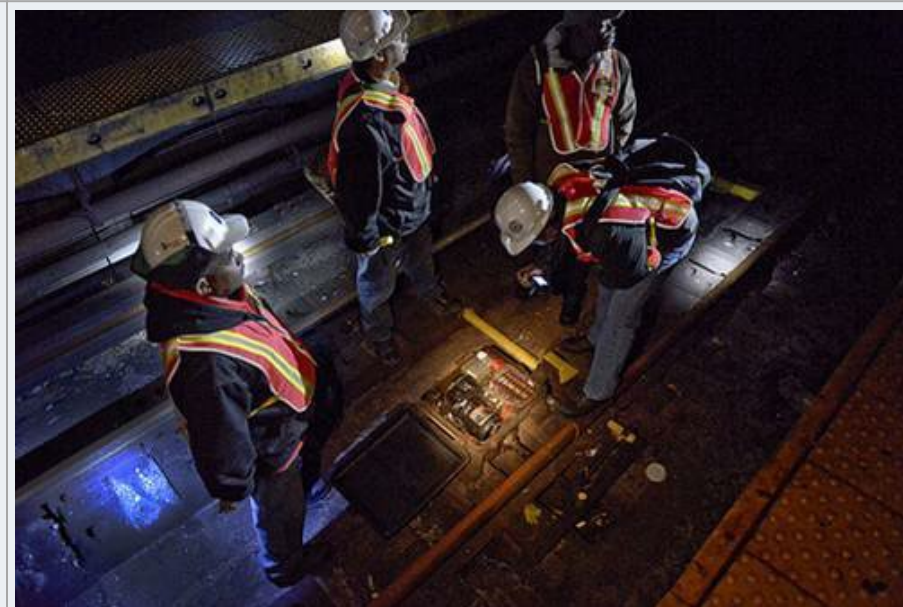


# FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022



April 6, 2023

Tom Wilson  
Office of Program Management  
Federal Transit Administration



# Agenda

- Summary
- Emergency Relief Program
- Notice of Availability of  
Emergency Relief Funding
- Application
- Supplemental Form
- Selection & Administration
- Questions



*CBS2/KCAL9 shows a wildfire burning in Camarillo, CA, Nov 8, 2018*

# Summary

## FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022

### 🔄 Notice of Availability of Emergency Relief Funding (NAERF)

- \$212,301,048 available
- Public Transportation Emergency Relief Program (Emergency Relief Program)
- March 27, 2023 (FTA-2023-009-TPM-ER)

### 🔄 Deadline to Apply: May 26, 2023

### 🔄 Eligible Applicants

1. States, territories, local government authorities, Indian tribes, and other FTA recipients
2. Affected by major declared disasters in calendar years 2017, 2020, 2021, and 2022
3. Incurred associated costs that have not yet been reimbursed by FEMA or another entity.

### 🔄 Eligible Projects

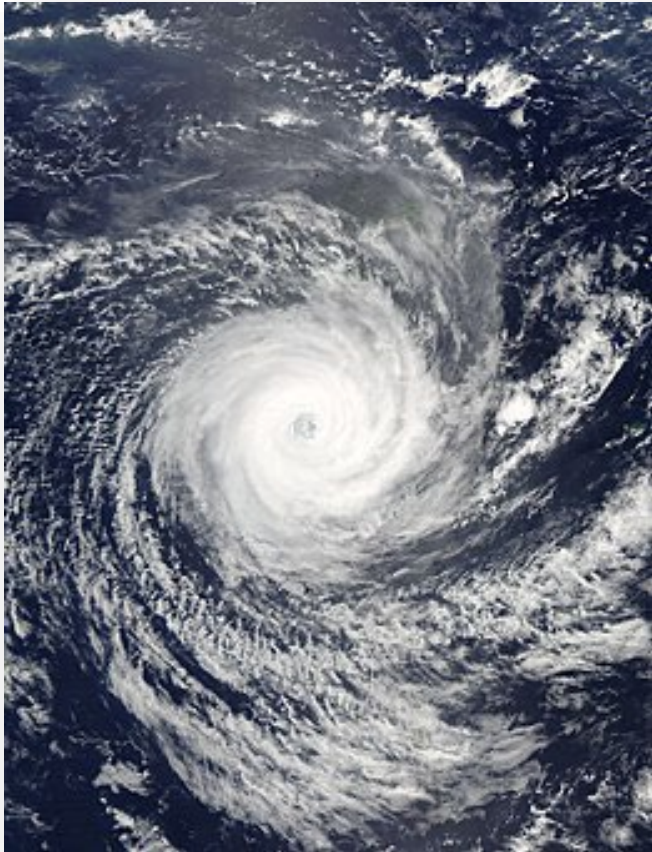
- Projects may include costs for disaster response, recovery, and rebuilding activities.
- However, costs related to the COVID-19 pandemic are **not** eligible for this funding.

# EMERGENCY RELIEF PROGRAM





# Emergency Relief (ER) Program Overview



Tropical Storm Gita, American Samoa, 2018

- 49 U.S.C. § 5324 – Public Transportation Emergency Relief Program  
Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) – October 1, 2012
- Provides grants for:
  - **Capital projects** to protect, repair, reconstruct, or replace public transportation-related equipment and facilities
  - **Emergency operating costs** of public transportation equipment and facilities
- No permanent or annual appropriation to date
  - Receives funding when appropriated by Congress
- Three previous supplemental appropriations:
  - **Hurricane Sandy** in 2012 (\$10.9 billion)
  - **Hurricanes Harvey, Irma, and Maria** in 2017 (\$330 million)
  - Major declared disasters in **calendar year 2018** (\$10.5 million)
- All funds remain available “until expended”

# **NOTICE OF AVAILABILITY OF EMERGENCY RELIEF FUNDING (NAERF)**



# NAERF § B: Current Funding Availability

## 🔄 The Consolidated Appropriations Act, 2023 (Pub. L. 117-328)

- Signed into law on December 29, 2022
- Appropriated **\$213,905,338** for FTA's Emergency Relief Program
  - \$213,905,338 - \$1,604,290 (0.75% admin/oversight ) = **\$212,301,048**
- For transit systems affected by major declared disasters occurring in calendar years 2017, 2020, 2021, and 2022.

## 🔄 Pre-award authority

- Allows reimbursement of expenses already incurred
- Including expenses incurred in preparation for such disasters when forecasts specific to the disasters were available
- For more information, see Emergency Relief Program final rule (49 CFR C.F.R. Part 602.11)



*Michigan flooding, 2018*

# NAERF § C: Eligible Applicants

## Eligible Applicants

- Public transportation agencies,
- States,
- Territories,
- Local governmental authorities,
- Indian tribes, and
- Other FTA grant recipients that provide or fund public transportation service are eligible for Emergency Relief funding under the program.

## Eligible Subrecipients

- Public transit systems that are not FTA direct recipients (i.e., are subrecipients) but have incurred eligible expenses may receive Emergency Relief funding through a pass through entity, such as a State or designated recipient



*Evacuations in Oroville, CA - 2017*



# NAERF § C: Eligible Disasters

## Requirements

- Occurred in Calendar Year 2017, 2020, 2021, or 2022
- Major Disaster Declaration issued
- County(s) eligible for FEMA Public Assistance

## Please see FEMA's website for

- Major Disaster Declarations
- Areas designated for Public Assistance
- Incident periods

[www.fema.gov/disasters/declarations](http://www.fema.gov/disasters/declarations)

The screenshot shows the FEMA website's search interface for declared disasters. The page title is "Declared Disasters". On the left, there is a navigation menu with "Disasters & Assistance" selected. The main content area has several filters: "State/Tribe" set to "- Any -", "Year(s)" with a list of years (2023, 2022, 2021, 2020, 2018, 2017) and a tip to "Add years to broaden search.", "Declaration Type" set to "Major Disaster Declaration", and "Incident Type" set to "- Any -". A blue button labeled "Search and Filter Disasters" is positioned below the filters. Below the button, a search result is shown for "Mississippi Severe Storms, Straight-line Winds, and Tornadoes (DR-4697-MS)". The incident period is listed as "March 24, 2023 - March 25, 2023" and the major disaster declaration date is "March 26, 2023".

# NAERF § C: Eligible Disasters

## Mississippi Severe Storms, Straight-line Winds, and Tornadoes

DR-4697-MS



Incident Period: Mar 24, 2023 - Mar 25, 2023  
Declaration Date: Mar 26, 2023

### Quick Links

- Recovery resources: [State & Local](#) | [National](#)
- Connect: [Social Media](#) | [Mobile App & Text](#)
- 24/7 counseling: [Disaster Distress Helpline](#)

English Español

### On This Page

[Help for Individuals & Families](#)

[Local Resources](#)

[How to Help](#)

[Funding Obligations](#)

### More About This Disaster

#### Designated Areas

[Individual Assistance](#) | [Public Assistance](#) | [How a Disaster Gets Declared](#)

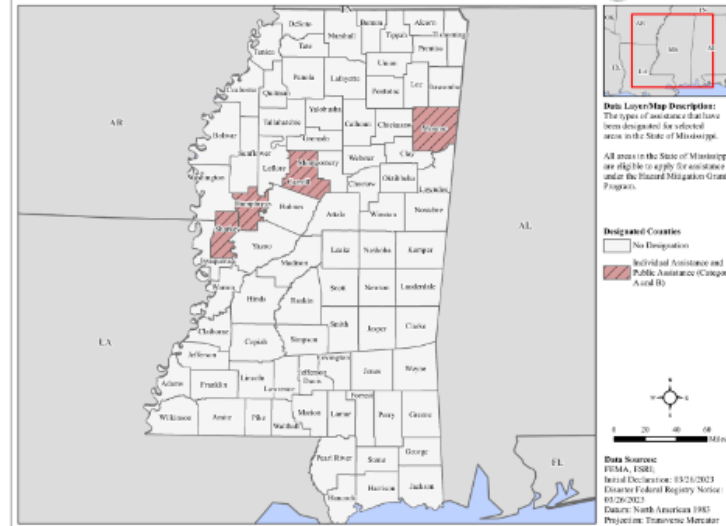
#### News & Media

[Events](#) | [Press Releases & Fact Sheets](#) | [PDFs, Graphics & Multimedia](#)

#### Reports & Notices

[Disaster Federal Register Notices](#) | [Preliminary Damage Assessments](#)

FEMA-4697-DR, Mississippi Disaster Declaration as of 03/26/2023



- PDF of map
- Google Earth
- Need help with this map?

## Individual Assistance

Individuals and households in these designated counties are eligible to apply for financial and direct services. [Apply for assistance](#), or [learn more about the Individual Assistance program](#).

- Carroll (County)
- Humphreys (County)
- Monroe (County)
- Sharkey (County)

## Public Assistance

State, local, tribal and territorial governments and certain private-non-profit organizations in these designated counties are eligible for assistance for emergency work and the repair or replacement of disaster-damaged facilities. [Learn more about the Public Assistance program](#).

### PA

None

### PA-A

- Carroll (County)
- Humphreys (County)
- Monroe (County)
- Sharkey (County)

### PA-B

- Carroll (County)
- Humphreys (County)
- Monroe (County)
- Sharkey (County)

### PA-C

None

### PA-D

None

### PA-E

None

### PA-F

None

### PA-G

None

### PA-H

None

# NAERF § C: Eligible Projects

## 🔄 Eligible projects include:

- Public transportation emergency operations
- Emergency protective measures
- Emergency repairs
- Permanent repairs

## 🔄 Considerations

- Expenses must be incurred in a county eligible for FEMA Public Assistance
- For emergency service operations, service must be in addition to, or otherwise different than, regular service to be eligible
- Farecards and lost fare revenue are not eligible expenses
- Cost-effective resilience measures may be incorporated into replacement and repair projects

Recipients are strongly encouraged to review FTA's Emergency Relief Manual, found at:  
<https://www.transit.dot.gov/funding/grant-programs/emergency-relief-program/emergency-relief-manual-reference-manual-states>

FTA's Emergency Relief Frequently Asked Questions at  
<https://www.transit.dot.gov/funding/grants/grant-programs/emergency-relief-program/fta-emergency-relief-program-frequently>



*Alaska earthquakes, 2018*



# NAERF § C: Funding Restrictions

- FTA Emergency Relief Program funds may not be used to reimburse project costs for which a transit system has received payments from:
  - Insurance policies
  - Another Federal agency (including FEMA)
  - Other FTA funds.
- Transit systems that have been reimbursed by FEMA for emergency relief expenses may not apply for funds available through the NAERF for activities already funded
- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200) and FTA Circular 5010.1E apply





# APPLICATION



# NAERF § D: Application

## Proposal Submission

- A complete proposal submission consists of two forms:
  - (1) SF-424 Application for Federal Assistance
  - (2) Supplemental Form

## Helpful Information

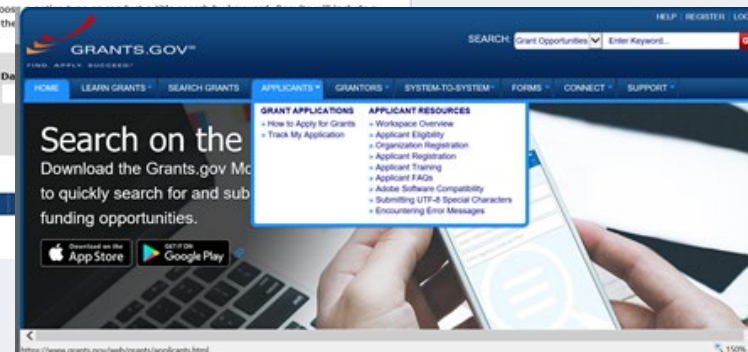
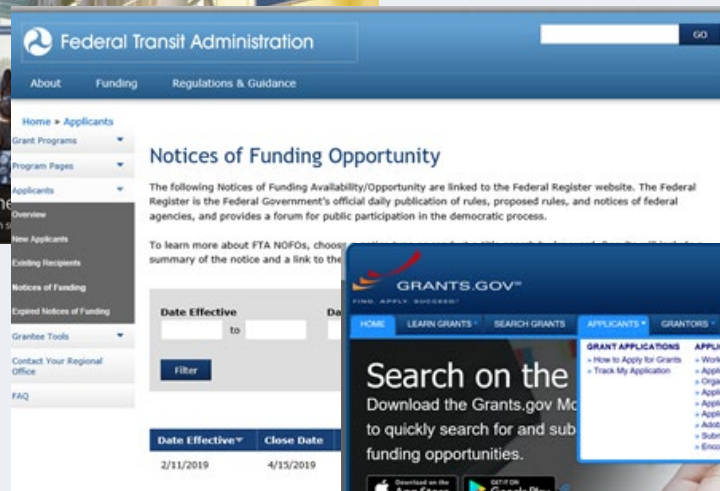
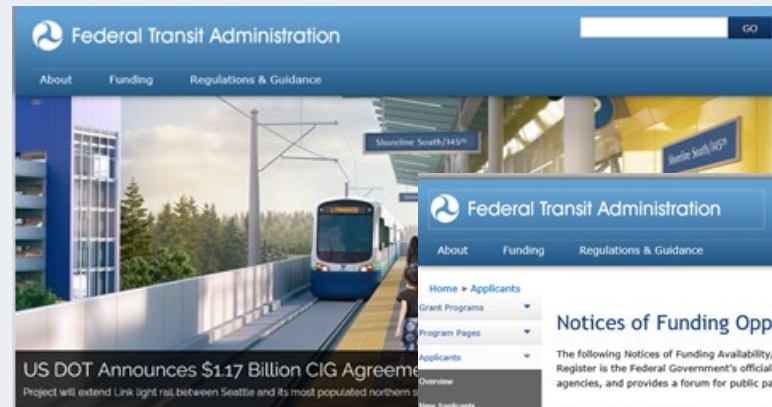
- May include multiple disaster events in the same application.
- Fill in all fields unless otherwise stated on the forms.
- Check all required fields on the forms and ensure that the Federal and local amounts specified are consistent.
- Use both the “Check Package for Errors” and the “Validate Form” validation buttons

## Attachments

- Attach additional supporting information to the submission, including:
  - Documentation of eligibility
  - Damage estimates
  - Operating expenses incurred
  - Project budgets.
- Supporting documentation should be described and referenced by file name in the appropriate response section of the supplemental form, or it may not be reviewed.



# Applying for FTA Grant Opportunities in Grants.gov



# FTA Notice of Funding Opportunity

United States Department of Transportation  
Federal Transit Administration

Search

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- Grant Programs
- CARES Act
- Applying**
- Grantee Tools

Apportionments  
Budget & Performance  
Procurement  
Funding & Finance Resources

Improving America's Communities through Public Transportation

Notices of Funding Opportunity

The following Notices of Funding Availability/Opportunity are linked to the Federal Register website. The Federal Register is the Federal Government's official daily publication of rules, proposed rules, and notices of federal agencies, and provides a forum for public participation in the democratic process.

To learn more about FTA NOFOs, choose a notice type or conduct a title search by keyword. Results will include a summary of the notice and a link to the PDF of the appropriate Federal Register page.

From:  -  To:  -

Keywords:

Apply

Date Effective	Close Date	Opportunity ID	Grant Program
03/28/2023	06/26/2023	<a href="#">FTA-2023-010-TPM-Tribal</a>	Public Transportation on Indian Reservations Program Tribal Transit Competitive Program
03/27/2023	05/26/2023	<b><a href="#">FTA-2023-009-TPM-ER</a></b>	

Funding / Grants / Applying

Grant Programs > Public Transportation Emergency Relief Funds for Transit Systems Affected by Major Declared Disasters Occurring in Calendar Years 2017 & 2020-2022

Program Pages >

Applicants >

Grantee Tools >

Contact Your Regional Office

FAQ >

**Date Posted:** March 27, 2023  
**Date Closed:** May 26, 2023  
**Opportunity ID:** FTA-2023-009-TPM-ER  
**Grant Program:** Emergency Relief Program

**Opportunity Announcement PDF:**  
<https://www.govinfo.gov/content/pkg/FR-2023-03-27/pdf/2023-06250.pdf>

**Opportunity Announcement TXT:**  
<https://www.govinfo.gov/content/pkg/FR-2023-03-27/html/2023-06250.htm>

**Related Links**

- [Emergency Relief Program](#)

**Related Documents**

- [Public Transportation Emergency Relief Funds for Transit Systems Affected by Major Declared Disasters Occurring in Calendar Years](#)

**Details:** The Federal Transit Administration (FTA) announces the opportunity to apply for \$212,301,048 in grants under the Public Transportation Emergency Relief Program (Emergency Relief Program) to States, territories, local governmental authorities, Indian tribes, and other FTA recipients affected by major declared disasters occurring in calendar years 2017, 2020, 2021, and 2022. Projects may include costs for disaster response, recovery, and rebuilding activities. Costs related to the COVID-19 pandemic are not eligible for this funding. A synopsis and full announcement of this funding opportunity is posted on Grants.gov as [FTA-2023-009-TPM-ER](#). Proposals must be submitted electronically through Grants.gov by 11:59 p.m. EST 05/26/2023.

<https://www.transit.dot.gov/>  
<https://www.transit.dot.gov/funding/grants/notices>



# FTA Notice of Funding Opportunity

## FTA NOFO Page contains:

- Summary Description
  - Application requirements
  - Eligibility
- Supplemental Form
  - Applicants should complete and attach this to their submission
- Links to Grants.gov
- Links to Program Information
- Other references and links

Grant Programs >

Program Pages >

Applicants >

Grantee Tools >

Contact Your Regional Office

FAQ >

### Public Transportation Emergency Relief Funds for Transit Systems Affected by Major Declared Disasters Occurring in Calendar Years 2017 & 2020-2022

**Date Posted:** March 27, 2023  
**Date Closed:** May 26, 2023  
**Opportunity ID:** FTA-2023-009-TPM-ER  
**Grant Program:** Emergency Relief Program

**Opportunity Announcement:** <https://www.grants.gov/web/grants/list-notices/3-27/pdf/2023-06250.pdf>

**Opportunity Announcement:** <https://www.grants.gov/web/grants/list-notices/3-27/html/2023-06250.htm>

**Link to Grants.gov**

**Related Links**

- [Emergency Relief Program](#)

**Related Documents**

- [Public Transportation Emergency Relief Funds for Transit Systems Affected by Major Declared Disasters Occurring in Calendar Years 2017 & 2020-2022 Supplemental Form](#)

**Details:** The Federal Transit Administration (FTA) announces the opportunity to apply for \$212,301,048 in grants under the Public Transportation Emergency Relief Program (Emergency Relief Program) to States, territories, local governmental authorities, Indian tribes, and other FTA recipients affected by major declared disasters occurring in calendar years 2017, 2020, 2021, and 2022. Projects may include costs for disaster response, recovery, and rebuilding activities. Costs related to the COVID-19 pandemic are not eligible for this funding. A synopsis and full announcement of this funding opportunity is posted on Grants.gov as [FTA-2023-009-TPM-ER](#). Proposals must be submitted electronically through Grants.gov by **11:59 p.m. EST 05/26/2023**.

**Summary:** FTA makes available \$212,301,048 in funding under the Public Transportation Emergency Relief Program (Emergency Relief Program).



<https://www.transit.dot.gov/funding/grants/notices>

FTA NOFO provides hyperlinks to Grants.gov opportunity notice, related documents, and application package.



# Download Application

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GRANTS.GOV > Search Grants

## VIEW GRANT OPPORTUNITY

FTA-2023-009-TPM-ER  
FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022  
Department of Transportation  
DOT/Federal Transit Administration

Apply Subscribe

SYNOPSIS VERSION HISTORY RELATED DOCUMENTS PACKAGE

Print Synopsis Details ?

**NOTE:** Anyone can download the application package from Grants.gov. However, only “authorized organizational representatives” can submit applications in Grants.gov.

General Information

Document Type: Grants Notice	Version: Synopsis 3
Funding Opportunity Number: FTA-2023-009-TPM-ER	Posted Date: Mar 27, 2023
Funding Opportunity Title: FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022	Last Updated Date: Mar 28, 2023
Opportunity Category: Discretionary	Original Closing Date for Applications: May 26, 2023
Opportunity Category Explanation:	Current Closing Date for Applications: May 26, 2023
Funding Instrument Type: Grant	Archive Date: Jun 25, 2023
Category of Funding Activity: Transportation	Estimated Total Program Funding: \$212,300,000
Category Explanation:	Award Ceiling:
Expected Number of Awards: 45	Award Floor:
CFDA Number(s): 20.527 -- Public Transportation Emergency Relief Program	
Cost Sharing or Matching Requirement: Yes	

Eligibility

SYNOPSIS VERSION HISTORY RELATED DOCUMENTS PACKAGE

Select Grant Opportunity Package

PLEASE READ BEFORE APPLYING!  
If you view and complete your application package using Grants.gov downloadable PDF forms, you MUST have Adobe Reader installed. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the PDF forms, ALL applicants must be using the same Adobe Reader version. [Click for more information on Adobe Reader Compatibility.](#)

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
20.527	FTA-2023-009-TPM-ER	FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022	PKG00280827	03/27/2023	05/26/2023	Preview   Apply

Print Package List ?

SYNOPSIS VERSION HISTORY RELATED DOCUMENTS PACKAGE

Click on the following file link(s) to download the related document(s):

File Description	File Name	Last Updated Date/Time	File Size
Folder: Full Announcement - FTA-2023-009-TPM-ER	<a href="#">FTA-2023-009-TPM-ER-Full Announcement - FTA-2023-009-TPM-ER.zip</a>	Mar 27, 2023 09:38:59 AM EDT	644.4 KB
Attachment Form Instructions	<a href="#">AttachmentForm_1_2-V1.2-Instructions.pdf</a>	Mar 27, 2023 09:38:59 AM EDT	275.2 KB
Federal Register	<a href="#">FR_Notice_2023-06250.pdf</a>	Mar 27, 2023 09:07:29 AM EDT	227.3 KB
Supplemental Form	<a href="#">FY23-Emergency-Relief-Program-Supplemental-Form.pdf</a>	Mar 27, 2023 09:07:58 AM EDT	207.1 KB

Print Related Documents List ?

# Application Package

SYNOPSIS | VERSION HISTORY | RELATED DOCUMENTS | **PACKAGE**

Select Grant Opportunity Package Print Package List ?

**PLEASE READ BEFORE APPLYING!**  
 If you view and complete your application package using Grants.gov downloadable PDF forms, you MUST have Adobe Reader installed. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the PDF forms, ALL applicants must be using the same Adobe Reader version. [Click for more information on Adobe Reader Compatibility.](#)

**Opportunity Package(s) Currently Available for this Funding Opportunity:**

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
20.527	FTA-2023-009-TPM-ER	FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022	PKG00280827	03/27/2023	05/26/2023	<a href="#">Preview</a>   <a href="#">Apply</a>

**Preview Opportunity Package Details** ?

**Opportunity Package Details:**

Agency Contact Information: Thomas Wilson, Program Manager, Office of Program Management, 202-366-5279  
 Who Can Apply: Organization Applicants

**PACKAGE FORMS:** Download Instructions

Mandatory Forms (Click to Preview)	Optional Forms (Click to Preview)
<ul style="list-style-type: none"> <li>SF424 Mandatory Form [V3.0]</li> <li>Grants.gov Lobbying Form [V1.1]</li> <li>Attachments [V1.2]</li> </ul>	---

Close

OMB Number: 4040-0002  
Expiration Date: 01/31/2019

**APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY**

1.a. Type of Submission: <input checked="" type="checkbox"/> Application <input type="checkbox"/> Plan <input type="checkbox"/> Funding Request <input type="checkbox"/> Other Other (specify):	1.b. Frequency: <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Quarterly <input type="checkbox"/> Other Other (specify):	1.d. Version: <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Resubmission <input type="checkbox"/> Revision <input type="checkbox"/> Update	2. Date Received: STATE USE ONLY:
3. Applicant Identifier:		5. Date Received by State:	
4a. Federal Entity Identifier:		6. State Application Identifier:	
4b. Federal Award Identifier:			
7. APPLICANT INFORMATION:			
a. Legal Name:			
b. Employer/Taxpayer Identification Number (EIN/TIN):		c. Organizational DUNS:	
d. Address:			
Street:		Street2:	
City:		County / Parish:	
State:		Province:	
Country: USA: UNITED STATES		Zip / Postal Code:	
e. Organizational Unit:			

Please fill out the following form. Highlight Existing Fields

**ATTACHMENTS FORM**

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
2) Please attach Attachment 2	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
3) Please attach Attachment 3	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
4) Please attach Attachment 4	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
5) Please attach Attachment 5	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
6) Please attach Attachment 6	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
7) Please attach Attachment 7	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
8) Please attach Attachment 8	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
9) Please attach Attachment 9	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
10) Please attach Attachment 10	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
11) Please attach Attachment 11	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
12) Please attach Attachment 12	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
13) Please attach Attachment 13	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
14) Please attach Attachment 14	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>

# Application Package

v1.0.0

**FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022**

**Applicant and Proposal Profile**

Validate Form

Is this a resubmission due to an invalid/error message from FTA?  Yes  No

---

**Section I. Applicant Information**

Organization Legal Name:

FTA Recipient ID Number:

Organization Chief Executive Officer:  
(Name and Direct Phone Number)

Applicant Type:  Direct or Designated Recipient  
 State  
 Local Governmental Authority  
 Federally-Recognized Indian Tribe

Project Location  
(as of 2010 Census):  Large Urbanized Area (200,000+ people)  
 Small Urbanized Area (50,000-199,999 people)  
 Rural (less than 50,000 people)

The “Attachment Form” shown below is included in the SF-424 Grant Application Package in Grants.gov.

Please attach the **FTA Supplemental Form** to the **Attachment Form** shown below when submitting in Grants.gov.

Please fill out the following form.

Authorized for Local Reproduction Standard Form 424 Mandatory (Effective 08/2005)  
Prescribed by CMB Circular A-102

**ATTACHMENTS FORM**

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

**Important:** Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment

**CAUTION:** Do not use “Supplemental Form” from prior years or create your own form. Please use the file provided on the FTA website.



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  - Track My Application
- APPLICANT RESOURCES**
  - Workspace Overview
  - Applicant Eligibility
  - Organization Registration
  - Applicant Registration
  - Applicant Training
  - Applicant FAQs
  - Adobe Software Compatibility
  - Submitting UTF-8 Special Characters
  - Encountering Error Messages

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GRANTS.GOV Applicant Support  
1-800-518-4728  
[support@grants.gov](mailto:support@grants.gov)



<https://www.grants.gov/web/grants/applicants.html>

# Applicant – Organization Registration

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FIND. APPLY. SUCCEED.™

HELP | REGISTER | LOGIN

SEARCH: Grant Opportunities | Enter Keyword... | GO

HOME | LEARN GRANTS | SEARCH GRANTS | **APPLICANTS** | GRANTORS | SYSTEM-TO-SYSTEM | FORMS | CONNECT | SUPPORT

**FOR APPLICANTS**

**GRANT APPLICATIONS**

- How to Apply for Grants
- Track My Application

**APPLICANT RESOURCES**

- Workspace Overview
- Applicant Eligibility
- Organization Registration
- Applicant Registration
- Applicant Training
- Applicant FAQs
- Adobe Software Compatibility
- Submitting UTF-8 Special Characters
- Encountering Error Messages

**Check Your Eligibility**  
Are you or your organization eligible for a grant? Learn how to check your eligibility here.  
[Check Your Applicant Eligibility »](#)

**Get Registered**  
To apply, you need to register an account with Grants.gov. Begin registering today.  
[Applicant Registration »](#)  
[Organization Registration »](#)

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GRANTS.GOV > Applicants > Organization Registration

**ORGANIZATION REGISTRATION**

**GRANT APPLICATIONS**

- How to Apply for Grants
- Track My Application

**APPLICANT RESOURCES**

- Workspace Overview
- Applicant Eligibility
- Organization Registration
- Step 1: Obtain a DUNS Number
- Step 2: Register with SAM
- Step 3: Register with Grants.gov
- Applicant Registration
- Applicant Training
- Applicant FAQs
- Adobe Software Compatibility
- Submitting UTF-8 Special Characters
- Encountering Error Messages

**Registering an Organization**  
The instructions below are for new organizations or organizations that have never applied for a federal grant before. Most applicants work for organizations that already completed these steps to do business with the federal government.

Before your organization can apply for a federal grant, there are several steps an organization must complete outside of Grants.gov prior to submitting an application through Grants.gov. An organization is an entity that submits grant applications on behalf of the group, such as a state government, nonprofit organization, or a private business. Once you form a legal entity with a **Employer Identification Number (EIN)**, you are ready to complete the steps below.

Below are the main steps and links to more information to complete this process. The process below can take between three business days and five weeks, so please make sure to begin early. If you do not complete these steps by the submission deadline, you are unlikely to be allowed to submit an application. Contact the federal agency point of contact listed in the grant opportunity to discuss that agency's policy.

**1. Obtain a DUNS Number**

How do I get a DUNS number?  
Call 1-866-705-5711 or access the Dun & Bradstreet website  
<http://fedgov.dnb.com/webform>

How long does this step usually take?  
1-2 business days

**2. Register with SAM**

How do I register with the System Award Management (SAM)?  
Access <https://www.sam.gov> and complete the online registration process. You also need the authorizing official of the organization to send a notarized letter to SAM and an EIN.

How long does this step usually take?  
After SAM receives the notarized letter, up to 2 weeks (up to 5 more weeks to acquire EIN)

**3. Register with Grants.gov**

How do I register with Grants.gov?  
How long does this step usually take?

Organizations must register in Grants.gov in order to submit applications

# Workspace in Grants.gov

## WORKSPACE OVERVIEW

### GRANT APPLICATIONS

- » How to Apply for Grants
- » Track My Application

### APPLICANT RESOURCES

- » **Workspace Overview**
  - » Workspace Basic
  - » Workspace Intermediate
  - » Workspace Advanced
  - » Workspace Process
  - » Workspace Roles
  - » Custom Roles
- » Applicant Eligibility
- » Organization Registration
- » Applicant Registration
- » Applicant Training
- » Applicant FAQs
- » Adobe Software Compatibility
- » Submitting UTF-8 Special Characters
- » Encountering Error Messages

## Get Started on Your Workspace Application

Workspace is the standard way for organizations or individuals to apply for federal grants in Grants.gov. Workspace allows a grant team to simultaneously access and edit different forms within an application. Plus, the forms can be filled out online or offline—your choice.

Grants.gov Workspace also allows applicants and organizations to tailor their application workflow. Here are three approaches that applicants can take when completing a Workspace application:

Basic	Intermediate	Advanced
<p>+ Best for organizations with 1-2 registered Grants.gov users</p> <p>+ Application forms are downloaded and emailed to collaborators before being uploaded back to the workspace</p> <p><a href="#">LEARN MORE &gt;</a></p>	<p>+ Best for organizations with 3-5 registered Grants.gov users</p> <p>+ Applicant teams are typically comprised of an AOR who submits, as well as a Workspace Owner who oversees form completion</p> <p><a href="#">LEARN MORE &gt;</a></p>	<p>+ Best for organizations with external Grants.gov users such as consultants</p> <p>+ Workspace Owner manages form access</p> <p>+ Workspace Owner manages subforms</p> <p><a href="#">LEARN MORE &gt;</a></p>

## Using Custom Roles in Workspace

Organizations are also able to create custom roles and assign these roles to the users affiliated with their organization.

[LEARN MORE >](#)

**WORKSPACE ROLES**

**Grants.gov Roles & Privileges**

When an applicant organization user registers with Grants.gov, the organization E-Business Point of Contact (EBiz POC) -- or a user with the Expanded AOR role -- can assign the user a core role, a custom role, or no role.

- Administrator E-Business Point of Contact (EBiz POC)
- Core Role Expanded AOR
- Core Role Standard AOR
- Core Role Workspace Manager
- Custom Role
- No Role

**E-Business Point of Contact**

The E-Business Point of Contact (EBiz POC) works primarily at the administrative level to (among other tasks) assign roles to organization users once they register with Grants.gov.

# Web Addresses

FTA Funding Opportunities:



<https://www.transit.dot.gov/funding/grants/notices>

Grants.gov:



<http://www.grants.gov/>  
<http://www.grants.gov/web/grants/applicants.html>

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**1-800-518-4726**  
[support@grants.gov](mailto:support@grants.gov)





# SUPPLEMENTAL FORM



# NAERF § E: Eligible Disasters

*“The information on the supplemental form will be used to determine applicant and project eligibility for the program, and to review the proposal against the criteria described in part E of the NAERF.”*

Please see FEMA’s website for

- Major Disaster Declarations
- Areas designated for Public Assistance
- Incident periods.

[www.fema.gov/disasters/declarations](http://www.fema.gov/disasters/declarations)

Eligible Disaster(s)			
Start Date	Disaster Number	Disaster Name	Counties Affected
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Insert Item"/>			
*Please see <a href="http://www.fema.gov/disasters">www.fema.gov/disasters</a> for a list of major disaster declarations, areas designated for Public Assistance, and incident periods.			

v1.0.0

### FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022

#### Applicant and Proposal Profile

Is this a resubmission due to an invalid/error message from FTA?  Yes  No

#### Section I. Applicant Information

Organization Legal Name:

FTA Recipient ID Number:

Organization Chief Executive Officer:   
(Name and Direct Phone Number)

Applicant Type:  Direct or Designated Recipient  
 State  
 Local Governmental Authority  
 Federally-Recognized Indian Tribe

Project Location (as of 2010 Census):  Large Urbanized Area (200,000+ people)  
 Small Urbanized Area (50,000-199,999 people)  
 Rural (less than 50,000 people)

#### Eligible Disaster(s)

Start Date	Disaster Number	Disaster Name	Counties Affected
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Insert Item"/>			
*Please see <a href="http://www.fema.gov/disasters">www.fema.gov/disasters</a> for a list of major disaster declarations, areas designated for Public Assistance, and incident periods.			

#### Congressional Districts (Project Location)

Congressional District

FY 2023 Emergency Relief Grants for Public Transportation Systems Affected by Major Declared Disasters in Calendar Years 2017, 2020, 2021, and 2022 Page 1 of 5

# NAERF § E: Projects & Expenses



## Documentation to Support Emergency Operating Requests

- Purpose of the emergency public transportation service provided
- Dates, hours, number and type of vehicles
- Information relating to fares received for the emergency service.
  - Only net project costs may be reimbursed.

## Documentation to Support Capital Requests

- Detailed damage assessments
- Specific location
- Type of facility or equipment
- Nature and extent of damage
- Most feasible and practical method of repair or replacement
- Estimated repair or replacement cost

If you previously worked with FTA or FEMA to develop damage assessments, you may include them in the application.

## Scalability

- Provide a clear explanation of how the project budget would be affected by a reduced award

# NAERF § E: Local Financial Commitment

- Federal share is 90 percent of the net project cost
  - Insular area maximum Federal share is 100 percent
- Applicants may request a waiver of the non-Federal share requirement
  - FTA's ability to provide a waiver and fully fund an applicant's request may depend on total requests from all applicants.
- To establish the availability of local share:
  - Identify the sources of funding
  - Describe whether such funds are currently available or will need to be secured
  - Document the availability of funds for the project
  - Document any other sources of funding available
    - Insurance policies
    - FEMA grant agreements



*New Hampshire Snowstorm, 2018*





# NAERF § E: Final Criteria

## 🔄 Project Implementation Strategy

- Not a disqualifying criterion
- Is the project ready to be implemented within a reasonable period of time?
  - Discuss the environmental review process and potential for categorical exclusion (CE), if relevant
  - Emergency Relief projects may qualify for a CE as described in (F)(2)(d) of the NAERF
  - State whether grant funds can be obligated within 12 months from time of award, if selected.
- Are implementation plans reasonable and complete?
  - Project timeline and milestones
  - Demonstrated coordination with other organizations whose support is required
  - TIP/STIP not required if there are no changes to location or function



*Hurricane Sandy repair work, MTA, New York, NY*

## 🔄 Technical, Legal, and Financial Capacity

- “Applicants with outstanding legal, technical, or financial compliance issues from an FTA compliance review or FTA grant-related Single Audit finding must explain how corrective actions taken will mitigate negative impacts on the project.”

# SELECTION & ADMINISTRATION



# NAERF § E: Review and Selection

## Application Review

- Applications will be reviewed by teams of FTA staff to verify the eligibility of applicants, disasters, and expenses
- FTA reserves the right to request further information

## Allocation of Funding

In the event the appropriated funding is not sufficient to fund all eligible projects, in determining the allocation of program funds, FTA may consider:

- Scalability
- Capping the amount a single applicant may receive
- Other factors as described in the NAERF

## Project Selection

Final project selections will be posted on the FTA website. There is no minimum or maximum grant award amount.



*Tohono O'odham Nation flooding - 2018*

# NAERF § F: Award Administration

## • Pre-Award Authority

## • Waiver of Remaining Useful Life Requirement

- Assets that were destroyed as a result of an eligible Major Declared Disaster are presumed to have no remaining useful life
- Recipients may apply for funds to replace assets without regard to the Federal interest remaining in the destroyed asset
- Does not apply if the recipient receives insurance proceeds for an asset and decides not to replace that asset
- Recipients may have a financial obligation to FTA for assets that have a fair market value (FMV) in excess of \$5,000 at the time of disposition
- See FTA Circular 5010.1E, “Award Management Requirements,” Chapter IV, subsection 4 and associated Frequently Asked Questions at <https://www.transit.dot.gov/funding/grants/bipartisan-infrastructure-law-disposition-requirements-frequently-asked-questions>

## • Treatment of Insurance Proceeds

- If insurance proceeds are received for or allocated to a cost for which FTA provided Emergency Relief Program funds, the recipient will be required to:
  - Amend the grant to reflect a reduced Federal amount
  - Reimburse FTA for any FTA payments (drawdown of funds) in excess of the new Federal amount.
- FTA will de-obligate any excess or unliquidated funds from the grant.





# NAERF § F: Regulatory Waivers

## 🔄 Charter

- The Charter Service rule (49 CFR 604) is not triggered for activities directly related to a declaration of emergency by the President, governor, or mayor. Examples:
  - Providing service for evacuations
  - Returning evacuees from shelters to their homes
  - Transporting utility workers
  - Providing service to shelter residents
- Transit agencies may provide such services for up to 45 days from the declaration of emergency.

## 🔄 Procurement

- Noncompetitive contracting is allowed by Federal regulations (2 CFR C.F.R. § 200.320) when the public exigency or an emergency will not permit a delay resulting from competitive solicitation.
- If a recipient will conduct a noncompetitive procurement under an FTA award, it must document its justification in writing at the time of the procurement.

## 🔄 Emergency Relief Docket

Allows grantees and subgrantees affected by national or regional emergencies to request temporary relief from FTA administrative and statutory requirements - <https://www.transit.dot.gov/funding/grant-programs/emergency-relief-program/emergency-relief-docket>



# Questions



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