

Application

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|---|--|
| Federal Award Identification Number (FAIN) | MT-2023-012-00 |
| Temporary Application Number | 1144-2023-10 |
| Award Name | FFY21 Section 5311(b)(3) - RTAP Implementation Study |
| Application Status | Final Concurrence / Reservation |
| Application Budget Number | 0 |

| | |
|--|---------------------|
| Period of Performance Start Date | N/A |
| Original Period of Performance End Date | 9/30/2024 |
| Current Period of Performance End Date | 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: FFY21 Section 5311(b)(3) - RTAP Implementation Study

| FAIN | Application Status | Award Type | Application Cost Center | Date Created | Last Updated Date | From TEAM? |
|----------------|---------------------------------|------------|-------------------------|--------------|-------------------|------------|
| MT-2023-012-00 | Final Concurrence / Reservation | Grant | Region 8 | 6/23/2023 | 6/23/2023 | No |

Application Executive Summary

This is an FFY2021 Section 5311(b)(3) RTAP funding application for Montana Department of Transportation (MDT) in the amount of \$136,617, full apportionment, representing 100% federal share of the total eligible amount. The application will co-fund an RTAP Implementation Study with another federal award (MT-2023-005). Pre-award authority is not used for this application. Supporting Documentation: - Original Program of Projects - Updated 06/24/2023 - 2022-2026 STIP Administrative Modification and Approval - FFY2023 SPR-PL Work Plan Amendment

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 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 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:

The purpose of this award is to design and implement training and technical assistance projects and other support services tailored to meet the needs of transit operators in nonurbanized areas.

Activities to be performed:

This award will partially 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 Area Formula | 5311-1A | 20509 | \$136,617 |
| Local | | | \$0 |
| Local/In-Kind | | | \$0 |
| State | | | \$0 |
| State/In-Kind | | | \$0 |
| Other Federal | | | \$0 |
| Transportation Development Credit | | | \$0 |
| Adjustment | | | \$0 |
| Total Eligible Cost | | | \$136,617 |

Application Budget

| Project Number | Budget Item | FTA Amount | Non-FTA Amount | Total Eligible Amount | Quantity |
|-------------------|---|--------------|----------------|-----------------------|----------|
| MT-2023-012-01-00 | 635-00 (635- RURAL TRANSIT ASSISTANCE PROGRAM | \$136,617.00 | \$0.00 | \$136,617.00 | 1 |

| | | | | | | | |
|-------------------|----------|--------------------------|--------------|--------|--------------|--|---|
| | A1) | | | | | | |
| MT-2023-012-01-00 | 43.50.04 | RELATED SUPPORT SERVICES | \$136,617.00 | \$0.00 | \$136,617.00 | | 1 |

Discretionary Allocations

This application does not contain discretionary allocations.

Part 3: Project Information

Project Title: RTAP Implementation Study

| Project Number | Temporary Project Number | Date Created | Start Date | End Date |
|-------------------|--------------------------|--------------|------------|----------|
| MT-2023-012-01-00 | 1144-2023-10-P1 | 6/24/2023 | 7/15/2023 | 8/1/2024 |

Project Description

This project co-funds a portion of an RTAP implementation study to 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. The study is co-funded with another federal award (MT-2023-005). 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, but not exclusive to urbans, 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 |

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 RTAP funds were added in an Administrative Modification to the 2022-2026 STIP that was approved on 05/23/2023.

UPWP

Date: 6/26/2023

Description: The RTAP funds were added in an Administrative Modification to the UPWP that was approved on 06/26/2023.

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 | \$136,617 |
| Local | | | \$0 |
| Local/In-Kind | | | \$0 |
| State | | | \$0 |
| State/In-Kind | | | \$0 |
| Other Federal | | | \$0 |
| Transportation Development Credit | | | \$0 |
| Adjustment | | | \$0 |
| Total Eligible Cost | | | \$136,617 |

Project Budget

| Project Number | Budget Item | FTA Amount | Non-FTA Amount | Total Eligible Amount | Quantity |
|-------------------|--|--------------|----------------|-----------------------|----------|
| MT-2023-012-01-00 | 635-00 (635-A1) RURAL TRANSIT ASSISTANCE PROGRAM | \$136,617.00 | \$0.00 | \$136,617.00 | 1 |
| MT-2023-012-01-00 | 43.50.04 RELATED SUPPORT SERVICES | \$136,617.00 | \$0.00 | \$136,617.00 | 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 | 43.50.04 | RELATED SUPPORT | RURAL TRANSIT | 1 |

Extended Budget Description

This activity will co-fund with another federal award (MT-2023-005) to hire 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 - An RTAP Technical Assistance Needs Summary - Review of BIL program changes to identify areas where training is needed (e.g., disposition, drug and alcohol, etc.) and the opportunities and resources to meet those needs - 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 Area Formula | 5311-1A | 20509 | \$136,617 |
| Local | | | \$0 |
| Local/In-Kind | | | \$0 |
| State | | | \$0 |
| State/In-Kind | | | \$0 |
| Other Federal | | | \$0 |
| Transportation Development Credit | | | \$0 |
| Adjustment | | | \$0 |
| Total Eligible Cost | | | \$136,617 |

| Milestone Name | Est. Completion Date | Description |
|----------------------------------|----------------------|---|
| Develop Scope of Work | 7/15/2023 | Fine-tune the scope of work with the assistance of the RTAP Board |
| RFP Issue Date | 9/29/2023 | Publish Request for Proposal |
| Contract Award Date | 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 Completion Date | 7/1/2024 | Finalize the Annual Work Program and Ongoing Recommendations |
| Contract Completion Date | 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 | 7/6/2023 |

| Scope Name / Code | Line Item Number | Line Item Name | Quantity | FTA Amount | Total Eligible Cost |
|---|------------------|--------------------------|----------|--------------|---------------------|
| RURAL TRANSIT ASSISTANCE PROGRAM (635-00) | 43.50.04 | RELATED SUPPORT SERVICES | 1 | \$136,617.00 | \$136,617.00 |

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 7/12/2023

Comment Grantee contact: Heidi Iha Transit Fiscal Planner | Rail, Transit & Planning Division
 Montana Department of Transportation 2701 Prospect Avenue Helena, MT 59620-1001
 Office: 406-444-4210 | Fax: 406-444-7671