

Application

Federal Award Identification Number (FAIN)	MA-2023-008-00
Temporary Application Number	6844-2023-1
Award Name	National RTAP FY2023
Application Status	Final Concurrence / Reservation
Application Budget Number	0

Period of Performance Start Date	N/A	
Original Period of Performance End Date	11/30/2023	
Current Period of Performance End Date	N/A	Revision #: N/A

Part 1: Recipient Information

Name: NEPONSET VALLEY TRANSPORTATION MANAGEMENT ASSOCIATION, INC.

Recipient ID	Recipient OST Type	Recipient Alias	UEI	DUNS
6844	Other NonProfit Organization	NEPONSET VALLEY TRANSPORTATION MANAGEMENT ASSOC.	UMDGHPF51791	828233788

Location Type	Address	City	State	Zip
Headquarters				
Physical Address	5 WHEELING AVE	WOBURN	MA	01801
Mailing Address	5 WHEELING AVE	WOBURN	MA	01801

Union Information

There are no union contacts for this application

Part 2: Application Information

Title: National RTAP FY2023

FAIN	Application Status	Award Type	Date Created	Last Updated Date	From TEAM?
MA-2023-008-00	Final Concurrence / Reservation	Cooperative Agreement	10/25/2022	10/25/2022	No

Application Executive Summary

This application is to request Section 5311 National Rural Transit Assistance Program funds allocated to Neponset Valley TMA in the state of Massachusetts for the National Rural Transit Assistance Program (NRTAP) in the amount of \$2,625,869. This is for year 4 of our National RTAP Cooperative Agreement. It is set to run January 1, 2023 through December 31, 2023. The mission of National RTAP is to assist transit programs through the design and implementation of training and technical assistance projects and other support services tailored to meet the specific needs of rural and tribal transit operators, and support FTAs Formula Grants for Rural Areas Program. The purpose of this award is to provide one year of funding for the National Rural Transit Assistance Program (NRTAP), which provides training materials and technical assistance to state RTAP programs, rural transit operators and tribal transit operators throughout the United States. NRTAP and its partners share goals of maximizing access and mobility in rural and tribal areas and supporting Federal program compliance with best practices and training materials.

ACTIVITIES TO BE PERFORMED: Funds will be used to cover eligible expenses such as staff salaries and direct costs; hire Subject Matter Experts to design and implement training products and web applications; and provide direct technical assistance and other support services tailored to meet the specific needs of rural and tribal transit operators.

Frequency of Milestone Progress Reports (MPR)

Quarterly

Frequency of Federal Financial Reports (FFR)

Quarterly

Does this application include funds for research and/or development activities?

This award does not include research and development activities.

Pre-Award Authority

This award is using Pre-Award Authority.

Does this application include suballocation funds?

Recipient organization is directly allocated these funds and is eligible to apply for and receive these funds directly.

Will this Grant be using Lapsing Funds?

No, this Grant does not use Lapsing Funds.

Will indirect costs be applied to this application?

The de minimus 10% indirect cost rate is applied to this application.

Indirect Rate Details: N/A

Requires E.O. 12372 Review

No, this application does not require E.O. 12372 Review.

Delinquent Federal Debt

No, my organization does not have delinquent federal debt.

Award Description

Purpose

This application is to request Section 5311 National Rural Transit Assistance Program funds allocated to Neponset Valley TMA in the state of Massachusetts for the National Rural Transit Assistance Program

(NRTAP) in the amount of \$2,625,869. This is for year 4 of our National RTAP Cooperative Agreement. It is set to run January 1, 2023 through December 31, 2023. The mission of National RTAP is to assist transit programs through the design and implementation of training and technical assistance projects and other support services tailored to meet the specific needs of rural and tribal transit operators, and support FTAs Formula Grants for Rural Areas Program.

Activities to be performed:

ACTIVITIES TO BE PERFORMED: Funds will be used to cover eligible expenses such as staff salaries and direct costs; hire Subject Matter Experts to design and implement training products and web applications; and provide direct technical assistance and other support services tailored to meet the specific needs of rural and tribal transit operators.

Expected outcomes:

NRTAP assists transit programs through the design and implementation of training and technical assistance projects and other support services tailored to meet the specific needs of rural and tribal transit operators. Working closely with State Departments of Transportation and tribal and rural operators, NRTAP provides a forum for identifying issues and supporting coordinated responses between State programs, tribal entities, and rural and tribal operators.

Intended beneficiaries:

NRTAP and its partners share goals of maximizing access and mobility in rural and tribal areas and supporting Federal program compliance with best practices and training materials.

Subrecipient Activities:

None.

Application Point of Contact Information

First Name	Last Name	Title	E-mail Address	Phone
Cynthia	Frene	Executive Director	cfrene@transactionassoc.com	781-895-1100
Elan	Flippin	Transportation Program Specialist	Elan.Flippin@dot.gov	(202) 366-3800
Michael	Linder	Program Analyst	michael.linder@dot.gov	(202) 366-7464

Application Budget Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$2,625,869
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$2,625,869

Application Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MA-2023-008-01-00	435-00 (435-A1) RURAL TRANSIT ASST PROGRAM	\$120,000.00	\$0.00	\$120,000.00	1
MA-2023-008-01-00	43.50.04 RELATED SUPPORT SERVICES	\$120,000.00	\$0.00	\$120,000.00	1
MA-2023-008-02-00	435-00 (435-A2) RURAL TRANSIT ASST PROGRAM	\$2,505,869.00	\$0.00	\$2,505,869.00	33
MA-2023-008-02-00	43.50.01 TRAINING	\$861,565.00	\$0.00	\$861,565.00	12
MA-2023-008-02-00	43.50.02 TECHNICAL ASSISTANCE	\$1,103,496.00	\$0.00	\$1,103,496.00	7
MA-2023-008-02-00	43.50.03 TRANSIT RESEARCH	\$101,110.00	\$0.00	\$101,110.00	5
MA-2023-008-02-00	43.50.04 RELATED SUPPORT SERVICES	\$439,698.00	\$0.00	\$439,698.00	9

Discretionary Allocations

This application does not contain discretionary allocations.

Part 3: Project Information

Project Title: National RTAP - Oversight

Project Number	Temporary Project Number	Date Created	Start Date	End Date
MA-2023-008-01-00	6844-2023-1-P1	10/30/2022	12/1/2022	3/31/2023

Project Description

Finalize oversight of Community Rides Grant projects that support transportation partnerships that improve the social determinants of health in rural and tribal communities, and demonstrate transit's important role in the health of individuals and communities.

Project Benefits

These grants help transit agencies, communities, and the broader rural and tribal transit industry by testing out and documenting new strategies to inform the work of National RTAP and others in the future.

Additional Information

Community Rides Grants were initially started and funded under the FY2021 Cooperative Agreement. Projects are expected to wrap up by March 31, 2023. A No Cost Extension was granted because some grantees reported challenges implementing their projects due to driver shortages and lower than expected demand due to the effects of the COVID pandemic, among others.

Location Description

National RTAP staff are located in Massachusetts, Washington DC, Florida and Maine. However, National RTAP provides services and products, as well as support to RTAP initiatives in every state.

Project Location (Urbanized Areas)

UZA Code	Area Name
250000	Massachusetts

Congressional District Information

State	District	Representative
Massachusetts	8	Stephen F Lynch

Program Plan Information**STIP/TIP**

Date: N/A

Description: N/A

UPWP

Date: N/A

Description: N/A

Long Range Plan

Date: N/A

Description: N/A

Project Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$120,000
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$120,000

Project Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MA-2023-008-01-00	435-00 (435-A1) RURAL TRANSIT ASST PROGRAM	\$120,000.00	\$0.00	\$120,000.00	1
MA-2023-008-01-00	43.50.04 RELATED SUPPORT SERVICES	\$120,000.00	\$0.00	\$120,000.00	1

Project Budget Activity Line Items

Budget Activity Line Item: 43.50.04 - RELATED SUPPORT SERVICES

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
RURAL TRANSIT ASST PROGRAM (435-00)	43.50.04	RELATED SUPPORT SERVICES	RURAL TRANSIT ASST PROGRAM	1

Extended Budget Description

Oversee and manage Community Rides Grant program, provide technical assistance as needed and document best practices and outcomes.

Will 3rd Party contractors be used to fulfill this activity line item?

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$120,000
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$120,000

Milestone Name	Est. Completion Date	Description
Start Date	12/1/2022	Continue to manage program
End Date	3/31/2023	Complete management and documentation of Community Rides Grant projects

Project Environmental Findings

Finding: Class II(c) - Categorical Exclusions (C-List)

Class Level Description

Class II(c) consists of projects that do not have a significant environmental impact on the human or natural environment and are therefore categorically excluded from the requirement to prepare an environmental assessment or an environmental impact statement. FTA requires a sufficient project description to support a CE determination. The project may require additional documentation to comply with other environmental laws.

Categorical Exclusion Description

Type 04: Planning and administrative activities which do not involve or lead directly to construction, such as: training, technical assistance and research; promulgation of rules, regulations, directives, or program guidance; approval of project concepts; engineering; and operating assistance to transit authorities to continue existing service or increase service to meet routine demand.

Date Description	Date
Class IIc CE Approved	

Project Title: National RTAP Training and Technical Assistance

Project Number	Temporary Project Number	Date Created	Start Date	End Date
MA-2023-008-02-00	6844-2023-1-P2	10/30/2022	11/1/2022	11/30/2023

Project Description

Funding would provide for the ongoing work of National RTAP. The mission of National Rural Transit Assistance Program (NRTAP) is to assist transit programs through the design and implementation of training and technical assistance projects and other support services tailored to meet the specific needs of rural and tribal transit operators. Working closely with State Departments of Transportation and tribal and rural operators, NRTAP provides a forum for identifying issues and supporting coordinated responses between State programs, tribal entities, and rural and tribal operators. The NRTAP vision is for safe, secure, compliant, efficient and effective rural and tribal transit that reflects the needs and values of communities nationally.

Project Benefits

NRTAP is structurally independent of State RTAP programs but inextricably involved in the success and effectiveness of those programs. Through the NRTAP Review Board and State RTAP manager and operator forums, State officials and rural and tribal operators can share interests and needs, as well as guide development of products and services to achieve the National RTAP vision. NRTAP and its partners share goals of maximizing access and mobility in rural and tribal areas and supporting Federal program compliance with best practices and training materials.

Additional Information

None provided.

Location Description

National RTAP staff are located in Massachusetts, Washington DC, Florida and Maine. However, NRTAP provides services, products and support to RTAP initiatives in every state.

Project Location (Urbanized Areas)

UZA Code	Area Name
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250000	Massachusetts
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Congressional District Information

State	District	Representative
Massachusetts	8	Stephen F Lynch

Program Plan Information

STIP/TIP

Date: N/A

Description: N/A

UPWP

Date: N/A

Description: N/A

Long Range Plan

Date: N/A

Description: N/A

Project Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$2,505,869
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$2,505,869

Project Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MA-2023-008-02-00	435-00 (435-A2) RURAL TRANSIT ASST PROGRAM	\$2,505,869.00	\$0.00	\$2,505,869.00	33

MA-2023-008-02-00	43.50.01	TRAINING	\$861,565.00	\$0.00	\$861,565.00	12
MA-2023-008-02-00	43.50.02	TECHNICAL ASSISTANCE	\$1,103,496.00	\$0.00	\$1,103,496.00	7
MA-2023-008-02-00	43.50.03	TRANSIT RESEARCH	\$101,110.00	\$0.00	\$101,110.00	5
MA-2023-008-02-00	43.50.04	RELATED SUPPORT SERVICES	\$439,698.00	\$0.00	\$439,698.00	9

Project Budget Activity Line Items

Budget Activity Line Item: 43.50.02 - TECHNICAL ASSISTANCE

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
RURAL TRANSIT ASST PROGRAM (435-00)	43.50.02	TECHNICAL ASSISTANCE	RURAL TRANSIT ASST PROGRAM	7

Extended Budget Description

Training packages, technical briefs, toolkits, website and electronic access

Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$1,103,496
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$1,103,496

Milestone Name	Est. Completion Date	Description
Start Date	12/1/2022	Start date
End Date	11/30/2023	End date
Develop and/or update training packages, tech briefs, online toolkits	11/30/2023	Develop training packages, technical briefs, online toolkits and software tools
Telephone hotline and chat	11/30/2023	Operate a telephone hotline and chat line information service

Website	11/30/2023	Maintain and update website
Provide individualized technical assistance	11/30/2023	Provide individualized technical assistance to State RTAP managers, and rural and tribal transit providers as requested by provider or FTA
State RTAP Manager forum	11/30/2023	Provide a forum for networking for State RTAP managers

Budget Activity Line Item: 43.50.04 - RELATED SUPPORT SERVICES

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
RURAL TRANSIT ASST PROGRAM (435-00)	43.50.04	RELATED SUPPORT SERVICES	RURAL TRANSIT ASST PROGRAM	9

Extended Budget Description

Prepare budget, management plan, quarterly and annual reports, coordinate with LTAP and TTAP; stay informed about other rural assistance activities; publish outreach and activity information; conduct peer to peer roundtables; convene Review Board meetings

Will 3rd Party contractors be used to fulfill this activity line item?

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$439,698
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$439,698

Milestone Name	Est. Completion Date	Description
Submit Statement of Work and Budget	11/1/2022	Prepare budget, management plan and Statement of Work
Start Date	12/1/2022	Start date
Spring Review Board meeting	5/26/2023	Hold Spring Review Board meeting in DC
Annual Report	6/30/2023	Prepare and submit annual report for 2022
Fall Review Board meeting	10/18/2023	Fall Review Board meeting
Quarterly reports	10/19/2023	Prepare quarterly reports and meet with FTA to review
End Date	11/30/2023	End date

Remain informed about other national rural transportation activities; identify materials outside of NRTAP	11/30/2023	Identify training materials developed outside of National RTAP, remain informed about other national rural transportation assistance activities; publish outreach information in other forums such as FTA, NADTC, APTA, NCMM
Hold quarterly roundtables for transit and State RTAP managers	11/30/2023	Hold quarterly peer to peer roundtables for transit managers and State RTAP managers

Budget Activity Line Item: 43.50.01 - TRAINING

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
RURAL TRANSIT ASST PROGRAM (435-00)	43.50.01	TRAINING	RURAL TRANSIT ASST PROGRAM	12

Extended Budget Description

Webinars, regional or national conferences, technical workshops, Technical Assistance Coordination Library (TACL), eLearning hub, tribal transit training event and technology updates

Will 3rd Party contractors be used to fulfill this activity line item?

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$861,565
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$861,565

Milestone Name	Est. Completion Date	Description
Start Date	12/1/2022	Start date
State Programs Meeting	8/31/2023	Assist with State Programs Meeting in DC
End Date	11/30/2023	End date
Rural Public and Intercity Bus Conference committee	11/30/2023	Participate in the biennial Rural Public and Intercity Bus Transportation Conference committee
Conduct webinars	11/30/2023	Conduct 4-6 instructional webinars on various topics
Participate in conferences, workshons, and	11/30/2023	Participate in regional or national conferences, workshops and meetings; provide scholarships

meetings		
eLearning Hub	11/30/2023	Maintain and provide additional trainings on eLearning hub to support states, tribes and transit agencies
Technical Assistance Coordination Library (TA CL)	11/30/2023	Maintain and update TA CL for FTA and its TA Centers
Tribal transit event(s)	11/30/2023	Host a training event(s) focused on tribal transit; facilitate transit training in other tribal conferences
Disseminate training materials	11/30/2023	Disseminate training materials for rural transit providers and state RTAP managers
Promote National RTAP products and services	11/30/2023	Promote and monitor the effectiveness of National RTAP products and services
Host 2-3 virtual or in-person regional conferences	11/30/2023	Plan and deliver 2-3 virtual or in-person regional conferences

Budget Activity Line Item: 43.50.03 - TRANSIT RESEARCH

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
RURAL TRANSIT ASST PROGRAM (435-00)	43.50.03	TRANSIT RESEARCH	RURAL TRANSIT ASST PROGRAM	5

Extended Budget Description

Prepare issue papers, convene focus groups, participate on panels and TRB committees, assist with FTA directives

Will 3rd Party contractors be used to fulfill this activity line item?

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$101,110
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$101,110

Milestone Name	Est. Completion Date	Description
Start Date	12/1/2022	Start date
End Date	11/30/2023	End date
Participate on TRB	11/30/2023	Participate as appropriate on committees or panels of

committees		the Transportation Research Board
Research projects; coordinate with other FTA TA Centers	11/30/2023	Participate in research projects and on panels of organizations other than TRB if appropriate; coordinate with other TA Centers
Assist with FTA directives	11/30/2023	Convene focus groups on specific subjects and/?or issues papers as directed by FTA

Project Environmental Findings

Finding: Class II(c) - Categorical Exclusions (C-List)

Class Level Description

Class II(c) consists of projects that do not have a significant environmental impact on the human or natural environment and are therefore categorically excluded from the requirement to prepare an environmental assessment or an environmental impact statement. FTA requires a sufficient project description to support a CE determination. The project may require additional documentation to comply with other environmental laws.

Categorical Exclusion Description

Type 04: Planning and administrative activities which do not involve or lead directly to construction, such as: training, technical assistance and research; promulgation of rules, regulations, directives, or program guidance; approval of project concepts; engineering; and operating assistance to transit authorities to continue existing service or increase service to meet routine demand.

Date	Description	Date
	Class IIc CE Approved	

Part 4: Fleet Details

No fleet data exists for this application.

Part 5: FTA Review Comments

FTA Comments for DOL

Comment By **Michael Linder**

Comment Type DOL Review for Information

Date 1/6/2023

Comment