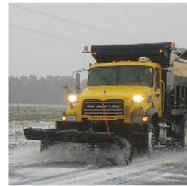


NORTH CAROLINA

Department of Transportation



IMD Grant Funding and Processes

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September 24, 2020

Federal and State Grants Overview

The purpose of this training is to review the Federal and State grants available to our transit partners and to:

- understand the funding and who and what is eligible
- look at the role of both Integrated Mobility Division (IMD) staff and the sub-recipient
- ask questions

Federal and State Grants Overview

The funds reviewed fall into 3 broad categories:
Federal, (Federal) Competitive, and State

Federal	(Federal) Competitive	State
<ul style="list-style-type: none">• 5311• 5310• 5339• 5303/5304	<ul style="list-style-type: none">• Accelerated Innovative Mobility• Better Utilizing Investments to Leverage Development• 5339(b) Bus and Bus Facilities• IMI Integrated Mobility Innovation• Low or No Emission Program	<ul style="list-style-type: none">• SMAP• ROAP• Rural State Operating• Traveler's Aid• ConCPT• State Match• Advanced Technology• Intern/Apprentice• TDM

Federally Funded Grants



Rural Grants

Section 5311 Program

1. Circular 9040.1G; Formula Grants for Rural Areas
2. Applies to Rural transit systems with populations < 50,000
3. IMD allows sub-recipients to use 5311 funds as Admin, Operating, or combination.
5311 also funds capital expenses, however they are applied for through our Combined Capital application
 - Admin match: 80% Federal, 5% State, 15% Local
 - Operating match: 50% Federal, 50% Local
 - Capital match: 80% Federal, 10% State, 10% Local
4. IMD created a 5311 Admin funding formula to equitably distribute funding based upon several factors: each county has a base of \$30,000 per county in system, % based upon the amount of funding a system earned, and % based upon the FTA's apportionment formula for North Carolina
 - The first 5-year funding formula was created in FY17 and it is reviewed every year to validate the amount of the FTA allocation to North Carolina. Each year the next year's budget is added

Section 5311 Grant Program

5. If 5311 funds are used as Admin & Operating, total cannot exceed the total amount of the Federal portion.
6. State does not participate in Operating budgets
7. **NOTE:** If an Admin position is less than 100% assigned to Transportation the amount of salary must be requested accordingly, i.e. Administrative Assistant, 50% Transportation and 50% Operations, the 50% for Operations cannot be requested with Admin dollars.
8. Operating funds can only be used for trips under **G-313, Transportation of Clients or Others**. A trip rate must be established to determine the reimbursement amount.

Section 5311 Grant Program

9. Eligible activities are outlined in the **Uniform Public Transportation Accounting System (UPTAS)**.
10. UPTAS assigns a “G” code to each activity and a description
 - G-120 – Salaries and Wages
 - G-180 – Fringe Benefits
 - G-440 – Service and Maintenance Contracts
11. G-Code Special Areas
 - G-371 Marketing and Paid Advertising, minimum 2% of budget
 - G-372 Promotional Items, maximum 25% of budget
 - G-452 Vehicle insurance, maximum up to \$2,500 per revenue vehicle

Section 5311 Grant Program

12. Additional activities under the 5311 program are:

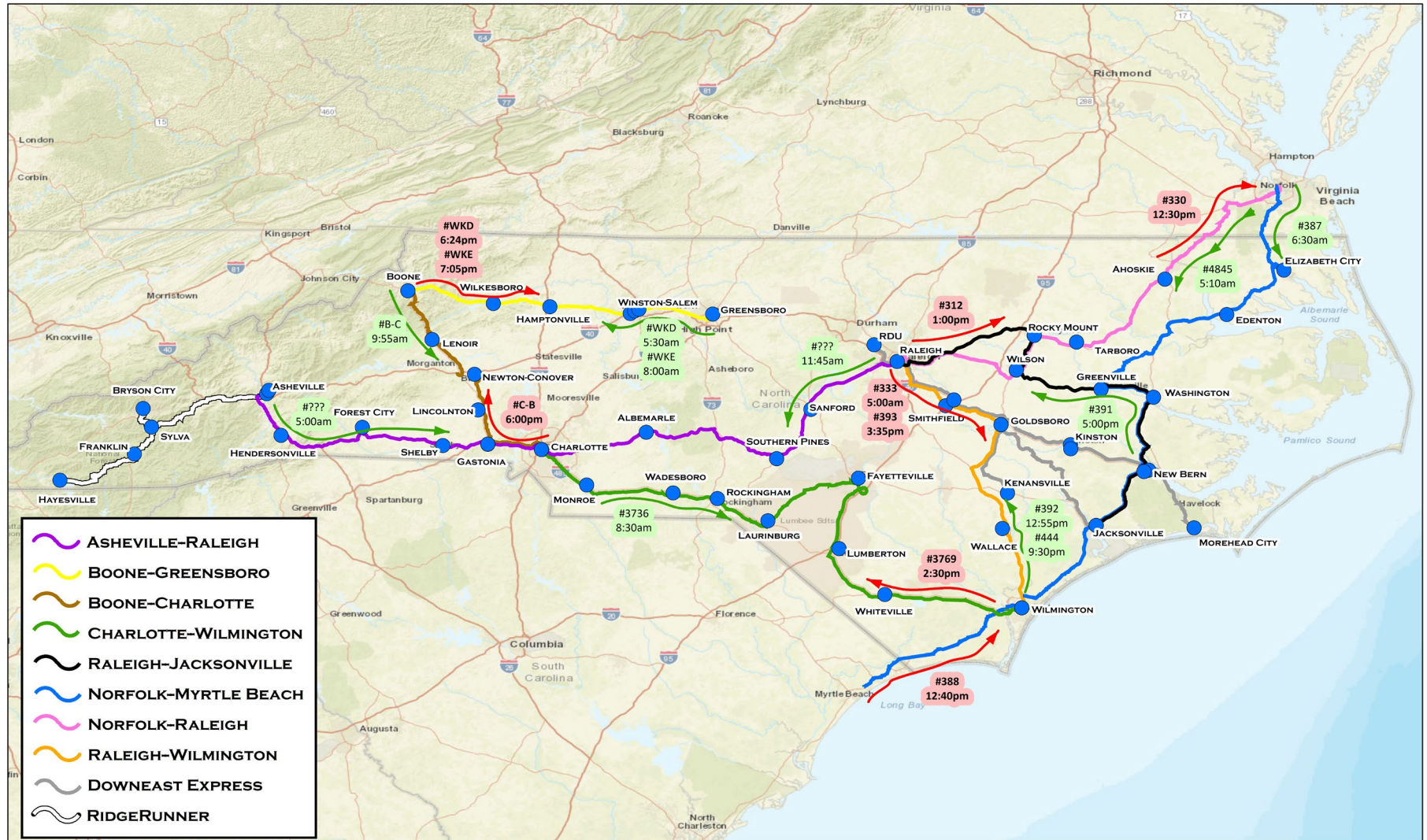
- Rural Transportation Assistance Program (RTAP)
 - training – conferences, special classes etc.
 - technical assistance
 - research
 - related support services
 - purchase of equipment to support the four eligible activities is an eligible expense
- Appalachian Development Public Transportation Assistance Program (ADTAP)
 - ADTAP funding is incorporated into the 5311 budget amount
 - 29 western counties in North Carolina eligible for funding
 - Alexander, Alleghany, Ashe, Avery, Buncombe, Burke, Caldwell, Cherokee, Clay, Davie, Forsyth, Graham, Haywood, Henderson,
 - Jackson, McDowell, Macon, Madison, Mitchell, Polk, Rutherford, Stokes, Surry, Swain, Transylvania, Watauga, Wilkes, Yadkin, and Yancey

Section 5311 Grant Program

Additional activities under the 5311 program (continued):

- Intercity Bus
 - 15% of 5311 funding is set aside for this program unless the Governor certifies the Intercity Bus needs are being met
 - NC's needs are met so we receive a waiver each year
 - NC has 2 providers: Greyhound and Sunways/Trolley Charters
 - 8 subsidized routes
 - 2 ConCPT funded routes – 1 east, 1 west
- State Administration (10%)
 - salaries
 - overhead expenses
 - supplies
 - office equipment used to administer the program

NCDOT-FUNDED INTERCITY BUS SERVICE FY21-22



Combined Capital (5311, 5310, 5339)

Circular 9040.1G; Formula Grants for Rural Areas

Circular 9070.1G; Enhanced Mobility of Seniors and Individuals with Disabilities

Circular 5100.1; Bus and Bus Facilities Program

Purpose of combining projects into one grant is to better utilize the grants to approve vehicles (priority) and other capital needs without having sub-recipients put everything on a 5311 Capital application, then re-submit a second application if project is funded with 5310 or 5339 funding.

- the behind the scenes work makes it more efficient to spend small pots of funding or soon to lapse funds

Combined Capital (5311, 5310, 5339)

Rural and Small Urban sub-recipients

Capital funding is 80% Federal, 10% State, 10% Local

Eligible activities include:

- Vehicles (priority)
- Items with useful life > 1-year (computers, radios, furniture, etc.)
- Facilities and Renovations
 - Some facility and renovation projects require a deed to the property as a supporting document
- Capital items > \$10,000 require a review by IMD's Procurement section before the application is approved

Combined Capital (5311, 5310, 5339)

A small sampling of 5339 eligible activities from the Circular:

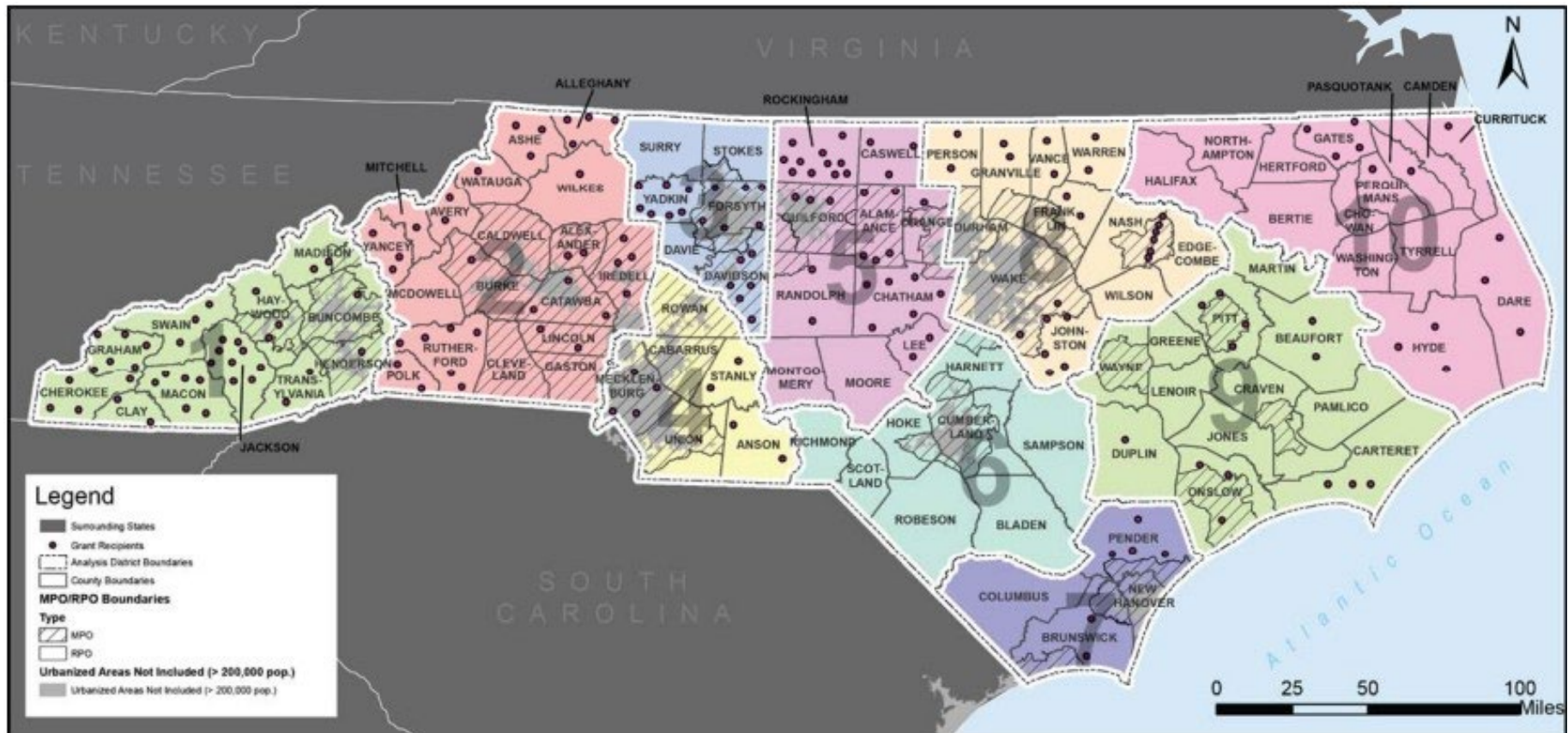
- Eligible capital projects include projects to replace, rehabilitate, and purchase buses and related equipment, and projects to construct bus-related facilities
- The acquisition of buses for fleet and service expansion (expansion vehicles must be approved through the STI process)
- Bus maintenance and administrative facilities
- The acquisition of vans for fleet and service expansion, including specialized vans and related facilities used to provide ADA complementary paratransit service
- Park-and-ride stations
- Passenger amenities such as passenger shelters and bus stop signs

Section 5310 Grant Program

1. Circular 9070.1G Enhanced Mobility of Seniors and Individuals with Disabilities
2. The FTA defines a Senior as an individual **65** years or older
3. Based upon guidelines in IMD's **Statewide Locally Coordinated Plan**, Section 5310 funding is formula based and approved funding amount will depend upon the number of elderly and disabled population in each county and number of applicants within each region
 - The move to a formula-based process takes the subjectivity out of the review and approval of the applications and ensures as many applications as possible get funded
4. Funding is not guaranteed for any project, and it is possible approved projects may receive less funding than requested

Map of 5310 Funding Areas in Statewide Locally Coordinated Plan

Figure 7



Section 5310 Grant Program

5. Eligible **Operating** activities are G-codes: **G(313)** Transportation of Clients or Others and **G(621)** Volunteer Reimbursement
 - Local Match is 50% Federal and 50% Local
6. Eligible **Capital Purchase of Service** activities are **G(611)** Direct Purchase of Service (Private) or **G(641)** Direct Purchase of Service (Public)
 - Local Match is 80% Federal, 10% State, and 10% Local
 - Non-transit applicants
 - If a new applicant, a Pre-Award Audit by IMD is required
7. Mobility Manager is an eligible activity under the 5310 program
 - Local Match is 50% Federal and 50% Local

Section 5310 Grant Program

8. 5310 projects require a Letter of Support from the applicant's MPO/RPO and must be able to show the service is not primarily in an urban area.
9. Applications for purchase of service funding from applicants who are not 5311 or 5307 funded sub-recipients must include:
 - A Memorandum of Understanding between the applicant and a 5311 or 5307 funded transit provider to be the sole provider of service; or
 - Proof the applicant completed a compliant federal procurement for private transportation providers that provide shared ride service.
10. Reimbursements are made on a cost-per-trip basis.

Federally Funded Grants



Urban Grants

Section 5307 GA Program

1. Circular 9030.1E Urbanized Area Program Formula
2. Applies to Small Urban transit systems with populations > 50,000 but < 200,000
 - IMD oversees funding and compliance
 - Examples: Goldsboro – Wayne County
Tar River Transit (City of Rocky Mount, Nash and Edgecombe Co.)
Burlington
3. Funding for operating, capital and preventive maintenance expenses

Some eligible projects could include:

- replacement vehicles
- investing in crime prevention, public transportation safety, and security equipment.
 - 1% of funding is a required security budget item unless an explanation for why it is not needed in the grant is provided

Local share Capital: 80% Federal, 10% State, 10% Local

Local share Operating: 50% Federal and 50% Local

5339 Bus and Bus Facilities

IMD funds Capital requests from rural and small urban sub-recipients under the umbrella of Combined Capital grant which includes the 5339 grant; large urban systems have access to this funding directly through the FTA

Eligible recipients for a 5339 grant are:

- Designated recipients
- States that allocate funds to fixed route bus operators
- State or local government agencies that operate fixed route bus service.

Section 5339 designated recipient or state may choose to pass its grant funds through to another entity (subrecipient) to carry out the purposes of the recipient's agreement with FTA.

5339 Bus and Bus Facilities

A small sampling of eligible activities:

- Eligible capital projects include projects to replace, rehabilitate, and purchase buses and related equipment, and projects to construct bus-related facilities
- The acquisition of buses for fleet and service expansion
- Bus maintenance and administrative facilities
- The acquisition of vans for fleet and service expansion, including specialized vans and related facilities used to provide ADA complementary paratransit service
- Park-and-ride stations
- Passenger amenities such as passenger shelters and bus stop signs

Section 5303/5304 Program

1. Circular 8100.1D Program Guidance for Metropolitan Planning and State Planning and Research Program Grants
2. The State is the Designated Recipient and is the only entity eligible to apply for and receive MPP and State Planning and Research Program (SPRP) assistance directly from the FTA.
 - the State is required by law to distribute these funds to each UZA, or portion of a UZA, within the State,
 - the funding is distributed according to a formula developed by the MPOs with consultation from IMD and approved by the FTA.
 - NC's 5303 allocation plan was revised in FY21
 - Under the MPP program, only an MPO is eligible to receive MPP assistance directly from the State.
3. The Metropolitan Planning Program (MPP) is a major source of Federal financial assistance to help urbanized areas (UZAs) plan for the development, improvement, and effective management of their multimodal transportation systems.

Section 5303/5304 Program

Eligible activities include:

- Studies relating to management, planning, operations, capital requirements, economic feasibility, performance-based planning, safety, and transit asset management
- Developing and updating the metropolitan planning agreements between the MPO, the State(s), and the providers of public transportation serving the metropolitan planning area
 - preparing transportation plans and programs
 - planning
 - engineering
 - designing
 - and evaluating a public transportation project
 - and conducting technical studies related to public transportation

Section 5303/5304 Program

Eligible activities continued:

- Work elements and related activities for planning for multimodal transportation access to transit facilities. This includes planning for improved pedestrian and bicycle access, including transit supportive land use plans
- Development of 20-year transportation plans, short-range transportation improvement programs (TIPs), and UPWPs
- Safety, security, and emergency transportation and evacuation planning
- Coordinated public transit–human services transportation planning

Federal Discretionary / Competitive Grant Programs

AIM Accelerating Innovative Mobility

BUILD Better Utilizing Investments to Leverage Development (formerly TIGER)

5339(b) Grants for Buses and Bus Facilities

IMI Integrated Mobility Innovation

LoNo Low or No Emission Program

Federally Funded Discretionary Grants

AIM Accelerating Innovative Mobility

Accelerating Innovative Mobility (AIM) will highlight FTA's commitment to **support and advance innovation in the transit industry**.

BUILD Better Utilizing Investments to Leverage Development (formerly TIGER)

this program funds **investments in transportation infrastructure**, including transit.

5339(b) Grants for Buses and Bus Facilities

Provides funding through a competitive allocation process to states and transit agencies to **replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities**. The competitive allocation provides funding for major improvements to bus transit systems that would not be achievable through formula allocations.

- Macon County – Facility Addition and Renovation
- Duplin County – Facility Construction
- Hoke County – Facility Construction
- Iredell County – Facility Construction
- Johnston County – Facility Construction
- Anson County – Facility Construction
- Orange County – Expansion Vehicle

Federally Funded Discretionary Grants

IMI Integrated Mobility Innovation

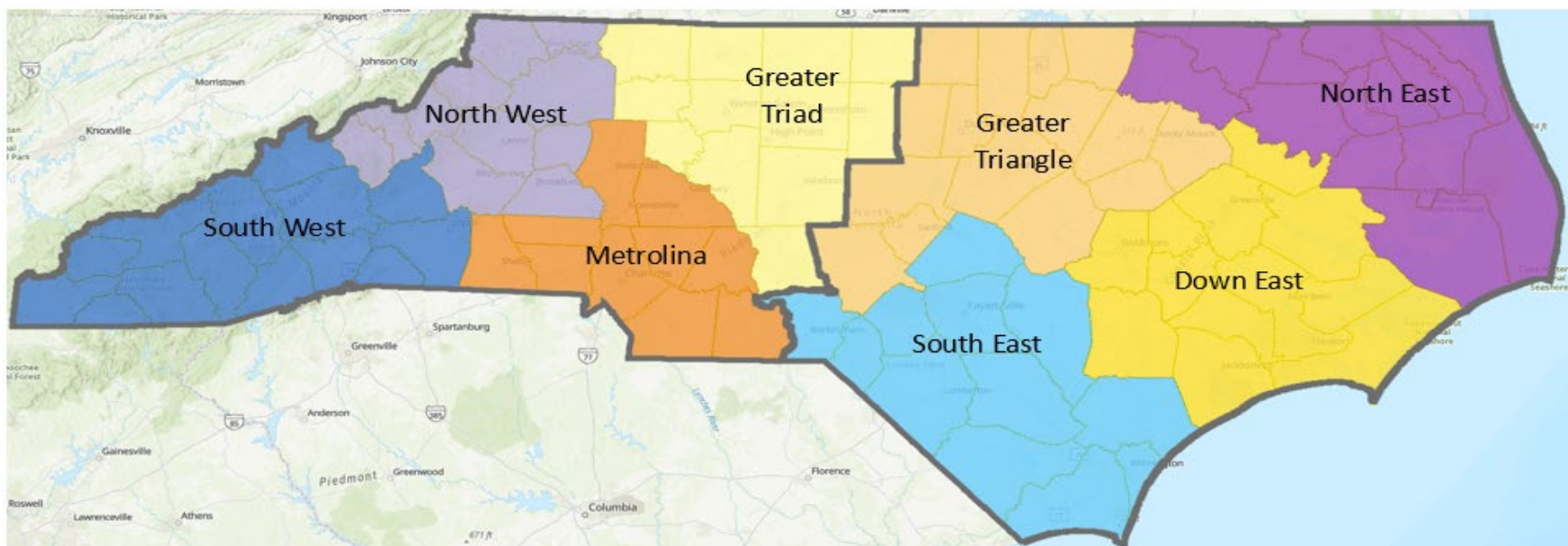
FTA's Integrated Mobility Innovation (IMI) Program **funds projects that demonstrate innovative and effective practices, partnerships and technologies** to enhance public transportation effectiveness, increase efficiency, expand quality, promote safety and improve the traveler experience.

LoNo Low or No Emission Program

Provides funding through a competitive process to states and transit agencies:

- **to purchase or lease** low or no emission transit buses and related equipment,
- **to lease, construct, or rehabilitate** facilities to support low or no emission transit buses.
- **to support the wider deployment** of advanced propulsion technologies within the nation's transit fleet.

State Funded Grants



State Funded Grants



State Maintenance Assistance Program (SMAP)

- this program is to provide operating assistance to urban, small-urban, and urban regional fixed route and commuter bus systems with low overhead and paperwork. **Eligible uses of the funds are limited to a system's operating costs**
- Preventive maintenance and ADA service costs are now defined for federal grants as capital eligible expenses but are still considered operating expenses for the State Maintenance Assistance Program (SMAP) funds
- SMAP funds cannot be used as a local match to other state funded programs, such as the urban technology program grants or the Transportation Demand Management program

State Funded Grants



State Maintenance Assistance Program (SMAP)

The formula uses a base amount of funding set by the legislature annually disbursed as follows:

- 10% equal share
- 30% local commitment
- 60% performance
 - 30% trips relative to the statewide average
 - 30% net cost per trip relative to the statewide average
 - Total expenses minus fares and other operating revenues divided by total trips

State Funded Grants



Rural Operating Assistance Program (ROAP)

- The Rural Operating Assistance Program (ROAP) is a state-funded public transportation program administered by IMD
- Funding is disbursed to counties then to sub-recipients as determined by the county
- The ROAP program has three programs, EDTAP, Employment, and Rural General Program, each with their own criteria
- **Elderly and Disabled Transportation Assistance Program (EDTAP)**
- ✓ **Purposes:** Provides operating assistance for the transportation of the state's elderly and disabled citizens
- ✓ **Legislated:** Yes
 - Originally enacted by legislation in the 1989 Session of the North Carolina General Assembly (Article 2B, 136-44.27)

State Funded Grants



Rural Operating Assistance Program (ROAP)

✓ **Elderly and Disabled Transportation Assistance Program (EDTAP)** **Formula:**

- 50% divided equally among all counties;
- 22 ½ % based on the number of senior residents per county as a percentage of the state's total senior population;
- 22 ½ % based on the number of disabled residents per county as a percentage of the state's total disabled population; and
- 5% based on a population density factor that recognizes the higher transportation costs in rural, sparsely populated counties
- Based on the EDTAP formula, these funds may be used to transport individuals living inside or outside of an urbanized area
- Can be used to match a 5310 grant

State Funded Grants



Rural Operating Assistance Program (ROAP)

✓ **Employment (EMPL) Program**

✓ **Purposes:**

- Intended to help DSS clients that:
 - Transitioned off Work First or Temporary Assistance for Needy Families (TANF) in the previous 12 months; or
 - Workforce Development Program participants; or
- Intended to help the transportation of disadvantaged public; and/or
- Intended to help the general public to travel to work, employment training and/or other employment related destinations

✓ **Legislated:** No

✓ **Formula:**

- 10% divided equally among all counties;
 - 45% based on the population* of each county as a percentage of the total state population; and
 - 45% based on the number of unemployed individuals in the labor force as a percentage of the number of unemployed individuals in the labor force in the state, in January, prior to application distribution
- ✓ Funds up to 100% of the cost of service

State Funded Grants



Rural Operating Assistance Program (ROAP)

- ✓ **Rural General Public (RGP) Program**
- ✓ **Purposes:** Intended to provide transportation services for individuals from the county who do NOT have a human service agency or organization that will pay for the transportation service.
 - The passenger's origin or destination must be in the rural area
 - RGP trips can be coordinated on vehicles with other human services trips
 - Trips and/or routes are eligible to be subsidized with RGP funds
- ✓ **Legislated:** No
- ✓ **Formula:**
 - 50% divided equally among all eligible counties; and
 - 50% based upon the rural population of each county as a percentage of the total state rural population.
 - * Excludes the population of the urbanized area as defined by the 2010 Census (See Appendix B for the 2010 Census urban and rural population data)
 - Based on the RGP formula, services provided with these funds CANNOT be used to transport individuals whose origin AND destination is within or between the urbanized area(s), as defined by the Federal Transit Administration and the 2010 Census
- ✓ Funds up to 90% of the cost of service

State Funded Grants



Rural Operating Assistance Program (ROAP)

The [ROAP Administration Guide](#) provides details on

- Funding distribution timeline
- ROAP Report due dates
- Eligible activities per program
- Requirements to be in compliance with the program

State Funded Grants



Rural State Operating (RSO) Grant

- The purpose of the RSO funds is to extend general transportation opportunities and increase ridership in our rural areas.
- The grants are available to Small Fixed Route, Regional, and Rural/Urban Consolidated systems to assist in delivering additional service current funding doesn't adequately support.
- State Match is 50% and Local share is 50%

State Funded Grants



Rural State Operating (RSO) Grant

Eligibility: Systems are Small Fixed-Route, Regional, or Rural/Urban Consolidated

RSO Eligible Applicants

- AppalCART
- ICPTA
- CPTA
- KARTS
- RCATS
- YVEDDI
- Hyde Transit
- GATEWAY
- TAR RIVER TRANSIT
- GREENWAY PUBLIC TRANSPORTATION
- CRAVEN AREA REGIONAL TRANSIT SYSTEM (CARTS)
- CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY

State Funded Grants

ConCPT Grant



The ConCPT grant purpose

- The Department of Transportation is authorized to annually allocate funds to qualifying public transportation systems to be used to consolidate or coordinate with other public transportation systems to
 - maximize resources,
 - gain efficiencies,
 - and increase access to public transportation.
- Authorizing legislation: SECTION 34.18A.(a) G.S. 136-44.20)
- Consolidation requires 2 or more counties to merge into 1 system – Hyde/Tyrrell
- Coordination requires 3 or more counties to participate on 5-day per week, fixed-route trips, published, and a formal MOA between Lead county and participants
 - Carteret – Down East Express and Clay – Ridge Runner
- Local Match is 50% State and 50% non-State (can be local, federal, etc.)

State Funded Grants



State Match - Match to Federal Grants (5%-10% of total project) 5303, 5304, 5310, 5311, 5339

Intern - Intern / Apprentice program for Transit systems

Advanced Technology - Funding to assist with improved software that benefits transportation delivery – not a grant open at this time due to eligible items available under the Combined Capital grant

Urban State Match - State match portion for Urban systems that are direct recipients of FTA funds

Rideshare/ TDM - Transportation Demand Management

IMD Responsibilities



- Notify sub-recipients of funding application period and accessibility
- Assist with application process; if a new applicant, advise of a Pre-Award Audit requirement
- Site Visits
- Develop partnerships through service delivery, planning and data-driven projects
- Meeting participation (TAB, MPO/RPO, Regional, etc....)
- New responsibilities gained from merger to be determined

Sub-recipient Responsibilities



- Program Management – read and understand contract obligations; purchase items approved in contract; perform system activities in compliance with regulations
- Submit required reports and back-up data on time i.e., Op Stats, Charter, ROAP, DAMIS, and be able to validate and replicate any or all data or financial records
- EBS for applications, claims, quarterly reports
- Ensure system budgets are mapped IMD G-codes in system budget line items
- Certifications and Assurances

Virtual Training Series – Tentative Topics

- 9/22 – IMD and Transit Programs Overview (doing business with IMD, IMD structure, programs overview)
- 9/24 – Grants and Finance Overview (programs summary, timelines, general procedures)
- 9/29 – EBS procedures (applications, claims, etc.)
- 10/1 – Compliance Pt. 1 (proficiency reviews, reporting requirements, etc.)

Virtual Training Series – Tentative Topics

- 10/6 – Compliance Pt. 2 (safety, drug and alcohol testing, driver training, etc.)
- 10/8 – Procurement (guidance and key requirements)
- 10/13 – Title VI (Title VI plans, ADA, public involvement, transportation equity)
- 10/15 – Service Planning, Data Analysis, and Measuring Success



