

## Application

<b>Federal Award Identification Number (FAIN)</b>	MT-2023-005-00
<b>Temporary Application Number</b>	1144-2023-5
<b>Award Name</b>	ARP Section 5311 RTAP Montana DOT - RTAP Implementation Study
<b>Application Status</b>	Final Concurrence / Reservation
<b>Application Budget Number</b>	0

<b>Period of Performance Start Date</b>	N/A
<b>Original Period of Performance End Date</b>	9/30/2024
<b>Current Period of Performance End Date</b>	N/A Revision #: N/A

### Part 1: Recipient Information

**Name: MONTANA DEPARTMENT OF TRANSPORTATION**

Recipient ID	Recipient OST Type	Recipient Alias	UEI	DUNS
1144	State Agency	Montana Department of Transportation	X2ABD4NRFFW9	809791320

Location Type	Address	City	State	Zip
Headquarters	STATE CAPITOL RM 204	HELENA	MT	59620
Physical Address	2701 PROSPECT AVE	HELENA	MT	59601
Mailing Address	PO BOX 201001	HELENA	MT	59620

### Union Information

There are no union contacts for this application

### Part 2: Application Information

## Title: ARP Section 5311 RTAP Montana DOT - RTAP Implementation Study

FAIN	Application Status	Award Type	Application Cost Center	Date Created	Last Updated Date	From TEAM?
MT-2023-005-00	Final Concurrence / Reservation	Grant	Region 8	5/18/2023	5/18/2023	No

### Application Executive Summary

This is an FFY2021 Section 5311 ARP Act RTAP funding application for Montana Department of Transportation (MDT) in the amount of \$89,461, full apportionment, representing 100% federal share of the total eligible amount.

This application utilizes ARP RTAP funding to prevent, prepare for, and respond to coronavirus. The application will fund an RTAP Implementation Study.

MDT certifies that it has not furloughed any employees since March 27, 2020 (the enactment date of the CARES Act) and there are no subrecipients in this application.

MDT agrees that if it receives Federal funding from the Federal Emergency Management Agency (FEMA) or through a pass-through entity through the Robert T. Stafford Disaster Relief and Emergency Assistance Act, a different Federal agency, or insurance proceeds for any portion of a project activity approved for FTA funding under this Grant Agreement, it will provide written notification to FTA, and reimburse FTA for any Federal share that duplicates funding provided by FEMA, another Federal agency, or an insurance company.

Pre-award authority is not used for this application.

### 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 not 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?

This award does not include an indirect cost rate.

*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 utilizes ARP RTAP funding to prevent, prepare for, and respond to coronavirus.

**Activities to be performed:**

This grant will fund a study to evaluate the needs of the RTAP program and develop an implementation plan for ongoing annual programming.

**Expected outcomes:**

The development of an annual RTAP Program for implementation.

**Intended beneficiaries:**

Transit operators in the state of Montana.

**Subrecipient Activities:**

No subrecipients.

## Application Point of Contact Information

First Name	Last Name	Title	E-mail Address	Phone
Emma	Belmont	Transportation Program Specialist	emma.belmont@dot.gov	(303) 362-2392
Heidi	Iha	Transit Fiscal Planner	hiha@mt.gov	(406) 444-4210
Eboni	Younger-Riehl	Transportation Program Specialist	eboni.younger-riehl@dot.gov	(303) 362-2394

## Application Budget Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Transit Assistance Program (ARPA)	5311-10A	20509	\$89,461
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0

Adjustment		\$0
<b>Total Eligible Cost</b>		<b>\$89,461</b>

## Application Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MT-2023-005-01-00	635-00 (635-A1) RURAL TRANSIT ASSISTANCE PROGRAM	\$89,461.00	\$0.00	\$89,461.00	1
MT-2023-005-01-00	43.50.04 RELATED SUPPORT SERVICES	\$89,461.00	\$0.00	\$89,461.00	1

## Discretionary Allocations

This application does not contain discretionary allocations.

## Part 3: Project Information

### Project Title: FFY21 ARP RTAP - Implementation Study

Project Number	Temporary Project Number	Date Created	Start Date	End Date
MT-2023-005-01-00	1144-2023-5-P1	5/18/2023	7/1/2023	8/1/2024

#### Project Description

This project funds a portion of an RTAP implementation study that will evaluate the needs of the rural and urban transit providers across the state and develop an implementation plan for ongoing support and technical assistance for transit operators across the state. Additional funding may be added in a new grant using other RTAP funding, but the amount is unknown at this time.

The activity is 100% federal and qualifies for a Categorical Exclusion C-list type 4.

#### Project Benefits

This effort is intended to help better understand what the needs are of the rural and urban providers from the state's RTAP program and develop a clear implementation plan for ongoing use.

#### Additional Information

*None provided.*

#### Location Description

Statewide in Montana

## Project Location (Urbanized Areas)

UZA Code	Area Name
300000	Montana
302340	Billings, MT
302350	Great Falls, MT

303580

Missoula, MT

## Congressional District Information

State	District	Representative
Montana	1	Ryan Zinke
Montana	2	Matthew Rosendale

## Program Plan Information

### STIP/TIP

Date: 5/23/2023

Description: The ARP RTAP funds have been added through a administrative modification to the STIP that was approved on 5/23/2023.

### UPWP

Date: 5/25/2023

Description: The ARP RTAP funds were added in an Administrative Modification to the UPWP that was approved on 5/25/2023.

### Long Range Plan

Date: N/A

Description: N/A

## Project Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Transit Assistance Program (ARPA)	5311-10A	20509	\$89,461
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$89,461</b>

## Project Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MT-2023-005-01-	635-00 RURAL TRANSIT	\$89,461.00	\$0.00	\$89,461.00	1

00	(635-A1)	ASSISTANCE PROGRAM					
MT-2023-005-01-00		43.50.04	RELATED SUPPORT SERVICES	\$89,461.00	\$0.00	\$89,461.00	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 ASSISTANCE PROGRAM (635-00)	43.50.04	RELATED SUPPORT SERVICES	RURAL TRANSIT ASST PROGRAM	1

#### Extended Budget Description

This activity will fund hiring a consultant team to develop a short-term RTAP implementation plan. The scope of work includes the following elements:

- A survey for transit providers across the state to understand the training and technical assistance needs
- Three to four focus group meetings to discuss needs for each rural region
- A RTAP Technical Assistance Needs Summary
- Review of BIL program changes to identify areas where training is needed (e.g., disposition, drug and alcohol, etc.)
- Develop an example Annual Work Program based on annual apportionment estimates

This activity is 100% federal.

#### 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 Transit Assistance Program (ARPA)	5311-10A	20509	\$89,461
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$89,461</b>

Milestone Name	Est. Completion Date	Description
Develop Scope of Work	7/1/2023	Fine-tune the scope of work with the assistance of the RTAP Board
RFP	9/29/2023	Publish Request for Proposal

Contract	11/15/2023	Contract with the selected consultant team
Initiate survey and focus groups	1/2/2024	Work toward developing needs
Submit the Needs Summary	4/1/2024	
Plan complete	7/1/2024	Finalize Annual Work Program and Ongoing Recommendations
Close contract	8/1/2024	

## 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 **Emma Belmont**

Comment Type: DOL Review for Information

Date: 5/25/2023

Comment: Grantee Contact:  
Heidi Iha  
Transit Fiscal Planner | Rail, Transit & Planning Division  
Office: 406-444-4210 | Fax: 406-444-7671