

Application

Federal Award Identification Number (FAIN)	MN-2023-045-00
Temporary Application Number	2039-2023-8
Award Name	Section 5311 Operating, Intercity Bus, and RTAP (CY 2024-2025)
Application Status	Final Concurrence / Reservation
Application Budget Number	0

Period of Performance Start Date	N/A
Original Period of Performance End Date	3/30/2028
Current Period of Performance End Date	N/A Revision #: N/A

Budget Period Start Date	N/A
Budget Period End Date	3/30/2028

Part 1: Recipient Information

Name: MINNESOTA DEPARTMENT OF TRANSPORTATION

Recipient ID	Recipient OST Type	Recipient Alias	UEI	DUNS
2039	State Agency	MINNESOTA DOT OFFICE OF TRANSIT	JL4EX4R4A647	957271604

Location Type	Address	City	State	Zip
Headquarters	395 JOHN IRELAND BLVD	SAINT PAUL	MN	551551800
Physical Address	395 JOHN IRELAND BLVD	SAINT PAUL	MN	55155
Mailing Address	395 JOHN IRELAND BLVD.	SAINT PAUL	MN	55155

Union Information

There are no union contacts for this application

Part 2: Application Information

Title: Section 5311 Operating, Intercity Bus, and RTAP (CY 2024-2025)

FAIN	Application Status	Award Type	Application Cost Center	Date Created	Last Updated Date	From TEAM?
MN-2023-045-00	Final Concurrence / Reservation	Grant	Region 5	7/19/2023	7/19/2023	No

Application Executive Summary

This application is to request Section 5311 Rural Formula Funds apportioned to the state of Minnesota in the amount of \$24,551,335 [\$20,634,847 is FFY 2022; \$3,916,488 is FFY 2023] for rural transit and Intercity Bus operating expenses from January 1, 2024 - December 31, 2024. Additionally, this application will fund Rural Transit Assistance Program (RTAP) projects and associated State Program Administrative expenses. The State of Minnesota will provide \$18,849,105 of State of Minnesota General Funds and Greater Minnesota Transit Assistance Funds to match federal rural operating funds. Additional local matching funds of \$2,754,382 will be provided by the local entities that receive the funds.

Attachments to this application include the Program of Projects, the 2023-2026 Minnesota Department of Transportation STIP approval letter dated October 19, 2022 including the applicable STIP project pages and applicable STIP Amendment approval letters; a Tribal Funds Suballocation Letter dated April 23, 2023; a Department of Labor (DOL) 5333(b) Special Warranty Letter and supporting documentation; an Indirect Cost Rate letter dated July 1, 2021; and an Intercity Bus Certification Letter dated June 5, 2023.

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?

No, this Grant does not 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 cognizant agency Federal Highway Administration approved MnDOT's indirect cost (IDC) rate of 19.70%. These costs will be applied to the State Program Administrative expenses. This approved Indirect Cost Rate letter is attached to this 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.

Award Description

Purpose

The purpose of this award is to provide the state of Minnesota and its subrecipients rural public transit and Intercity bus service operating assistance, and provide training and technical support to rural transit operators and Section 5310 providers.

Activities to be performed:

MnDOT will award funding to operate dial-a-ride and route deviation services in rural Minnesota to agencies that have applied for the funding, Funds will also be provided to intercity bus service providers to support existing intercity bus service. Rural Transit Assistance Program (RTAP) funds will be utilized for the training and technical assistance for providers of rural transportation, and to organizations that provide transportation services to elderly people and people with disabilities.

Expected outcomes:

Safe and reliable public transportation in rural areas and intercity buses services that provide connections to other transportation to facilitate the movement of people in the State of Minnesota.

Intended beneficiaries:

Local and intercity transit riders, businesses, and taxpayers located in rural areas of the State of Minnesota.

Subrecipient Activities:

Rural general public transit or Intercity Bus services will be provided by the following subrecipients: Arrowhead Economic Opportunity Agency, Becker County Transit, Brown County Human Services, Cedar Valley Services, Central Community Transit Joint Powers Board, City of Brainerd, City of Fosston, City of Hibbing, City of Morris, City of Winona, Faribault-Martin County Transit Board, Hubbard County, Kanabec County, Minnesota River Valley Transit, Paul Bunyan Transit, Prairie Five CAC, Inc., Productive Alternatives, Rainbow Rlder Transit Board, SEMCAC, Southwestern Minnesota Opportunity Council, Inc., Three Rivers Community Action, Inc., Trailblazer Join Powers Board, Tri-County Action, Program, Inc., Tri-Valley Opportunity Council, Inc., United Community Action Partnership, Vine Faith in Action, Wadena County, Watonwan County, Metropolitan Council, Jefferson Partners, and Blue Earth Blue Sky.

Application Point of Contact Information

First Name	Last Name	Title	E-mail Address	Phone
Colin	Korst	Transportation Program Specialist	colin.korst@dot.gov	(312) 353-3853
Hassan	Dastgir	General Engineer	Hassan.Dastgir@dot.gov	(312) 705-1280
Deborah	Ellis	Federal Program Manager	deborah.ellis@state.mn.us	651-366-4185

Application Budget Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$24,551,335
Local			\$2,754,382
Local/In-Kind			\$0
State			\$18,849,105
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$46,154,822

Application Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MN-2023-045-01-00	600-00 (600-A1) OTHER PROGRAM COSTS	\$17,140,976.00	\$17,140,976.00	\$34,281,952.00	0
MN-2023-045-01-00	30.09.01 Rural Transit Operating Assistance	\$17,140,976.00	\$17,140,976.00	\$34,281,952.00	0
MN-2023-045-01-00	610-00 (610-A3) STATE / PROGRAMS ADMINISTRATION	\$2,231,504.00	\$0.00	\$2,231,504.00	0
MN-2023-045-01-00	11.80.00 STATE OR PROGRAM ADMINISTRATION	\$2,231,504.00	\$0.00	\$2,231,504.00	0
MN-2023-045-01-00	634-00 (634-A2) INTERCITY BUS TRANSPORTATION	\$1,262,367.00	\$1,262,367.00	\$2,524,734.00	0
MN-2023-045-01-00	30.09.01 Intercity Bus Operating - Cash Match	\$1,262,367.00	\$1,262,367.00	\$2,524,734.00	0
MN-2023-045-02-00	600-00 (600-A4) OTHER PROGRAM COSTS	\$3,200,144.00	\$3,200,144.00	\$6,400,288.00	0
MN-2023-045-02-00	30.09.01 UP TO 50% FEDERAL SHARE	\$3,200,144.00	\$3,200,144.00	\$6,400,288.00	0

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MN-2023-045-02-00	610-00 (610-A5)	STATE / PROGRAMS ADMINISTRATION	\$355,572.00	\$0.00	\$355,572.00	0
MN-2023-045-02-00	11.80.00	STATE OR PROGRAM ADMINISTRATION	\$355,572.00	\$0.00	\$355,572.00	0
MN-2023-045-02-00	635-00 (635-A6)	RURAL TRANSIT ASSISTANCE PROGRAM	\$360,772.00	\$0.00	\$360,772.00	0
MN-2023-045-02-00	43.50.01	TRAINING	\$360,772.00	\$0.00	\$360,772.00	0

Discretionary Allocations

This application does not contain discretionary allocations.

Part 3: Project Information

Project Title: FY2022 Section 5311 Rural Operating, Intercity Bus and State Program Administration (CY 2024 Expenses).

Project Number	Temporary Project Number	Date Created	Start Date	End Date
MN-2023-045-01-00	2039-2023-8-P1	7/19/2023	1/1/2024	12/31/2025

Project Description

This project will provide funding to 23 Rural Transit Operators and two (2) Intercity Bus companies to support rural bus service to the general public, and intercity bus service, for the period of January 1, 2024 - December 31, 2024. Funding will also provide the allowable state program administration expenses associated with these projects, and state program expenses associated with rural operating funds that have been allocated to Tribal agencies that are direct recipients of FTA.

Project Benefits

The Rural public transit service offers greater opportunity for riders to reach jobs, schools, and essential trips to community destinations such as grocery stores and medical facilities. Intercity Bus services provide meaningful connections between non-urbanized areas and the larger regional national system of Intercity Bus Network to meet the intercity travel needs of residents in Greater Minnesota.

Additional Information

MnDOT has suballocated \$1,680,196 of FFY 2022 Rural Operating Funds to Tribal Transit systems to support their Calendar Year 2023 operating activities. The projects are referenced on the Program of Projects and the Tribal agencies will directly apply to the FTA for the suballocated funds. A copy of the suballocation letter dated April 23, 2023 is attached to this application in TrAMS.

Location Description

Statewide

Project Location (Urbanized Areas)

UZA Code	Area Name
270000	Minnesota

Congressional District Information

State	District	Representative
Minnesota	1	Brad Finstad
Minnesota	2	Angie Craig
Minnesota	3	Dean Phillips
Minnesota	4	Betty McCollum
Minnesota	6	Tom Emmer
Minnesota	7	Michelle Fischbach
Minnesota	8	Pete Stauber

Program Plan Information

STIP/TIP

Date: 6/13/2023

Description: 2023-2026 STIP Amendment Approval Letter dated October 19, 2022, STIP Amendment Request, STIP Amendment Approval dated June 13, 2023; and Project Detail Pages from CHIMES.

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	\$20,634,847
Local			\$1,714,098
Local/In-Kind			\$0
State			\$16,689,245
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$39,038,190

Project Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MN-2023-045-01-00	600-00 (600-A1) OTHER PROGRAM COSTS	\$17,140,976.00	\$17,140,976.00	\$34,281,952.00	0
MN-2023-045-01-00	30.09.01 Rural Transit Operating Assistance	\$17,140,976.00	\$17,140,976.00	\$34,281,952.00	0
MN-2023-045-01-00	610-00 (610-A3) STATE / PROGRAMS ADMINISTRATION	\$2,231,504.00	\$0.00	\$2,231,504.00	0
MN-2023-045-01-00	11.80.00 STATE OR PROGRAM ADMINISTRATION	\$2,231,504.00	\$0.00	\$2,231,504.00	0
MN-2023-045-01-00	634-00 (634-A2) INTERCITY BUS TRANSPORTATION	\$1,262,367.00	\$1,262,367.00	\$2,524,734.00	0
MN-2023-045-01-00	30.09.01 Intercity Bus Operating - Cash Match	\$1,262,367.00	\$1,262,367.00	\$2,524,734.00	0

Project Budget Activity Line Items

Budget Activity Line Item: 11.80.00 - STATE OR PROGRAM ADMINISTRATION

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
STATE / PROGRAMS ADMINISTRATION (610-00)	11.80.00	STATE OR PROGRAM ADMINISTRATION	STATE / PROGRAM ADMINISTRATION	0

Extended Budget Description

MnDOT will use \$2,231,504 of FY 2022 Rural Transit Formula funds for administrative expenses associated with monitoring, developing, and administering the oversight of the Section 5311 Rural Formula program from July 1, 2024 through May 31, 2025. \$2,231,504 represents 100% of FFY 2022 State Program Administration funds as allowed by C9040.1G. MnDOT intends to draw indirect costs of 19.70% in this line item. [TRF-9101-23A; TIP No. 23-00 approved 10/19/22] Note: TRF-9101-23A also includes the FFY21 Section 5311 funds being used in MN-2021-036-02 and the FFY 2023 funds requested in Project 2 of this grant.

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	\$2,231,504
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$2,231,504

Milestone Name	Est. Completion Date	Description
Program Administration Begins	7/1/2024	Begin utilizing obligated funds for on-going State Program Administration.
Program Administration Funds fully utilized	12/31/2025	Final grant funds are drawn from this line item.

Budget Activity Line Item: 30.09.01 - Intercity Bus Operating - Cash Match

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
INTERCITY BUS TRANSPORTATION (634-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	0

Extended Budget Description

MnDOT will provide \$1,262,367 FY2022 of Section 5311(f) Rural Transit Formula funds for Intercity Bus services to be provided by Jefferson Lines and Land to Air Express for calendar year 2024 expenses (January 1-December 31). Operating assistance activities consist of driver salaries, fuel costs, and items with a useful life of less than one year as outlined in C9040.1G The required 50% for matching funds in the amount of \$1,262,367 will be provided by the State of Minnesota's Greater Minnesota Transit Assistance (GMTA) funds. [TRF-9081-23,23-01.22; Approved 6/13/2023]

Note: On June 5, 2023, MnDOT certified that \$2,084,890 was not needed to adequately meet all of the needs for the Intercity Bus Program. Those funds will be utilized for rural transit operating expenses in Calendar Year 2024. A copy of the certification letter dated June 5, 2023 is attached to this application in TrAMS.

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	\$1,262,367
Local			\$0
Local/In-Kind			\$0
State			\$1,262,367
State/In-Kind			\$0

Other Federal		\$0
Transportation Development Credit		\$0
Adjustment		\$0
Total Eligible Cost		\$2,524,734

Milestone Name	Est. Completion Date	Description
Projects Start	1/1/2024	CY 2024 Intercity Bus activities begin.
Projects Completed	12/31/2024	CY 2024 Rural Public Transit Bus activities end.
Contracts Completed	12/31/2025	CY 2024 Intercity Bus contracts are audited, final expenditures are made, and final expenditures are drawn from grant funds.

Budget Activity Line Item: 30.09.01 - Rural Transit Operating Assistance

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER PROGRAM COSTS (600-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	0

Extended Budget Description

MnDOT will provide \$17,140,976 of FY2022 of Section 5311 Rural Transit Formula operating funds for Calendar Year 2024 (January 1 - December 31) to operate, maintain, and manage public transit systems that provide service in the areas of:

- Arrowhead Transit;
 - Becker County Transit;
 - Brown County Heartland Express;
 - SMART Transit;
 - Central Community Transit;
 - Brainerd and Crow Wing Public Transit;
 - Fosston Transit;
 - Hibbing Area Transit;
 - Morris Transit;
 - Winona Transit Service;
 - Prairie Lakes Transit;
 - Hubbard County Heartland Express;
 - Timber Trails Public Transit;
 - Minnesota River Valley Transit;
 - Paul Bunyan Transit;
 - Prairie Five Rides;
 - Transit Alternatives;
 - Rainbow Rider Transit;
 - Rolling Hills Transit;
 - Prairieland Transit;
 - Hiawathaland Transit;
 - Trailblazer Transit; and
 - Tri-Cap Transit Connection.
- Additional funds for Trailblazer Transit will also be found in Project 2.

Operating assistance activities consist of driver salaries, fuel costs, and items with a useful life of less than

one year as outlined in C9040.1G. A local match of \$1,714,098 will provided by the subrecipients that receive federal funds, and the state will provide an additional \$15,426,878 of Greater Minnesota Transit Assistance funds to complete the required 50% local match. [TRF-9101-23, Tip No: 23-00; Approved 10/19/22] Note: TRF-9101-23 also includes the FFY21 Section 5311 funds being used in MN-2021-036-02 and the FFY 2023 funds requested in Project 2 of this grant.

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	\$17,140,976
Local			\$1,714,098
Local/In-Kind			\$0
State			\$15,426,878
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$34,281,952

Milestone Name	Est. Completion Date	Description
Projects Start	1/1/2024	CY 2024 Rural Public Transit Bus activities begin.
Projects Completed	12/31/2024	CY 2024 Rural Public Transit Bus activities end.
Contracts Completed	12/31/2025	CY 2024 Rural Transit operating contracts are audited, final expenditures are made, and final expenditures are drawn from grant funds..

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	

Scope Name / Code	Line Item Number	Line Item Name	Quantity	FTA Amount	Total Eligible Cost
STATE / PROGRAMS ADMINISTRATION (610-00)	11.80.00	STATE OR PROGRAM ADMINISTRATION	0	\$2,231,504.00	\$2,231,504.00
INTERCITY BUS TRANSPORTATION (634-00)	30.09.01	Intercity Bus Operating - Cash Match	0	\$1,262,367.00	\$2,524,734.00
OTHER PROGRAM COSTS (600-00)	30.09.01	Rural Transit Operating Assistance	0	\$17,140,976.00	\$34,281,952.00

Project Title: FY2023 Section 5311 Rural Operating, State Program Administration and Rural Transit Assistance Program (RTAP)

Project Number	Temporary Project Number	Date Created	Start Date	End Date
MN-2023-045-02-00	2039-2023-8-P2	7/19/2023	1/1/2024	12/31/2025

Project Description

This project will provide funding to seven (7) Rural Transit Operators to support rural bus service to the general public for Calendar Year 2024 (January 1, 2024 - December 31) Funding will also provide support the allowable state program administration expenses associated with the operating projects, and Rural Transportation Assistance Program (RTAP) funds to provide training and technical support for rural public transit providers.

Project Benefits

This project will benefit rural public transit service riders by offering greater opportunity for people to reach jobs, schools, and other essential trips to community destinations such as grocery stores and medical facilities located with the service areas. The RTAP program will provide training and technical support for rural public transit providers and Section 5310 providers, including providing scholarships to cover travel expenses, attend trainings, and provide continued support for the MnDOT RTAP Advisory Committee

Additional Information

None provided.

Location Description

Statewide

Project Location (Urbanized Areas)

UZA Code	Area Name
270000	Minnesota

Congressional District Information

State	District	Representative
Minnesota	1	Brad Finstad
Minnesota	2	Angie Craig

Minnesota	3	Dean Phillips
Minnesota	4	Betty McCollum
Minnesota	5	Ilhan Omar
Minnesota	6	Tom Emmer
Minnesota	7	Michelle Fischbach
Minnesota	8	Pete Stauber

Program Plan Information

STIP/TIP

Date: 10/19/2022

Description: 2023-2026 STIP Approval Letter dated October 19, 2022 and Project Detail pages from CHIMES.

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	\$3,916,488
Local			\$1,040,284
Local/In-Kind			\$0
State			\$2,159,860
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$7,116,632

Project Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MN-2023-045-02-00	600-00 OTHER PROGRAM COSTS (600-A4)	\$3,200,144.00	\$3,200,144.00	\$6,400,288.00	0

MN-2023-045-02-00		30.09.01	UP TO 50% FEDERAL SHARE	\$3,200,144.00	\$3,200,144.00	\$6,400,288.00	0
MN-2023-045-02-00	610-00 (610-A5)		STATE / PROGRAMS ADMINISTRATION	\$355,572.00	\$0.00	\$355,572.00	0
MN-2023-045-02-00		11.80.00	STATE OR PROGRAM ADMINISTRATION	\$355,572.00	\$0.00	\$355,572.00	0
MN-2023-045-02-00	635-00 (635-A6)		RURAL TRANSIT ASSISTANCE PROGRAM	\$360,772.00	\$0.00	\$360,772.00	0
MN-2023-045-02-00		43.50.01	TRAINING	\$360,772.00	\$0.00	\$360,772.00	0

Project Budget Activity Line Items

Budget Activity Line Item: 43.50.01 - TRAINING

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
RURAL TRANSIT ASSISTANCE PROGRAM (635-00)	43.50.01	TRAINING	RURAL TRANSIT ASST PROGRAM	0

Extended Budget Description

MnDOT will use \$360,772 of FFY 2023 RTAP funds for on-going training and technical support during the period of August 1, 2023 through December 31, 2025. The on-going RTAP Program supports the following activities that include:

1. Provide training services for Greater Minnesota Transit Agency staff and MnDOT RTAP Trainers, utilizing a variety of training methods including, multi-day workshops, specialized trainings by MnDOT RTAP trainers, national training offered by FTA, on-line training, and peer-to-peer transit agency workshops. Topics will include drivers' education and awareness, Maltreatment and PASS, management/ leadership, marketing, compliance and reporting training, customer service, dispatching, drug and alcohol compliance training, FTA grant technical support training, procurement/purchasing training, and other topics as requested by the Transit Agencies.
2. Providing scholarships to 5310 and tribal transit providers to attend trainings, and the evaluation and implementation of a scholarship program for eligible small urban and rural public transit providers.
3. Continue to support and advance the MnDOT RTAP advisory committee via monthly meetings, evaluation of training needs, and reviewing training reporting requirements.
4. Work with the RTAP consultant to continue the support of RTAP day-to-day activities, including scheduling trainings, procuring and monitoring training, facilitation of RTAP advisory committee, identifying

agency training needs, maintaining MDOT RTAP website, and providing newsletters and other periodic communications, as requested.

5. Implementation of version 2 of Transit Leadership Training Program for 5311 rural transit providers.

6. Develop the process and framework for a Transit Process Manual Resource Guide for rural transit providers.

[TRF-9101-23B; TIP No. 23-00; approved 10/19/22]

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	\$360,772
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$360,772

Milestone Name	Est. Completion Date	Description
Issue RTAP Consultant Contract RFP	3/31/2024	Issue RFP for RTAP Consultant
Projects Funds Utilized	7/1/2024	Begin utilization of all RTAP funds in this grant for on-going training programs.
Award RTAP Consultant Contract RFP	9/1/2024	Award a new contract for RTAP Consulting
Project Funds expended	12/31/2025	Final draw of the RTAP funds in this project for on-going training programs

Budget Activity Line Item: 11.80.00 - STATE OR PROGRAM ADMINISTRATION

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
STATE / PROGRAMS ADMINISTRATION (610-00)	11.80.00	STATE OR PROGRAM ADMINISTRATION	STATE / PROGRAM ADMINISTRATION	0

Extended Budget Description

MnDOT will use \$355,572 of FFY 2023 Rural Transit Formula funds for administrative expenses associated with monitoring, developing, and administering the oversight of the Section 5311 Rural operating program in the month of June, 2025. \$355,572 represents 15.56% of FY2023 state program administration funds allowed by C9040.1G. MnDOT intends to draw indirect costs of 19.70% in this line item. [TRF-9101-23A; TIP No. 23-00 approved 10/19/22] Note: TRF-9101-23A also includes the FFY21 Section 5311 funds obligated in MN-2021-036-02 and the FFY 2022 funds requested in Project 1 of this

grant.

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	\$355,572
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$355,572

Milestone Name	Est. Completion Date	Description
Program Administration Begins	6/1/2025	Begin utilizing obligated funds for on-going State Program Administration.
Program Administration Funds fully utilized.	12/31/2025	Final grant funds are drawn from this line item.

Budget Activity Line Item: 30.09.01 - UP TO 50% FEDERAL SHARE

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER PROGRAM COSTS (600-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	0

Extended Budget Description

MnDOT will provide \$3,200,144 of FFY 2023 of Section 5311 Rural Transit Formula operating funds for Calendar Year 2024 (January 1 - December 31) to operate, maintain and manage public transit systems that provide service in the areas of:

- Trailblazer Transit;
- Tri-Valley Heartland Express;
- Community Transit;
- True Transit;
- Wadena County Friendly Rider Transit;
- Watonwan Take Me There; and,
- Transit Link.

Operating assistance activities consist of driver salaries, fuel costs, and items with a useful life of less than one year as outlined in C9040.1G. A local match of \$1,040,284 will provided by the subrecipients that receive federal funds, and the state will provide an additional \$2,159,860 of Greater Minnesota Transit Assistance funds to complete the required 50% local match. [TRF-9101-23, Tip No: 23-00; Approved 10/19/22] Note: TRF-9101-23 also includes the FFY21 Section 5311 funds obligated in MN-2021-036-02 and the FFY 2022 funds requested in Project 1 of this grant.

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	\$3,200,144
Local			\$1,040,284
Local/In-Kind			\$0
State			\$2,159,860
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$6,400,288

Milestone Name	Est. Completion Date	Description
Projects Start	1/1/2024	CY 2024 Rural Public Transit Bus activities begin.
Projects Completed	12/31/2024	CY 2024 Rural Public Transit Bus activities end.
Contracts Completed	12/31/2025	CY 2024 Rural transit operating contracts are audited, final expenditures are made, and final expenditures are drawn from grant funds.

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	

Scope Name / Code	Line Item Number	Line Item Name	Quantity	FTA Amount	Total Eligible Cost
RURAL TRANSIT ASSISTANCE PROGRAM (635-00)	43.50.01	TRAINING	0	\$360,772.00	\$360,772.00

STATE / PROGRAMS ADMINISTRATION (610-00)	11.80.00	STATE OR PROGRAM ADMINISTRATION	0	\$355,572.00	\$355,572.00
OTHER PROGRAM COSTS (600-00)	30.09.01	UP TO 50% FEDERAL SHARE	0	\$3,200,144.00	\$6,400,288.00

Part 4: Fleet Details

No fleet data exists for this application.

Part 5: FTA Review Comments

FTA Comments for DOL

Comment By Colin Korst

Comment Type DOL Review for Information

Date 8/15/2023

Comment Section 5311 goes to DOL for informational purposes only.