

FTA

FEDERAL TRANSIT ADMINISTRATION

2017 Joint SSO and RTA Workshop

Breakout Session 2: Transit Grant Cycle

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Federal Transit Administration



U.S. Department of Transportation
Federal Transit Administration

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Agenda

- Explain the SSO formula
- Discuss SSO grants and how they fit into the Grants Life Cycle.
- Share some SSO Grants Data and TrAMS tips.
- Questions and Answers.

The SSO Program

- Introduced in MAP-21 and carried forward in the FAST Act
- Congress appropriates approximately \$23 million per year
- Funds are apportioned to eligible states on the basis of a formula outlined in law and finalized by FTA in 2013

Statutory Requirement

49 U.S.C. 5329(e)(6)(B)(i)

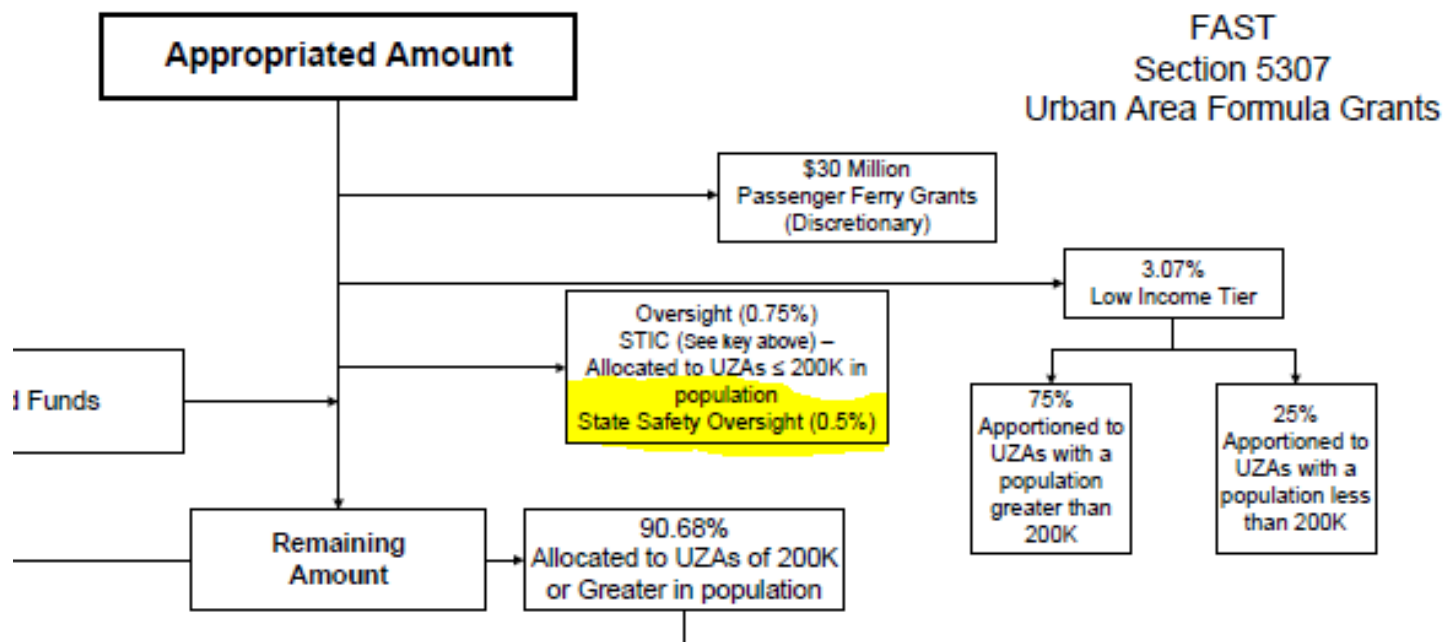
The amount made available for State safety oversight... shall be apportioned among eligible States under a formula to be established by the Secretary.

Such formula shall take into account fixed guideway vehicle revenue miles, fixed guideway route miles, and fixed guideway vehicle passenger miles attributable to all [FTA-oversight rail transit systems] within each eligible State.

Timeline

- October 1, 2012: MAP-21 Takes Effect
- May 13, 2013: FTA Proposes SSO Formula
- March 10, 2014: Final Formula Is Established, and First Grant Allocations Announced

The SSO Amount is a Takedown from the 5307 Formula



Three Tiers

- 20% of Funds: Base Tier for Each State
- 20% of Funds: Oversight Complexity Tier Based on Number of Systems
- 60% of Funds: Service Tier Based on Total Route Miles, Vehicle Miles, & Passenger Miles

Base Tier

- Equal Amount for Each State
- FY 17: @\$151,000 per Year, Based on Authorized Funding Levels
- Ensures that Each State Receives a Minimum Useful Amount
- In FY17 this Tier Was Split Among 30 States for the First Time

Treatment of States

- The Term *States* Includes Puerto Rico and the District of Columbia
- By Law, the Apportionment Is Among States, Not State Safety Oversight Agencies (SSOAs)

Modal (Oversight Complexity) Tier

- Provides a Fixed Amount per Modal System Operated or Under Construction in the State
- Modal Systems Are As-Reported to the NTD for Systems in Operation
- Systems in Engineering or Construction Are Identified from Annual SSO Reports

Service Tier

- 60% of Total Funds
 - 30% of total based on Directional Route Miles (DRM)
 - 15% of total based on Vehicle Revenue Miles (VRM)
 - 15% of total based on Passenger Miles Traveled (PMT)
- Data for Each System Counts Only Towards the Primary State, just as with the Modal Tier

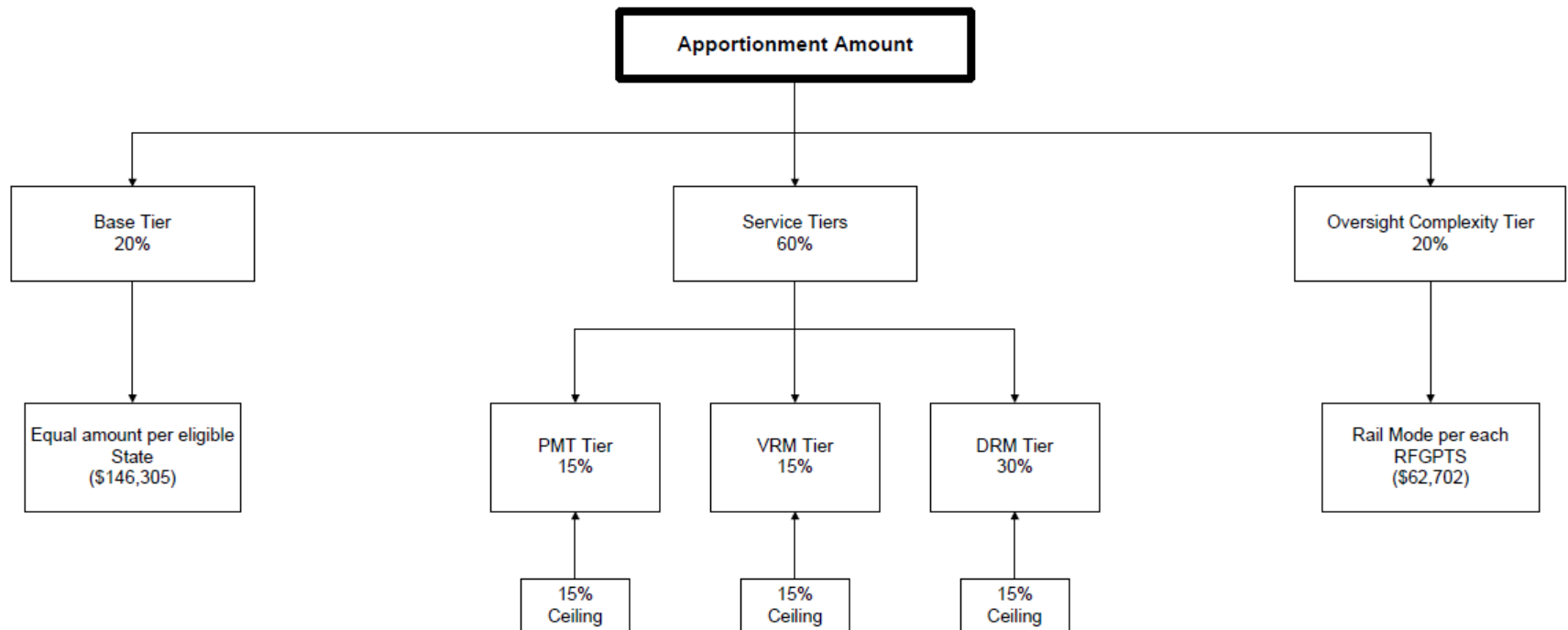
Size of the Service Tier

- Currently 65 Modal Systems in Operation
- All Data Are As-Reported to the NTD for the Previous Year
(e.g. 2015 Data Is Used for the FY17 funds)
- Funds Apportioned for a Multi-State System Must Be Used for Oversight of that System

The SSO Formula

Section 5329
Illustrative State Safety
Oversight Formula

PMT = Vehicle Passenger Miles
VRM = Vehicle Revenue Miles
DRM = Directional Route Miles
RFGPTS = Rail Fixed Guideway
Public Transportation System



The SSO Grants Life Cycle

- Congress Appropriates funds, FTA publishes the Apportionments table and makes funds available for obligation in TrAMS.
- State SSOs and other stakeholders determine how best to use the SSO funds (consistent with program eligibility and FTA requirements).
- States create an SSO grant application in TrAMS, FTA regional offices review and obligate funds.
- States submit milestone progress reports and federal financial reports and perform budget revisions and amendments to award grants, if necessary.
- States incur costs and draw down funds from the grant.
- States close out the grant (and deobligate any remaining funds) when the projects funded in the grant have been completed and funds have been disbursed.

SSO Grant Making FY 13-17

- FY 13: No grants awarded.
- FY 14: 17 grants awarded for \$18.7 million
- FY 15: 15 grants awarded for \$19.8 million
- FY 16: 18 grants awarded for \$21.5 million
- FY 17: 23 grants awarded for \$27.6 million

Processing SSO Applications in TrAMS

- FTA HQ staff concurrence as well as regional staff concurrence is required
- We are able to give TSO staff the “initial reviewer” role in TrAMS so that they can log an ad-hoc comment that includes their concurrence or requests for changes.

Processing SSO Applications in TrAMS

- If SSO grants created in TrAMS contain funding for different projects, disbursements on these projects can be tracked separately
- If SSO grants created in TrAMS contain funding for different budget scopes, disbursements for these budget scopes can be tracked separately
- TrAMS allows applications to contain SSO funds along with other FTA fund sources. Talk to your regional office or TSO to determine if that would make sense in the future

SSO Grants that Contain Multiple Projects

Recipient Details

Recipient ID

1225

Recipient Name

Transportation, Ohio Department Of

Award Status Information

FAIN

OH-2017-035-00

Temp App Number

1225-2017-4

Award Name

Section 5329 SSO Program SFY 2018-2019

Award Status

Active (Executed)

Projects for Application

Project Number	Project Name	Project Budget	Last Updated Date	Last Updated By
OH-2017-035-03-00	Consultant Services	\$994,749	Jun 13, 2017	Lori Spencer
OH-2017-035-02-00	Training	\$15,000	Jun 13, 2017	Lori Spencer
OH-2017-035-01-00	Program Administrative Expenses	\$99,000	Jun 13, 2017	Lori Spencer

Processing SSO Applications in TrAMS

- Example GA-2016-003

Summary View of Review / Concurrence / Approvals

Select a comment to view the details

Review Type	Review Decision	Reviewed by	Reviewed Date
Ad Hoc Review		Jennifer Hibbert	Mar 31, 2016
Ad Hoc Review		Alicia Berger	Apr 20, 2016
Ad Hoc Review		Alicia Berger	Apr 25, 2016
Ad Hoc Review		Eric Madison	May 24, 2016
Environmental Concurrence	Concur - Move Forward	Robert Buckley	Mar 31, 2016

6-10 of 18

Review Comments Details

Comment Type
Ad Hoc Review

Comment By
Eric Madison

Comment Text
FTA HQ has reviewed the application and TSO concurs with the submitted application.

Tracking SSO Grant Implementation

- As of September 30, 2018 we have 68 awarded/active SSO grants for \$83.9 million obligated and \$59 million left undisbursed.
- Two grants are 100% disbursed and another 3 are over 90% disbursed.
- Most of the SSO projects in FY 17 awards are scheduled to be completed between 2018 and 2020.
- Milestone Progress Reports and Federal Financial Reports are required to be submitted in TrAMS.
- Budget revisions are required when there are minor changes to the activity line items in the grant.
- Amendments may be required when there is either a change in the scope of work (including period of performance, sub-awards, and significant budget changes) or the amount Federal funds or matching requirements.
- Grants should be closed within 90 days of the period of performance end date.
- Make sure you have processed your final draw down before amending a grant to close it out.
- Contact your regional office if you have award management questions.

SSO Funds Availability

- Funds must be obligated in grants within three fiscal years of appropriation, the year of appropriation plus two additional years (i.e. funds appropriated in FY 16 must be obligated in grants by 9/30/18)
- Funds already obligated in grants can be expended after 9/30/17.
- TBP Budget runs regular reports of lapsing funds—consult Joy Whren for additional information on which funds will lapse
- Lapsing funds return to the program and are reapportioned to all eligible states on the basis of the SSO formula

Some TrAMS Tips

If you are a TrAMS user and have the “user manager” role:

- Please do not deactivate FTA contractors who have access to your organization
- Contractors appear in your organization’s list of TrAMS users if they need access to your organization to do business with FTA
- These contractors have read-only access to your organization

Reporting Errors/Issues to the Help Desk

Help Desk: (877) 561-7466

FTA.TrAMS.Help@DOT.GOV

1. Your Name
2. Your Email/Phone Number
3. Incident Number (if you called the Helpdesk and already have one)
4. Date/Time incident occurred
5. Environment (Production vs. Training)
6. Browser and Version (Chrome vs Internet Explorer vs Firefox vs Safari vs Tablet vs Other?)
1. Brief Description of Issue (steps of what you were trying to do)
2. Screenshots of forms/error messages
3. User Type (FTA vs. Recipient)
4. Cost Center/Region
5. User Roles
6. Recipient ID (if applicable)
7. Application Number (if applicable)

Resources Available on the TrAMS Website

- The TrAMS user manual
- Presentations and recordings for prior trainings.
- Guidance on developing applications
- The TrAMS help desk and FTA LSM contacts
- **Sign up for alerts when we update the TrAMS page**
- <http://www.fta.dot.gov/TrAMS>

Additional Resources

- Circular 5010.1E:
<https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/award-management-requirements-circular-50101e>
- More information on FTA's Formula Apportionments:
<https://www.transit.dot.gov/funding/apportionments/apportionment-resources>

Questions?

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