NORTH CAROLINA
Department of Transportation

Integrated Mobility Division
Transit Systems Call

May 27, 2020

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

Subrecipient Timeline

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

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)

Sample Claim Spreadsheet

Example Claim Type	**Example Expense**	**Example Amounts**
Salaries	Operations Salaries	$ 10.00
	Driver Pay	$ 20.00
	Admin Pay	$ 30.00
	Admin Leave Pay	$ 10.00
	COVID-19 Leave Pay	$ 20.00
	Part-Time Pay	$ 30.00
Supplies	Cleaning Supplies	$ 10.00
	PPE Items	$ 10.00
	Plexiglass Barriers	$ 20.00
	Steam Cleaners	$ 30.00
	First Aid	$ 10.00
Fuel	Fuel	$ 20.00
Other	Utilities	$ 30.00
	Uniforms	$ 10.00
	Total Operating Expenses:	$ 260.00
Revenues Received	Farebox Revenue	$ 30.00
	Less Fare Revenue:	$ 30.00
Claim Total - Operating Minus Revenue:		**$ 230.00**

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

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

Actual Operating Expenses

Actual Farebox Revenues:

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 incom**e" and may be used to reduce the net operating cost of the service or may be used as local match on the existing grant.

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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

15

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?

17

NC Transit Cares

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

Send Survey to Transit Providers

Work on It Meeting

September 9

9 am – 11 am

Virtual

Launch It Meeting

November 4

9 am - Noon

May	June	July	August	September	October	November
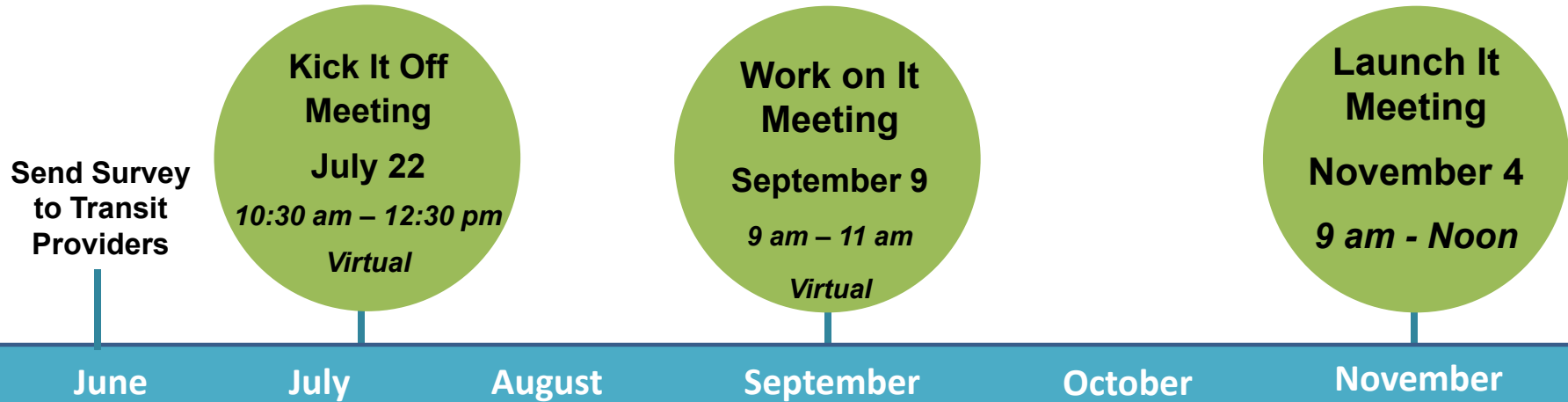
- Ongoing information gathering and sharing.
- Information collected from project may be used broadly to help NCDOT with development of policies, programs, and projects.

NC Transit Cares – Sample Survey Questions
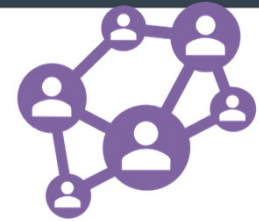
- What long-term changes do you anticipate to your operations as a result of COVID-19 (i.e., changes in customer needs or travel patterns)?

- 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

Future Calls

1

Continue with Scheduled Time

•May cancel if no new content

2

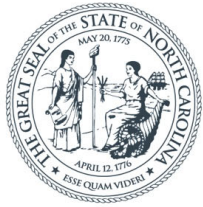**Move to Bi-weekly then monthly**

3

Post COVID

•Continue with guest presenters and continuing content of interest to Transit Systems

QUESTIONS?

NORTH CAROLINA
Department of Transportation

Bicycle and Pedestrian | Public Transportation
Transit Systems Call

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