

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



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)

Claim Guidance

CARES Operating Grant
=
5311 Admin
+
5311 Operating

Sample Claim Spreadsheet

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

<u>Example Claim Type</u>	<u>Example Expense</u>	<u>Example Amounts</u>
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

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

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

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?

NC Transit Cares

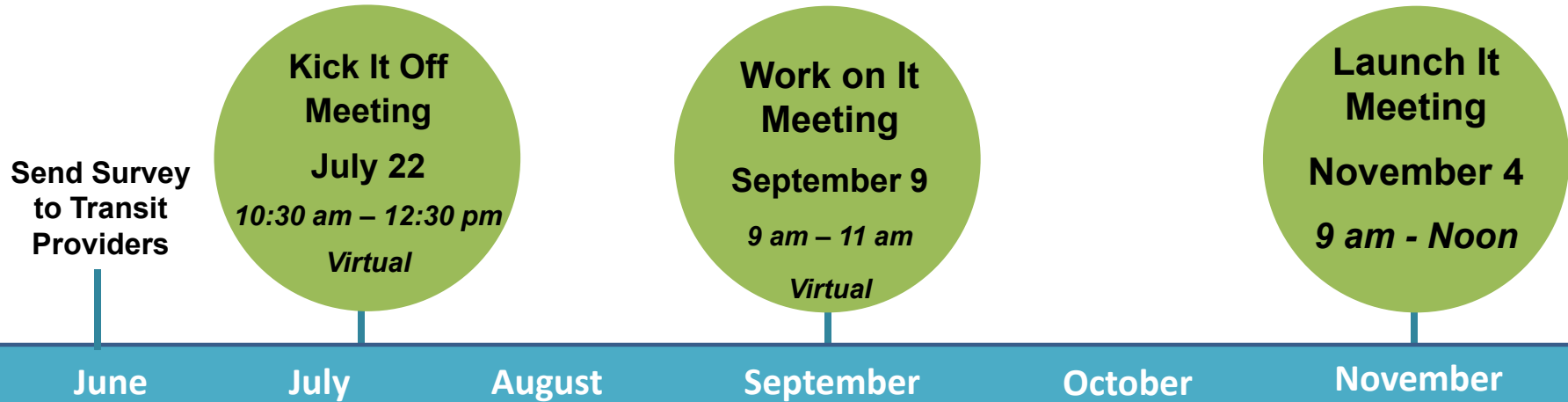


Project Overview and Recent Changes

- 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

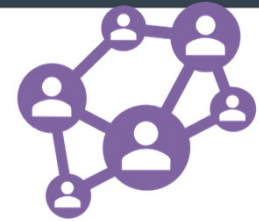


NC Transit Cares 2020 Schedule



- 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](https://connect.ncdot.gov/business/Transit)

The screenshot shows the 'Connect NCDOT BUSINESS PARTNER RESOURCES' website. The navigation bar includes links for Home, Help, Team Sites, and Site Map. A search bar is present on the right. The main menu features categories like 'Doing Business', 'Bidding & Letting', 'Projects', 'Resources', and 'Local Governments'. Below this, a secondary menu lists various services such as 'Prequalify', 'Small Business', 'Consultants', 'Directory of Firms', 'Trucking', 'Fleet & Material Mgmt', 'DMV', 'Public Trans', 'Purchasing', 'ROW', and 'Turnpike'. The 'Public Trans' category is highlighted.

The main content area is titled 'COVID-19-Response Coronavirus/COVID-19 Response'. A breadcrumb trail shows the path: Connect NCDOT > Doing Business > Public Trans > COVID-19-Response.

The primary resource is the 'CARES Act Transit Funding Dashboard', which is linked to a 'smartsheet'. Below this is the 'NCDOT-IMD's CARES ACT 2020 DASHBOARD'. The dashboard text states: 'On Friday, March 27, President Trump signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act into law. The Federal Transit Administration is allocating \$25 billion to recipients of urbanized area and rural area formula funds, with \$22.7 billion to large and small urban areas and \$2.2 billion to rural areas. Funding will be provided at a 100-percent federal share, with no local match required, and will be available to support capital, operating, and other expenses generally eligible under those programs to prevent, prepare for, and respond to COVID-19. Operating expenses incurred beginning on January 20, 2020 for all rural and urban recipients, even those in large urban areas, are also eligible, including operating expenses to maintain transit services as well as paying for administrative leave for transit personnel due to reduced operations during an emergency.'

Below the text is a 'Tentative Subrecipient Timeline' table:

Activity	Date
Allocation and application released to transit systems	April 20-22, 2020
Enter FTA application in TrAMS	April 20, 2020
Subrecipients apply for Funding	April 20-30, 2020

On the right side of the dashboard, there are sections for 'COVID-19 Response FAQs' with a 'Frequently Asked Questions' button, 'CARES Act Grant Application' with a 'CARES Act Grants' button, and 'Resource Links' which includes links to 'NCDOT's Coronavirus FAQ Question Intake Survey', 'FTA Novel Coronavirus (COVID 19) Landing Page', and 'FTA Safety Advisory 20-01'.

Future Calls

1

Continue with Scheduled Time

- May cancel if no new content

2

Move to Bi-weekly then monthly

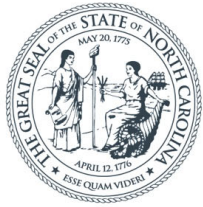
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Post COVID

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

QUESTIONS?





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**Bicycle and Pedestrian | Public Transportation
Transit Systems Call**

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