

# **FTA 101**

## **Tennessee Public Transportation Association 2023 Conference & Expo**

**September 20, 2023**

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**Mike Sherman, Senior Transportation  
Program Specialist**

Region IV  
Federal Transit Administration

The contents of this document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies. Grantees and subgrantees should refer to applicable regulations and statutes for requirements for FTA funding.



# Presentation Overview

FTA Today

Who is Region IV?

How Does it All Work?

Pre-Award Activities

Post-Award Activities

Resources



# FTA Today

## United States Department of Transportation (USDOT)

### *Several Modal Administrations:*

Office of the Secretary of Transportation (OST)

Federal Aviation Administration (FAA)

Federal Highway Administration (FHWA)

Federal Motor Carrier Safety Administration (FMCSA)

Federal Railroad Administration (FRA)

### **Federal Transit Administration (FTA)**

Maritime Administration (MARAD)

National Highway Traffic Safety Administration (NHTSA)

Office of Inspector General (OIG)

Pipeline and Hazardous Materials Safety Administration (PHMSA)

Saint Lawrence Seaway Development Corporation (SLSDC)



# FTA Today

- Congress establishes the funding for FTA programs through authorizing legislation that amends **Chapter 53 of Title 49 of the U.S. Code.**
- On November 5, 2021 President Biden signed the Bipartisan Infrastructure Law (BIL) / Infrastructure Investment and Jobs Act (IIJA).
- The legislation reauthorizes surface transportation programs for FY 2022-2026 and provides advance appropriations for certain programs.
- The Bipartisan Infrastructure Law authorizes up to \$108 billion to support federal public transportation programs, including \$91 billion in guaranteed funding.



# FTA Today

## FTA Mission, Vision, Values

### MISSION

Improve America's Communities  
through Public Transportation



### VISION

A Better Quality of Life for All Built  
on Public Transportation Excellence



### VALUES



#### SERVICE

Provide reliable, transparent, responsive, and anticipatory services to meet stakeholder needs

#### INTEGRITY

Commitment to the highest professional and ethical standards

#### INNOVATION

Foster new ideas, concepts, and solutions for improved outcomes

#### SUSTAINABILITY

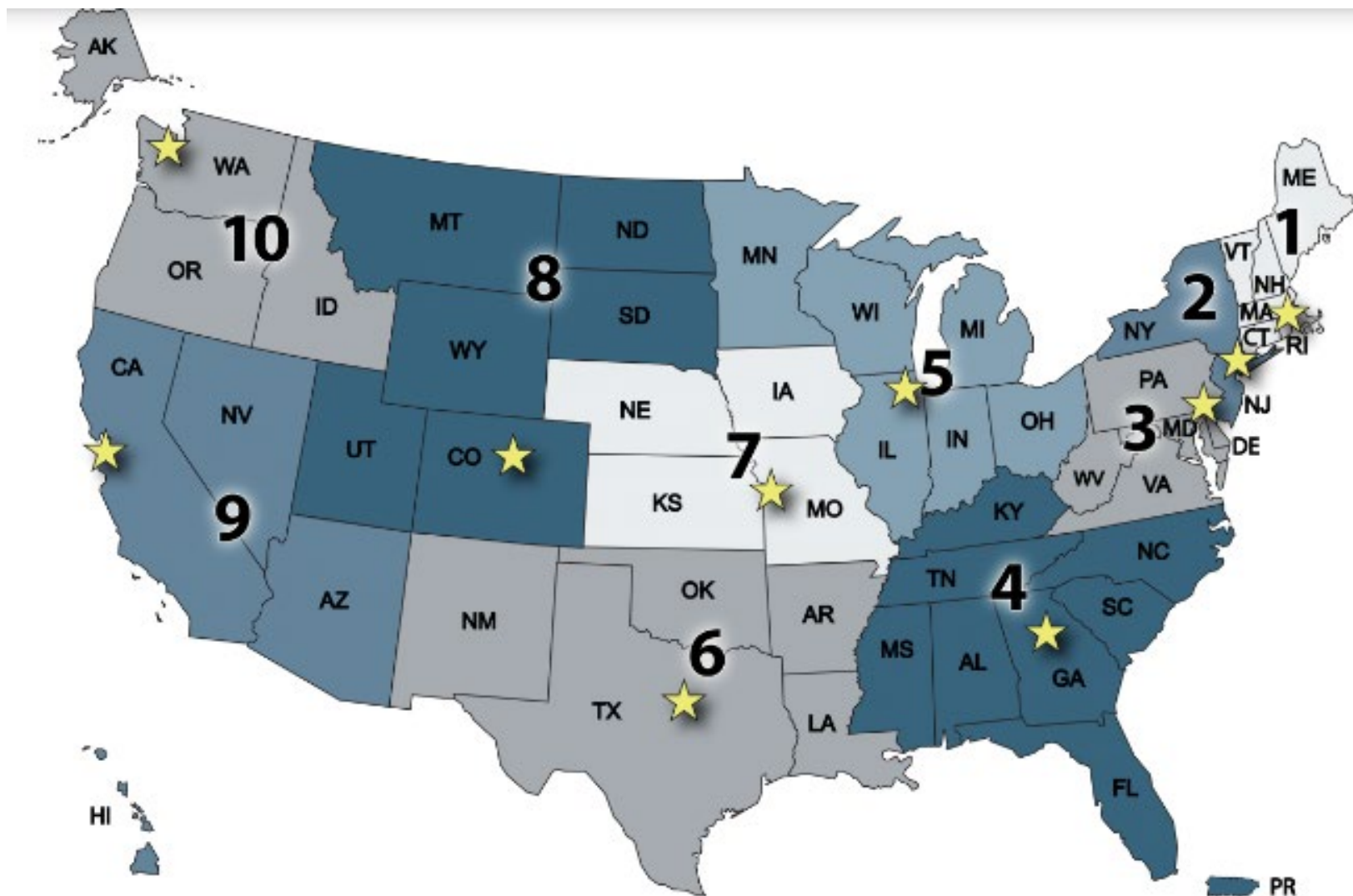
Optimize decisions, resources, and systems to make long-term positive impacts on the environment, infrastructure, and safety

#### EQUITY

Remove barriers for systemically underserved communities to access all aspects of economic, social, and civic life



# FTA Today



# FTA's Role

- ✓ Set National Policy
- ✓ Develop Guidance

- ✓ Financial Assistance
- ✓ Technical Assistance
- ✓ Oversight of Programs and Funding



- ✓ Support Research, Demonstration, and Innovation Programs

- ✓ Regulatory Authority on Safety for Public Transportation

# Typical Recipients

- Transit Agencies
- States DOT's
- Local Governments
  - Cities, Counties, and Boroughs
- Tribal Governments
- Metropolitan Planning Organizations (MPO)
- Non-Profit Transportation Providers
- University Research Centers

# Who is Region IV?



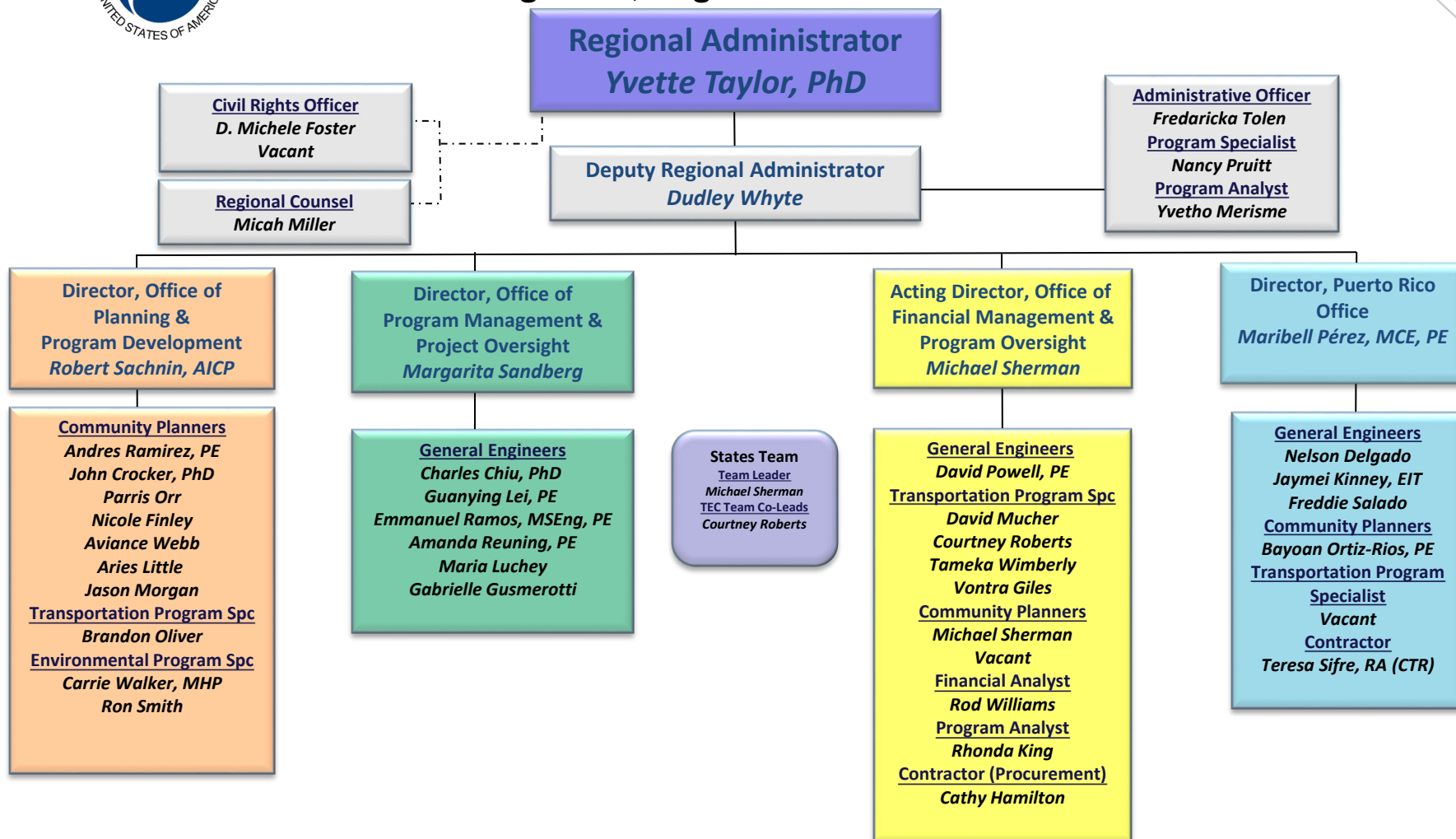
# Region IV



- The Region 4 Organizational Chart & Geographic Assignments are updated regularly and posted on the FTA R4 Website
- <https://www.transit.dot.gov/about/regional-offices/region-4/region-iv-geographic-assignments>



## Federal Transit Administration Region IV, Organizational Chart



# Working with Region IV

## Primary Contacts:

- Pre-Award Manager
- Post-Award Manager

## Other Contacts:

- Financial Specialist
- Procurement Specialist
- Environmental Protection Specialist(s)
- Civil Rights Specialist
- Legal Counsel

# Working with Region IV

Pre-Award – Most activities within the award application process through execution of the award

- Primary Contact: Pre-Award Manager
- Application development and plans/programs/requirements such as: STIP, UPWP, NEPA, eligibility, award amendments, FLEX funds, etc.

Post-Award – Most activities from execution through closeout of an award

- Primary Contact: Post-Award Manager
  - Award monitoring such as: FFR/MPR, period of performance, closeouts, award budget revisions, project oversight, others include: incidental use, disposition, design/engineering/construction, etc.
- Note: For State DOT's the Pre-Award and Post-Award are the same FTA contact

# How Does it All Work?

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# Funding & Program Authorization



## **Congress** Passes Funding Bill

## **President** Signs it into Law

- FAST Act – Enacted on December 4, 2015
- BIL/IIJA – Enacted on November 15, 2021

## **Congress** Appropriates Funds to Agencies

- Annual funding to be used in accordance with the Authorization

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## **FTA** Implements Funding Programs

- Sets policy & requirements
- Awards grants
- Provides technical assistance
- Conducts oversight



# FTA's Funds Are...

- 
- Authorized by Law (e.g. BIL/IIJA)
  - Appropriated by Congress to FTA
  - Apportioned by FTA to funding programs
  - Allocated by FTA to states and urbanized areas\*
  - Awarded by FTA to recipients

\* Allocated could also be sub-allocated by State DOT or metropolitan planning organization (MPO)



# FTA Funding Types

## Formula

$$1+2=$$

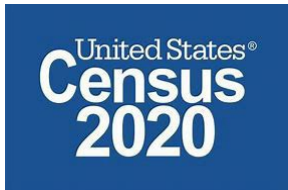


## Discretionary

Competitive Programs and Earmarks

# Formula Funds

Allocation is determined by formula established in law, and mostly based on:



## Census data

A combination of:

- Total Population
- Population Density
- Low Income Population

<https://www.census.gov/en.html>

The National Transit Database (NTD)



## National Transit Database (NTD)\*

A combination of data:

- Bus
  - Revenue vehicle miles
  - Passenger miles
- Fixed guideway (rail, ferry, BRT, etc.)
  - Revenue vehicle miles
  - Route miles
  - Passenger miles


<https://www.transit.dot.gov/ntd>

\* Data used from NTD is dependent upon FTA program

# How to Find Formula Funds

FTA publishes apportionments for formula programs annually

<https://www.transit.dot.gov/funding/apportionments>

**Federal Transit Administration**

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Funding

Grant Programs

Applying

Grantee Tools

Resources

**Contact Us**

Office of Program Management  
Federal Transit Administration  
1200 New Jersey Avenue, S.E.  
Washington, DC 20590  
United States

**Phone:** [202-366-2053](tel:202-366-2053) ✓  
**Fax:** [202-366-7951](tel:202-366-7951) ✉  
**Business Hours:**  
8:30 a.m.-5 p.m. ET, M-F

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications services.

## Current Apportionments

### Overview

FTA's Fiscal Year (FY) 2023 full-year funding tables detail support for transit throughout the U.S. Posted in January 2023 to reflect the funding provided in the Consolidated Appropriations Act, 2023 (P.L. 117-328), the tables represent a historic investment of more than \$21 billion to transit agencies and communities to support public transportation throughout the country, thanks to the [Bipartisan Infrastructure Law](#).

### Funding Summary

Every single state, territory, and urban area continues to benefit from the substantial increase in federal transit funding that began in FY22 due to the Bipartisan Infrastructure Law. The tables provide the funding amounts that each state and urbanized area (UZA) will receive from FTA in formula funding as appropriated in the FY 2023 Consolidated Appropriations Act. Formula grant programs allocate funding to states, urban areas, and transit agencies based on formulas set by Congress, and state governments and urbanized areas decide how much to provide to specific transit agencies and other providers.

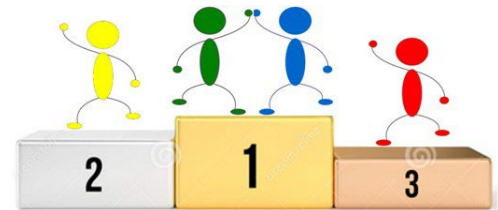
- [Total funding by state](#)
- [Total funding by communities/regions](#) (This UZA funding is a subset of the state-by-state totals)

### Fiscal Year 2023 Apportionment Tables (Full Year)

- Table 1. [FTA Appropriations and Apportionments for Grant Programs](#)
- Table 2. [Section 5303 and 5304 Statewide and Metropolitan Planning Apportionments](#)
- Table 3. [Section 5307 and 5340 Urbanized Area Formula Appropriations](#)
- Table 3A. [Section 5307 Operating Assistance Special Rule Operator Caps](#)
- Table 4. [Section 5307 Apportionment Formula](#)
- Table 5. [Formula Apportionments Data Unit Values](#)
- Table 6. [Section 5307 Small Transit Intensive Cities Apportionments](#)

# Discretionary Programs

- **Competitive** Program Funds are typically allocated based on:
  - A set of project selection criteria published in the Notice of Funding Opportunity (NOFO)
  - The discretion of the Secretary of Transportation and/or the FTA Administrator
- **Earmarks** Funds are typically allocated by Congress
  - FY 2022 Transit Infrastructure Grants (Community Project Funding / Congressionally Directed Spending)
  - FY 2023 Transit Infrastructure Grants (Community Project Funding / Congressionally Directed Spending)



# How to Find Competitive Funds

- **Federal Register Notice**
  - Notice of Funding Opportunity (NOFO)
  - Project Selection announcement
  - Specifies eligibility for
    - Applicants vs. Recipients
    - Projects
- **FTA and/or USDOT Website(s)**
  - Project selection announcements
  - Project implementation instructions

# Federal Register Notice

We invite you to try out our new beta eCFR site at <https://ecfr.federalregister.gov>. We've made big changes to make the eCFR easier to use. Be sure to leave feedback using the 'Help' button on the bottom right of each page!

Sections Browse Search Reader Aids My FR Search Documents

 **FEDERAL REGISTER**  
The Daily Journal of the United States Government



Agency

## Federal Transit Administration


  Subscribe

The Federal Transit Administration (FTA) (formerly the Urban Mass Transportation Administration) is an operating administration of the Department of Transportation by section 1 of Reorganization Plan No. 1, effective July 1, 1968. FTA's mission is to assist in developing improved mass transportation systems, establish establishment of areawide mass transportation systems, and provide financial assistance to establish and finance mass transportation systems and carry out national transit goals and policy.

**Agency URL:** <http://www.fta.dot.gov/>  
**Parent Agency** [Transportation Department](#)

<https://www.federalregister.gov/agencies/federal-transit-administration>

<https://www.transit.dot.gov/regulations/federal-register-documents>

 **Federal Transit Administration** Search

About Funding Regulations & Programs

## Notices and Rulemaking Documents

This search provides the ability to find Notices, Rules and Proposed Rules from [administration] affecting [49 CFR 600-699] based on Keyword, Document Type, Topic, and Subject. To search and browse regulations using the eCFR website, use the link below.

Search the eCFR (Link to eCFR: <https://www.ecfr.gov/search>)

Displaying 1 - 50 of 1657

Keyword Document Type Topic Subject

- Any - - Any - - Any - - Any -

Apply

Date	Subject	Document Type	Part
03/28/2023	<a href="#">FY 2023 Competitive Funding Opportunity: Public Transportation on Indian Reservations Program: Tribal Transit Program</a>	Notice	
03/27/2023	<a href="#">FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022</a>	Notice	

# FTA Website



<https://www.transit.dot.gov/newsroom/press-releases>

[Home](#) / [Newsroom](#)

## Press Releases

If you are interested in searching for press releases prior to 2021, please visit our [News Archive](#).

Start Date End Date Keyword

Apply

March 28, 2023

**Biden-Harris Administration Announces Availability of Nearly \$8.9 Million for Tribal Transportation**  
*President Biden's Bipartisan Infrastructure Law provides nearly 83% more competitive funding over five years for Alaska Native villages*

<https://www.transit.dot.gov/funding/grants/fy22-fta-bus-and-low-and-no-emission-grant-awards>



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[Grant Programs](#)

[Program Pages](#)

[Applicants](#)

[Grantee Tools](#)

[Contact Your Regional Office](#)

[FAQ](#)

### Related Links

- [Grants for Buses and Bus Facilities Program](#)
- [Low or No Emission Vehicle Program - 5339\(c\)](#)
- [Selections for FY22 Bus Competitive and Low-No](#)

## FY22 FTA Bus and Low- and No-Emission Grant Awards

FTA's FY22 Low- and No-Emission and Bus and Bus Facilities programs will provide \$1.66 billion in grants to transit agencies, territories and states across the country to invest in bus fleets and facilities. Funded by the President's Bipartisan Infrastructure Law, the majority of funded projects will use zero-emissions technology, which reduces air pollution and helps meet the President's goal of net-zero emissions by 2050.

- Read the [press release](#)
- Watch a [1-minute video](#)

State	Project Sponsor	Funding	Bus/Low-No Emission	Description
AK	Ketchikan Gateway Borough, The Bus	\$4,285,436	Low or No Emission	The Ketchikan Gateway Borough will receive funding to buy electric buses and charging equipment. The new buses will help improve service and reliability and, by improving air quality, advance environmental justice in the Ketchikan community in Southeast Alaska.
AK	Gulkana Village Council	\$4,207,093	Buses and Bus Facilities	The Gulkana Village Council, on behalf of Soaring Eagle Transit, will receive funding to build a multi-purpose operations and maintenance facility. The facility, which will be GVC's first bus shelter, will include a warming shelter for riders, administrative and operations offices, and maintenance bays, all of which will help maintain the fleet in a state of good repair and improve service for the community.

# Recipient Type\*

Organization Type	Designated Recipient	Direct Recipient	Sub Recipient
Large Urban Transit (Pop 200,000 and above)	X	X	X
Small Urban Transit (Pop 50,001- 199,999)		X	X
Rural Transit (Pop 0-50,000)			X
Federally Recognized Tribe or Native Village		X	X
Metropolitan Planning Organization (MPO)	X		X
State DOT	X		
Local Government		X	X
Non-Profit		X	X

\* These are typical examples. There are exceptions to this list.

# Recipient Types

- **Designated recipients** are designated by the state governor or his/her designee to receive and/or sub-allocate formula funds
- **Direct recipients** receive funding (formula or discretionary) directly from FTA

*“A designated recipient is always a direct recipient.*

*However, a direct recipient is not always a designated recipient.”*



# Designated Recipients

- **Designated recipient(s)** in the UZA are responsible for tracking and confirming any sub-allocations of these funds to other direct recipients and ensuring that split letters are on file with the Regional Office.
- When changes are made to these sub-allocations, updated split letters need to be provided to FTA.
- If you are a Designated Recipient, please also coordinate with your direct recipients regarding any carryover balances, as applicable.



# 2020 Census Impacts

Tennessee Urbanized Areas	Census Change 2010 to 2020
Knoxville, TN	Seymour and Tellico Village no longer in UZA, Norris now included in UZA
Morristown, TN	White Pine now included in UZA
Nashville-Davidson, TN	Crossed 1 million Threshold
Springhill, TN	New Small UZA
Clarksville, TN - KY	New Large UZA
Memphis, TN-MS-AR	Millington no longer in UZA



# Grant-Making Process

- Transit Award Management System (**TrAMS**) is FTA's platform to award and manage FTA awards.
- **TrAMS** was created to provide greater efficiency and improved transparency and accountability.
- Awards are developed, transmitted, submitted, awarded, executed, managed, and closed in **TrAMS**.
- Agency Goal: From "Submit" to "Award" to be no more than **36 calendar days**.



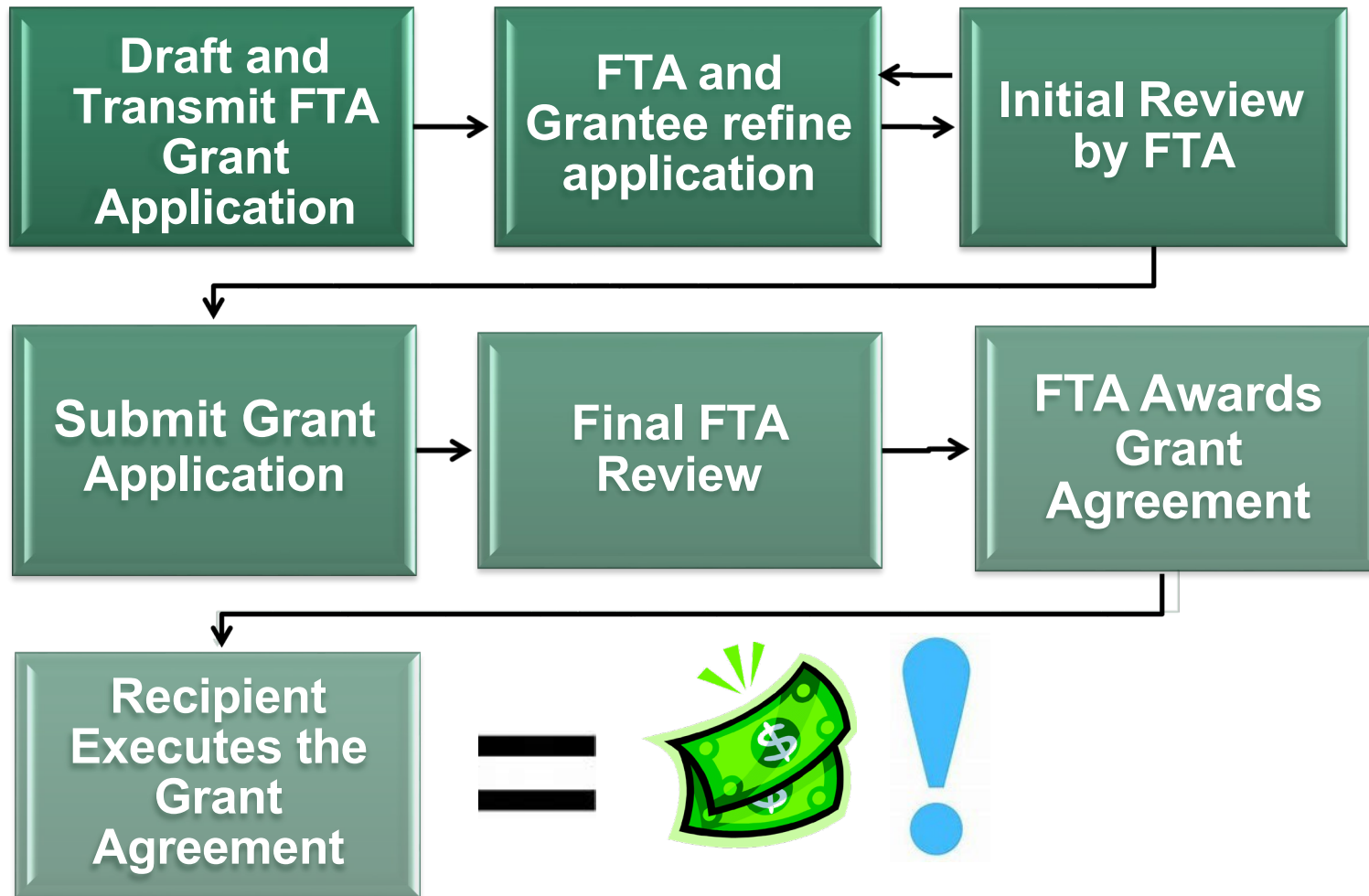
# Grant-Making Process

- Super Grants – encourage combining non-COVID formula funding sources and *flex* funds (check with pre-award manager to confirm availability to the Region) in the same. *Note:* Each funding source must be entered in TrAMS as a separate project. Please contact your pre-award manager prior to entering a Super Grant application in TrAMS.
- Consolidated Applications – encourage combining up to 3 FFYs of the same program funds where practical to minimize the number of applications requiring review and reports. Please contact your pre-award manager prior to entering a consolidate application in TrAMS.
- FAST ACT and BIL funding can be in same TraMS application as separate projects.

# Grant-Making Process

- **FTA Carryover & Lapsing Email** – Look for the R4 email at the end of October 2023 for Large Urbanized Areas.
- Please compare these balances with your own agency records and notify your designated recipient (if applicable) and/or your FTA pre-award manager and Rodney Williams ([Rodney.williams@dot.gov](mailto:Rodney.williams@dot.gov)) of any discrepancies.
- Submit Large Urbanized Area FFY Program Funding Split Letter to Rodney Williams.

# Grant-Making Process (cont'd)



# Pre-Award Activities



# **“Cross-Cutting” Program Requirements**

- Planning
- Legal, Financial, and Technical Capacity
- Certifications and Assurances
- Civil Rights
- Environmental Review
- Safety
- Others such as SAM Registration

# Planning

## **STIP** *Statewide Transportation Improvement Program*

- A statewide prioritized listing/program of federally funded transportation projects, covering a period of four years.

## **TIP** *Transportation Improvement Program (TIP)*

- A prioritized listing/program of transportation projects covering a period of four years that is developed and formally adopted by an MPO as part of the metropolitan transportation planning process

## **UPWP:** *Unified Planning Work Program*

- A program of work identifying the *planning priorities* and activities to be carried out within a metropolitan planning area during the next one or two-year period

# Legal, Financial, and Technical Capacity

- New Recipient / One-Time Documents:
  - Authorizing Resolution
  - Opinion of Counsel
  - Governors' Designation (Designated or Direct Recipient Determination)
- Annual Requirements:
  - Certifications and Assurances
  - Master Agreement

# Certifications and Assurances

- Certifications and assurances (C&As) are required by federal law or regulations for FTA's grant programs.
- FTA consolidated C&As into a single document for recipients of federal assistance under 49 U.S.C. chapter 53.
- FTA is required to publish a list of these C&As annually.
- Recipients are required to submit C&As annually.

# Certifications and Assurances (cont'd)

Certifications and Assurances

Fiscal Year 2022

## FEDERAL FISCAL YEAR 2022 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: \_\_\_\_\_

The Applicant certifies to the applicable provisions of all categories: *(check here)* \_\_\_\_\_.

*Or,*

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____

## CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

### AFFIRMATION OF APPLICANT

Name of the Applicant: \_\_\_\_\_

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute



# Civil Rights

- Disadvantaged Business Enterprise (DBE)  
<https://www.transit.dot.gov/dbe>
- Title VI of the Civil Rights Act of 1964  
<https://www.transit.dot.gov/title6>
- Equal Employment Opportunity (EEO)  
<https://www.transit.dot.gov/eeo>
- Americans with Disabilities Act (ADA)  
<https://www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/ada-regulations>



# Environmental Review

- **National Environmental Policy Act (NEPA):** established national environmental policy and goals for the protection, maintenance, and enhancement of the environment; and provides a process for implementing these goals within the federal agencies.\*
- All FTA funded projects are required to have an environmental review determination.
- NEPA Classes of Action include:
  - Categorical Exclusions (listed and documented)
  - Environmental Assessments (EA)
  - Environmental Impact Statements (EIS)

# The Intent of NEPA

The essential intent of NEPA is to provide federal agencies with **sufficient** documentation and analysis to make the best environmental decisions through a reasoned study of the existing environment and the likely impacts of the proposed project.

NEPA **is not** intended to stop or delay projects. NEPA **is** intended to provide information to Federal decision-makers.

# NEPA is essentially three questions . . .

1. What is the **current** environment in the project area
2. Will the project **significantly** impact the existing environment?
3. If there is a significant impact, can the impact be **mitigated**?



- Native American Graves Protection and Repatriation Act
- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970
- Americans with Disabilities Act
- Executive Order 12898 (Environmental Justice)
- Executive Order 13045 (Protection of Children)
- Section 4(f) of the DOT Act (49 USC 303)
- Clean Air Act
- Clean Water Act
- Safe Drinking Water Act
- Farmland Protection Policy Act
- Endangered Species Act of 1973
- Fish and Wildlife Coordination Act
- Comprehensive Environmental Response, Compensation, and Liability Act

- Resource Conservation and Recovery Act of 1976
- National Historic Preservation Act of 1966
- Archaeological and Historic Preservation Act
- Archaeological Resources Protection Act
- American Antiquities Act
- American Indian Religious Freedom Act
- Land and Water Conservation Fund Act
- Water Bank Act
- Executive Order 11988 (floodplains)
- Executive Order 11990 (wetlands)
- Executive Order 13514 (federal leadership in Environmental, Energy, and Economic Performance)
- Executive Order 13112 (Invasive Species)

# Strategically Entering PD

For projects anticipating the use of a Capital Improvement Grant under New Starts:

MAP-21 requires completed NEPA determinations to progress from PD to Engineering

Sponsors have 24 months to complete all PD requirements after entry (including NEPA) or risk being removed from PD

Therefore, **choosing when to enter PD hinges upon NEPA completion estimates.**



# Transit Safety

- FTA administers a national transit safety program and program compliance oversight process to advance safe, reliable, and equitable transit service throughout the U.S.
- FTA's Office of Transit Safety & Oversight (TSO) helps make transit safer through policy development, hazard investigation, data collection, risk analysis, oversight programs and information sharing.



# TrAMS Application BABA Requirement

## Executive Summary – Add Statement

In addition to FTAs Buy America Act, which requires that the steel, iron, and manufactured goods used in an FTA-funded project are produced in the United States (49 U.S.C. 5323(j)(1)), the Build America, Buy America Act (BABA) (Public Law 117-58, div. G 70914(a)) now requires that construction materials used in infrastructure projects are also produced in the United States. Refer to terms and conditions in FTAs Master Agreement Section 15. The BABA requirement applies to this grant, in addition to the Buy America Act, except to the extent a waiver of either requirements may apply.

# Post-Award Activities



# Post-Award Activities

- Reporting
- Award Modification (Amendment / Budget Revision)
- Award Closeout
- Oversight / Compliance Reviews
- Project Management Oversight
- Others such as disposition

# Master Agreement

- Published annually by FTA
- Contains the terms and conditions that apply to a grant, cooperative agreement, or loan, etc. from FTA.
- Complementary to the Certifications and Assurances but is not duplicative.
- The most current Master Agreement is referenced and attached at the time when a grant agreement is executed.

# Master Agreement (cont'd)

## Part 6: Agreement\*

UNITED STATES OF AMERICA  
DEPARTMENT OF TRANSPORTATION  
FEDERAL TRANSIT ADMINISTRATION

### GRANT AGREEMENT (FTA G-30)

On the date the authorized U.S. Department of Transportation, Federal Transit Administration (FTA) official signs this Grant Agreement, FTA has obligated and awarded federal assistance as provided below. Upon execution of this Grant Agreement by the Recipient named below, the Recipient affirms this FTA Award, enters into this Grant Agreement with FTA, and binds its compliance with the terms of this Grant Agreement.

The following documents are incorporated by reference and made part of this Grant Agreement:

- (1) "Federal Transit Administration Master Agreement," FTA MA(30), <http://www.transit.dot.gov>,
- (2) The Certifications and Assurances applicable to the FTA Award that the Recipient has selected and provided to FTA, and
- (3) Any Award notification containing special conditions or requirements, if issued.

WHEN THE TERM "FTA AWARD" OR "AWARD" IS USED, EITHER IN THIS GRANT AGREEMENT OR **THE APPLICABLE MASTER AGREEMENT**, "AWARD" ALSO INCLUDES ALL TERMS AND CONDITIONS SET FORTH IN THIS GRANT AGREEMENT.

FTA OR THE FEDERAL GOVERNMENT MAY WITHDRAW ITS OBLIGATION TO PROVIDE FEDERAL ASSISTANCE IF THE RECIPIENT DOES NOT EXECUTE THIS GRANT AGREEMENT WITHIN 90 DAYS FOLLOWING FTA's AWARD DATE SET FORTH HEREIN.

\*Note: TrAMS Grant Agreement

UNITED STATES OF AMERICA  
DEPARTMENT OF TRANSPORTATION  
FEDERAL TRANSIT ADMINISTRATION

### **MASTER AGREEMENT**

For Federal Transit Administration Agreements authorized by 49 U.S.C. chapter 53 and Title 23, United States Code (Highways), as amended by the Infrastructure Investment and Jobs Act of 2021, the Fixing America's Surface Transportation (FAST) Act, the Moving Ahead for Progress in the 21st Century Act (MAP-21), the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the SAFETEA-LU Technical Corrections Act of 2008, or other federal laws that FTA administers.

FTA MA(30)  
November 2, 2022

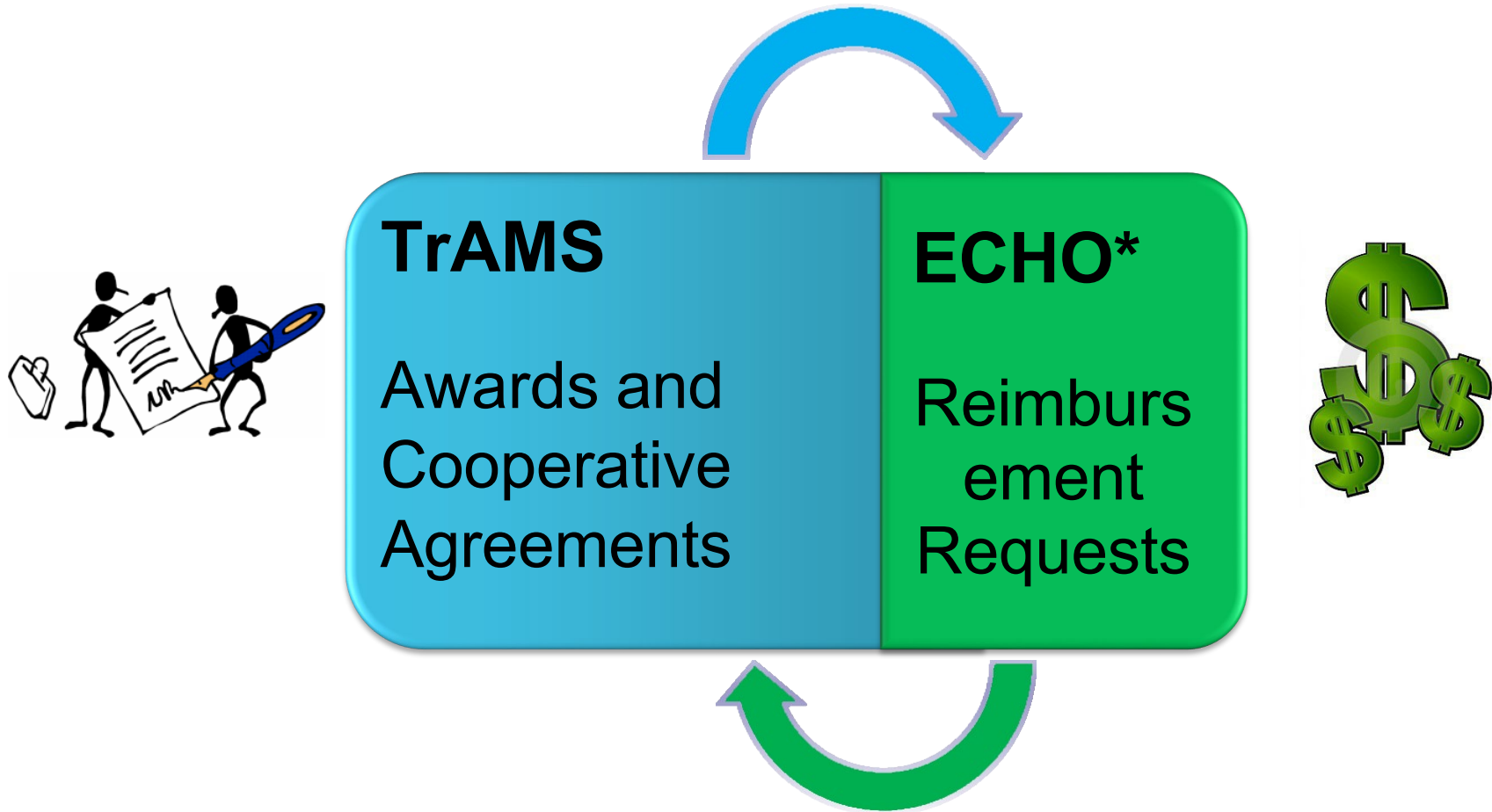


# How to Access Award Funds

Once a grant has been awarded by FTA and executed by a recipient in **TrAMS**:

- Recipients can draw funds 3-5 business days after award execution
- Recipients can request reimbursement for incurred eligible project expenses in **ECHO-web** (Electronic Clearinghouse Operation)

# Award Systems Interface



\*ECHO has been migrated into Appian platform and Cooperative Agreements are required to use e-Invoicing system for payment request

# Reporting

**Recipients are responsible for:**

- **Federal Financial Reports (FFR) and Milestone Progress Reports (MPR)**
  - Recipients must file the FFRs and MPRs through TrAMS
  - FTA may withhold payment for failure to submit either FFRs or MPRs in a timely manner
  - FTA may grant extensions of report due dates for good cause
- **National Transit Database (NTD)**
  - Reporting is required for recipients receiving formula funding

# Reporting (cont'd)

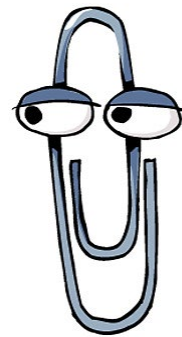
- **Federal Funding Accountability and Transparency Act (FFATA) Reports**
  - Completed in USASpending.gov within 30 days of the Recipient awarding a contract of \$25,000 or greater
- **Civil Rights Reporting**
  - Recipients are required to report DBE, Title VI, and EEO, with exceptions
- **Drug and Alcohol Reporting**
  - Completed annually in Drug and Alcohol Management Information System (MIS)

# Award Modifications

There are two types of award modifications:

1. Budget Revision
2. Amendment

Hi! It looks like you want to make a change to your award. Do you want some help with that?



# Award Modification Considerations: Amendments vs. Budget Revisions

- ✓ Amendment - significant change to:
  - ✓ Scope of work
  - ✓ Adding new additional funding
  - ✓ NEPA determination
- ✓ Budget Revision - no changes to:
  - ✓ Scope of work or purpose of award
  - ✓ Type/amount of federal funding



# Period of Performance

- All FTA Awards must include Period of Performance (PoP)
- Period of performance means the time during which the recipient or subrecipient may incur new obligations to carry out the scope of work authorized under the Grant or Cooperative Agreement
- Start and End Dates of the PoP must be included in all FTA awards
- Changes to the PoP end date require prior approval through budget revision process in TrAMS

# Award Closeout

- Award closeout is completed through an amendment process in TrAMS
- Liquidation Period (90 or 120 calendar days) is provided for recipients and subrecipients to submit all required deliverables and liquidate all financial obligations incurred under the Federal award
- Closeout is required to be completed no later than **90 or 120 calendar days\*** after the end date of the PoP

\*90 days if award made before 11/12/2020; 120 days if award made or amended after 11/12/2020

# Oversight / Compliance Reviews

- FTA conducts the following program compliance reviews:
  - Triennial Review
  - State Management Review
  - Financial Management Oversight (FMO) Review
  - Procurement System Review
  - TMA Certification Review
  - UPWP Review
  - State Safety Oversight (SSO)
  - Public Transportation Agency Safety Plan (PTASP)
  - Civil Rights Reviews (EEO and DBE)
  - Drug and Alcohol Review

# Project Management Oversight (PMO)

- PMO program monitors the management of FTA supported Major Capital Projects (MCP)
- FTA staff and its PMO contractors (PMOC) conduct PMO reviews to ensure the projects to be delivered safely, on time, within budget and in compliance with all applicable federal requirements
- Typical projects (MCP/Non-MCP) receive PMO reviews
  - Capital Investment Grant (CIG) (New Starts, Small Starts) projects
  - TIGER/BUILD/RAISE projects

# Resources

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# Resources

- FTA Grant Programs  
<https://www.transit.dot.gov/funding>
- FTA Guidance Center  
<https://www.transit.dot.gov/guidance>
- FTA Program Circulars  
<https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/final-circulars>
- Region IV's Recipient Resources Webpage  
<https://www.transit.dot.gov/about/regional-offices/region-4/recipient-resources>
- 2 CFR 200 – “Super Circular”  
[https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.t](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.t)



# Resources (cont.)

- Master Agreement

<https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements>

- Certifications and Assurances

<https://www.transit.dot.gov/funding/grantee-resources/certifications-and-assurances/certifications-assurances>

- TrAMS

<https://www.transit.dot.gov/funding/grantee-resources/teamtrams/transit-award-management-system-trams>

- National Transit Database

<https://www.transit.dot.gov/ntd>

# Q & A Session



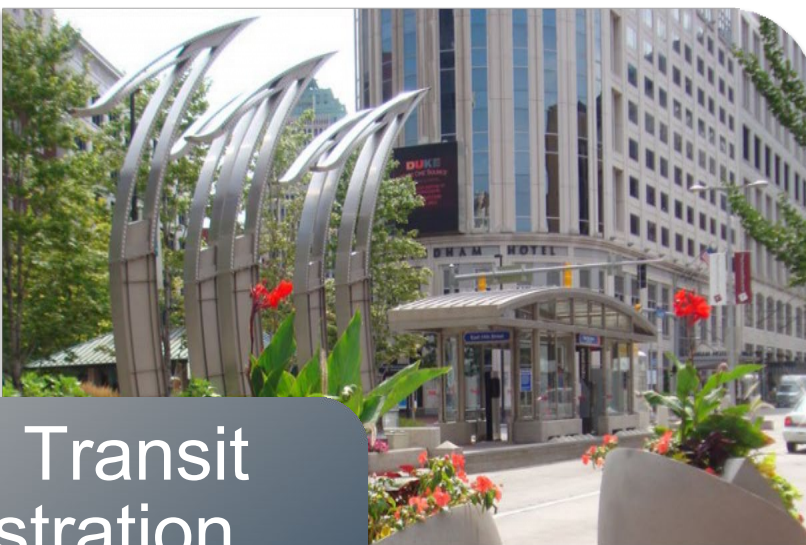
# Contacts

Mike Sherman  
Senior Transportation Program  
Specialist

[Michael.Sherman@dot.gov](mailto:Michael.Sherman@dot.gov)

404-865-5616





Federal Transit  
Administration  
[www.transit.dot.gov](http://www.transit.dot.gov)

