AGENDA

- Welcome
- Update on CARES Act Implementation
- Claims Guidance
- ROAP/SMAP Updates and Guidance
- Coordinating Reopening with Local School Districts
- NC Transit Cares
- Web Resources
- Questions
CARES Act Update

• Schedule
• Application Steps
• Agreement Process
• System Application Status

CARES
The Coronavirus Aid, Relief, and Economic Security Act
<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allocation and application released to transit systems</td>
<td>April 20-25, 2020</td>
</tr>
<tr>
<td>Enter FTA application in TrAMS</td>
<td>April 20, 2020</td>
</tr>
<tr>
<td>FTA Review</td>
<td>Apr 27, 2020</td>
</tr>
<tr>
<td>DOL Certification (3 days) expedited</td>
<td>April 28, 2020</td>
</tr>
<tr>
<td>FTA Final Concurrence/Reservation</td>
<td>April 29, 2020</td>
</tr>
<tr>
<td>Subrecipients apply for Funding</td>
<td>April 30- May 15, 2020</td>
</tr>
<tr>
<td>TrAMS award set up in SAP</td>
<td>May 4, 2020</td>
</tr>
<tr>
<td>Fund WBS elements accounts</td>
<td>May 5-6, 2020</td>
</tr>
<tr>
<td>IMD begins to issue contracts to Subrecipients</td>
<td>May 18, 2020</td>
</tr>
<tr>
<td>DocuSign workflow/ Convert Applications to Agreements</td>
<td>May 18, 2020 - upon receipt</td>
</tr>
<tr>
<td>IMD claims processing from transit systems into EBS</td>
<td>7-10 days</td>
</tr>
<tr>
<td>FTA reimbursement once submitted</td>
<td>2 days</td>
</tr>
</tbody>
</table>
Application Steps

L1 - MDS approved

L2 - Program Mgmt Approved

L3 - Application remain here until signed contract is received from Subrecipient and Deputy Secretary has signed contract and attached in EBS

L4 - Finance Mgmt Approved – verification of contract, account # and $

L5 – Assist Director approval and pinning of application; application then goes to Finance
Agreement Process

L1 – Finance Mgmt converts application to Agreement

L2 - Assist. Director approves Agreement

L3 – Contract Mgmt Approval

Finance sends subrecipient signed agreement via DocuSign and system can begin invoicing
5311 CARES Act Applications

• 72 out of 78 applications submitted in EBS
  • 2 L1 approved
  • 62 L2 approved
  • 2 returned to Subrecipients for correction
  • 2 returned to MDS
  • 1 submitted and waiting approval
  • 3 agreement numbers issued
5307 CARES Act Applications - Operating

• Total of 11 applications submitted in EBS
  • 1 submit status
  • 2 L1 approved
  • 8 L2 approved
  • 1 rejected
5307 CARES Act Applications - Capital

- Total of 1 application submitted in EBS
- 1 L2 approved
Allowable Expense Resources

- Frequently Asked Questions from FTA Grantees Regarding Coronavirus Disease 2019 (COVID-19)
- FTA Circular 9040.1G
- Emergency Relief Manual - (49 USC 5324)
CARES Operating Grant

= 5311 Admin

+ 5311 Operating
### Sample Claim Spreadsheet

In EBS – Claims
**G315 - Operations**
Enter Operating Costs (Total)

**F511 – General Public Fares**
Enter Farebox Revenue (Total)

Claim will net to the amount to be paid

<table>
<thead>
<tr>
<th>Example Claim Type</th>
<th>Example Expense</th>
<th>Example Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>Operations Salaries</td>
<td>$ 10.00</td>
</tr>
<tr>
<td></td>
<td>Driver Pay</td>
<td>$ 20.00</td>
</tr>
<tr>
<td></td>
<td>Admin Pay</td>
<td>$ 30.00</td>
</tr>
<tr>
<td></td>
<td>Admin Leave Pay</td>
<td>$ 10.00</td>
</tr>
<tr>
<td></td>
<td>COVID-19 Leave Pay</td>
<td>$ 20.00</td>
</tr>
<tr>
<td></td>
<td>Part-Time Pay</td>
<td>$ 30.00</td>
</tr>
<tr>
<td>Supplies</td>
<td>Cleaning Supplies</td>
<td>$ 10.00</td>
</tr>
<tr>
<td></td>
<td>PPE Items</td>
<td>$ 10.00</td>
</tr>
<tr>
<td></td>
<td>Plexiglass Barriers</td>
<td>$ 20.00</td>
</tr>
<tr>
<td></td>
<td>Steam Cleaners</td>
<td>$ 30.00</td>
</tr>
<tr>
<td></td>
<td>First Aid</td>
<td>$ 10.00</td>
</tr>
<tr>
<td>Fuel</td>
<td>Fuel</td>
<td>$ 20.00</td>
</tr>
<tr>
<td>Other</td>
<td>Utilities</td>
<td>$ 30.00</td>
</tr>
<tr>
<td></td>
<td>Uniforms</td>
<td>$ 10.00</td>
</tr>
</tbody>
</table>

**Total Operating Expenses:** $ 260.00

<table>
<thead>
<tr>
<th>Revenues Received</th>
<th>Farebox Revenue</th>
<th>$ 30.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less Fare Revenue</td>
<td></td>
<td>$ 30.00</td>
</tr>
</tbody>
</table>

**Claim Total - Operating Minus Revenue:** $ 230.00
Salaries (Please provide documentation supporting amounts)
   Include: Staff/drivers working
   Staff/drivers Admin Leave
   Staff/drivers COVID Leave

Employee Benefits paid

Supplies/Equipment for COVID-19
   PPE
   Steam Cleaners
   Plexiglass barriers
   Cleaning supplies

Fuel

Vehicle Maintenance (5311 only)

Utilities and other allowable expenses under 5311/5307
Farebox revenues are fares paid by riders, including those who are later reimbursed by a human service agency or other user-side subsidy arrangement.

Farebox revenues **do not include** payments made directly to the transportation provider by human service agencies to purchase service. However, purchase of transit passes or other fare media for clients would be considered farebox revenue.

A voluntary or mandatory fee that a university or similar institution imposes on all its students for free or discounted transit service is **not farebox** revenue.

Payments made directly to the transportation provider by human service agencies and university fees passed on to the transit provider would be considered “**program income**” and may be used to reduce the net operating cost of the service or may be used as local match on the existing grant.
SMAP/ROAP Policy Change (Due May 29)

- Remaining SMAP/ROAP Payments do not need to be returned
- Must be signed by County Manager and Transit Director
  - Regional Systems: Executive Director and System Board Chair
- 81/128 policies received to date
  - 79 Keep / 2 Return
- SMAP Systems lagging behind ROAP
FY21 SMAP/ROAP Funding

• Due to Snow and Ice Removal Costs from FY20, all NCDOT Divisions have to make reductions in FY21 budget.
• IMD’s share is $2,558,917
• Elect to cut equally four funds by approximately 3.7%
  – ROAP reduction: $693,833
  – SMAP reduction: $891,123
Coordinating Reopening with Local School Districts

- Contact information has been shared.
- Explore possibilities for:
  - Assisting with scheduling/routing
  - Contract services
  - Sharing operators
  - Other resources?
Project Overview and Recent Changes

- Original project was “NC Innovations in Transit” with a focus on peer exchange of innovative ideas and development of NCDOT strategy for innovation deployment
- Focus has shifted now to understanding the impacts of COVID-19 and exchange of innovative ideas related to response, recovery, and long-term challenges
NC Transit Cares 2020 Schedule

- **Kick It Off Meeting**
  - July 22
  - 10:30 am – 12:30 pm
  - Virtual

- **Work on It Meeting**
  - September 9
  - 9 am – 11 am
  - Virtual

- **Launch It Meeting**
  - November 4
  - 9 am - Noon

Send Survey to Transit Providers

- Ongoing information gathering and sharing.
- Information collected from project may be used broadly to help NCDOT with development of policies, programs, and projects.
NC Transit Cares – Sample Survey Questions

• What long-term changes do you anticipate to your operations as a result of COVID-19 (i.e., changes in customer needs or travel patterns)?

• Are there any activities or practices you have implemented in response to COVID-19 that you consider innovative or unique?

• What should NCDOT’s role be in deployment of innovation and new technologies? How should NCDOT’s role be different in response to COVID-19 than under normal circumstances?
COVID-19 Web Resources

https://connect.ncdot.gov/business/Transit
1. Continue with Scheduled Time
   • May cancel if no new content

2. Move to Bi-weekly then monthly

3. Post COVID
   • Continue with guest presenters and continuing content of interest to Transit Systems
QUESTIONS?
Bicycle and Pedestrian | Public Transportation

Transit Systems Call

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Integrated Mobility Division
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919-707-2601