

## Transit Call Recap – July 08, 2026

- **FY27 Budget Approval and Expansion Requests:** Brennon informed the group that the FY27 state budget has been approved, matching last year's funding, and noted that expansion requests for ROAP and SMAP were not granted; Brennon and the IMD team will continue advocating for future expansion and operational funds.
  - **Budget Status and Constraints:** Brennon explained that the FY27 budget has been approved, providing the same funding as the previous year, and highlighted that the team will not operate under a continuing resolution, which is an improvement over last year's uncertainty.
  - **Expansion Request Outcomes:** Brennon reported that expansion requests for ROAP and SMAP were not approved, despite their inclusion in the governor's budget, and emphasized ongoing efforts to push for expansion in future cycles.
  - **Technical Corrections Monitoring:** Brennon stated that the team will monitor technical corrections following the budget's signing and will keep stakeholders updated as new information becomes available.
  - **Collaboration with NCPTA:** Brennon described ongoing collaboration with the NCPTA work group to develop new funding guidelines and incentives, aiming to make more money available and offset the lack of additional funding.
- **Statewide Vehicle Contract and Procurement Updates:** Brennon and Blair announced the launch of a new five-year statewide vehicle contract, discussed the extension of submission deadlines, and provided updates on procurement processes and upcoming contracts, including heavy-duty buses and training resources.
  - **Vehicle Contract Launch:** Brennon shared that the statewide vehicle contract advertisement was released at the beginning of the week, with a quick turnaround prompting an extension of the submission deadline in coordination with the Department of Administration and internal procurement.
  - **Contract Features:** Brennon highlighted that the new contract will last five years, reducing administrative turnover, and includes a variable price

element to eliminate price negotiation gaps for agencies purchasing vehicles.

- **Procurement Timeline and Deadlines:** Blair detailed the IFB posting for LTV and raised roof vans, vendor question deadlines, and the extension of the submission deadline to August 10th, noting the current contract's extension until October and the automatic expiration upon execution of the new contract.
- **Upcoming Contracts and Training:** Blair announced preparations for the heavy-duty large bus contract, described available state contracts for fleet vehicles and IT, and introduced new procurement training resources, including short instructional videos to be released later in the summer.
- **Triennial Review Preparation:** Blair informed participants about the upcoming triennial review for fiscal years 24–26, requesting that any missing procurement documentation be submitted to Chris by August 19th, and outlined new training options for procurement processes.
- **Finance Updates and Grant Claims Procedures:** Beth provided updates on staff changes, FY26 and FY27 grant periods, contract execution priorities, claim submission guidelines, file naming conventions, and reminders for vehicle claims and agency contact information, with Monique Frazier and Tanisha O'Keefe as interim finance contacts during Jocelyn's leave.
  - **Staff Changes and Contact Procedures:** Beth announced Jocelyn's upcoming leave until mid-October and instructed participants to contact Monique Frazier and Tanisha O'Keefe for finance-related questions during this period.
  - **FY26 and FY27 Grant Timelines:** Beth clarified that FY26 grant claims for expenses incurred up to June 30th can be submitted as a single claim in July, and FY27 grant year began July 1st, with claims for July due by August 30th.
  - **Contract Execution Priorities:** Beth explained that state contracts are prioritized over federal contracts due to immediate funding availability, and federal contracts will be processed once FTA awards are received.
  - **Claim Submission and File Naming:** Beth emphasized the importance of proper file naming based on G codes for claim attachments, combining salaries and fringes, and following naming conventions to facilitate claim review and corrections.

- **Vehicle Claims and Documentation:** Beth reminded participants to use the provided checklist for vehicle claims, ensuring all required documentation is included and that NCDOT is listed as the first lien holder on MVR forms.
- **Grant Administration and FY28 Application Process:** Casondra, filling in for Carolyn, updated the group on FY27 grant approvals, FY28 application phases, document requirements, applicant profile form, public hearing notice changes, and local share certificate guidelines, emphasizing tighter timelines and process improvements.
  - **Staff Coverage and Contact:** Casondra announced Carolyn's leave until mid-October and requested that all grant administration questions be directed to them during this period.
  - **FY27 Grant Approvals:** Casondra reported that several applications, including special concepts and urban state match grants, were sent to the Board of Transportation for approval at the July meeting.
  - **FY28 Application Phases:** Casondra described the completion of the pre-registration phase for FY28 applications, urged timely submission of corrections and documents, and noted that RGSs are reviewing and sending approval letters.
  - **Document Requirements and Process Changes:** Casondra introduced the applicant profile form to reduce duplicative data entry, explained new public hearing notice requirements (no newspaper publication unless locally required), and clarified that proof of publicizing the hearing is sufficient.
  - **Local Share Certificate Guidelines:** Casondra stressed that program resolutions must be signed by three distinct individuals and that local share certificates must meet or exceed the required percentage and dollar amount, with insufficient certificates being returned for correction.
- **ROAP Reports, Fund Transfers, and Disbursement Timelines:** Casondra discussed the urgency of submitting June ROAP reports, provided expenditure and fund transfer statistics, explained the impact on allocation and disbursement schedules, and answered Danny's questions about RGP fund expenditures and allocations.
  - **ROAP Report Submission Urgency:** Casondra requested that all June ROAP reports be submitted by July 15th to enable timely reconciliation of funds and

earlier disbursement, targeting an end-of-August date compared to last year's November timeline.

- **Expenditure and Fund Transfer Statistics:** Casondra provided up-to-date figures, noting \$16.3 million spent on ROAP services, \$1.5 million used for matching grants, and \$2.3 million remaining, with 91% of EDTAP, 67% of employment, and 74% of RGP funds expended.
- **Fund Transfer Procedures:** Casondra explained that funds can be transferred between employment and RGP categories, and into EDTAP, to help systems fully expend their allocations and cover costs, with more than \$1.5 million transferred this year.
- **Report Approval and Reconciliation:** Casondra reminded participants to finalize approvals in their program balance sheets, noting that missing approvals delay fiscal year closeouts and subsequent fund releases.
- **Clarification of RGP Expenditure Calculations:** Casondra responded to Danny's question, clarifying that total expenditures include both allocated funds and additional system spending, explaining the percentage calculations and the inclusion of external funds in the reported totals.
- **Training Opportunities and Reporting Deadlines:** Blair outlined upcoming training sessions, including op stats, passenger assistance techniques, and drug and alcohol program manager training, and reviewed key reporting deadlines for facility maintenance, claims, and vehicle data, urging participants to register and meet submission dates.
  - **Training Announcements:** Blair announced OPSTATS training with corrected links, passenger assistance techniques training at the end of August and early September, and drug and alcohol program manager training in November, requesting location suggestions and registration.
  - **Reporting Deadlines:** Blair listed upcoming deadlines for facility maintenance checklists, charter reports, program income, training reports, TDM claims, vehicle and lift data, and June ROAP reports, emphasizing the importance of timely submissions.

Follow-up tasks:

- **FY28 Grant Application Corrections:** Return corrected or additional pre-registration documents for FY28 grant applications if requested by RGS within 10 days. (Meeting Participants)

- **Vehicle Insurance Application Glitch:** Hold off on submitting FY28 grant applications with vehicle insurance amounts over \$2,500 until IT resolves the application glitch. (Meeting Participants)
- **Concept Grant MOUs Submission:** Submit MOUs with each partner for approved concept grants directly to your RGS as soon as possible to avoid project delays. (Meeting Participants)
- **ROAP Reports Submission:** Submit June ROAP reports by July 15th to enable faster reconciliation and earlier disbursement of funds. (Meeting Participants)
- **Procurement Documentation for Triennial Review:** Return any requested procurement documentation to Chris by August 19th to prepare for the upcoming triennial review. (Meeting Participants)
- **Training Location Suggestions:** Contact Kim with suitable locations for upcoming PAT and Drug and Alcohol Program Manager trainings. (Meeting Participants)
- **Training Registration Issues:** Provide email address and name to Blair for manual registration if unable to register for Cutter training due to technical issues. (Meeting Participants)