



Intercity Bus Supplemental Call for Projects Emergency Relief Funding

Grant Application Webinar





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- Introductions
- Phones
- Questions and Chat Feature
- Recording



- **Goal**

- Preserve the network of intercity bus routes serving rural areas of the state in the wake of the Coronavirus (COVID-19) pandemic.

- **Objectives**

- Expand emergency relief funding for Intercity Bus carriers not currently receiving CARES Act emergency relief funding.
- Provide operating assistance to eligible private intercity bus (ICB) carriers if needed to sustain specific routes serving rural Texas communities.



- The Federal Transit Administration (FTA) awards 5311(f) Intercity Bus (ICB) pass-through funds to state government entities to support public transportation in non-urbanized communities. Funding is designed to strengthen the connection between rural areas and the larger regional or national intercity bus system.
- Texas Administrative Code (TAC) 43, Chapter 31, authorizes the Texas Department of Transportation (TxDOT) to solicit applications for public transportation projects relating to FTA grant programs. The TxDOT Public Transportation Division (PTN) administers ICB and other non-urbanized transportation programs.
- The Secretary of Health and Human Services declared the coronavirus outbreak (COVID-19) a public health emergency as of January 31, 2020; and on March 13, 2020, the President of the United States declared the ongoing COVID-19 pandemic a national emergency, effective March 1, 2020.



■ Eligibility

- Private ICB carrier
- Not currently receiving CARES Act funding*
- Demonstrated history of providing ICB service to rural areas for at least 1 year prior to the declaration of the COVID-19 pandemic, which is January 2020.
 - Rural is defined as areas with a population less than 50,000 in accordance with the 2010 U.S. Census.
- Demonstrated need for funding, due to the pandemic, in order to sustain service to rural areas.
 - Supported by data that indicates declining or loss of revenue resulting in operating the route at a deficit.

*To date, CARES Act emergency relief funds have been awarded to organizations with longstanding partnerships with TxDOT.



Activity/Milestone	Target Date
Application Process	
Application posted online	Friday, December 11, 2020
Application Instructions Webinar	Thursday, December 17, 2020
Deadline for proposal questions	Monday, January 4, 2021
Deadline for proposal submission	Wednesday, January 13, 2021
Scoring and Negotiations	
Proposals scored	Friday, January 22, 2021
Proposal Negotiations Completed	Friday, January 29, 2021
Funding Approval	
Subrecipient Eligibility	TBD
Texas Transportation Commission approval	TBD
Grant Award	
Certifications and Assurances executed	TBD
Master Grant Agreements executed	TBD
Project Grant Agreements executed	TBD

NOTE: Successful applicants will become grant subrecipients of TxDOT. Proposals selected for funding will become cost reimbursable Project Grant Agreements.



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NOTE: All applicants are encouraged to read the entire application instructions, as it is a tool designed to aid you in applying for the emergency relief funds in a more informed posture.



■ General Project Evaluation

– Demonstrated Need and Project Description

- Explain the specific need for each route.
- Provide support data that clearly indicates declining or loss of revenue resulting in operating the route(s) at a deficit.

– Project Implementation

- Identify methods to gauge whether the ICB service is on track and on budget.
- Provide documented risk mitigation strategies to be deployed.
- Provide each route name for which consideration for funding is being sought and the total dollar amount requested for all routes.

– Experience and Capacity

- Describe qualifications your organization has for management and oversight for intercity bus service in rural areas in the state of Texas.



- **Operating Assistance Form**

- Download and fill out an *Operating Assistance Workbook* for **each route** our organization is seeking emergency relief funding and submit with the application.
- **Monthly Data Form**
 - For 2019 and 2020 provide actual or best and final passenger and mileage count.
 - For 2021 provide estimated or passenger and mileage forecasted for the year.
- **Ridership Data**
 - All cells are auto-populated based on entries in the Monthly Data Form and the cells in white providing complete data for 2019 – 2021.
- **Operating Budget Form**
 - The “*Starting Date*” may be at the **earliest** October 1, 2020 when outlining the monthly operating expenditures.



■ Other Required Documentation

– Maps

- Provide route maps that clearly demonstrate rural stops, both pre-pandemic (one year prior) and during pandemic. Maps should be uncrowded, clearly marked, and legibly labeled. Maps should be zoomed in enough to clearly see the routes and the connection points along the way.

– Schedules

- Provide schedules that clearly demonstrate rural stops, both pre-pandemic (one year prior) and during pandemic.

– Insurance

- Provide current insurance information with name(s) of provider(s) and types of coverage

– License

- Provide current license information (as per the Texas Department of Motor Vehicles, Motor Carrier Credentialing System) that authorizes your organization to operate as an intercity/interstate carrier.



- Applications must be submitted through the TxDOT Dropbox service at: <https://dropbox.txdot.gov/>
- Applications must be received by the **5 P.M. CST** on **January 13, 2021** to be considered submitted on time.
- Applicants must answer the questions in the grant application thoroughly.
- Guidance is given in **blue text** in Section Four of the *Application Instructions*, but may not cover all aspects of the question.



- **FTA and TxDOT Certifications & Assurances**

- <http://ftp.dot.state.tx.us/pub/txdot-info/ptn/certifications-assurances.pdf>

- **Internal Ethics and Compliance Program**

- [Texas Administrative Code, Title 43, Part 1, Chapter 10, Subchapter B, Rule §10.51](#)

- **Public Transportation Master Grant Agreement**

- <http://ftp.dot.state.tx.us/pub/txdot-info/ptn/programs/5310-2017/mga-sample.pdf>



■ Award readiness

- Legal, technical, and financial capacity to manage the grant
 - Statement from legal counsel
 - Most recent financial statements
 - Accounting policies
 - Data Universal Number System (DUNS) (<https://www.dnb.com/duns-number.html>)
 - Register in System for Award Management (SAM) (<https://www.sam.gov/SAM/>)
 - TxDOT review of ethics policy and program

■ eGrants grant management system

- Grant application
- User profile
- Vendor ID Number (VID)



Questions?



- **Supplemental Call eMail**

- ptn_programmgmt@txdot.gov

- **Link**

- <http://www.txdot.gov/inside-txdot/division/public-transportation/local-assistance.html>

- **Technical support**

- For technical issues (only) please contact Gonzalo Ponce at gonzalo.ponce@txdot.gov or 512.486.5970 M – F, CST 8 A.M. – 5:00 P.M.