

# FTA Grant-Making Process

Arizona's 36<sup>th</sup> Annual Statewide Transit Conference

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April 5, 2023

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FTA Region 9



# AGENDA

- 1. Overview of FTA's Grant-Making Process**
- 2. Region 9's Grant Application Development Toolkit**
- 3. Frequently Encountered Issues**
- 4. Additional Resources**



# Getting Started

- **TrAMS**  
<https://www.transit.dot.gov/funding/grantee-resources/teamtrams/transit-award-management-system-trams>
- **FY 2023 Certifications & Assurances**  
<https://www.transit.dot.gov/funding/grantee-resources/certifications-and-assurances/certifications-assurances>
- **FTA Grant Programs**  
<https://www.transit.dot.gov/funding>
- **FTA Grant Program Circulars**  
<https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/fta-circulars>
- **FY 2023 Apportionments Tables**  
<https://www.transit.dot.gov/funding/apportionments/current-apportionments>



# Grant Application Development Toolkit



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# Grant Application Development Toolkit

- FTA Region 9's **"Grant Application Development Toolkit"**  
*-- premiering at AzTA Conference in April 2023!*
- This toolkit includes:
  - TrAMS Grant Application Example
  - Grant Development Checklists
  - Template language for TrAMS grant application entries
  - Funding Program Information (fund source codes, match ratio, etc.)
  - TrAMS Workflow Diagram



# 1 - Sample Application

- TrAMS “View-Print” version of a typical Sec 5307 grant application
- Pop-Outs for added emphasis



## 2 - Additional Instructions

- Provides Template Language for
  - ✓ Application Name/Title
  - ✓ Executive Summary
  - ✓ Project Name/Title
  - ✓ Project Description
  - ✓ Activity Line Item – Extended Budget Description



# 3 - Application Development Checklist

- **Master Checklist** is color-coded by TrAMS Modules
- **Program-Specific Checklist** highlights special requirements
  - ✓ Section 5307 (Urbanized Area Formula Program)
  - ✓ Section 5310 (Enhanced Mobility for Seniors & Individuals with Disabilities)
  - ✓ Section 5311 – State DOT (Rural Area Formula Program)
  - ✓ Section 5311 Tribal Transit Program
  - ✓ Section 5337 (State of Good Repair Program)
  - ✓ Section 5339 (Bus & Bus Facilities Program)



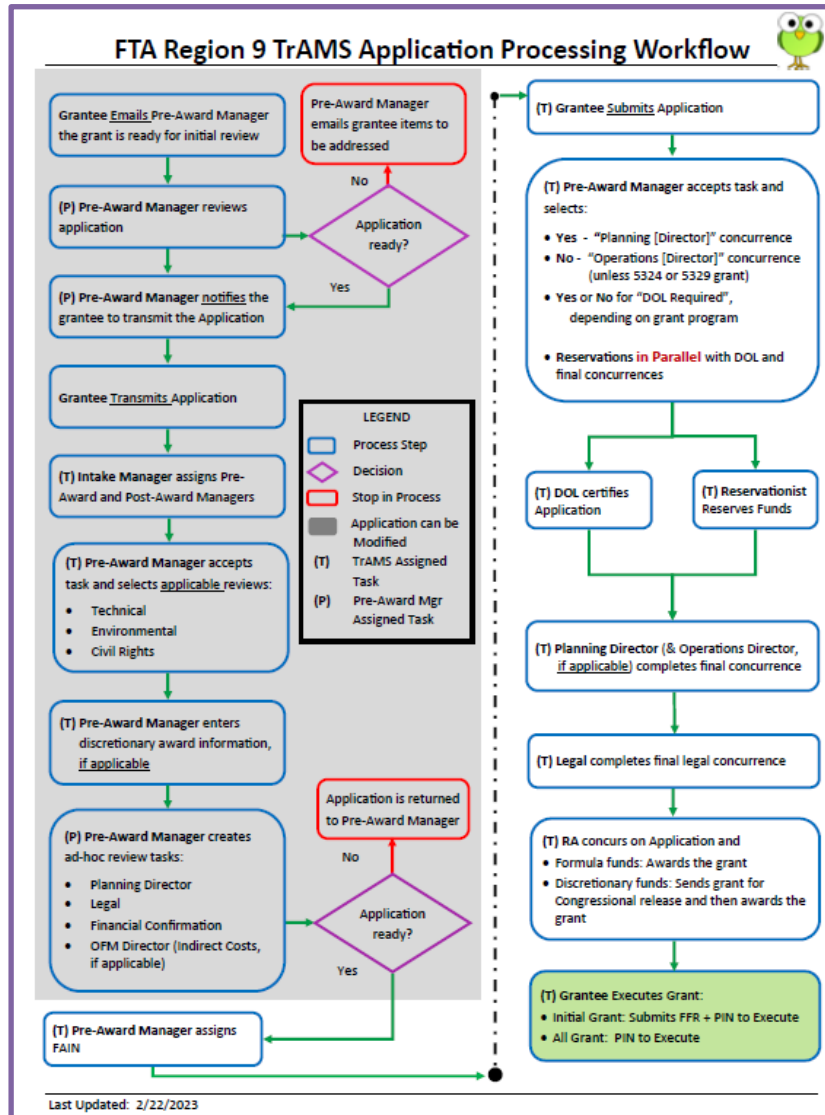


# 4 – Funding Program Information

- Funding Source Code Table
- FTA “Regular” Programs
- FTA Capital Investment Grants (CIG) Program
- FHWA Flex Fund Table
- Sliding Scale Match Ratios



# 5 - TrAMS Workflow Diagram



# Frequently Encountered Issues



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# Frequently Encountered Issues (Prerequisites)

1. Annual Certifications & Assurances (C&As) Submission
2. Sam Registration Expiration Date
3. Civil Rights Program Submissions
4. Points of Contact (Grantee, Labor Unions, etc.)



# Frequently Encountered Issues (Application Summary)

1. Application Title/Name
2. Special Provisions for Executive Summary
3. Period of Performance
4. Indirect Cost



# Frequently Encountered Issues (Project Level)

1. Planning/Project Plan Documents (i.e., Statewide Transportation Improvement Plan or **STIP**)
2. Project Benefits
3. Environmental Determination



# Frequently Encountered Issues (Activity Level)

1. Funding Source Selection
2. Match Ratio and Calculation
3. Adjustment Amount
4. Scope Code
5. ALI Code
6. Useful Life Information
7. 3<sup>rd</sup> Party Contractor Used?
8. 1% Security Expenditure and 0.75% Safety Expenditure
9. Milestones (for Construction and Procurement)



# Where to Look?



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# FTA Grant Programs

**Grant Programs**

- Overview
- Current Programs
- Expired Programs

**Current Grant Opportunities**

View our [table](#) listing all FTA grant opportunities, sortable by grant type.

**Other FTA Grant Programs and Information**

- [Bipartisan Infrastructure Law](#)
- [Funding Opportunities for Tribal Governments](#)
- [Capital Investment Grants \(CIG\) program](#)
- [Federal / Local Funding Share](#)
- [Transit Award Management System \(TrAMS\)](#)
- [American Rescue Plan Act of 2021](#)
- [Coronavirus Aid, Relief, and Economic Security \(CARES\) Act](#)
- [FTA-Sponsored Technical Assistance Centers](#)
- [Federal Programs that Support Public Transportation](#)
- [Transit Programs Increase Access to Voting](#)

**Related Links**

- [Sign Up for Updates](#)
- [Transit Award Management System \(TrAMS\)](#)
- [Funding Opportunities for Tribal Entities](#)
- [Art and Non-Functional Landscaping in Federally Funded Public Transit Projects ...](#)

<a href="#">Flexible Funding Programs - Surface Transportation Block Grant Program - 23 USC 133</a>	Provides funding that may be used by states and localities for a wide range of projects to preserve and improve the conditions and performance of surface transportation, including highway, transit, intercity bus, bicycle and pedestrian projects.	Formula
<a href="#">Formula Grants for Rural Areas - 5311</a>	Provides capital, planning, and operating assistance to states to support public transportation in rural areas with populations less than 50,000, where many residents often rely on public transit to reach their destinations.	Formula
<a href="#">FTA Ferry Programs</a>	Provides funding to the Passenger Ferry Grant Program, Electric or Low-Emitting Ferry Pilot Program, and Ferry Service for Rural Communities Program.	Competitive
<a href="#">Grants for Buses and Bus Facilities Formula Program - 5339(a)</a>	Provides funding to states and transit agencies through a statutory formula to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities. In addition to the formula allocation, this program includes two discretionary components: The Bus and Bus Facilities Discretionary Program and the Low or No Emissions Bus Discretionary Program.	Formula
<a href="#">Grants for Buses and Bus Facilities Program</a>	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.	Competitive

# FTA Grant Program “Circulars”

The screenshot shows the Federal Transit Administration website. The header includes the FTA logo, the text 'Federal Transit Administration', and a search bar. Navigation links for 'About', 'Funding', and 'Regulations & Programs' are visible. The breadcrumb trail reads 'Home / Regulations and Programs / FTA Circulars'. A left sidebar lists various program areas: Regulations & Guidance, Safety & Oversight, Civil Rights/ADA, Program Oversight, Transportation Planning, Environment, Charter Service, Transit Asset Management, Buy America, and Project Management Oversight. The main content area is titled 'FTA Circulars' and includes an 'Overview' section with text about providing guidance to grantees and a contact point for comments. A 'Resources' section is partially visible at the bottom.

The screenshot shows the Federal Transit Administration website's 'Final Circulars' page. The header and navigation are identical to the previous screenshot. The breadcrumb trail is 'Home / Regulations and Programs / FTA Circulars'. A left sidebar lists the same program areas as the overview page. The main content area is titled 'Final Circulars' and lists several circulars with their topics and dates. A right sidebar contains social media icons for Facebook, Twitter, LinkedIn, and a plus sign for more options. The circulars listed are:

- Guidance on Joint Development**
  - Circular: C 7050.1B
  - Topic: Joint Development
  - Date: 08-14-2020
- Program Guidance for Metropolitan Planning and State Planning and Research Program Grants**
  - Circular: C 8100.1D
  - Topic: Planning
  - Date: 09-10-18
- Award Management Requirements**
  - Circular 5010.1E
  - Topic: Award Management
  - Date: 7-16-2018
- Equal Employment Opportunity (EEO) Act Guidance**
  - Circular: 4704.1A
  - Topic: Civil Rights
  - Date: 09-29-2016
- Americans with Disabilities Act Guidance**
  - Circular: C 4710.1
  - Topic: Civil Rights
  - Date: 10-05-15
- Bus and Bus Facilities Program: Guidance and Application Instructions**
  - Circular: C 5100.1
  - Topic: Bus and Bus Facilities Program
  - Date: 05-18-15
- Research, Technical Assistance and Training Program: Application Instructions and Program Management Guidelines**
  - Circular: C 6100.1E
  - Topic: Technology Development and Deployment
  - Date: 04-10-15
- State of Good Repair Grant Program: Guidance and Application Instructions**
  - Circular: C 5300.1
  - Topic: State of Good Repair Program
  - Date: 01-28-15
- Formula Grants for Rural Areas: Program Guidance and Application Instructions**

# “Cross-Cutting” Program Requirements

- Planning
- Legal, Financial, and Technical Capacity
- Annual Certifications and Assurances
- Civil Rights
- Environmental Review
- Procurement
- Safety



# Resources



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# Resources

- FY 2023 Apportionments Tables  
<https://www.transit.dot.gov/funding/apportionments/current-apportionments>
- FY 2023 Certifications & Assurances  
<https://www.transit.dot.gov/funding/grantee-resources/certifications-and-assurances/certifications-assurances>
- FTA Grant Programs  
<https://www.transit.dot.gov/funding>
- USDOT Grant Programs  
<https://www.transportation.gov/grants>
- Public Transportation Agency Safety Plan Requirements  
[Public Transportation Agency Safety Plans | FTA \(dot.gov\)](#)
- Technical Assistance Resources  
<https://www.transit.dot.gov/funding/grants/fta-sponsored-technical-assistance-centers>
- Buy America  
<https://www.transit.dot.gov/buyamerica>
- Federal Register Notices and Rule-Making Documents  
[Notices and Rulemaking Documents | FTA \(dot.gov\)](#)



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[TRANSIT.DOT.GOV](https://www.transit.dot.gov)



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