

# FTA

FEDERAL TRANSIT ADMINISTRATION

## **The FY 2018 Grants for Buses and Bus Facilities Infrastructure Investment Program**

July 10, 2018



U.S. Department of Transportation  
Federal Transit Administration

# “The Route Ahead”

- Program Overview
- Previous Competitions
- Eligibility Criteria
- Evaluation Criteria
- Application Submission
- Q&A





# PROGRAM OVERVIEW

# Program Description

## What is the Bus and Bus Facilities Infrastructure Investment Program?

- Section 5339(b) of Title 49, United States Code, as amended by the FAST Act, authorizes FTA to award grants “to assist in the financing of buses and bus facilities capital projects including;
  - Replacing, rehabilitating, purchasing, or leasing buses or related equipment
  - Rehabilitating, purchasing, constructing or leasing bus-related facilities

# 2018 Important Program Dates

- NOFO Published: June 21, 2018
- Applications Due: August 6, 2018
- Project Evaluations: Late August
- Award Announcements: Tentatively Fall 2018

# Funding Award Information

- Projects will be selected on a competitive basis, consistent with the criteria outlined in the notice
- “In making grants under this subsection, the Secretary shall consider the age and condition of buses, bus fleets, related equipment, and bus related facilities”
- Funding available for obligation for *year of award plus three*.
- Pre-award authority starts on the date projects are announced on FTA’s website; no costs may be incurred prior to announcement
- No applicant may receive more than 10% of the total available
- A minimum of 10% must be allocated to rural projects

# PREVIOUS COMPETITIONS

# Previous Competitions

	FY 2016	FY 2017
<b>Number of Eligible Projects Received</b>	284	453
<b>5339(b) Funds Requested</b>	\$1.64 billion	\$2 billion
<b>Projects/Funds Awarded</b>	61 projects/ 210.99M	139 projects/ \$264.5M



# 2017 Competition Highlights

- Of the 453 eligible projects, 263 received an overall rating of Highly Recommended
- Awarded projects in 52 States/territories
- 56% went to Large Urban, 23% to Small Urban, and 21% to Rural applicants
- Average award was slightly over \$1.9M with 63 projects receiving their full federal amount requested

# ELIGIBILITY

# Eligibility Information

## Eligible Applicants:

- Designated recipients that allocate funds to fixed route bus operators, State or local governmental entities that operate fixed route bus service, and Indian Tribes
- Rural areas must submit as part of a consolidated application through a State proposal
- Eligible sub-recipients include all otherwise eligible applicants and private nonprofit organizations engaged in public transportation

# Eligibility Information

## Eligible Projects

- Replace, rehabilitate, purchase, or lease buses, vans and related equipment (including maintenance, IT equipment)
- Rehabilitate, purchase, construct, or lease bus-related facilities
- Costs incidental to the acquisition of buses or construction of a facility
- Workforce development activities
- Training at National Transit Institute (NTI)

# Eligibility Information

## What is a Bus Facility?

### FTA C-5100:

- FTA generally assists in building two kinds of facilities:
  - (1) facilities that support transit operations, such as maintenance garages and administrative buildings; and
  - (2) facilities that provide passenger amenities and extend into the built environment, such as bus or rail terminals, stations, shelters, and park-and-ride lots as well as intermodal facilities that include both transit and intercity bus or rail services.

# Eligibility Information

## Ineligible Projects

- Operating expenses
- Preventive maintenance
- Other expanded capital eligibility items such as security drills or the establishment of a debt service reserve
- Previous project expenses
- Mobility Management
- Non-public transportation projects (e.g. *school buses, prisoner transport, intra-facility shuttles, services not open to the general public*)

# Eligibility Information

## Cost Sharing or Matching

- Projects selected under this opportunity are eligible for a maximum 80% Federal share, with a 20% non-Federal match
- Clean Air Act (CAA) and Americans with Disabilities Act (ADA) eligible vehicles are eligible for a maximum 85% Federal/15% local match; and CAA and ADA eligible cost **directly** related to vehicle equipment or facilities are eligible for a 90% Federal/10% local match
- Eligible sources of local match are listed in the NOFO

# EVALUATION CRITERIA



# Evaluation Criteria

## 1. Demonstration of Need

**How** will the proposed project address an unmet need for capital investment?

**How** will the proposed project enhance the safety of the transit system?

**How** will the proposed project improve connectivity of bus systems with other networks through the use of deployment-ready information technologies?

**How** the application is a one-time or periodic investment that cannot be reasonably be funded from FTA formula program allocations and State or local resources?

**What** substantiating evidence can be provided to support these statements?

## 2. Demonstration of Benefits

**How** will the proposed project improve the condition of the transit system?

**How** will the proposed project improve the reliability of transit service?

**How** will the proposed project enhance access and mobility?

**What** substantiating evidence can be provided to support these statements?

# Evaluation Criteria

## 3. Planning and Local/Regional Prioritization

**How** is the proposed project consistent with local and regional long range planning documents

**How** is the proposed project consistent with local government priorities?

**What** substantiating evidence can be provided to support these statements?

*\*Additional consideration given to letters of support*

*\*\*Applicants may also address system, asset, or specific performance measures tracked by the applicant.*

## 4. Local Financial Commitment

**When** will the local funds be fully secured?

**What** is the source of the local share?

**What** substantiating evidence can be provided to support these statements?

# Evaluation Criteria

## 5. Project Implementation Strategy

**How** soon can the proposed project be obligated?

**How** complete is the proposed project timeline?

**How** reasonable is the proposed project timeline?

**What** environmental work has been done?

**What** procedural steps remain to project implementation?

## 6. Technical, Legal & Financial Capacity

Does the applicant have the **know-how** to carry out the proposed project?

**What** open technical, legal, or financial capacity issues exist, if any, and how does the applicant plan to address them?

# FY17 vs. FY18 NOFO: Key Addition

- SECTION F: REVIEW AND SELECTION PROCESS
- “the FTA Administrator will consider the following key Departmental objectives:
  - Supporting economic vitality at the national and regional level;
  - Utilizing alternative funding sources and innovative financing models to attract non-Federal sources of infrastructure investment;
  - Accounting for the life-cycle costs of the project to promote the state of good repair;
  - Using innovative approaches to improve safety and expedite project delivery; and,
  - Holding grant recipients accountable for their performance and achieving specific, measurable outcomes identified by grant applicants.”

# Application Pitfalls

- Ineligibility: applicants and projects
- Priorities/outcomes not aligned with criteria
- Lack of evidence substantiating project outcome claims in narrative
- Not citing evidence in narratives
- Not providing statutorily-mandated match
- Late submission

# APPLICATION SUBMISSION

# Application and Submission Information

Federal Register: <https://www.gpo.gov/fdsys/pkg/FR-2018-06-25/pdf/2018-13554.pdf>

## Application Information:

<https://www.transit.dot.gov/funding/applying/notices-funding/buses-and-bus-facilities-infrastructure-investment-program-fy-2018>

## Applications must include:

1. SF-424 Application for Federal Assistance
2. Supplemental Form
3. Supporting Documentation

Applications must be submitted through Grants.gov **by 11:59 PM EDT on August 6, 2018** Late applications may not be accepted.

# Grants.gov Registration

The screenshot displays the Grants.gov website interface. At the top, there is a navigation bar with the Grants.gov logo and the tagline "FIND. APPLY. SUCCEED.". The main navigation menu includes links for HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS, GRANTORS, SYSTEM-TO-SYSTEM, FORMS, OUTREACH, and SUPPORT. A search bar is located in the top right corner.

## WORKSPACE OVERVIEW

**APPLICANT ACTIONS**

- » Apply for Grants
- » Track My Application

**APPLICANT RESOURCES**

- » **Workspace Overview**
- » Workspace Process
- » Workspace Roles
- » STEP 1: Create a Workspace Package
- » STEP 2: Complete a Workspace Package
- » STEP 3: Submit a Workspace Package
- » STEP 4: Track a Workspace Package
- » Applicant Eligibility
- » Individual Registration
- » Organization Applicant Registration
- » Applicant Training
- » Applicant FAQs
- » Adobe Software Compatibility
- » Submitting UTF-8 Special Characters
- » Encountering Error Messages

**Apply for Grants using Workspace**

Workspace is the standard way to apply for grants in Grants.gov for both organizations or individuals. It is designed to work for individual applicants and large teams applying on behalf of an organization, so there are a variety of features for you to utilize.

**Workspace Process**

**Workspace Roles**

**Workspace Instructions**

After reviewing the Workspace Process and Workspace Roles pages, you are ready for more detailed instructions:

- Step 1: Create a Workspace Package
- Step 2: Complete a Workspace Package
- Step 3: Submit a Workspace Package
- Step 4: Track a Workspace Package

**Workspace Training and Tutorial Videos**

If you prefer to learn about Workspace with videos, check out the Grants.gov YouTube channel.

**Help: Online User Guide**  
Find registration, search, and application instructions for all users in the Grants.gov Online User Guide.

**Help: Contact Center**  
Contact the Grants.gov Support Center to get help from a Contact Center Representative.  
Email us at [support@grants.gov](mailto:support@grants.gov) or visit our Support page.

**Get Application Package**  
If you know the specific CFDA Number, Funding Opportunity Number, or Funding Opportunity Composition ID, quickly search for the package.

[Get Application Package »](#)

At the bottom of the page, there is a video player titled "Introducing Grants.gov Workspace Functionality" by Grants.gov.



# Grants.gov Registration

The screenshot displays the Grants.gov website interface. At the top, there is a navigation bar with links for HELP, MANAGE SUBSCRIPTIONS, REGISTER, and LOGIN. A search bar is present with a dropdown menu set to 'Grant Opportunities' and a 'GO' button. Below the navigation bar, a breadcrumb trail reads 'GRANTS.GOV > Applicants > Organization Applicant Registration'. The main heading is 'ORGANIZATION APPLICANT REGISTRATION'. On the left, a sidebar contains 'APPLICANT ACTIONS' (Apply for Grants, Track My Application) and 'APPLICANT RESOURCES' (Applicant Eligibility, Individual Registration, Organization Applicant Registration, Workspace Overview, Applicant Tools & Tips, Applicant FAQs, Adobe Software Compatibility, Submitting UTF-8 Special Characters, Encountering Error Messages). The main content area features a photograph of people's legs walking, followed by the section 'Registering as an Organization Applicant'. This section includes a paragraph explaining the need to register before applying, a paragraph detailing the registration process, and a paragraph advising to start early. On the right, there are two callouts: 'Grants.gov Online User Guide' and 'Reach Out and Get Help', both providing contact information for support.

GRANTS.GOV™  
FIND. APPLY. SUCCEED.™

HELP | MANAGE SUBSCRIPTIONS | REGISTER | LOGIN

SEARCH: Grant Opportunities ▾ Enter Keyword... GO

HOME | LEARN GRANTS ▾ | SEARCH GRANTS | APPLICANTS ▾ | GRANTORS ▾ | SYSTEM-TO-SYSTEM ▾ | FORMS ▾ | OUTREACH ▾ | SUPPORT

GRANTS.GOV > Applicants > Organization Applicant Registration

## ORGANIZATION APPLICANT REGISTRATION

### APPLICANT ACTIONS

- » Apply for Grants
- » Track My Application

### APPLICANT RESOURCES

- » Applicant Eligibility
- » Individual Registration
- » Organization Applicant Registration
  - » STEP 1: Obtain a DUNS Number
  - » STEP 2: Register with SAM
  - » STEP 3: Create a Username and Password
  - » STEP 4: EBiz POC Authorizes Roles
  - » STEP 5: Track Role Status
- » Workspace Overview
- » Applicant Tools & Tips
- » Applicant FAQs
- » Adobe Software Compatibility
- » Submitting UTF-8 Special Characters
- » Encountering Error Messages

### Registering as an Organization Applicant

Before applying for a funding opportunity, you need to register as an applicant associated with an organization. Registering with Grants.gov allows you to create an account and connect it with the organization you either work for or otherwise contribute to their grant applications.

Registering as an organization applicant submits a request to your organization's EBiz POC for Grants.gov roles. One of these roles is the Authorized Organization Representative (AOR) role, which, if authorized to you, allows you to submit applications on behalf of your organization. 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. Registering as an organization applicant has five main steps. Below is an overview of the registration process. Click one of the steps to view more detailed instructions.

Please make sure to begin registration early, as the process takes between three business days and three weeks. If you do not complete your registration by the submission deadline, then you are unlikely to be allowed to submit an application. You should contact the agency point of contact listed on the grant opportunity to discuss that agency's policy.

### Grants.gov Online User Guide

Find registration, login, and search instructions for all users in the [Grants.gov Online User Guide](#).

For detailed applicant information, review the Applicants section of the online user guide.

### Reach Out and Get Help

Contact the Grants.gov Support Center to get help from a Contact Center Representative.

Email us at [support@grants.gov](mailto:support@grants.gov) or visit our [Support page](#).

# SF-424 Form

oppFTA-2013-006-TPM-cfda20.527.pdf - Adobe Acrobat Pro

File Edit View Window Help

Create [Icons]

1 / 7 [Navigation] 100% [Zoom] Tools Comment

Please fill out the following form. If you are a form author, choose Distribute from the Forms panel in the Tools Pane on the right to send it to your recipients. Highlight Existing Fields

**GRANTS.GOV™** **Grant Application Package** [Print] [Cancel]

Opportunity Title: Notice of Funding Availability for Resilience Projects

Offering Agency: DOT/Federal Transit Administration

CFDA Number: 20.527

CFDA Description: Public Transportation Emergency Relief Program

Opportunity Number: FTA-2013-006-TPM

Competition ID:

Opportunity Open Date: 12/24/2013

Opportunity Close Date: 03/29/2014

Agency Contact: Adam Schildge  
Program Manager  
E-mail: adam.schildge@dot.gov  
Phone: 202-366-0778

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

Application Filing Name: [Redacted]

**Select Forms to Complete**

**Mandatory** [Save] [Save & Submit] [Check Package for Errors]

[SF424 Mandatory Form](#)

[Attachments](#)

**Optional**

**Instructions**

[Show Instructions >>](#)

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here. If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

# SF-424 Form

oppFTA-2013-006-TPM-cfda20.527.pdf - Adobe Acrobat Pro

File Edit View Window Help

Create [Icons]

4 / 7 [Navigation] 130% [Zoom] Tools Comment

Please fill out the following form. If you are a form author, choose Distribute from the Forms panel in the Tools Pane on the right to send it to your recipients. Highlight Existing Fields

\* Last Name: [Redacted]

Suffix: [Dropdown] \* Title: [Redacted]

Organizational Affiliation: [Text Box]

\* Telephone Number: [Redacted]

\* Fax Number: [Redacted]

\* Email: [Redacted]

\* Signature of Authorized Representative: [Redacted]

\* Date Signed: [Text Box]

Attach supporting documents as specified

**Form Attachments:**

[Attachment List Area]

Add Attachment  
Delete Attachment  
View Attachment  
Done

# Supplemental Form

v1.0

Reset Form

Validate Form

## FY 2018 Grants for Buses and Bus Facilities Infrastructure Investment Program 5339(b)

### 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:

Applicant Eligibility:

- Designated recipient
- State
- Tribe (Federally recognized Native American Tribe)

# Key's to Success

- Follow the NOFO
- Qualitative and Quantitative Information
- Provide evidence to support your statements
- Where have you been, where are you now, and where would you like to go?
- How will you judge success?



# READY...SET...SUBMIT!



# Questions

Mark G. Bathrick

Federal Transit Administration

Phone: 202-366-9955

Email: [mark.Bathrick@dot.gov](mailto:mark.Bathrick@dot.gov)

Website: <https://www.transit.dot.gov/funding/applying/notices-funding/buses-and-bus-facilities-infrastructure-investment-program-fy-2018>