



NORTH CAROLINA

Department of Transportation




Integrated Mobility Division Transit Systems Call

November 13, 2024

 ncdot.gov/divisions/integrated-mobility

 @NCDOT_IMD  NCDOT-IMD

 @NCDOT  [ncdot.com](https://www.ncdot.com)  [NCDOTcommunications](https://www.youtube.com/NCDOTcommunications)  [ncdot.com](https://www.ncdot.com)

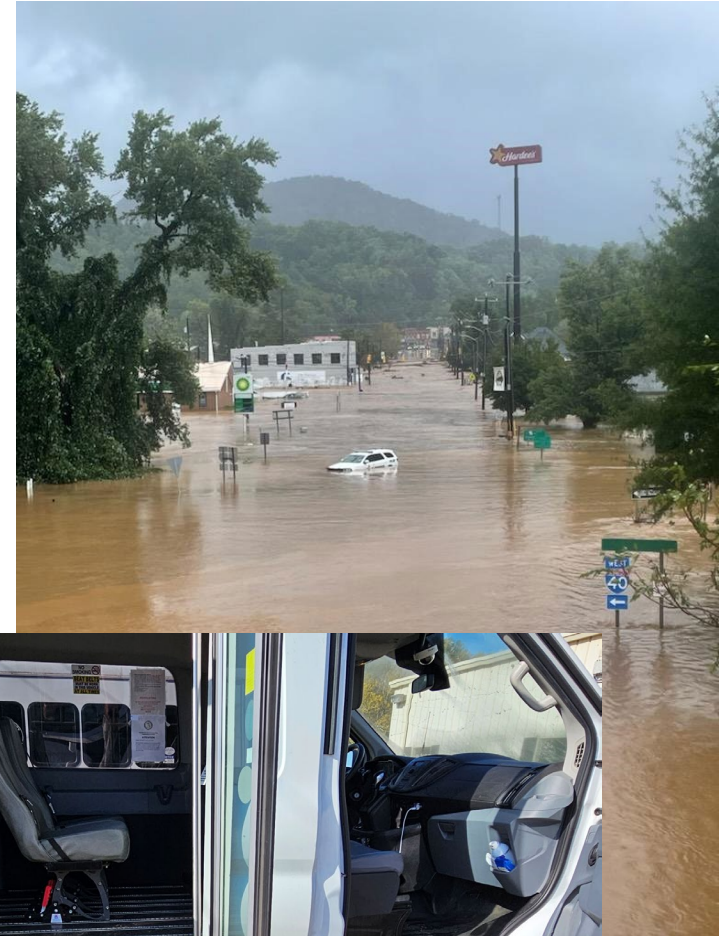
 @NCDOT  NCDOT  [NCDOTcommunications](https://www.ncdot.com)  View All Channels

AGENDA

- Director Opening
- Finance Updates
- Grant Administration Updates
- Procurement Updates
 - Vehicle Orders
 - Statewide Contracts
- Compliance Updates
 - Asset Dispositions
- Training Updates
 - Transit Academy Recognition
- Special Project Updates
- Calendar Updates

Helene Impacts

- 28 Agencies affected
 - 21 Back to Normal Service
 - 6 Limited Service
 - 1 Providing Emergency Rides
- \$1.3 million in preliminary Damages
- 3 – Agencies Displaces
- 8 – totaled vehicles



Helene Response

- Agency Response
 - 450 Evacuation Trips
 - >2,000 evacuations
- Delivered/Distributed Supplies
- Delivered/Distributed Hot Meals



Helene Response

IMD Response

- Daily calls with impacted agencies
- Facilitating supply/vehicle drops/swaps
- Acquiring \$1 million in FEMA funding for emergency operation
- Facilitating new routing and services for affected communities



Finance Updates



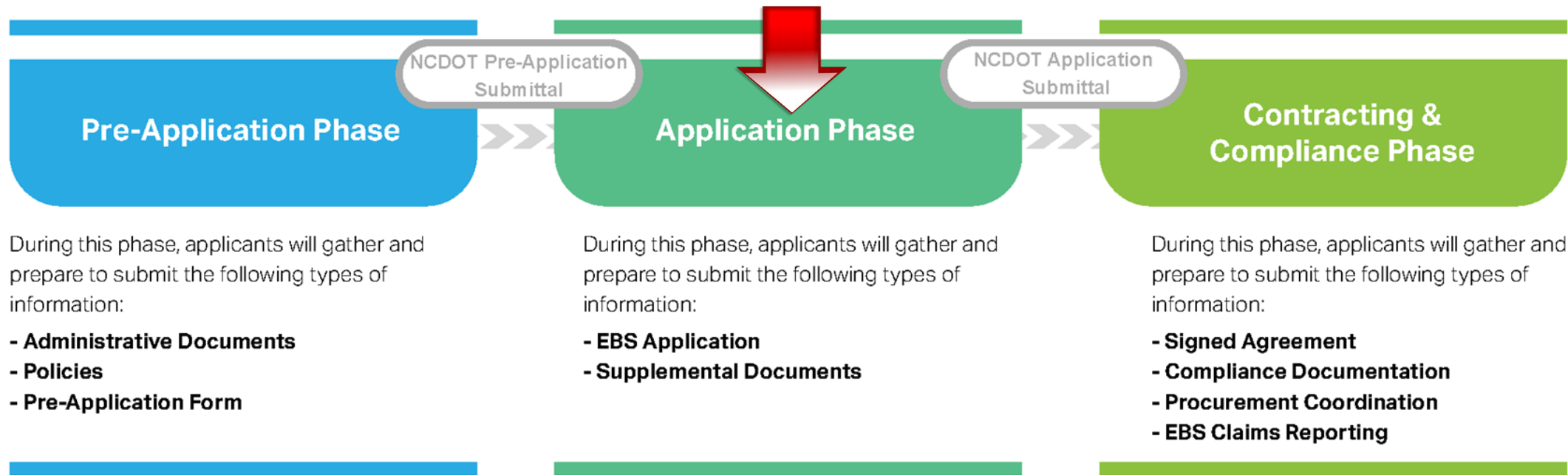
- All board approved projects have now been sent out. You should have received the contract packages via DocuSign, the executed agreement back with the Agreement number or it is between one of those stages and should receive it soon.
- If you haven't received a contract package and was expecting one, please feel free to reach out to your accounting specialist.
- Mountain - Monique Frasier msfrasier@ncdot.gov 919-707-4681
- Western - Jim Longenbach jrlongenbach@ncdot.gov 919-707-4671
- Eastern - Tanisha O'keefe ttokeefe@ncdot.gov 919-707-4689
- Coastal - Equila Drakeford ezdrakeford@ncdot.gov 919-707-4680

- First quarter claims were due by October 30th.
- Many of you have projects on hand in which the period of performance has expired. There hasn't been any request for reimbursement or only a few request have come in leaving a significant balance on the account. In some cases, claims were returned for correction, but never resubmitted for review and approval. I recommend each of you review every project you have asap to see if this applies to you.



Grant Administration Updates

FY 26 Unified Grant Application (UGA) Process



Key Dates:

- Completed grant applications were due in EBS on Friday, **October 4, 2024**.
- Regional Grant Specialists are in the process of reviewing and approving applications. If any questions come up or documents need correction, you will be contacted by your RGS.

Grant Application Timelines

- 5303 Planning (Fall 2024) – application sent to MPOs and posted on Connect – **opened in September 2024**
- Rural Operating Assistance Program – **opened in September 2024** - disbursements made at the end of October. Late applications or those with missing documents will receive disbursements in November.
- State Maintenance Assistance Program – **opened in September 2024** - disbursements will be made mid-November.
- Transportation Demand Management - **TBD**
- Other FTA Discretionary Grants - **TBD**



Unified Grant Application (UGA) Process

Helpful Tools

- The UGA page has a lot of useful information refer to the screenshot below for a sample, i.e., [Unified Grant Application \(UGA\) Program Tutorial Phase I - Pre-application How-to-video](#)
- <https://connect.ncdot.gov/business/Transit/Pages/Unified-Grant-Application.aspx>
- For assistance with your claims or change requests, please contact Elizabeth Peak at ext-eapeak@ncdot.gov



Unified Grant Application (UGA) Process

Helpful Information for FY27

- The UGA planning team will have an external stakeholder's meeting during the 1st week of December to review program updates for FY27 and other items.
- A beta test for the FY27 UGA program will be conducted with the external stakeholder's group in late-January 2025.



Unified Grant Application (UGA)

The Unified Grant Application (UGA) is designed to simplify, streamline, and modernize the process by which applicants apply for state-administered transit funds.

Please download the UGA Guidance. IMD opened the Call for Projects on April 1, 2024:

FY26 Unified Grant Application (UGA) (Last Modified July 10, 2024)

***Note the UGA PDF works best when saved to your computer and opened in a PDF reader.**

Supplemental documents and guidance are provided under the tabs below. Additional calls for projects including SMAP, ROAP and 5303, can be found as links under the Timeline.

Please contact your assigned Regional Grant Specialist for further assistance.

IMD has prepared an **FY26 Unified Grant Application (UGA) Overview** handout as a job-aid to guide subrecipients through the phased approach of the FY26 UGA. Each phase lists the details and steps which will occur as the application moves through the process.

The folloing documents are job aids and information to assist with the UGA. The **UGA Roadmap** is your guide to getting started, illustrating the relationship between each document.

- **FY26 UGA Pre-Application (Phase 1) Quick Reference Guide**
- **FY26 UGA Application (Phase 2) Quick Reference Guide**
- **FY26 UGA Application Contracting & Compliance (Phase 3) Quick Reference Guide**
- **Smartsheet Quick Reference Guide**

Funding Program Cheat Sheet – this documents provides information to sub-recipients on the various programs and is a quick reference guide.

- **FY26 NCDOT IMD UGA Funding Cheat Sheet**

Timeline

DATES	TASK/EVENT
April 1, 2024	Grant Application Package Distributed
April 1 - October 4, 2024	Regional Grant Specialists Available to Assist Grantees with Questions
June 3, 2024	Pre-Application Due to NCDOT
July 1, 2024	Program Applications in EBS Open
October 4, 2024	EBS Grant Application Due to NCDOT
October - December, 2024	Grant Applications Review Process

News & Updates

April 1, 2024 –

IMD has published the **FY26 Unified Grant Application** and opened the Call for Projects.

Smartsheet Quick Reference Guide – IMD has gathered tips and tricks to best utilize Smartsheet and prepared this reference guide. This guide includes how to complete Smartsheet forms and grids which are used throughout the entire UGA process.

UGA Progress Sheet – This progress sheet serves as tracking sheet for application process. This progress sheet does not need to be submitted to IMD.

UGA Roadmap - This document provides a quick snapshot of the UGA tools and resources. This roadmap is especially helpful for those who are new to the UGA process.

IMD has prepared following short video tutorials for each phase of the UGA.

- **Unified Grant Application (UGA) Program Playlist**
 - **Unified Grant Application (UGA) Program Tutorial**
 - **Phase I - Pre-application How-to-video**
 - **Phase II - Application How-to-video**
 - **Phase III - Contracting & Compliance How-to-video**

If you have questions or need additional information, please contact your assigned Regional Grant Specialist, or contact me at cmfreitag@ncdot.gov.

ROAP Overview – November 12, 2024

Overall ROAP Stats

Primary	Description	Amount	% Total Allocation
ROAP Allocation	1. Funds approved from legislators	\$18,664,423	
Carryover	2. Unspent funds from previous year	\$2,435,924	
Allocation + Carryover	3. Total of 1 + 2	\$21,100,347	
Transferred Out	4. Transferring ROAP funds to match eligible grant programs	\$211,569	1%
YTD Expenditures	5. Total approved expenses to date	\$5,345,497	29%
Total Balance	6. Remaining funds to date	\$15,543,280	74%

EXTERNAL EDTAP, EMPL, RGP Stats

SFY2025	Net Allocation	Expenditures	% Expended	County Funds Used
EDTAP (Elderly & Disabled Transportation Assistance Program)	\$9,776,107	\$2,373,944	24%	\$152,195
EMPL (Employment Assistance Program)	\$2,372,946	\$830,045	35%	\$230,883
RGP (Rural General Public Program)	\$8,739,724	\$2,141,508	25%	\$75,327
Totals	\$20,888,777	\$5,345,497	26%	\$458,405

Net Allocation includes Carryover Amounts and Transfers.

% Transit Systems Reported by Month

July 2024	98%
August 2024	79%
September 2024	27%
October 2024	0%
November 2024	0%
December 2024	0%
January 2025	0%
February 2025	0%
March 2025	0%
April 2025	0%
May 2025	0%
June 2025	0%

The percentages do not include unapproved ROAP reports.

ROAP Update

- **Rural Operating Assistance Program** – disbursements made at the end of October. Late applications or those with missing documents will receive disbursements in November.
- **State Maintenance Assistance Program** – disbursements will be made mid-November.



ROAP Update (Continued)

New ROAP reporting timeline:

ROAP reports are now due **30** days after the end of the reporting month (i.e., July report is due August 30th)

The **November** report is still due **January 15, 2025** and the **December** report due **January 30, 2025**

ROAP Update (Continued)

FY25 ROAP Report SmartSheet Link:

<https://app.smartsheet.com/b/form/5cd8951fef8845a699ec23382a249331>

- RGSs will send a confirmation e-mail after each monthly report is reviewed. Transit directors are asked to acknowledge accuracy of information with a reply e-mail within **five (5)** business days.
- The e-mail will be attached to each approved monthly report. If an error is discovered **one (1)** report correction per monthly report is allowed. This change is effective with the December 2024 report.

ROAP Update (Continued)

ROAP Monthly Allocation Balance Update Report

The monthly ROAP Allocation Balance report shows an approximation of running funds balance in each ROAP program.

The report will be automatically sent from SmartSheet on the 8th of the month, prior to the due date of the monthly reports.

The balances in the reports will not include expenditures that have been submitted but not yet approved. The balance reports are to provide an estimated update of the ROAP balances, but transit directors and/or finance directors are ultimately responsible for keeping up with program funds and reports submitted.

ROAP Update (Continued)

Monthly ROAP reporting provides **30 days** after the end of each month to submit reports. IMD encourages transit systems to use those days to collect trip and expense information, and back-up documentation to prepare an accurate report.

Sally says “don’t sleep on your ROAP reports”. They are due on the 30th of each month



ROAP Update (Continued)

FY25 ROAP Analysis:

ROAP Reporting Update as of November 08, 2024

- July reports due September 15th – 92 reports approved, 1 submitted but not approved yet
- August reports due October 15th – 70 reports approved, 22 submitted but not approved yet
- September reports due November 15th – 22 reports approved, 33 reports submitted but not approved yet
- October reports due December 15th – 8 reports submitted but not approved yet
- November reports due January 15th – reports not submitted
- December reports due January 30th – reports not submitted
- January reports due February 28th – reports not submitted
- February reports due March 30th – reports not submitted
- March reports due April 30th – reports not submitted
- April reports due May 30th - reports not submitted
- May reports due June 30th - reports not submitted
- June reports due July 30th - reports not submitted



Procurement

FY25 Vehicle Order Forms

Currently NCDOT Purchasing is processing price increase amendments to the existing NCDOT contract “54-SG-05062022”

The Increases must go through NCDOA after that, then we can release the Vehicle Order Forms.

Increases are allowable in the contract to cover market increases on things like the chassis. You can expect a 3-5% increase in pricing for base model vehicles as well as participating priced options.

Once we have final details in and know the timeline, we will issue a POP extensions as appropriate.

Vendors under contract include:

- Model 1 (formerly Creative Bus Sales)
- Interstate Transportation Sales
- Palmetto Bus Sales
- Vehicle types covered
 - Raised Roof vans (mid-roof Ford Transit 150 Connects as well as high-top roof Ford Transit 350s)
 - 20’, 22’, and 25’ LTVs
- Vehicle types outside of the NCDOT contract will need to be procured competitively through either independent solicitation or potentially by identifying an FTA/NCDOT compliant purchasing schedule/state contract to utilize

Procurement Agenda (2024 – 2026)

- **Establishing the use of ProcurementPro (NRTAP product)**
 - We are currently working out the details and making sure all of our state and Federal regulations are synched up.
 - We will have NRTAP present training on our February Transit Call when it will be operable.
 - The expectation is that for any procurements not related to Statewide Contracts that IMD has approved to use, agencies will need to utilize the tool to ensure procurement compliance.
 - At the end of utilizing the tool, the agency and IMD will have a complete documentation packet to refer to for compliance and usage.

- **IMD Statewide Contract - Routing Software – Tech RFP**
 - NCDIT is currently working through the contracting stage and we will make announcements when appropriate.
 - Once completed, we will present details and how to utilize the contract on a future transit call.

Procurement Agenda (2024 – 2026)

- **IMD Statewide Contract – Vehicle Camera Contract**
 - Procurement Survey input has been reviewed and meetings are being setup with a subrecipient workgroup.
 - RFP will have to go through NCDIT, so we are working on determining a timeline that we will share once we know what it looks like.
 - Please remember that you do have several other avenues to order cameras currently – add-on option with vehicle orders and collecting quotes and going through the procurement process.

- **IMD Statewide Contract– 2026 Vehicle Contract**
 - 2023 RFP Process took much longer due to changing landscape and internal rules. We are proactively working through this process earlier as result.
 - Procurement Survey input has been reviewed and meetings are being setup with vendors and a subrecipient workgroup.

- **IMD Statewide Contract –Propane Conversion Kits**
 - Just a reminder that the contract for this is still in effect.
 - NCDOA is preparing a new RFP that should go out very soon.
 - IMD and several agencies have been in contact and given input.

Procurement Web Page Redesign

- Format has changed to allow for more information and updates.
- Updates are coming.
- Feedback is welcome.

Procurement
Forms, Contracts, RFP's, Policies and FAQ's

Home > Connect NCDOT > Doing Business > Public Trans > Procurement

Procurement Updates

ATTENTION PLEASE READ:

BEFORE making a \$10,000 or greater (procurement) purchase, contact IMD's Procurement Section Staff to obtain approval to make the purchase and to ensure proper procedures are followed for project costs to be reimbursed.

FTA Procurement Webinar Recording & Presentation

The FTA hosted a **webinar on July 13, 2023** for recipients and regional staff to learn how to identify FTA-funded procurements and its impact on the agency's oversight programs. Webinar participants learned the tools and techniques to determine which grants have FTA procurement contracting opportunities. In addition, FTA discussed why tracking procurements is important for Triennial, State Management and Civil Rights reviews. FTA also provided an update on the top ten procurement findings and the best methods to address those deficiencies.

The webinar **recording** and **presentation** are now publicly available.

Latest News

Documents [Order Forms](#) [Training](#) [Vehicle Information](#) [Federal Requirements](#)

- [2017 NCDOT Bus Shelter & Bus Stop Guidelines](#) PDF
- [2019 Capital Replacement Schedule](#) PDF
- [2021 Capital Replacement Schedule](#) PDF
- [Buy America FTA Small Purchase Waiver Memo](#) PDF
- [Disposition Guidelines 5-2021](#) W
- [Statement of Capital Withdrawal](#) PDF
- [Statement of Capital Withdrawal Substitution Form](#) W

Inspection/Disposition Forms

- [FY24 Creative Bus Sales](#) ZIP
- [FY24 Interstate Transportation Sales](#) ZIP
- [FY24 Palmetto Bus Sales](#) ZIP

Procurement Checklist Documents

- [DBE Form](#) X
- [Disposition form-Excess Vehicle](#) X
- [Procurement Checklist - Formal Bid](#) W
- [Procurement Checklist - Informal Written Quotes](#) W
- [Procurement Checklist - Price Quotes](#) W
- [Procurement History Form](#) W
- [Purchasing Guide](#) W

Agency Specific Term Contracts

- [IFB-Rolling Stock - Light Transit Raised Roof Vehicles-EV 1-13-22](#) W

Employee Directory
Staff contacts for *Integrated Mobility Division*.

Contact Form
For questions & feedback about this area of Connect NCDOT, contact *Public*.



**Compliance
Updates**

2024 Compliance Reviews

CY24 5311

- 31 Total
- 7 Closed
- 4 In-Process
- 7 Scheduled
- 13 Postponed
(Hurricane Helene)

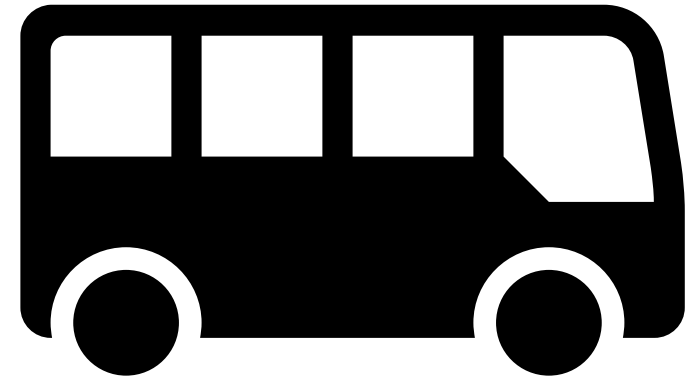
<u>Calendar Year 2024</u>		
Alamance County Transportation Authority (ACTA) - Completed	Albemarle Regional Health Services (ICPTA)	Alleghany County
Ashe County Transportation Authority	Avery Co. (ACT)	Bladen County (BARTS)
Buncombe County/Mountain Mobility	Clay County	Gaston County
Goldsboro-Wayne County (GWTA)- In Process	GoWake Access- In Process	Guilford County Transportation and Mobility Services (TAMS)- Completed
Hoke Area Transit Service (H.A.T.S.)- Completed	Johnston County Area Transit (JCATS)- Completed	Kerr Area (KARTS)- Completed
Lee County (COLTS) - Completed	Madison County Transportation Authority	McDowell County Transportation
Mountain Projects Inc. Haywood Co.	Pender Adult Services Inc. (PAS)	Polk County
Rockingham (ADTS)	Rowan Transit System (RTS)	Rutherford County Transit
Sampson County - Completed	Scotland County (SCATS)- In Process	Tar River Transit / City of Rocky Mount- In Process
Union County Transportation	Western Carolina Community Action, Inc. (WCCA-Apple Country (Henderson County))	Western Piedmont Regional Transit Authority
Wilkes Transportation Authority (WTA)		

Asset Disposition Policy & Process

The Infrastructure Investment and Jobs Act (IIJA) changed the provisions for transit asset disposition [49 USC § 5334(h)(4)(B)]. For **rolling stock, equipment and aggregate supplies** that have met their minimum useful life and were

- (1) purchased with federal assistance
- (2) with a fair market value of more than \$5,000 and
- (3) sold after November 15, 2021, the recipient may retain a portion of the funds -- \$5,000 plus the percentage of its local share in the original award.

Any remaining federal share must be returned to FTA. The federal share of the sales proceeds cannot be retained for public transportation use.



Asset Disposition Policy & Process

- The distribution of the local and federal shares starts with the sales proceeds of the item sold for fair market value.
- Of that amount, the recipient retains \$5,000.
- Of the remaining amount of the sales proceeds, the recipient retains the amount calculated by its percentage of participation in the cost of the original purchase.
 - NCDOT is allowing Transit Agencies to keep any State Match, in most cases, the percentage added will be 20%.
 - All previous rules about what you can use retained funds for still apply. Document, document, document.
- For example, if a bus, purchased with federal assistance at an 80/20 split, is sold for the fair market value of \$12,000, the recipient retains \$5,000 plus 20% of the remaining \$7000, or \$1,400, for a total of \$6,400. The recipient is required to return 80% of \$7,000, or \$5,600, to FTA.
- If funds were used the commission of a sell (selling and handling), those charges can offset as well, up to \$500. This includes advertising or moving the vehicle. You will need to provide documentation for this.

Asset Disposition Policy & Process

Casualty Losses and Transfers

- Rules for these have not changed, but the process has.
- Casualty Losses start in the Accident/Incident Report SmartSheet. Kevin will complete the process once that has been completed.
- Transfers now go through Kevin as well, so requests will need to be sent to him to process.
- All three options of disposal go through the same general process in the end. The SmartSheet will automate a request to you once triggered.

Sales

- Once you send in your Vehicle Inspection Forms and request your Title Lien, Kevin will trigger our Asset Disposition Update Request for the replacement vehicle (matched with the VIN#).
- If you have not disposed of the vehicle yet, you need to save the email for when you have.
- Our new policy states that you must dispose of the vehicle within 180 days. This will be tracked and enforced, so please comply with this updated rule.
- The Update Request will ask you specific information that you must completely fill in and submit to us. Please refer to the email dated 10/29/2024 titled “Important IMD Asset Disposition Update” for those questions.

Asset Disposition Policy & Process

- Once submitted, Kevin will review the data and send you a confirmation letter so that you can certify the information is correct. This will come via DocuSign and request signatures from you and Kevin. You will receive a copy of this after completion.
- The letter will also confirm the amount you need to send back. If the amount is \$0 or a negative amount, you do not need to send anything back and you have completed the process.
- If you do need to send funds back, instructions are on the second page of the letter.
- You can send funds back either electronically or by paper check. The WBS# that you need to use is also listed. If by paper check, you need to send it to Kevin Edwards attention.
- NCDOT will then send batch paper checks to the FTA. Once cleared, we will log it as complete.

Disposition Time Frame

- IMD must log and have all dispositions from 11/15/2021 through 06/02/24 go through the process by mid-December (funds returned). This is a part of our corrective action that we must complete.
- All dispositions that happen 06/03/2024 or later still must go through this process as well. The process will be the same.
- For all dispositions between 06/03/2024 and 09/30/2024, the process and formula are the same.



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

Official Asset Disposition Confirmation Document for the Transit Agency:

[Redacted area]

You recently completed our Asset Disposition Tracker for your vehicle with the following Vehicle Identification Number (VIN) [Redacted area]

Below is a summary of the information you provided:

Disposition Type:	
If Sale, Disposition Method (if applicable):	
Odometer Reading at the time of Disposition (if applicable):	
Buyer/Transferee Type:	
Name of Buyer/Transferee:	
Sales Receipt Date:	
Sales Amount:	
Selling & Handling Fees (if applicable):	
Amount Transit Agency Must Return:	(If this amount is \$0.00 or a negative amount, you do not need to return any funds)

Please certify this is correct by signing here: _____

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
INTEGRATED MOBILITY DIVISION
1550 MAIL SERVICE CENTER
RALEIGH, NC 27699-1550

Telephone: 919-707-2600
Fax: 919-733-1391
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location:
1 SOUTH WILMINGTON STREET
RALEIGH, NC 27601

Return of funds instructions



As a reminder, As of November 15, 2021, Federal Rules changed for the FTA as result of the Infrastructure Investment and Jobs Act (IIJA). NCDOT created a new policy based on the changing rules that stated assets sold over \$5,000 plus a percentage based on the match paid, must be returned to the FTA through IMD.

To return funds, the agency can send it to NCDOT-IMD electronically or by paper check by referencing WBS# 36226.83.2.1. If mailing a paper check in, please send it to the attention of Kevin Edwards, IMD Compliance Manager at Mail Service Center 1550, Raleigh, NC 27699-1550. Please make paper checks out to: NCDOT and add the 'IMD', the WBS# and if possible, the VIN# for the disposed vehicle.

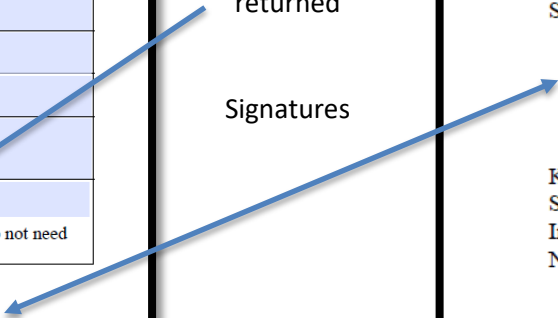
When vehicles, equipment, real property or other assets purchased with Federal Funds have been replaced after meeting the required useful or service life, the recipient shall dispose of the item in a manner that is compliant with the FTA Circulars 9040.1G (Section 5311), 9070.1G (Section 5310) and 5010.1E, the State Management Plan, 2 CFR Part 200 and N.C.G.S.

Please also make sure the vehicle is marked as 'Disposed' in EAM. For questions about this process, please contact Kevin at 919-707-4695 or kbedwards2@ncdot.gov or Blair Chambers at 919-707-4693 or by email at tbchambers@ncdot.gov.

Sincerely,

Amount needed to be returned

Signatures



Kevin B. Edwards, MESH, CSSO
Safety, Education and Compliance Manager
Integrated Mobility Division
North Carolina Department of Transportation

Asset Disposition Policy & Process

- Per a Dear Colleague letter from the FTA on September 27, 2024, the rule was amended.
 - Per 2 CFR 200.313 and 200.314, if an item of equipment or aggregate unused supplies purchased with Federal assistance, and no longer needed for a transit purpose, are sold for \$10,000 or less, the recipient may retain the full proceeds from the disposition.
 - If the proceeds are greater than \$10,000, then per 49 U.S.C. 5334(h)(4)(B) the recipient may retain \$5,000 and the percentage of the local share in the original Award of the remaining proceeds, with the remaining federal share returned to FTA.
 - In either case, selling and handling expenses are not permitted to be deducted from the amount returned or in determining the sale proceeds.
 - This applies to all dispositions on or after October 1, 2024.
- We will update our policy, Business Guide Docs and formulas as soon as possible.

Training Updates



NCDOT-IMD Strategic Training Program

Training Updates – Upcoming Training

- **PASS Trainer – NOT Driver training- Train the Trainer Course**
 - November 19-20
 - JCATS Facility (Johnston County) - Selma
 - Six seats available – Max 25 participants
 - [PASS Trainer Registration - November 19-20 2024](#)
 - Next PASS Trainer Class will be Spring of 2025
 - Trainer classes may only be offered twice in 2025 – Exact dates TBD but will likely be Spring and Late Fall
 - Check the expiration date of your certification to determine when you should recertify online or, if you prefer, take the class again as a refresher to recertify
- Fewer training opportunities will be available in November and December due to Holidays
- 2025 Training Calendar is being developed with the goal of having January – March training opportunities announced and on the IMD communications hub in December.

NCDOT-IMD Strategic Training Program

Rural Strategic Engagement Process (R-STEP)

- **What is R-STEP?**
 - An opportunity for rural transit system Directors and Trainers to provide input on proposed and future training
 - An opportunity for all transit systems to express training needs and engage in the process
- **NCDOT-IMD expects at least one person from every rural transit system to participate in one R-STEP session but no more than two in one year.**
 - The intent is that all transit systems have an opportunity to participate
- **First R-STEP Session – November 21 – 9:00 am-11:00 am**
 - Agenda will be emailed on 11/14 to registered participants
 - Maximum Number of Participants is 30 per R-STEP Session
 - Currently 26 Participants have registered to attend 11/21 virtual meeting
 - No more than 2 participants per transit system
 - Intended Participants – Transit Director and/or Trainer
- **Next R-STEP Session – February 5, 2025 – 9:00 am – 11:00 am**
 - Register now at this link: [February 5, 2025 R-STEP Session Registration Link](#)

Transit Academy 101 – Class of 2024

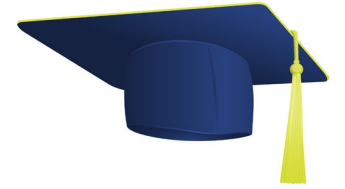
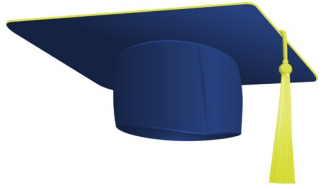
- **Congratulations** to the **FIRST** class of Transit Academy for Completing the Program!
- **Graduates:**



Chance Torain	Harnett Area Rural Transit System (HARTS)
Angel Venecia	Duplin County
Kim Howell	Greene County
Lashonda Cherry-Crawford	Cumberland County Transit
David Torres	Yadkin Valley Econ Dev Dist (YVEDDI)
Jamael Wiley	Orange County Public Transportation
Tonya Moore	Kerr Area (KARTS)
Cody Copeland	Albemarle Regional Health Services (ICPTA)
Karen Tinsley	Goldsboro-Wayne Transportation Authority
Patrick Flanagan	Carteret County
Josh Jensen	Johnston County Area Transit (JCATS)
Teela Wilkerson	Hoke Area Transit Service (H.A.T.S.)
Steve Dutton	Stanly County (SCUSA)

	THANK YOU!!!
Mentors	
Anna Testerman	Chatham Transit Network
Richard Jones	Davidson County Treansportation
Ro Oates	Sampson County Public Transportation

2024 TRANSIT ACADEMY 101 GRADUATES!!!



2025 Transit Academy 101

- Boot Camp Attendance Required Before Transit Academy Participation
- Boot Camp – March 2025
- Transit Academy will begin in May and conclude in October
- May require overnight travel – ALL sessions are in-person
- Targeted Audience – Directors with 3 years or less experience as the Transit Manager/Director, staff succeeding a retiring director, others at the request of the Transit Director and approval by IMD
- Contact Kim Angel (ext-kpangel@ncdot.gov) for more information

Special Project Updates



IMD Multimodal Updates Webinars (next webinar is Nov 21 @ 10am)

For meeting info/link - <https://connect.ncdot.gov/business/Transit/Pages/Transit-Communication-Hub.aspx>

For recordings/slides - <https://connect.ncdot.gov/business/Transit/Pages/Multimodal-Updates-Webinars.aspx>

Presentation: Connect Centralina Regional Transportation Demand Management (TDM) Plan

Potential Updates:

- Intercity Bus – new connections
- Grant Programs - upcoming grant calls
- Great Trails State – network amendment process
- Mobility Hubs
- Mobility for Everyone, Everywhere in NC (MEE NC)
- Mobility as a Service (MaaS)
- Micromobility Strategy report
- CASSI (Connected Autonomous Shuttle Supporting Innovation) and CAV (Connected Autonomous Vehicle) updates
- Elderly and Disabled Locally Coordinated Plan StoryMap

Print Materials

COMBATting HUMAN TRAFFICKING AWARENESS MATERIALS ARE AVAILABLE

Vehicle Posters

1



Available size:
17 x 11

Remaining
posters:
33 English
27 Spanish

2



Available size:
36 x 11

Remaining
posters:
26 English
24 Spanish

3



Available size:
8.5 x 11

Remaining
posters:
711 English
775 English

4



Available size:
12 x 18

Remaining
posters:
98 English
98 Spanish

Staff Posters

5



Available size:
12 x 18

Remaining
posters:
36 English
0 Spanish

Passenger Facility Posters

To learn more on how to obtain copies, reach out to Blair via email at tbchambers@ncdot.gov

Calendar & Resource Updates



Transit Communication Hub

November - December 2024 ◀ 1 Month ▶

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
November 3	4	5	6	7	8	9
10	11 State Holiday -'	12	13 Transit System	14	15 September Mo	16
17	18	19 PASS Train the Trainer	20	21 Multimodal Up. STRATEGIC TR	22	23
24	25	26	27	28 State Holiday-Thanksgiving (NCDO1)	29 Monthly Claim:	30
December 1	2	3	4	5	6	7

Important Dates – Next 30 Days

Reporting Due:

- **Monthly Claims Due** – 11/27
- **ROAP Report (Sept)** – 11/15

Meetings:

- **Next Transit Call** is on 09/11/24
- **Multimodal Updates Meeting** – 11/21/24 @ 10am

Training:

- **PASS Train the Trainer** - 11/19/24 & 11/20/24
- **Strategic Training Listening Session** – 11/21/24

Holidays:

- **Closed Thanksgiving** – 11/28/24 & 11/29/24

IMD Meeting Resources

Transit System Meetings

Transit System Meetings Playlist

IMD Feedback Submittal

09/11/2024

- Meeting Presentation
- Meeting Recording

08/14/2024

- Meeting Presentation
- Meeting Recording

07/25/2024 Multimodal Webinar

- Meeting Presentation
- Meeting Recording

<https://connect.ncdot.gov/business/Transit/Pages/Transit-Meeting-Resources.aspx>

IMD SmartSheet Links

IMD SmartSheet Links for Transit Systems (View Only) Report

IMD SmartSheet Links for Transit Systems

This page will list commonly used SmartSheet Links will doing business with IMD. Please send any questions to Timothy Blair Chambers, Jr., Compliance & Procurement Branch Manager, Integrated Mobility Division, North Carolina Department of Transportation, 919-707-4693 (office) or tbcchambers@ncdot.gov.

General/Surveys

- Provide feedback from Transit Calls and Ideas for training topics here.
- Transit Facility & Low Emission Fleet Transition Feasibility Survey (Open)
- STIP Amendment Request Database Form
- NC Department of Transportation Flex Request Form

ROAP Reports

- ROAP Report Entry (Monthly)

Transit Activity Reporting

- Accident/Incident Reporting (Active)

Charter Reports

- Charter Report Quarterly Submission

Vehicle Related Reporting

- Vehicle Disposition Tracking (Coming Soon)

<https://connect.ncdot.gov/business/Transit/Pages/IMD-SmartSheet-Resources.aspx>