or grant agreements with proposers selected and any such terms negotiated as a result of this RFP may be renegotiated and/or amended in order to successfully meet the needs of TxDOT.

Withdraw or Reduce - TxDOT reserves the right to withdraw or reduce the amount of an award or to cancel any contract or grant agreement resulting

from this procurement if adequate funding is not received from NHTSA or other funding sources, or due to legislative changes.

Influence - Proposers shall not offer or provide any gratuities, favors, or anything of monetary value to any officer, member, employee, or agent of TxDOT, for the purpose of having an influencing effect toward their own proposal or any other proposal submitted hereunder.

Conflict of Interest - No employee, officer, or agent of TxDOT shall participate in the selection, award or administration of a contract or grant agreement supported by federal and/or state funds if a conflict of interest or potential conflict would be involved.

Contractual Obligation - The contents of a successful proposal may become a contractual obligation if selected for an award of a contract or grant agreement.

Right to Request - TxDOT reserves the right to clarify, explain or verify any aspect of a response to the RFP and to require the submission of any price, technical or other revision to the proposal that results from negotiations conducted.

Right to Disqualify - TxDOT reserves the right to deem non-responsive or disqualify any proposal that in TxDOT's sole determination does not comply with or conform to term conditions and requirements contained in this RFP.

Adherence - All contracts or grant agreements awarded under this RFP must adhere to the *Texas Traffic Safety Program Grant Agreement General Terms and Conditions* for all Traffic Safety grant agreements. These terms and conditions are included as part of the proposal.