



NORTH CAROLINA

Department of Transportation



FY2023 ROAP Training Webinar

IMD Grants Administration Unit

October 26, 2022

Webinar Goals

- Increase awareness and understanding of ROAP program and eligibility requirements
- Reduce unspent funds at year-end
- Provide guidance on completing the monthly ROAP report
- Gather feedback

Overview

The Rural Operating Assistance Program (ROAP) is a state funded transportation program administered by the North Carolina Department of Transportation – Integrated Mobility Division (IMD). ROAP funds are allocated to each county by formulas.

ROAP includes the following programs:

- EDTAP – Elderly and Disabled Transportation Assistance Program
- EMPL – Employment Transportation Assistance Program
- RGP – Rural General Public Transportation Assistance Program

Allocation Formulas

EDTAP	EMPL	RGP
50% Equal Share	10% Equal Share	50% Equal Share
22.5% Residents aged 60+	45% Population	50% Rural Population
22.5% Residents with disability	45% Unemployment Factor	
5% Population density factor		

Local Match Participation

- EDTAP
 - Funds up to 100% of the cost of service and requires **no local match**
- EMPL
 - Funds up to 100% of the cost of service and requires **no local match**
- RGP
 - **Effective with the September 2022 report:** Funds up to 100% of the cost of service and requires **no local match**

Eligible Applicants

- County governments are the only eligible applicants for ROAP funds.
 - All counties must submit an annual application to receive ROAP funds.
 - Generally, each county is eligible to receive an allocation from each program; however, counties that do not provide transportation services to the general public are not allocated RGP funds.

Examples of Eligible Uses

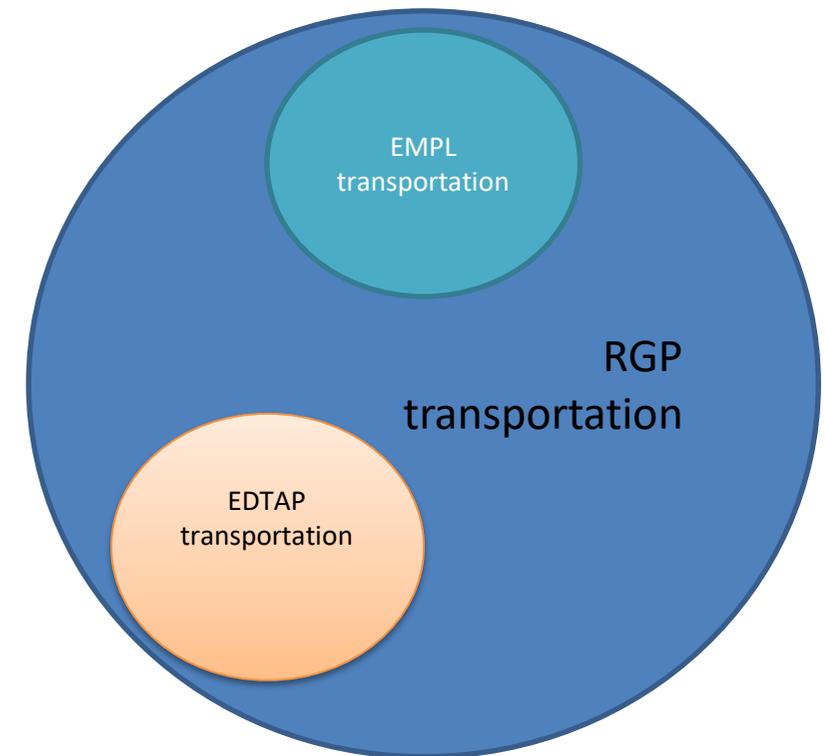
Trip Purpose	EDTAP	EMPL	RGP
Personal care, non-emergency medical appointments, pharmacy pickup, shopping, etc.	Yes	No	Yes
Job interviews, job fair attendance, job readiness activities or training, GED classes	Yes	Yes	Yes
Child(ren) of Working Parent transported to Child Care	No	Yes	Yes
Human Service Agency appointments	Yes	No	Yes
Purchase of service	No	No	No

Eligible Uses:

How EDTAP, EMPL, and RGP Compare

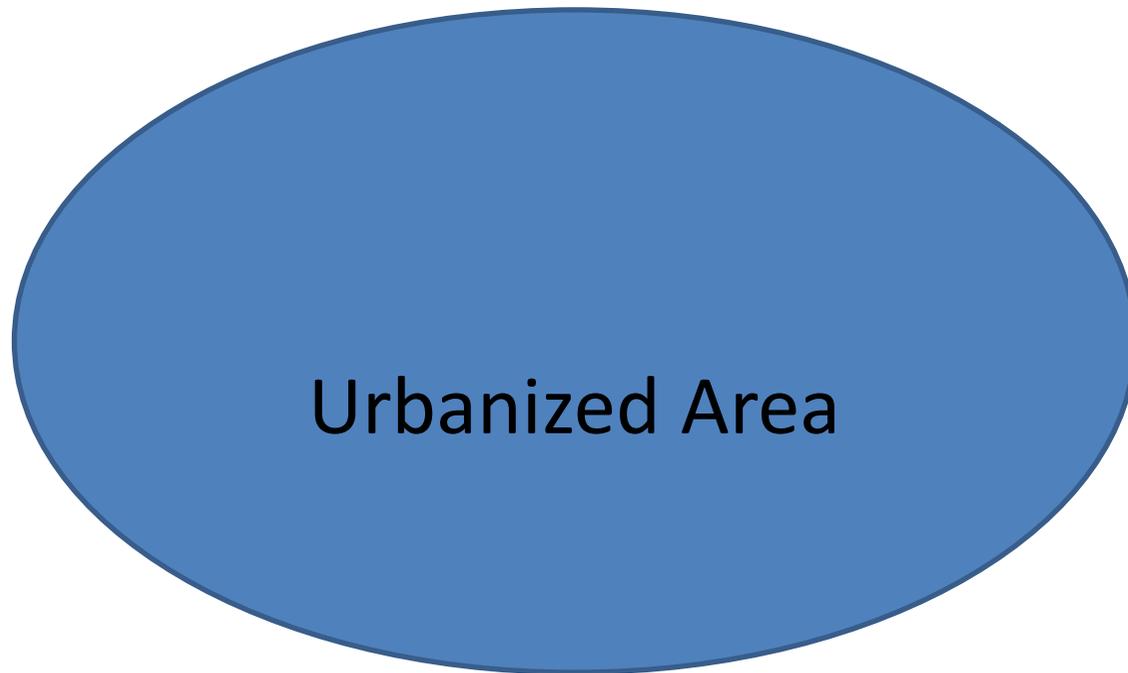
ROAP funds are to be used towards the cost to provide trips (operating expenses) when other funding is **NOT** available (other human agency is not available to pay for service). ROAP funds are NOT to be used towards administrative or capital expenses.

- Required Medicaid transportation should not be provided with ROAP funds
- When EDTAP or EMPL funds run out, these rural services are still eligible for RGP funded services

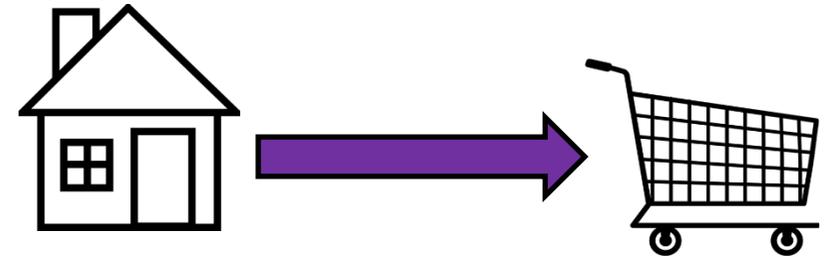


Eligible Use of Funds: EDTAP

EDTAP – Based on the formula, these funds may be used transportation inside **OR** outside of an urbanized area

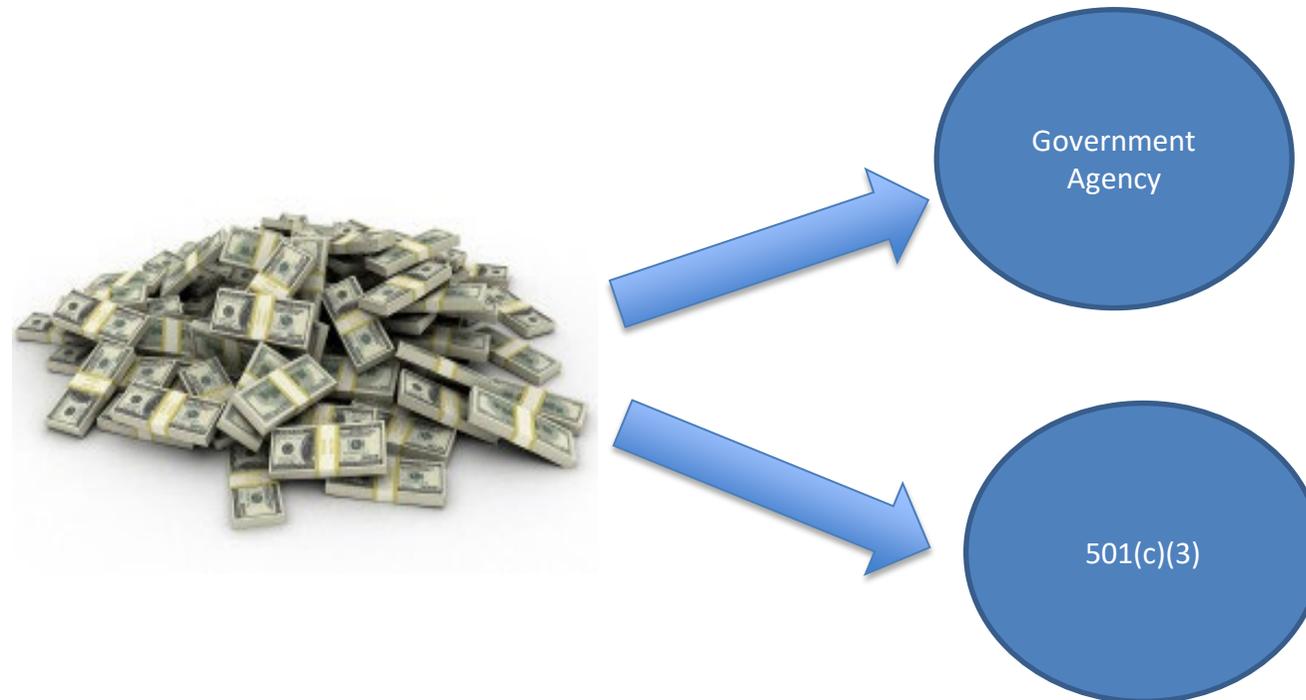


OR



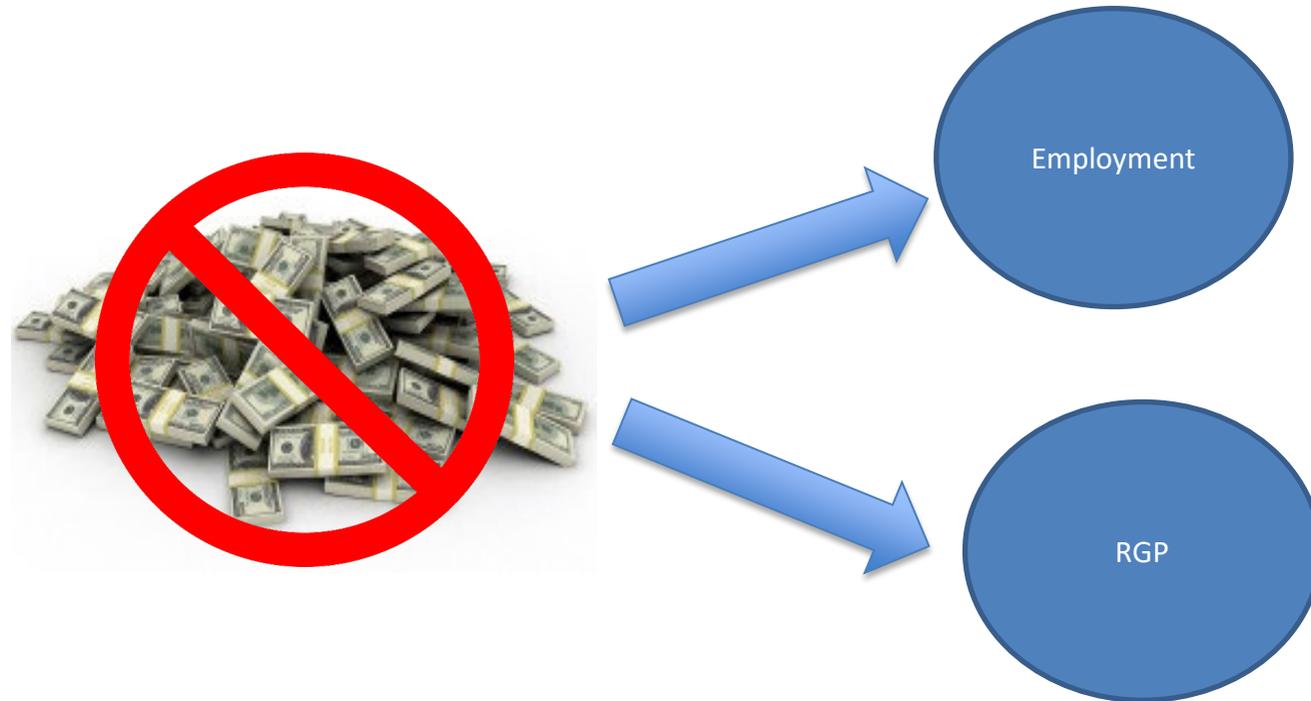
Eligible Recipients: EDTAP

EDTAP funds may be sub-allocated to any government agency or 501(c)(3) non-profit organization that provides services to **elderly or disabled individuals** with transportation needs



Fund Transfers: EDTAP

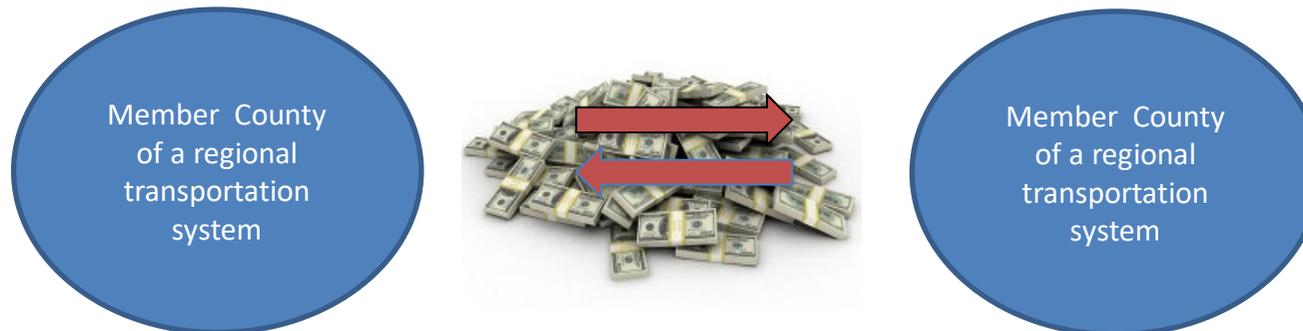
EDTAP funds **CANNOT** be transferred to any other ROAP program



Fund Transfers: EDTAP

- EDTAP funds may be transferred between and/or among member counties of a regional transportation system if the county commissioners agree to the transfer
 - EDTAP funds must remain in the EDTAP program if transferred between and/or among member counties

Regional Transportation System



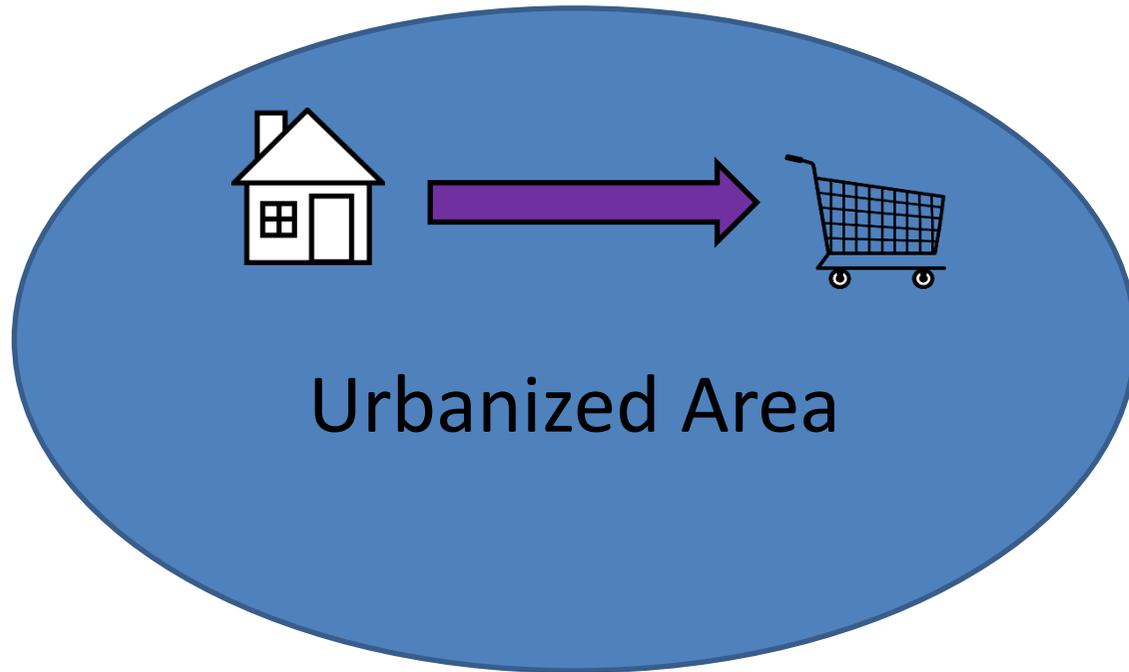
Fund Transfers: EDTAP

- EDTAP funds may be transferred from one sub-recipient to another within the county
 - EDTAP funds must remain in the EDTAP program if transferred from one sub-recipient to another within the county

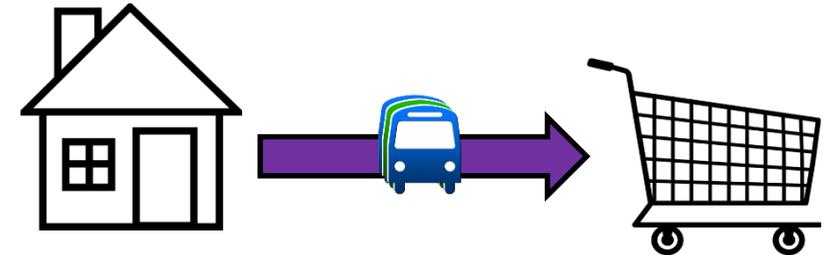


Eligible Use of Funds: EMPL

EMPL – Based on the formula, these funds may be used transportation inside **OR** outside of an urbanized area

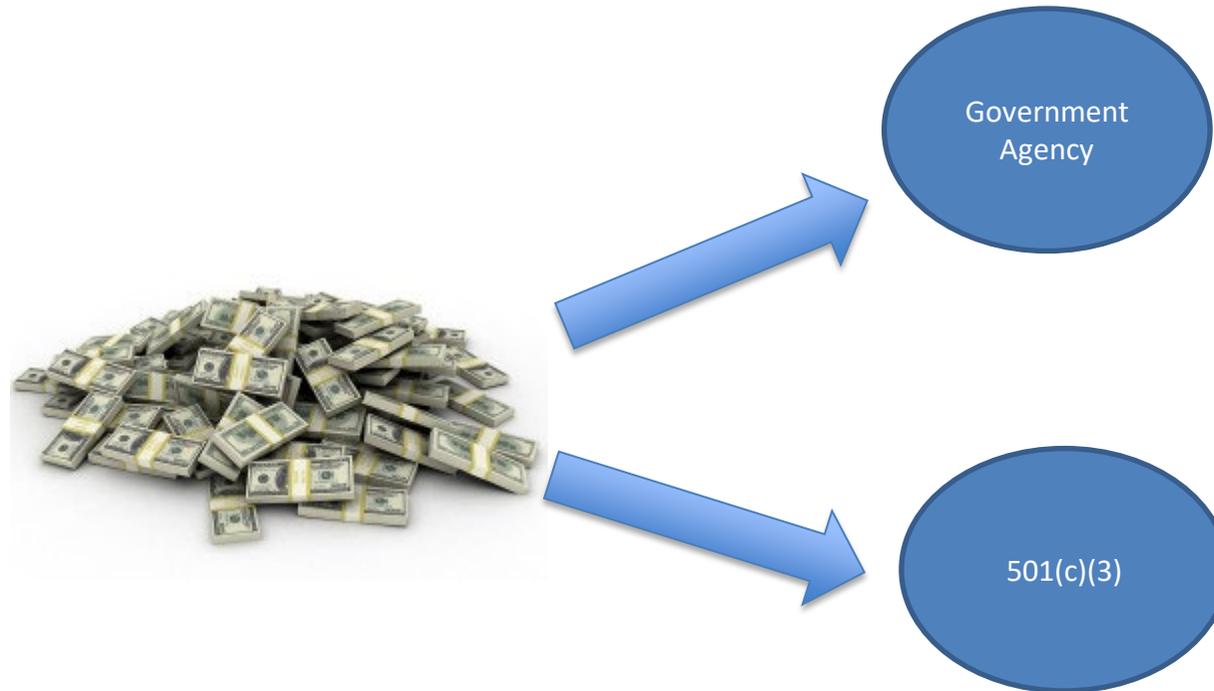


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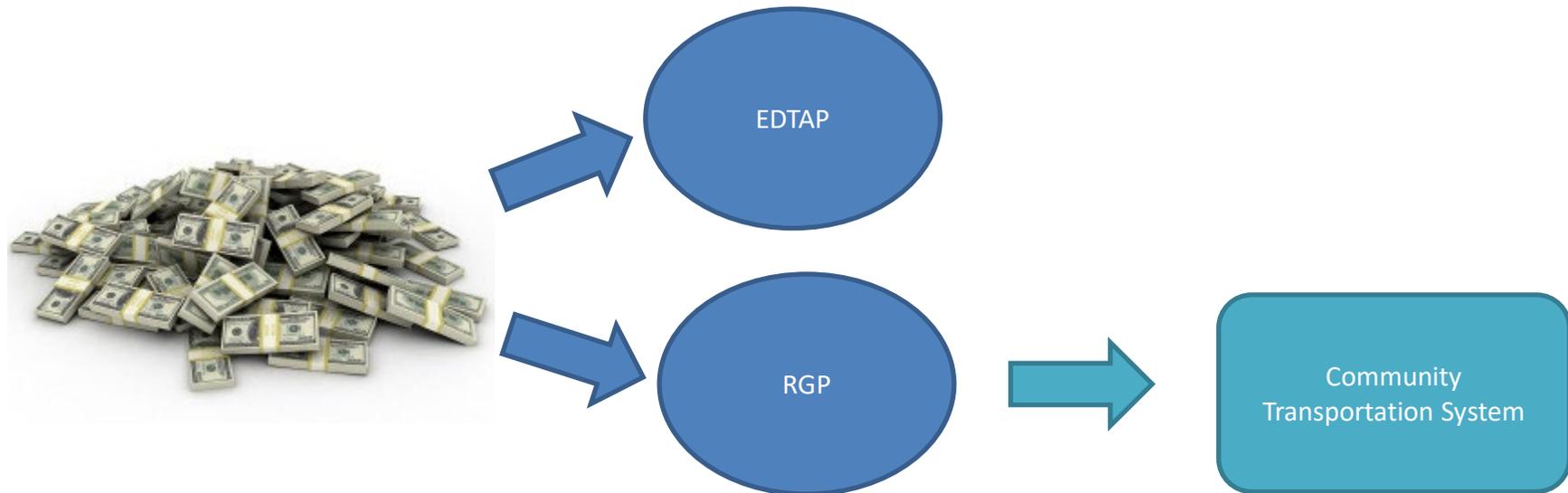
Eligible Recipients: EMPL

- EMPL funds may be sub-allocated to any government agency or 501(c)(3) non-profit organization that provides services to individuals with **employment related** transportation needs



Fund Transfers: EMPL

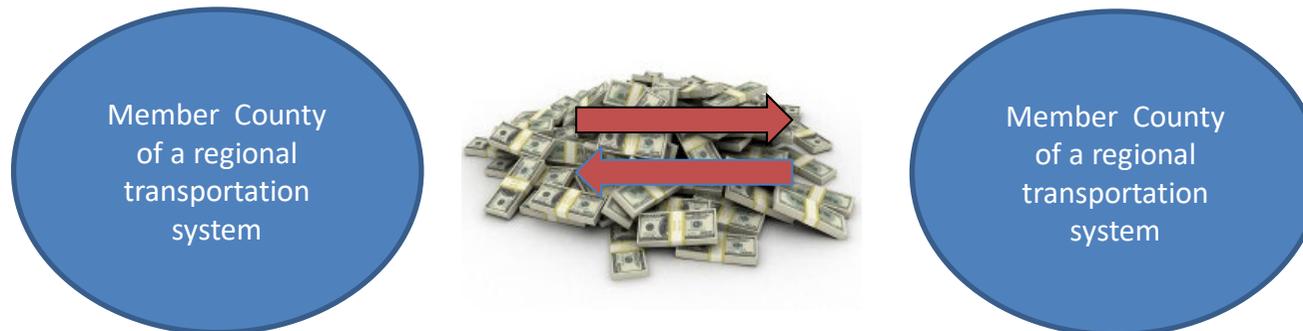
- EMPL funds **CAN** be transferred, as a whole or in part, to the EDTAP or RGP programs
 - EMPL funds transferred to EDTAP or RGP assume the requirements of the program to which they are transferred
 - EMPL funds transferred to RGP must be sub-allocated to the Community Transportation System



Fund Transfers: EMPL

- EMPL funds may be transferred between and/or among member counties of a regional transportation system if the county commissioners agree to the transfer
 - EMPL funds can be transferred to EMPL, EDTAP or RGP

Regional Transportation System



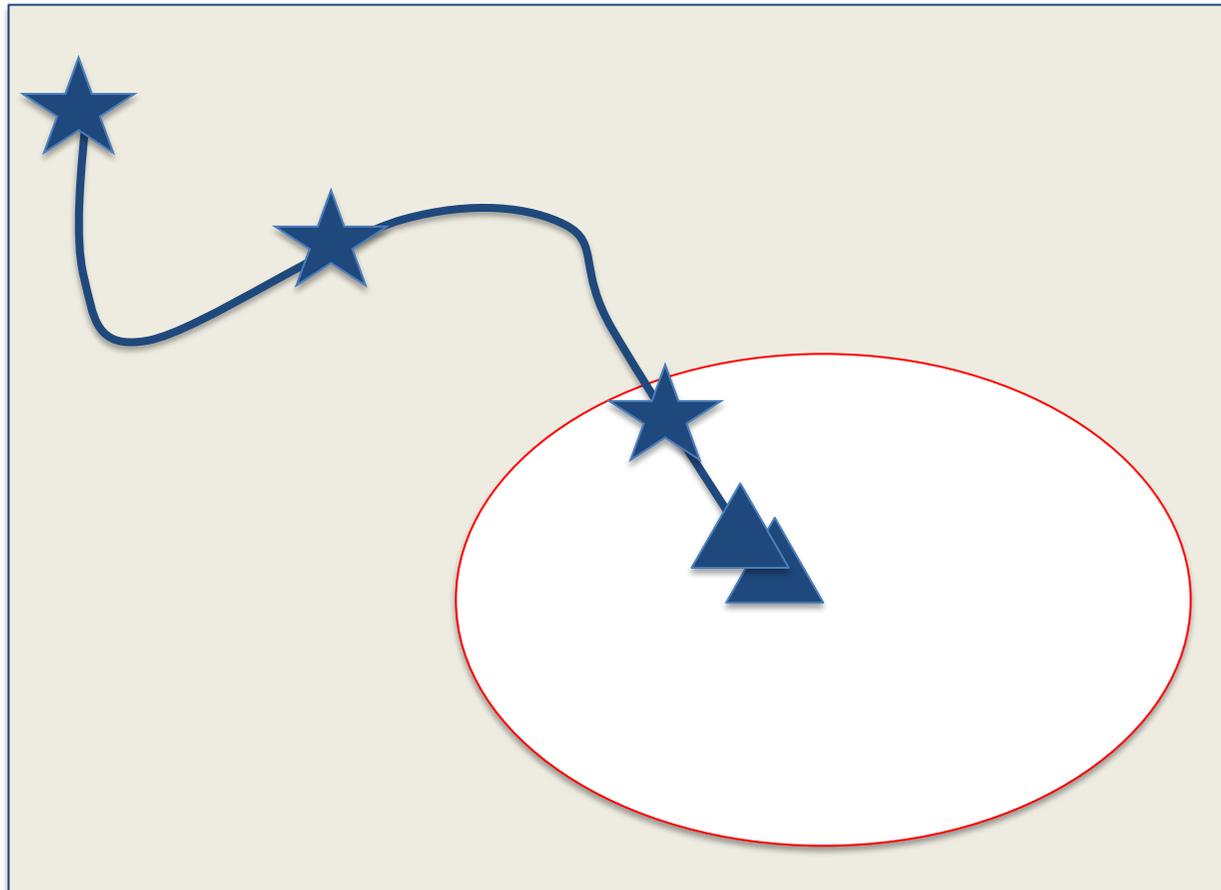
Fund Transfers: EMPL

- EMPL funds may be transferred from one sub-recipient to another within the county
 - EMPL funds may be transferred to another ROAP program to a sub-recipient if all guidelines for the EMPL transfer are met



Eligible Use of Funds: RGP

RGP – The transportation service must be designed to primarily benefit rural areas



Rural Area

Urban
Area

★ Rural Pickup

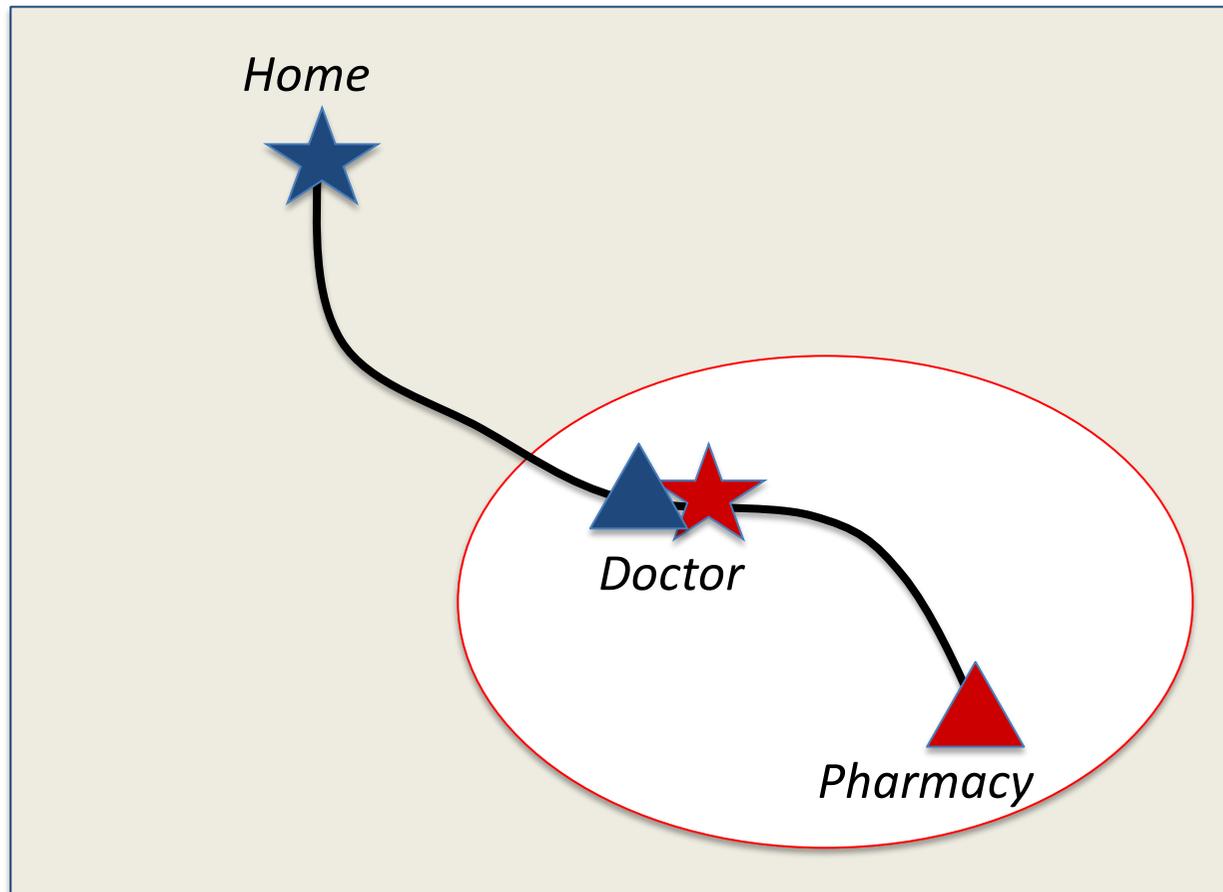
▲ Rural Dropoff

~ Rural Route

This graphic provides an example of an RGP-eligible route that primarily benefits rural areas but provides trips within urban boundaries.

OLD Trip Eligibility Definition: RGP

One end in the rural area = rural



Rural Area

Urban Area

★ Rural Pickup

★ Urban Pickup

▲ Rural Dropoff

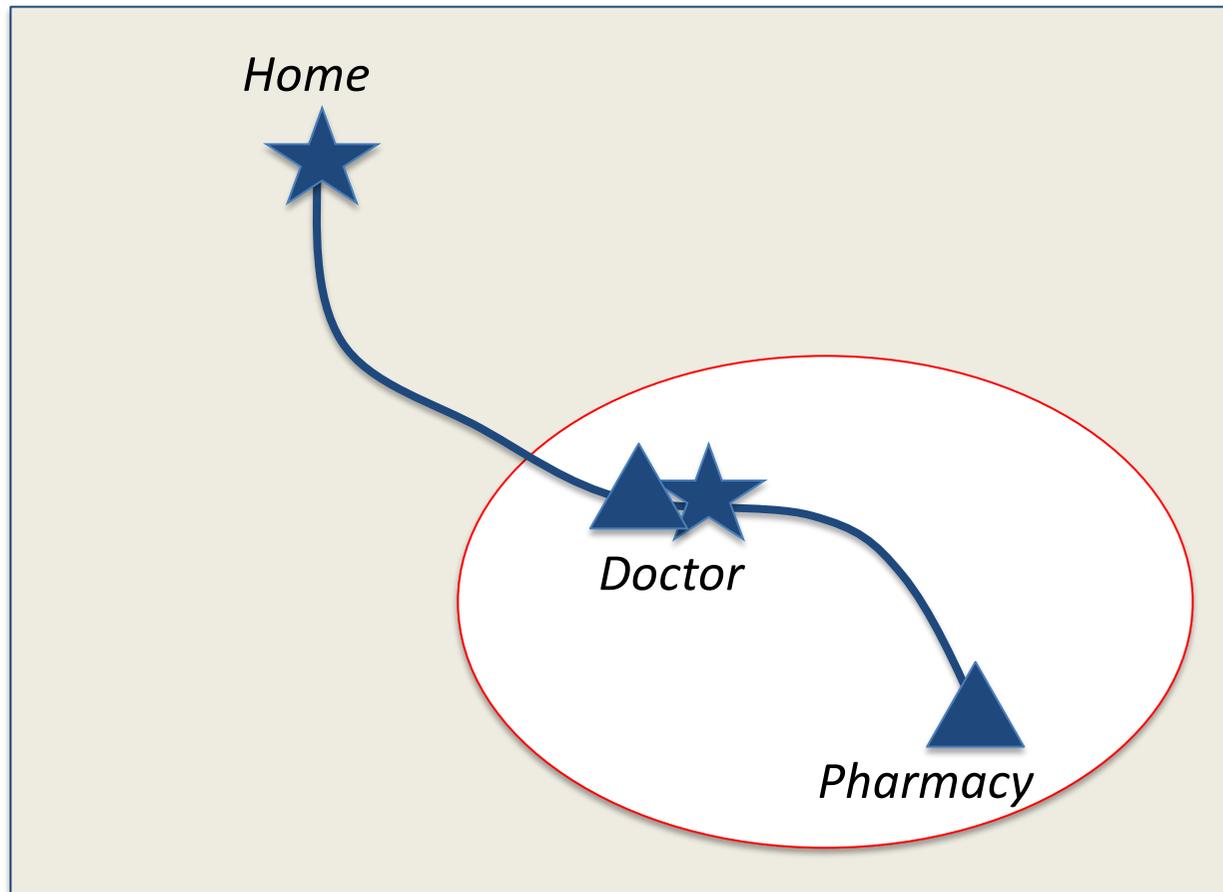
▲ Urban Dropoff

~ Route

This graphic depicts:
- 1 rural trip
- 1 urban trip

NEW Trip Eligibility Definition: RGP

Service must be designed to primarily benefit rural areas.



Rural Area

Urban Area

★ Rural Pickup

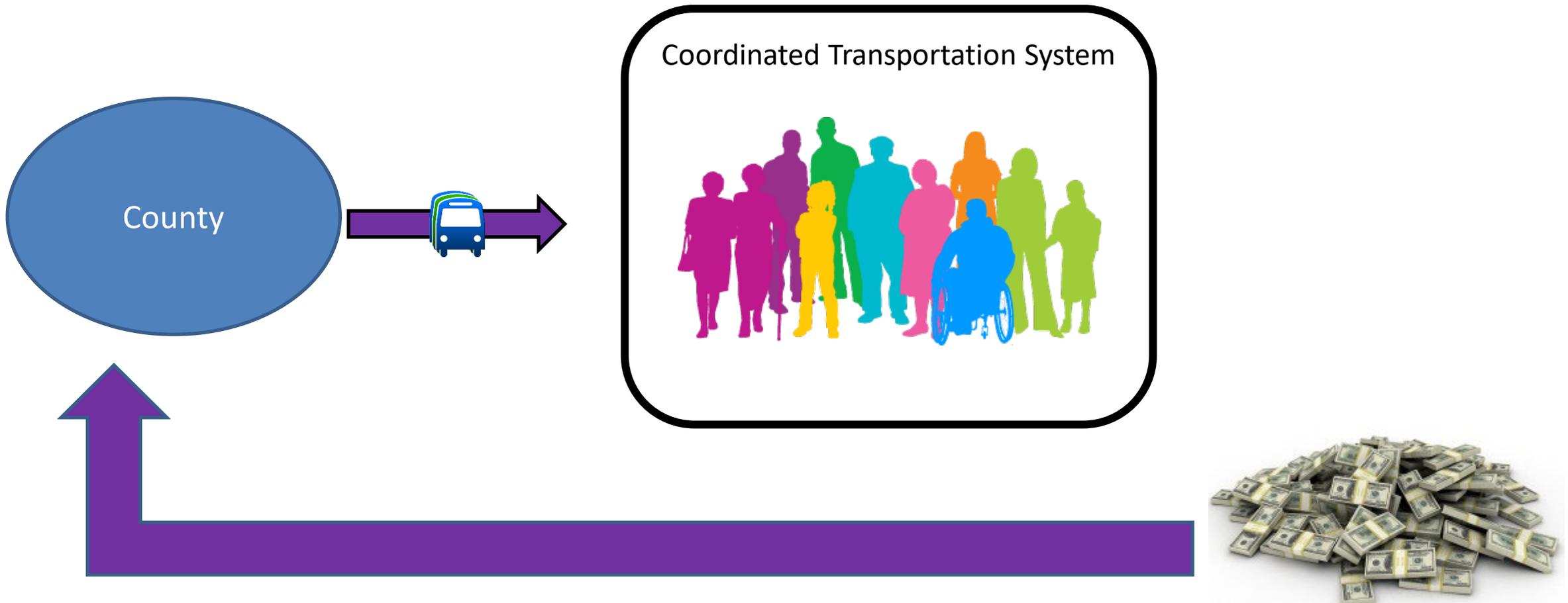
▲ Rural Dropoff

~ Route

This graphic depicts:
- 2 rural trips
- 0 urban trip

Eligible Recipients: RGP

Only counties providing transportation services to the general public, in the coordinated transportation system, will receive a RGP disbursement.



Eligible Use of Funds: RGP

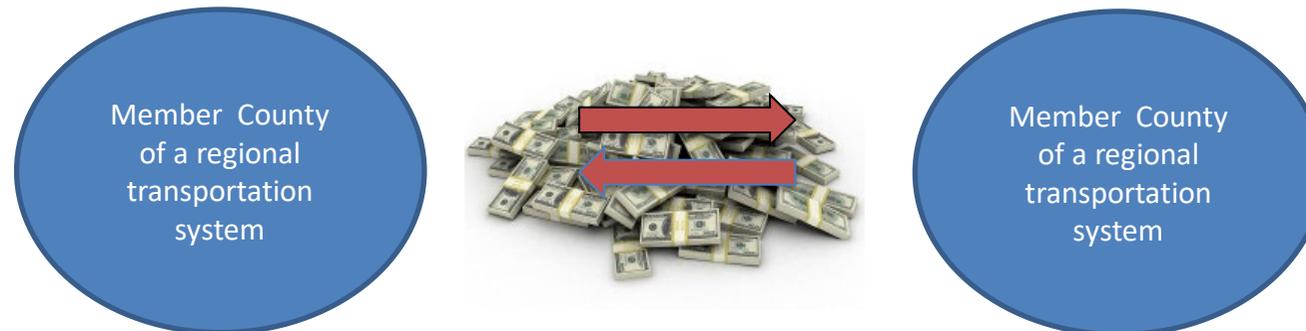
RGP funds **MUST** be sub-allocated to the Community Transportation System to provide transportation services to individuals who are not eligible for the same transportation services funded by any other means



Fund Transfers: RGP

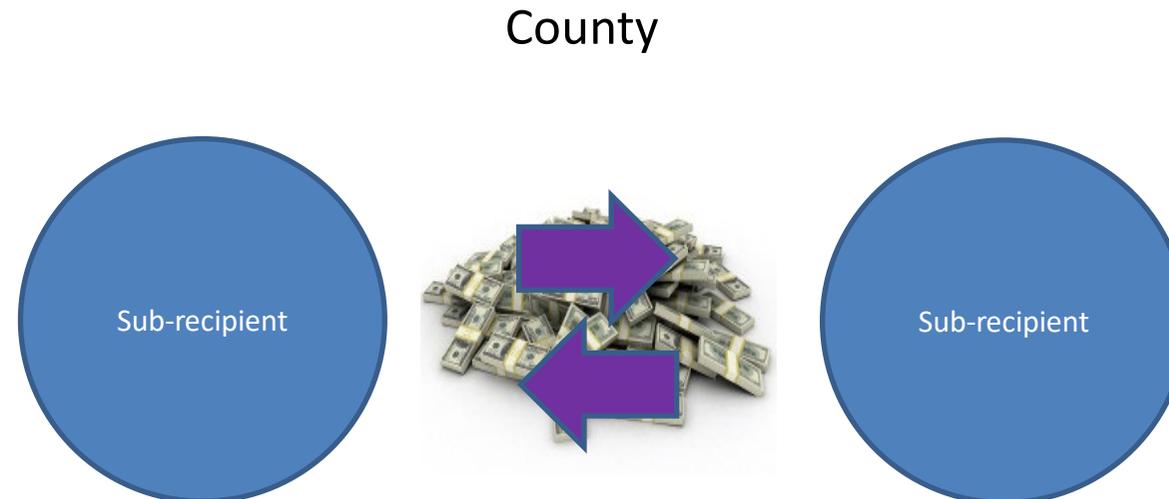
- RGP funds may be transferred between and/or among member counties of a regional transportation system if the county commissioners agree to the transfer RGP funds must remain in the RGP program if transferred between and/or among member counties

Regional Transportation System



Fund Transfers: RGP

- RGP funds may be transferred from one sub-recipient to another within the county
 - RGP funds must remain in the RGP program if transferred from one sub-recipient to another within the county



Monthly Reporting



SFY23 ROAP Expenditures

ROAP funds are disbursed to the County and may be sub-allocated to other agencies for trip purposes. Those trips may be provided by the public transportation system or other provider, such as a private provider or a taxicab.

The purpose of the FY23 ROAP Expenditures SmartSheet survey is to capture trip data from transit systems for the EDTAP, EMPL, and RGP programs from all sources (including trips and expenses from non-transit sub-recipients). Please complete the form for each reporting month for the performance period of July 1, 2022 – June 30, 2023. For each category of funding, enter the number of ROAP eligible trips by type and the corresponding expense. Supporting trip documentation must be attached to the survey to submit it. Required information is marked with an asterisk.

The data collected from the SmartSheet will be tabulated and analyzed by IMD in order to demonstrate the impact and value of the ROAP funding to the legislature.

The due date for the reporting each month is 45 days after the month end (example: July 2022 report is due September 15, 2022). Only one report per County/Transit System should be submitted.

Contact your Regional Grant Specialist or Carolyn Freitag (cmfreitag@ncdot.gov) for any questions or concerns.

County/Transit System Name *

Select the county or transit system name from the dropdown below.

Expenditure Report Month *

Select the month which expenditures are being reported.

EDTAP

EDTAP Trips *

Enter the number of trips taken for the reporting period.

EDTAP Trips Non-Transit *

EDTAP Expend *

Enter the total amount of EDTAP Expenditures being reported for the month at the transit level and any suballocated funding.

EMPL

EMPL Trips *

Enter the number of trips taken for the reporting period.

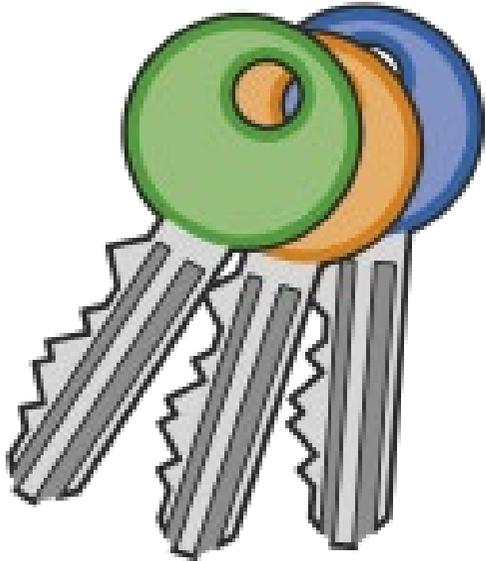
EMPL Trips Non-Transit *

EMPL Expend *

Enter the total amount of EMPL Expenditures being reported for the month at the transit level and any suballocated funding.

Takeaways

- Contact IMD for assistance as needed to determine whether services are eligible for ROAP funds.



- Beginning with September 2022 reports:
 - No local match for RGP
 - RGP eligibility no longer limited to trip-based requirements. All ROAP funds are for transportation services designed to benefit intended groups.
- Monthly reports should be entered via SmartSheet by the 15th of each month (e.g., September reports are due November 15th).

