Grants Update

June 11, 2021

DIVISION OF AVIATION
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

Upcoming EBS Updates

Sponsors will soon be able to sign grant agreements with electronic signature within EBS.

EBS will no longer be limited to Internet Explorer browser. The system will work in multiple browsers, including Chrome and Edge.

The Sponsor's "PIN" field will be removed. Sponsors will still login to "Submit" RFAs/CRs/Claims and the system will recognize the sponsor by their role/login authorization.

Consultant roles/login authorizations will not see the "Submit" button. They can "Save" and/or "Print" RFA/CR/Claim forms but not "Submit". Consultants will be able to Submit QSRs via the Change Request module.

On the Claim form, a new option has been added to click "Details Show/Hide" to review a summary of claim items.

Once the changes go live, "old" items will remain as is and continue through workflow. Only new RFAs/Agreements/CR/Claims will appear in the new format.

CRRSA FUNDS

The second round of CARES Act COVID relief funds must be spent within one year. Certification that airports are complying with federal Executive Order 13998 requiring a face mask policy is required to use these funds. A template was provided for submitting this certification in the email announcing these funds sent May 24.

NPE FUNDS

Federal 2020 nonprimary entitlement (NPE) funds cannot be combined with previous years' NPE funding since it is funded at 100%, not 90% with 10% match.

American Rescue Plan Relief (ARPA) FUNDS

The Federal Aviation Administration is expecting to issue American Rescue Plan COVID relief funds in June. The Division of Aviation expects to add these to the existing WBS with CRRSA and CARES Act funds. Amounts and requirements will be shared once the award is received.

Financial System (SAP) Year-End Shutdown

SAP will be shut down effective July 3 for about 10 days for end-of-state-fiscal-year accounting. It will remain offline until the SFY 2022 budget is loaded.

If a payment needs to be paid in fiscal year 2021, the invoice must be received by close of business June 23 to allow time for processing prior to SAP shutdown.

Sponsor and Airport Names

A NCDOT Financial Management Division audit requirement mandates that the sponsor and airport name and address on invoices match the sponsor and airport name and remittance address on claim forms. If you need to update information on file, please request a blank W-9 form from dotaviationgrants@ncdot.gov.

REMINDERS

Annual Customer Survey

We will distribute the annual Division of Aviation Customer Survey via Survey Monkey in July via email with a link. Last year's feedback truly helped us implement process improvements and communications, and we look forward to receiving your responses.

Quarterly Claims Compliance

The quarterly Claims Compliance audit for Q3 is complete. Noncompliant notifications have been sent. All payment verifications have been received and the Q4 compliance audit will begin immediately after July 1.

Risk Assessment/Financial Compliance

THANK YOU! We received 100% of your completed risk assessment surveys and are scoring those now. You will receive your score by the end of August. Just as we did last year, any moderate or high risks will receive a desk audit for verification.

Q2 Quarterly Status Reports

Quarterly status reports (QSRs) for active projects in EBS for the second quarter (March-June) of 2021 are due July 1. Status updates for each project must be completed each quarter before claims will be processed.