**U.S. Department of Transportation** 

**Federal Transit Administration** 

# **Application**

| Federal Award Identification Number (FAIN) | MP-2019-002-01   |
|--|--|
| Temporary Application Number               | 7169-2019-3  |
| Application Name                           | 5311   Operations and Program Administration   FFY2018\$ |
| Application Status                         | Final Concurrence / Reservation                          |
| Application Budget Number                  | 0  |

| Period of Performance Start Date        | 8/27/2019 |               |
|---|-----------|---------------|
| Original Period of Performance End Date | 9/30/2022 |               |
| Current Period of Performance End Date  | 9/30/2022 | Revision #: 0 |

## **Part 1: Recipient Information**

| Name: 0  | Name: Commonwealth Office Of Transit Authority |  |           |  |  |  |  |
|--|--|--|-----------|--|--|--|--|
| Recipient Recipient OST Recipient Alias Recipient DUNS |  |  |           |  |  |  |  |
| 7169   | Transit Authority                              | COMMONWEALTH OFFICE OF TRANSIT AUTHORITY | 854858263 |  |  |  |  |

| Location Type    | Address                       | City   | State | Zip   |
|------------------|-------------------------------|--------|-------|-------|
| Headquarters     |                               |        |       |       |
| Physical Address | ISA DRIVE FIRST FLOOR ADMINIS | SAIPAN | MP    | 96950 |
| Mailing Address  | CALLER BOX 10007              | SAIPAN | MP    | 96950 |

### **Union Information**

There are no union contacts for this application

## **Part 2: Application Information**

## Title: 5311 | Operations and Program Administration | FFY2018\$

| FAIN               | Application Status              | Application<br>Type | Date<br>Created | Last Updated<br>Date | From<br>TEAM? |
|--------------------|---------------------------------|---------------------|-----------------|----------------------|---------------|
| MP-2019-<br>002-01 | Final Concurrence / Reservation | Grant               | 8/9/2020        | 8/9/2020             | No            |

### **Application Executive Summary**

The COTA will utilize additional funds for the Operating Assistance with a total of \$14,611 to operate the current public transportation services Call-A-Ride Saipan (CARS) demand response shared ride service and fixed route service (Flame Tree Line 1A). This grant will have a total of \$1,347,472.00 and this grant will be using lapsing funds.

**END OF AMENDMENT 1** 

This grant applies for \$1,332,861 in FFY 2018 funds to provide operating assistance and program administration funds for COTA to continue to launch its first of its kind fixed route and demand response shared ride service in addition to meet changes in demand for public transportation needs in the CNMI. FTA Circular 9040. 1F, Chapter 111-5, Section 1e and 48 U.S.C. Section 14 U.S. C 1469(a) allow insular areas such as the Northern Mariana Islands to consolidate all the above-mentioned grants to a single grant namely, Section 5311 grant program and to request a waiver of local match requirements. Consolidated grant application includes \$308,844 for Section 5311 funds for Non-urbanized Area Formula Assistance Program; \$9,406 for Section 5310; \$14,611 for Section 5311 (b) (3); and \$1,000,000 for Section 5339 funds for a total of \$1,332,861 for the Section 5311 grant program.

### Frequency of Milestone Progress Reports (MPR)

Annual

### Frequency of Federal Financial Reports (FFR)

Annual

### 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 the Designated Recipient and can apply for and receive these apportioned funds.

### Will this Grant be using Lapsing Funds?

Yes, this Grant will use Lapsing Funds.

### Will indirect costs be applied to this application?

This award is applying an approved Indirect cost rate(s).

*Indirect Rate Details*: The approved rates of 9.42% and 9.23% will be charged to the applicable activity line description. The approved rates from the U.S. Department of the Interior has been uploaded as a supporting document for this grant application.

#### 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.

## **Application Point of Contact Information**

| First<br>Name | Last<br>Name | Title                               | E-mail Address         | Phone            |
|---------------|--------------|-------------------------------------|------------------------|------------------|
| Ryan          | Fujii        | General Engineer                    | ryan.fujii@dot.gov     | 202-748-<br>0677 |
| Alfreda       | Camacho      | Special Assistant for Public Trans. | alfreda.camacho@gov.mp | 670-664-<br>2682 |

## **Application Budget Control Totals**

| Funding Source                    | Section of Statute | CFDA Number | Amount      |
|-----------------------------------|--------------------|-------------|-------------|
| 5311 - Rural Area Formula         | 5311-1A            | 20509       | \$1,347,472 |
| Local                             |                    |             | \$0         |
| Local/In-Kind                     |                    |             | \$0         |
| State                             |                    |             | \$0         |
| State/In-Kind                     |                    |             | \$0         |
| Other Federal                     |                    |             | \$0         |
| Transportation Development Credit |                    |             | \$0         |
| Adjustment                        |                    |             | \$0         |
| Total Eligible Cost               |                    |             | \$1,347,472 |

## **Application Budget**

| Project<br>Number     |                            | Budget Item  | FTA<br>Amount | Non-<br>FTA<br>Amount | Total<br>Eligible<br>Amount | Quantity |
|-----------------------|----------------------------|--|---------------|-----------------------|-----------------------------|----------|
| MP-2019-002-<br>01-01 | 300-<br>00<br>(300-<br>A1) | OPERATING ASSISTANCE                                   | \$655,833.00  | \$0.00                | \$655,833.00                | 2        |
| MP-2019-002-<br>01-01 |                            | SLIDING SCALE<br>30.09.02 (5311 OR 5310<br>PILOT ONLY) | \$641,222.00  | \$0.00                | \$641,222.00                | 1        |
| MP-2019-002-<br>01-01 |                            | SLIDING SCALE<br>30.09.02 (5311 OR 5310<br>PILOT ONLY) | \$14,611.00   | \$0.00                | \$14,611.00                 | 1        |
| MP-2019-002-<br>01-01 | 610-<br>00                 | STATE / PROGRAMS<br>ADMINISTRATION                     | \$373,389.00  | \$0.00                | \$373,389.00                | 1        |

|                       | (610-<br>A2)               |  |              |        |              |   |
|-----------------------|----------------------------|--|--------------|--------|--------------|---|
| MP-2019-002-<br>01-01 |                            | STATE OR<br>11.80.00 PROGRAM<br>ADMINISTRATION | \$373,389.00 | \$0.00 | \$373,389.00 | 1 |
| MP-2019-002-<br>02-01 | 610-<br>00<br>(610-<br>A3) | STATE / PROGRAMS<br>ADMINISTRATION             | \$308,844.00 | \$0.00 | \$308,844.00 | 1 |
| MP-2019-002-<br>02-01 |                            | STATE OR<br>11.80.00 PROGRAM<br>ADMINISTRATION | \$308,844.00 | \$0.00 | \$308,844.00 | 1 |
| MP-2019-002-<br>03-01 | 610-<br>00<br>(610-<br>A4) | STATE / PROGRAMS<br>ADMINISTRATION             | \$9,406.00   | \$0.00 | \$9,406.00   | 1 |
| MP-2019-002-<br>03-01 |                            | STATE OR<br>11.80.00 PROGRAM<br>ADMINISTRATION | \$9,406.00   | \$0.00 | \$9,406.00   | 1 |

## **Discretionary Allocations**

This application does not contain discretionary allocations.

## **Part 3: Project Information**

| Project Title: Operating Assistance & Admin                              |                |           |          |           |  |  |
|--|----------------|-----------|----------|-----------|--|--|
| Project Number Temporary Project Number Date Created Start Date End Date |                |           |          |           |  |  |
| MP-2019-002-01-01  | 7169-2019-3-P1 | 8/10/2020 | 8/1/2019 | 9/30/2022 |  |  |

### **Project Description**

Operating Assistance: COTA will utilize these funds to operate the current public transportation services: Call-A-Ride Saipan (CARS) demand response shared ride service and the fixed route service (Flame Tree Line 1A) with the possibility of launching additional routes on the fixed route service on the island of Saipan.

#### **Project Benefits**

This will allow COTA to continue operating both transit services with the continued intent to achieve COTA's goal in providing a safe, efficient, effective, flexible and responsive transit service that meet the public demand and provide a more reliable form of transportation for the community but most especially the elderly and those with disabilities.

### **Additional Information**

The COTA will utilize additional funds for the Operating Assistance with a total of \$14,611 to operate the current public transportation services Call-A-Ride Saipan (CARS) demand response shared ride service and fixed route service (Flame Tree Line 1A). This will allow COTA to continue operating while achieving the goal in providing a safe, efficient, and flexible transit service to provide a more reliable form of transportation for the community, the elderly, and people with disabilities.

### **Location Description**

The operating Assistance project will be located on the island of Saipan, which is an insular area in the Pacific known as the Commonwealth of the Northern Mariana Islands.

### **Project Location (Urbanized Areas)**

| UZA Code | Area Name             |
|----------|-----------------------|
| 690000   | North Mariana Islands |

## **Congressional District Information**

| State  | District | Representative    |
|--|----------|-------------------|
| Commonwealth of the Northern Mariana Islands | 1        | Gregorio K Sablan |

## **Program Plan Information**

STIP/TIP

Date: 6/25/2019

Description: TTIP 8/14/2018, amended 5/22/2019

**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       | \$1,029,222 |
| Local                             |                    |             | \$0         |
| Local/In-Kind                     |                    |             | \$0         |
| State                             |                    |             | \$0         |
| State/In-Kind                     |                    |             | \$0         |
| Other Federal                     |                    |             | \$0         |
| Transportation Development Credit |                    |             | \$0         |
| Adjustment                        |                    |             | \$0         |
| Total Eligible Cost               |                    |             | \$1,029,222 |

## **Project Budget**

| Project<br>Number     |                            | Budç                  | get Item                                      | FTA<br>Amount | Non-<br>FTA<br>Amount | Total<br>Eligible<br>Amount | Quantity |
|-----------------------|----------------------------|-----------------------|---|---------------|-----------------------|-----------------------------|----------|
| MP-2019-002-<br>01-01 | 300-<br>00<br>(300-<br>A1) | OPERATIN              | NG ASSISTANCE                                 | \$655,833.00  | \$0.00                | \$655,833.00                | 2        |
| MP-2019-002-<br>01-01 |                            | 30.09.02              | SLIDING SCALE<br>(5311 OR 5310<br>PILOT ONLY) | \$641,222.00  | \$0.00                | \$641,222.00                | 1        |
| MP-2019-002-<br>01-01 |                            | 30.09.02              | SLIDING SCALE<br>(5311 OR 5310<br>PILOT ONLY) | \$14,611.00   | \$0.00                | \$14,611.00                 | 1        |
| MP-2019-002-<br>01-01 | 610-<br>00<br>(610-<br>A2) | STATE / P<br>ADMINIST | ROGRAMS<br>RATION                             | \$373,389.00  | \$0.00                | \$373,389.00                | 1        |
| MP-2019-002-<br>01-01 |                            | 11.80.00              | STATE OR<br>PROGRAM<br>ADMINISTRATION         | \$373,389.00  | \$0.00                | \$373,389.00                | 1        |

## **Project Budget Activity Line Items**

| Budget Activit | v Line Item: 30 09 02     | - SLIDING SCALE | (5311 OR 5310 PILOT ONLY)    |
|----------------|---------------------------|-----------------|------------------------------|
| Duaget Activit | y = 1110 1to1111 00.00.02 | OLIDINO COALL   | (0011 011 0010 1 1201 01121) |

| Scope Name / Code                | Line Item<br># | Line Item Name                             | Activity                | Quantity |
|----------------------------------|----------------|--|-------------------------|----------|
| OPERATING<br>ASSISTANCE (300-00) | 30.09.02       | SLIDING SCALE (5311 OR<br>5310 PILOT ONLY) | OPERATING<br>ASSISTANCE | 1        |

### **Extended Budget Description**

The COTA will utilize these additional funds for the Operating Assistance with a total of \$14,611 to operate the current public transportation services Call-A-Ride Saipan (CARS) demand response shared ride service and fixed route service (Flame Tree Line 1A).

### 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       | \$14,611 |
| Local                     |                    |             | \$0      |
| Local/In-Kind             |                    |             | \$0      |
| State                     |                    |             | \$0      |
| State/In-Kind             |                    |             | \$0      |
| Other Federal             |                    |             | \$0      |

| Transportation Development Credit | \$0      |
|-----------------------------------|----------|
| Adjustment                        | \$0      |
| Total Eligible Cost               | \$14,611 |

| Milestone Name | Est. Completion Date | Description   |
|----------------|----------------------|---|
| Start Date     | 10/1/2020            | These additional funds will be utilized for the operations of the COTA's Demand Responsive Shared Ride Service: Call-A-Ride Saipan (CARS) and the fixed route service Flame Tree Line IA. |
| End Date       | 9/30/2022            | These fund are anticipated to be fully expended on or before September 30, 2022.  |

### Budget Activity Line Item: 30.09.02 - SLIDING SCALE (5311 OR 5310 PILOT ONLY)

| Scope Name / Code                | Line Item<br># | Line Item Name                             | Activity                | Quantity |
|----------------------------------|----------------|--|-------------------------|----------|
| OPERATING<br>ASSISTANCE (300-00) | 30.09.02       | SLIDING SCALE (5311 OR<br>5310 PILOT ONLY) | OPERATING<br>ASSISTANCE | 1        |

### **Extended Budget Description**

These funds will be utilized for the operations of COTA's Call-A-Ride Saipan demand response shared ride service and fixed route service we will be recently implemented on the Island of Saipan on April 9, 2018.

### 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       | \$641,222 |
| Local                             |                    |             | \$0       |
| Local/In-Kind                     |                    |             | \$0       |
| State                             |                    |             | \$0       |
| State/In-Kind                     |                    |             | \$0       |
| Other Federal                     |                    |             | \$0       |
| Transportation Development Credit |                    |             | \$0       |
| Adjustment                        |                    |             | \$0       |
| Total Eligible Cost               |                    |             | \$641,222 |

| Milestone Name | Est. Completion Date | Description |
|----------------|----------------------|-------------|
| Start Date     | 8/1/2019             |             |
| End Date       | 9/30/2022            |             |

| <b>Rudget Activit</b> | v I ina Itam:  | 11 80 00 | STATE OR       | PROGRAM  | ADMINISTRATION |
|-----------------------|----------------|----------|----------------|----------|----------------|
| Duuyet Activit        | A PILLE LIGHT. | 11.00.00 | - 3 I A I L ON | FINOGRAM | ADMINISTRATION |

| Scope Name / Code                               | Line<br>Item # | Line Item Name                     | Activity                          | Quantity |
|---|----------------|------------------------------------|-----------------------------------|----------|
| STATE / PROGRAMS<br>ADMINISTRATION (610-<br>00) | 11.80.00       | STATE OR PROGRAM<br>ADMINISTRATION | STATE / PROGRAM<br>ADMINISTRATION | 1        |

### **Extended Budget Description**

These monies will fund personnel-In order to carry out its local and federal mandated responsibilities and related functions to the program. COTA will use 100% FTA funds to pay for personnel salaries plus benefits of twenty-seven FTEs to include the indirect cost rate at (9.5%)

### 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       | \$373,389 |
| Local                             |                    |             | \$0       |
| Local/In-Kind                     |                    |             | \$0       |
| State                             |                    |             | \$0       |
| State/In-Kind                     |                    |             | \$0       |
| Other Federal                     |                    |             | \$0       |
| Transportation Development Credit |                    |             | \$0       |
| Adjustment                        |                    |             | \$0       |
| Total Eligible Cost               |                    |             | \$373,389 |

| Milestone Name | Est. Completion Date | Description |
|----------------|----------------------|-------------|
| Start Date     | 8/1/2019             |             |
| End Date       | 9/30/2022            |             |

## **Project Environmental Findings**

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

### **Class Level Description**

Class II(c) consists of projects called categorical exclusions (CEs) which are known not to have, either individually or cumulatively, 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. Class II(c) does not require documentation.

### **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 |      |

| Scope Name / Code                    | Line Item<br>Number | Line Item Name                                | Quantity | FTA<br>Amount | Total Eligible<br>Cost |
|--------------------------------------|---------------------|---|----------|---------------|------------------------|
| OPERATING<br>ASSISTANCE (300-<br>00) | 30.09.02            | SLIDING SCALE<br>(5311 OR 5310<br>PILOT ONLY) | 1        | \$641,222.00  | \$641,222.00           |

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

### **Class Level Description**

Class II(c) consists of projects called categorical exclusions (CEs) which are known not to have, either individually or cumulatively, 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. Class II(c) does not require documentation.

### **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 |      |

| Scope Name / Code                              | Line Item<br>Number | Line Item Name                        | Quantity | FTA<br>Amount | Total<br>Eligible Cost |
|--|---------------------|---------------------------------------|----------|---------------|------------------------|
| STATE / PROGRAMS<br>ADMINISTRATION<br>(610-00) | 11.80.00            | STATE OR<br>PROGRAM<br>ADMINISTRATION | 1        | \$373,389.00  | \$373,389.00           |

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

#### Class Level Description

Class II(c) consists of projects called categorical exclusions (CEs) which are known not to have, either individually or cumulatively, 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. Class II(c) does not require documentation.

### **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 |      |

| Scope Name / Code                    | Line Item<br>Number | Line Item Name                                | Quantity | FTA<br>Amount | Total Eligible<br>Cost |
|--------------------------------------|---------------------|---|----------|---------------|------------------------|
| OPERATING<br>ASSISTANCE (300-<br>00) | 30.09.02            | SLIDING SCALE<br>(5311 OR 5310 PILOT<br>ONLY) | 1        | \$14,611.00   | \$14,611.00            |

### **Project Title: State or Programs Administration**

| Project Number    | Temporary Project Number | <b>Date Created</b> | Start Date | End Date  |
|-------------------|--------------------------|---------------------|------------|-----------|
| MP-2019-002-02-01 | 7169-2019-3-P2           | 8/10/2020           | 8/1/2019   | 9/30/2022 |

### **Project Description**

Administrative Operations: COTA will utilize these funds to administer this program which includes indirect cost at a rate at 9.50%.

### **Project Benefits**

This will allow COTA to continue the administrative functions to assist in the operations of the Saipan Call-A-Ride service as well as the Fixed Route Public Transit Service that will soon be implemented, achieving COTA's goal in providing a safe, efficient, effective, flexible and responsive transit service that meet the public transit demand and provide a more reliable form of transportation for the community but most especially the elderly and those with disabilities.

#### **Additional Information**

The COTA would like to reallocate funds from MP-2019-002-00: Project: MP-2019-002-02-00 State or Programs Administration into the Project: MP-2019-002-01-00 Operating Assistance with a total amount of \$38,110.00. The reason for the change in scope is to fund additional transit operators to continue with the COVID-19 response efforts for transportation services in the CNMI. These funds which originally budgeted for Travel Expenses, will not be needed due to the recent public health crisis the CNMI and the rest of the world is facing today.

#### **Location Description**

The operating Assistance project will be located on the island of Saipan, which is an insular area in the Pacific known as the Commonwealth of the Northern Mariana Islands.

## **Project Location (Urbanized Areas)**

| UZA Code | Area Name             |
|----------|-----------------------|
| 690000   | North Mariana Islands |

### **Congressional District Information**

| State  | District | Representative    |
|--|----------|-------------------|
| Commonwealth of the Northern Mariana Islands | 1        | Gregorio K Sablan |

## **Program Plan Information**

STIP/TIP

Date: 7/11/2019

Description: TTIP 8/14/2018, amended 5/22/2019

**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       | \$308,844 |
| Local                             |                    |             | \$0       |
| Local/In-Kind                     |                    |             | \$0       |
| State                             |                    |             | \$0       |
| State/In-Kind                     |                    |             | \$0       |
| Other Federal                     |                    |             | \$0       |
| Transportation Development Credit |                    |             | \$0       |
| Adjustment                        |                    |             | \$0       |
| Total Eligible Cost               |                    |             | \$308,844 |

## **Project Budget**

| Project<br>Number     | Budget Item                |                         | FTA<br>Amount                         | Non-<br>FTA<br>Amount | Total<br>Eligible<br>Amount | Quantity     |   |
|-----------------------|----------------------------|-------------------------|---------------------------------------|-----------------------|-----------------------------|--------------|---|
| MP-2019-002-<br>02-01 | 610-<br>00<br>(610-<br>A3) | STATE / PI<br>ADMINISTI |                                       | \$308,844.00          | \$0.00                      | \$308,844.00 | 1 |
| MP-2019-002-<br>02-01 |                            | 11.80.00                | STATE OR<br>PROGRAM<br>ADMINISTRATION | \$308,844.00          | \$0.00                      | \$308,844.00 | 1 |

### **Project Budget Activity Line Items**

| Budget Activity Line Item: 11.80.00 - STATE OR PROG | RAM ADMINISTRATION |
|---|--------------------|
|---|--------------------|

| Scope Name / Code                               | Line<br>Item # | Line Item Name                     | Activity                          | Quantity |
|---|----------------|------------------------------------|-----------------------------------|----------|
| STATE / PROGRAMS<br>ADMINISTRATION (610-<br>00) | 11.80.00       | STATE OR PROGRAM<br>ADMINISTRATION | STATE / PROGRAM<br>ADMINISTRATION | 1        |

### **Extended Budget Description**

These monies will fund personnel-In order to carry out its local and federal mandated responsibilities and related functions to the program. COTA will use 100% FTA funds to pay for personnel salaries plus benefits of twenty-seven FTEs to include the indirect cost rate at (9.5%)

### 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       | \$308,844 |
| Local                             |                    |             | \$0       |
| Local/In-Kind                     |                    |             | \$0       |
| State                             |                    |             | \$0       |
| State/In-Kind                     |                    |             | \$0       |
| Other Federal                     |                    |             | \$0       |
| Transportation Development Credit |                    |             | \$0       |
| Adjustment                        |                    |             | \$0       |
| Total Eligible Cost               |                    |             | \$308,844 |

| Milestone Name | Est. Completion Date | Description |
|----------------|----------------------|-------------|
| Start Date     | 8/1/2019             |             |
| End Date       | 9/30/2022            |             |

## **Project Environmental Findings**

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

### **Class Level Description**

Class II(c) consists of projects called categorical exclusions (CEs) which are known not to have, either individually or cumulatively, 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. Class II(c) does not require documentation.

### **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: State Or Programs Administration**

| Project Number    | Temporary Project Number | <b>Date Created</b> | Start Date | End Date  |
|-------------------|--------------------------|---------------------|------------|-----------|
| MP-2019-002-03-01 | 7169-2019-3-P3           | 8/10/2020           | 8/1/2019   | 9/30/2022 |

### **Project Description**

Administrative Operations: COTA will utilize these funds to administer this program which includes indirect cots at a rate of 9.5%.

### **Project Benefits**

This will allow COTA to continue the administrative functions to assist in the operations of the Saipan Call-A-Ride service as well as the Fixed Route Public Transit Service that will soon be implemented, achieving COTA's goal in providing a safe, efficient, effective, flexible and responsive transit service that meet the public transit demand and provide a more reliable form of transportation for the community but most especially the elderly and those with disabilities.

#### **Additional Information**

None provided.

### **Location Description**

The operating assistance project will be located on the island of Saipan, which is an insular area in the Pacific known as the Commonwealth of the Northern Mariana Islands.

## **Project Location (Urbanized Areas)**

| UZA Code | Area Name             |
|----------|-----------------------|
| 690000   | North Mariana Islands |

## **Congressional District Information**

| State  | District | Representative    |
|--|----------|-------------------|
| Commonwealth of the Northern Mariana Islands | 1        | Gregorio K Sablan |

### **Program Plan Information**

### STIP/TIP

Date: 6/25/2019

Description: TTIP 8/14/2018, amended 5/22/219

**UPWP**Date: N/A
Description: N/A

**Long Range Plan** 

Date: N/A Description: N/A

## **Project Control Totals**

| Funding Source                    | Section of Statute | <b>CFDA Number</b> | Amount  |
|-----------------------------------|--------------------|--------------------|---------|
| 5311 - Rural Area Formula         | 5311-1A            | 20509              | \$9,406 |
| Local                             |                    |                    | \$0     |
| Local/In-Kind                     |                    |                    | \$0     |
| State                             |                    |                    | \$0     |
| State/In-Kind                     |                    |                    | \$0     |
| Other Federal                     |                    |                    | \$0     |
| Transportation Development Credit |                    |                    | \$0     |
| Adjustment                        |                    |                    | \$0     |
| Total Eligible Cost               |                    |                    | \$9,406 |

## **Project Budget**

| Project Number        |                        | Budget Item                                    | FTA<br>Amount | Non-<br>FTA<br>Amount | Total<br>Eligible<br>Amount | Quantity |
|-----------------------|------------------------|--|---------------|-----------------------|-----------------------------|----------|
| MP-2019-002-<br>03-01 | 610-00<br>(610-<br>A4) | STATE / PROGRAMS<br>ADMINISTRATION             | \$9,406.00    | \$0.00                | \$9,406.00                  | 1        |
| MP-2019-002-<br>03-01 |                        | STATE OR<br>11.80.00 PROGRAM<br>ADMINISTRATION | \$9,406.00    | \$0.00                | \$9,406.00                  | 1        |

## **Project Budget Activity Line Items**

| Budget Activity Line Item: 11.80.00 - STATE OR PROGRAM ADMINISTRATION |                |                                    |                                   |          |  |  |
|---|----------------|------------------------------------|-----------------------------------|----------|--|--|
| Scope Name / Code   | Line<br>Item # | Line Item Name                     | Activity                          | Quantity |  |  |
| STATE / PROGRAMS<br>ADMINISTRATION (610-<br>00)                       | 11.80.00       | STATE OR PROGRAM<br>ADMINISTRATION | STATE / PROGRAM<br>ADMINISTRATION | 1        |  |  |

### **Extended Budget Description**

These monies will fund personnel-In order to carry out its local and federal mandated responsibilities and related functions to the program. COTA will use 100% FTA funds to pay for personnel salaries plus benefits of twenty-seven FTEs to include the indirect cost rate at (9.5%)

### 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       | \$9,406 |
| Local                             |                    |             | \$0     |
| Local/In-Kind                     |                    |             | \$0     |
| State                             |                    |             | \$0     |
| State/In-Kind                     |                    |             | \$0     |
| Other Federal                     |                    |             | \$0     |
| Transportation Development Credit |                    |             | \$0     |
| Adjustment                        |                    |             | \$0     |
| Total Eligible Cost               |                    |             | \$9,406 |

| Milestone Name | Est. Completion Date | Description |
|----------------|----------------------|-------------|
| Start Date     | 8/1/2019             |             |
| End Date       | 9/30/2022            |             |

## **Project Environmental Findings**

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

### **Class Level Description**

Class II(c) consists of projects called categorical exclusions (CEs) which are known not to have, either individually or cumulatively, 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. Class II(c) does not require documentation.

### **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 Ryan Fujii

Comment Type DOL Review for Information

Date 8/24/2020

Comment For DOL information Lapsing 5311 funds utilized for operations

### **Application Review Comments**

### Comment By Ryan Fujii

Comment
Type

FTA Post Review Comments for Grantee

Date 8/10/2020

Comment add project finances

### Comment By Ryan Fujii

Comment Type FTA Post Review Comments for Grantee

Date 8/11/2020

Comment Correct environmental findings

### Comment By Ryan Fujii

Comment Type FTA Post Review Comments for Grantee

Date 8/12/2020

Comment Remove environmental finding from executive summary.

## Part 6: Agreement

UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION FEDERAL TRANSIT ADMINISTRATION

GRANT AGREEMENT (FTA G-26, October 1, 2019)

On the date the authorized U.S. Department of Transportation, Federal Transit Administration (FTA) official signs this Grant Agreement, FTA has obligated and awarded federal assistance as provided below. Upon execution of this Grant Agreement by the Recipient named below, the Recipient affirms this FTA Award, enters into this Grant Agreement with FTA, and binds its compliance with the terms of this Grant Agreement.

The following documents are incorporated by reference and made part of this Grant Agreement:

- (1) "Federal Transit Administration Master Agreement," FTA MA(26), October 1, 2019, http://www.transit.dot.gov,
- (2) The Certifications and Assurances applicable to the FTA Award that the Recipient has selected and provided to FTA, and
- (3) Any Award notification containing special conditions or requirements, if issued.

WHEN THE TERM "FTA AWARD" OR "AWARD" IS USED, EITHER IN THIS GRANT AGREEMENT OR THE APPLICABLE MASTER AGREEMENT, "AWARD" ALSO INCLUDES ALL TERMS AND CONDITIONS SET FORTH IN THIS GRANT AGREEMENT.

FTA OR THE FEDERAL GOVERNMENT MAY WITHDRAW ITS OBLIGATION TO PROVIDE FEDERAL ASSISTANCE IF THE RECIPIENT DOES NOT EXECUTE THIS GRANT AGREEMENT WITHIN 90 DAYS FOLLOWING FTA'S AWARD DATE SET FORTH HEREIN.

#### **FTA AWARD**

Federal Transit Administration (FTA) hereby awards a Federal Grant as follows:

### **Recipient Information**

Recipient Name: Commonwealth Office Of Transit Authority

Recipient ID: 7169

DUNS No: 854858263

### **Application Information**

Federal Award Identification Number: MP-2019-002-01

Application Name: 5311 | Operations and Program Administration | FFY2018\$

Application Start Date: 8/27/2019

Original Award End Date: 9/30/2022

Current Award End Date: 9/30/2022

<u>Application Executive Summary:</u> The COTA will utilize additional funds for the Operating Assistance with a total of \$14,611 to operate the current public transportation services Call-A-Ride Saipan (CARS) demand response shared ride service and fixed route service (Flame Tree Line 1A). This grant will have a total of \$1,347,472.00 and this grant will be using lapsing funds. END OF AMENDMENT 1

This grant applies for \$1,332,861 in FFY 2018 funds to provide operating assistance and program

administration funds for COTA to continue to launch its first of its kind fixed route and demand response shared ride service in addition to meet changes in demand for public transportation needs in the CNMI. FTA Circular 9040. 1F, Chapter 111-5, Section 1e and 48 U.S.C. Section 14 U.S. C 1469(a) allow insular areas such as the Northern Mariana Islands to consolidate all the above-mentioned grants to a single grant namely, Section 5311 grant program and to request a waiver of local match requirements. Consolidated grant application includes \$308,844 for Section 5311 funds for Non-urbanized Area Formula Assistance Program; \$9,406 for Section 5310; \$14,611 for Section 5311 (b) (3); and \$1,000,000 for Section 5339 funds for a total of \$1,332,861 for the Section 5311 grant program.

Research and Development: This award does not include research and development activities.

Indirect Costs: This award is applying an approved Indirect cost rate(s).

<u>Suballocation Funds:</u> Recipient organization is the Designated Recipient and can apply for and receive these apportioned funds.

Pre-Award Authority: This award is using Pre-Award Authority.

### **Application Budget**

Total Application Budget: \$1,347,472.00

Amount of Federal Assistance Obligated for This FTA Action (in U.S. Dollars): \$14,611.00

Amount of Non-Federal Funds Committed to This FTA Action (in U.S. Dollars): \$0.00

Total FTA Amount Awarded and Obligated (in U.S. Dollars): \$1,347,472.00

Total Non-Federal Funds Committed to the Overall Award (in U.S. Dollars): \$0.00

### **Application Budget Control Totals**

(The Budget includes the individual Project Budgets (Scopes and Activity Line Items) or as attached)

| Funding Source                    | Section of Statute | CFDA Number | Amount      |
|-----------------------------------|--------------------|-------------|-------------|
| 5311 - Rural Area Formula         | 5311-1A            | 20509       | \$1,347,472 |
| Local                             |                    |             | \$0         |
| Local/In-Kind                     |                    |             | \$0         |
| State                             |                    |             | \$0         |
| State/In-Kind                     |                    |             | \$0         |
| Other Federal                     |                    |             | \$0         |
| Transportation Development Credit |                    |             | \$0         |
| Adjustment                        |                    |             | \$0         |
| Total Eligible Cost               |                    |             | \$1,347,472 |

(The Transportation Development Credits are not added to the amount of the Total Award Budget.)

## U.S. Department of Labor Certification of Public Transportation Employee Protective Arrangements:

Original Certification Date:

#### **Special Conditions**

There are no special conditions.

### FINDINGS AND DETERMINATIONS

By signing this Award on behalf of FTA, I am making all the determinations and findings required by federal law and regulations before this Award may be made.

### FTA AWARD OF THE GRANT AGREEMENT

Awarded By:

FEDERAL TRANSIT ADMINISTRATION U.S. DEPARTMENT OF TRANSPORTATION Contact Info: Award Date:

### **EXECUTION OF THE GRANT AGREEMENT**

Upon full execution of this Grant Agreement by the Recipient, the Effective Date will be the date FTA or the Federal Government awarded Federal assistance for this Grant Agreement.

By executing this Grant Agreement, the Recipient intends to enter into a legally binding agreement in which the Recipient:

- (1) Affirms this FTA Award.
- (2) Adopts and ratifies all of the following information it has submitted to FTA:
  - (a) Statements,
  - (b) Representations,
  - (c) Warranties,
  - (d) Covenants, and
  - (e) Materials,
- (3) Consents to comply with the requirements of this FTA Award, and
- (4) Agrees to all terms and conditions set forth in this Grant Agreement.

Executed By:

Commonwealth Office Of Transit Authority