



## **Federal Transit Administration**

### **Toolkit for Applying Increased Federal Share Toward Planning Grants 49 USC 5305(f)(2)**

This document does not have the force and effect of law and is 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 FTA's statutes and regulations for applicable requirements.

# Federal Transit Administration | Toolkit for Applying Increased Federal Share Toward Planning Grants 49 USC 5305(f)(2)

## OVERVIEW

The Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL) (Pub. L. 117-58), amends 49 USC 5305(f) to require a Federal share of not less than 90 percent for grants under the Metropolitan Planning Program (MPP) and the State Planning and Research Program (SPRP) authorized at 49 United States Code (U.S.C.) 5305 that support planning activities to increase mobility through expanded access to public transportation in areas with a lower population density or a lower average income in relationship to surrounding areas.

## ELIGIBLE RECIPIENTS

States, authorities of the States, metropolitan planning organizations (MPOs), and local governmental authorities that undertake a transportation planning activity in areas with a lower population density or a lower average income compared to—(i) the applicable urbanized area; (ii) the applicable rural area; (iii) an adjoining urbanized area; or (iv) an adjoining rural area. Requests for an increased Federal share are to be submitted to the appropriate FTA Regional Office in conjunction with the grant application in accordance with Circular FTA C 8100.1D: Program Guidance for Metropolitan Planning and State Planning and Research Program Grants.

## DEMONSTRATING ELIGIBILITY

Eligible recipients seeking an increased Federal share under 49 USC 5305(f)(2) must demonstrate that the activity assists those parts of an [urbanized area](#) or [rural area](#) with a lower population density or a lower average income compared to the applicable or adjoining urbanized area or the applicable or adjoining rural area. To demonstrate this eligibility, the recipient must provide one of two types of demographic information for both the activity's area and its applicable or adjoining urbanized or rural area: average income or population density. Recipients should attach demographic information to their Transit Award Management System (TrAMS) application.

A recipient may use any verifiable data resource and mapping product to demonstrate eligibility for applicable higher Federal share as described above. One publicly available tool that applicants can use is the Environmental Protection Agency's Environmental Justice Screening and Mapping Tool, EJScreen (<https://ejscreen.epa.gov/mapper/>). EJScreen is an environmental justice mapping and screening tool that provides demographic and environmental information for a project area. EJScreen allows users to access high-resolution environmental and demographic information for the project location and to compare their project location to other areas.

Instructions on how to use EJScreen can be found at: <https://www.epa.gov/ejscreen/learn-use-ejscreen>. Examples on the use of this tool are provided in Appendix A.

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## **ELIGIBLE ACTIVITIES**

Eligible activities under MPP and SPRP grants include the development of transportation plans and programs; the planning, engineering, designing and evaluation of a public transportation project; and technical studies relating to public transportation planning to increase mobility through expanded access to reliable public transportation in areas with a lower population density or a lower average income than surrounding areas. The proposed planning activity must be included in the current Unified Planning Work Program (UPWP) or the Statewide Planning Work Program as appropriate.

## **FEDERAL SHARE**

A minimum of 90%

## **SPECIFIC APPLICATION DETAILS**

### **Application Executive Summary:**

*This grant is utilizing an increased federal share of X percent as per the provisions under 49 USC 5305(f)(2) in the amount of \$X for the following recipients/subrecipients (list subs).*

### **Budget Scopes and Activity Line Items**

Appropriate planning scopes and Activity Line Items (ALIs) should be selected when developing the grant application in TrAMS since Section 5305(f)(2) funding will utilize different (i.e., new) limitation codes, as well as a new funding source name. Applications must be structured to accommodate separate reservations/obligations either by creation of a separate project or use a secondary scope code within a single project. See FTA Circular 8100.1D Appendix B for ALI codes in sample budgets.

Note for Consolidated Planning Grants (CPGs) administered with FTA, only MPP or SPRP funds can utilize the increased federal share (i.e., FHWA's metropolitan Planning (PL) and State Planning and Research (SPR) are not allowable at the increased Federal share).

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### TrAMS Coding

Planning applications applying for the increased Federal share under 5305(f)(2) should be submitted in TrAMS using the coding shown in the table below.

Funding Source Short Code	Funding Source Description (Drop-Down)	Section Code	Limitation Code Description	Limitation Code
5305-3	49 USC 5305(f) – Planning Programs (5303/5304) Federal share 90-100%	80	Metropolitan Planning	9F
5305-3	49 USC 5305(f) – Planning Programs (5303/5304) Federal share 90-100%	80	Statewide Planning	A3
5305/23-1	Consolidated Planning Grants (FTA/FHWA Transfers) - Federal share 90-100%	81	Metropolitan Planning	9F
5305/23-1	Consolidated Planning Grants (FTA/FHWA Transfers) - Federal share 90-100%	81	Statewide Planning	A3

### REPORT

A State or metropolitan planning organization that receives a Federal share of not less than 90% to support transportation planning activities to increase mobility by expanding access to reliable public transportation in areas with a lower population density or a lower average income in relationship to surrounding areas must submit a report to FTA. The report must include information on how Federal Share will help improve commuting and other essential travel needs in the applicable urbanized or rural areas. A sample reporting form can be found in Appendix B. The report should be submitted to the applicable FTA Regional Office concurrently with the request for a higher Federal share (90% – 100%) for an eligible planning activity. Recipients should attach report to their TrAMS application.

### Optional Reporting

#### Transit Mobility Performance Measure:

The State or MPO can demonstrate how the transportation planning activity or activities will increase mobility by establishing a transit [mobility performance measure](#). The measure would indicate how expanded access to public transportation would increase the mobility of residents in areas with a lower population density or a lower average income that qualify for

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the higher Federal share.

### **RECIPIENT QUESTIONS**

Grant recipients should send questions to their FTA Regional Office. The regional office staff should contact their TPE liaison to resolve any complex eligibility inquiries.

### **REFERENCES**

#### **FTA Circular 8100.1D - Program Guidance for Metropolitan Planning and State Planning and Research Program Grants**

<https://www.transit.dot.gov/sites/fta.dot.gov/files/2023-01/program-guidance-metropolitan-planning-and-state-planning-and-research-c81001d.pdf>

#### **Infrastructure Investment and Jobs Act**

<https://www.congress.gov/bill/117th-congress/house-bill/3684/text>

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## APPENDIX A Application of EJScreen Tool (<https://ejscreen.epa.gov/mapper/>)

EJScreen is an environmental justice mapping and screening tool that provides a nationally consistent dataset and approach for combining and extracting various environmental and demographic indicators. EJScreen users choose a geographic area, and the tool then provides demographic information and environmental information for that area.

Three types of demographic information around a project area need quantification for implementing 49 USC 5305(f)(2):

- average income,
- population density, and
- rural (population of less than 50,000 people) or urbanized area (population of greater than 50,000 people) applicable and adjoining the project location.

Step by step instructions on how to use EJScreen for implementing 49 USC 5305(f)(2) are provided below.

- a. Open the EJSCREEN tool at <https://ejscreen.epa.gov/mapper/>
- b. Add Urbanized area and County layers on top of the map:

1. Click Tools icon



2. Then click Boundaries

3. Map contents will appear at top right of the screen.

4. Select Urbanized Areas and Counties to show the urbanized area and county layers on the map.

- c. Zoom into the project area or search for the project area at “Find address or place” at top right of the screen.

- d. Click on “Reports” at top left corner



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- e. Define the project area using any of the following three geographical approaches:



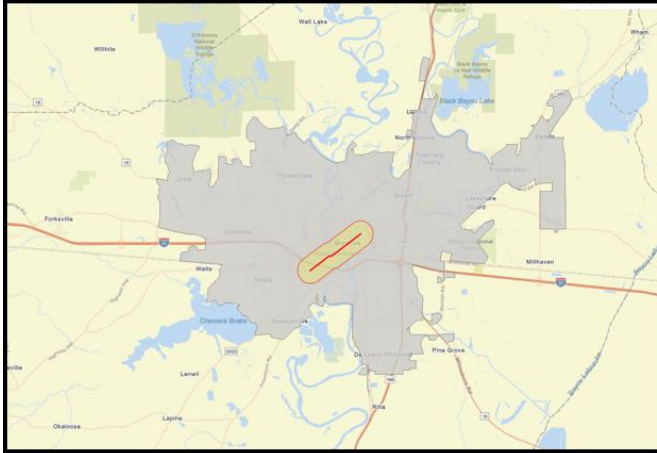
- f. The user can also upload a shape file of the project alignment by clicking Tools and then Add Shapefile
- g. If needed, select Buffer area around the project alignment or select a study area. For projects that use a pin, path or an ESRI shape layer, select an appropriate buffer width.
- h. Then click on “Get 2016-2020 ACS Report”. It will open a pdf file with all the standard EJSCREEN report information.
- i. Obtain Population density, and Per Capita Income of the project area from the report. Save the project specific EJSCREEN report.
- j. Clear the selected area by clicking “clear”.
- k. To obtain information for the applicable and adjoining urbanized or rural areas; click on “Reports” as shown above (1)(d).
- l. Then use “Draw an Area” geographical approach (see e above) to select the appropriate urbanized or rural area for the analysis. For rural areas, use the rural area by county as the geographic analysis. Repeat until all of the applicable and adjoining urbanized and rural areas data is reported.
- m. This will give you income and population density for the applicable and adjoining urbanized and rural areas for the project.

### Example – 1

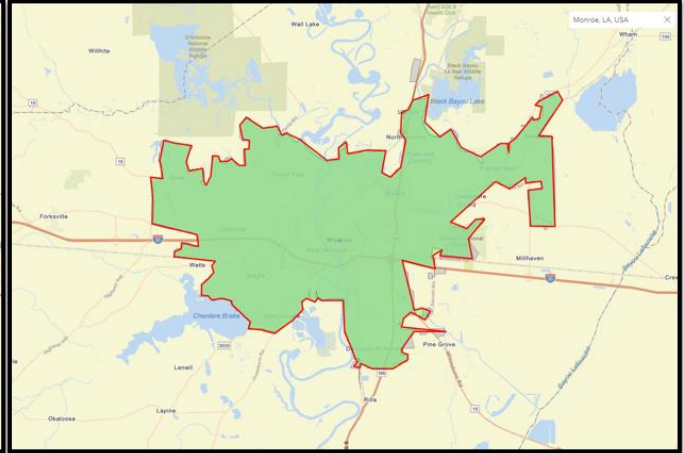
Map 1 below shows a project corridor with a half-mile buffer area in Monroe, LA to the South-West, and Map 2 shows the selected Monroe Urbanized Area. Table 1 compares the population density and income information around the project corridor and the urbanized areas. It can be seen here that the income in the project corridor is lower than the Urbanized Area, whereas the population density around the project corridor is higher than the urbanized area. Since the Per Capita Income in the project corridor is lower than the urbanized area, the project is eligible for the increased federal share toward FTA planning grants.

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**Map 1 – Study Area Corridor, Monroe, Louisiana**



**Map 2 – Urbanized Area, Monroe, Louisiana**



**Table 1 - Project Area and Applicable Urbanized Area Population Density and Income**

Area Definition	Population Density (Sq.mile)	Per Capita Income
Project Corridor	1,522	\$19,691
Urbanized Area	1,402	\$23,625

**Example – 2**

Map 3 below shows the boundaries of counties around Raleigh, NC. If the study area is Wake County as shown, the adjoining areas are Franklin County (Adjoining Area 1), Johnston County (Adjoining Area 2), and Durham County (Adjoining Area 3). Income and population density information for the study area and adjoining area are shown in Table 2 below. Table 2 shows that the population density in Wake County (study area) is higher than all the surrounding counties. In terms of Per Capita Income, Wake County’s income is also higher than the surrounding areas so planning-related studies in Wake County are not eligible for the increased federal share based on the density criteria, as well as the income criteria.



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Map 3 - Wake County and surrounding counties, North Carolina

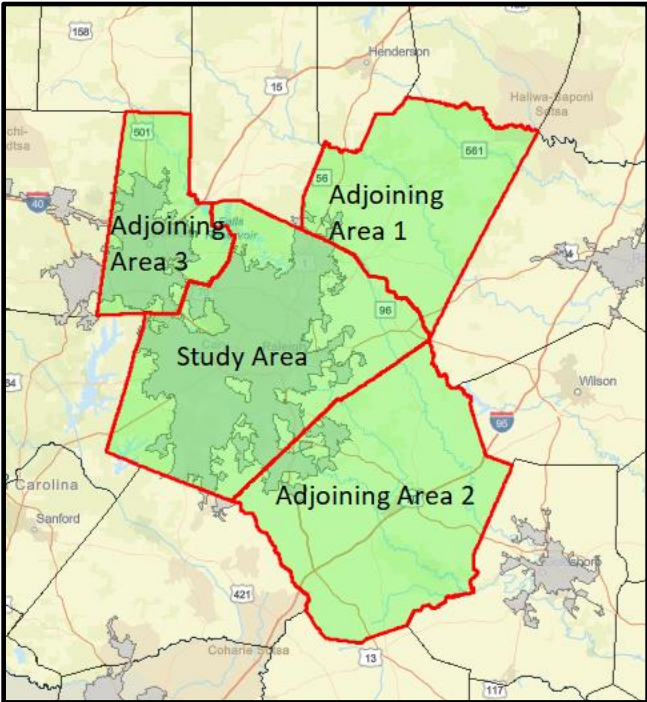


Table 2 – Income & Population Density Information of Project Area and Adjoining Areas

Area Definition	Population Density (Sq.mile)	Per Capita Income
Study Area	1,308	\$42,721
Adjoining Area 1	138	\$27,588
Adjoining Area 2	257	\$29,327
Adjoining Area 3	1,109	\$36,759

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## APPENDIX B

### Sample Reporting Form (to be included with TrAMS application)

1. Planning activity, project, or program name.
2. Direct recipient/subrecipient.
3. Federal amount to be awarded and source of funds (i.e., Section 5303 or 5304).
4. Brief description of planning activity, project, or program (1-2 sentences).
5. Briefly explain how increased federal share for transportation planning activities benefits commuting and other essential travel in parts of the applicable urbanized area or rural area.
6. Are optional mobility or access performance measures being utilized? If so, what is the measure(s)?