

DOT

U.S. Department of Transportation

FTA

Federal Transit Administration

Application

Federal Award Identification Number (FAIN)	KS-2025-005-00
Temporary Application Number	1813-2025-3
Award Name	Section 5311 Operating, State Admin, Project Admin, Intercity Bus, and RTAP
Application Status	Final Concurrence / Reservation
Application Budget Number	0

Period of Performance Start Date	N/A		
Original Period of Performance End Date	3/31/2027		
Current Period of Performance End Date	3/31/2027	Revision #: 0	Approved?: No

Budget Period Start Date	N/A
Budget Period End Date	3/31/2027

Part 1: Recipient Information

Name: KANSAS DEPARTMENT OF TRANSPORTATION

Recipient ID	Recipient OST Type	Recipient Alias	UEI	DUNS
1813	State Agency	KANSAS DEPARTMENT OF TRANSPORTATION	S7VNQD6633Q6	126298996

Location Type	Address	City	State	Zip
Physical Address	700 SW HARRISON ST STE 500	TOPEKA	KS	66603
Mailing Address	700 SW HARRISON ST, 7TH FL	TOPEKA	KS	66603

Union Information

Union Name	NONE, NOT APPLICABLE
Address 1	
Address 2	
City	TOPEKA
State	Kansas
Zipcode	00000
Contact Name	
Telephone	
Fax	00000
E-mail	
Website	

Part 2: Application Information

Title: Section 5311 Operating, State Admin, Project Admin, Intercity Bus, and RTAP

FAIN	Application Status	Award Type	Application Cost Center	Date Created	Last Updated Date	From TEAM?
KS-2025-005-00	Final Concurrence / Reservation	Grant	Region 7	2/21/2025	2/21/2025	No

Application Executive Summary

This application is to request FFY2023-2024 Section 5311 funds apportioned to the State of Kansas in the amount of \$16,472,165.

Funding will be used for the following activities:

- Operating & Intercity Bus - provide continued transportation for their passengers;
- Project Admin - Provide administrative support to the transit agencies in the state;
- RTAP - Provide training and technical assistance to transit agencies in the state;
- State Admin - Will be used to cover expenses incurred to administer FTA programs

Budget Funding:

2023.2J.18.81 \$13,792,881

2023.2J.18.81 Intercity Bus (15%) \$ 2,434,038

2024.2J.18.R7 RTAP \$245,246

Total Federal Amount: \$16,472,165

Local/State Funding: \$13,526,485

Total Grant Amount: \$29,998,650

Operating - The State will be providing 20 of the local match with State Highway Funds. The remaining 30% match will be provided by the agencies' general funds, mill levy, or other local funds. No federal funding is being used as match. All agencies and CTDs are verified in SAM before any payments are made to them. UEIs and their expiration dates for each recipient are in the extended budget details under each project.

Start Date: 7/1/2025

End Date: 12/31/2026

Name DUNS SAM Exp. UEI

CTD 1 068415707 4/22/2025 TG5BKFL811J3

CTD 2 963563338 4/24/2025 KY1MLTA84BR5

CTD 3 055406206 12/6/2025 KJ7AK4JZS6S1

CTD 4 014621991 10/17/2025 H8ZMMLN6TBD4

CTD 5 056000800 7/1/2025 K78BNQCPJCS6

CTD 6 963965871 10/31/2025 CLMDN3EQVRT7

CTD 7 055404615 1/31/2026 WLZQHWGTU6Q3

CTD 8 968344023 2/17/2026 FLD4DA5HY4G8

CTD 9 056577166 8/16/2025 U78SNHE76SE3

CTD 10 963536763 5/2/2025 LFVJN9ZBU863

KDOT 126298996 2/18/2026 S7VNQD6633Q6

*Pre-award authority was selected because KDOT will enter into agreements with the CTDS, the Intercity Bus Providers, and KU for the period starting 7-1-25.

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 includes 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 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 is to request FFY2023-2024 Section 5311 funds apportioned to the State of Kansas in the amount of \$16,472,165.

Budget Funding:

2023.2J.18.81 \$13,792,881

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Activities to be performed:

Operating & Intercity Bus - provide continued transportation for their passengers;

- Project Admin - Provide administrative support to the transit agencies in the state;

- RTAP - Provide training and technical assistance to transit agencies in the state;

- State Admin - Will be used to cover expenses incurred to administer FTA programs.

Expected outcomes:

The funding for all of these projects will provide a needed boost to the transit agencies and their passengers. The RTAP project will centralize information and streamline processes that can be used by all the agencies and their passengers

Intended beneficiaries:

It is expected that all of the projects will benefit anyone that uses transportation services in Kansas

Subrecipient Activities:

Continue day to day services and utilize the additional funding to assist with additional expenses. RTAP - The University of Kansas, Center for Research will provide assistance to transit agencies to better serve their customers

Application Point of Contact Information

First Name	Last Name	Title	E-mail Address	Phone
Jeremiah	Shuler	Transportation Program Specialist	jeremiah.shuler@dot.gov	(816) 329-3940
Kelleen	Broxterman	Grants Management Specialist	kelleen.broxterman@dot.gov	
Mandy	Fulsom	Program Consultant	mandy.fulsom@ks.gov	(785) 296-5284

Application Budget Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$16,472,165
Local			\$6,871,480
Local/In-Kind			\$2,434,038
State			\$4,203,454
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$29,981,137

Application Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
KS-2025-005-01-00	300-00 (300-A1) OPERATING ASSISTANCE	\$10,508,636.00	\$10,508,635.00	\$21,017,271.00	0
KS-2025-005-01-00	30.09.01 UP TO 50% FEDERAL SHARE	\$10,508,636.00	\$10,508,635.00	\$21,017,271.00	0
KS-2025-005-01-00	610-00 (610-A3) STATE / PROGRAMS ADMINISTRATION	\$1,019,051.00	\$0.00	\$1,019,051.00	0
KS-2025-005-01-00	11.80.00 STATE OR PROGRAM ADMINISTRATION	\$1,019,051.00	\$0.00	\$1,019,051.00	0
KS-2025-005-01-00	620-00 (620-A4) PROJECT ADMINISTRATION	\$2,265,194.00	\$566,299.00	\$2,831,493.00	0
KS-2025-005-01-00	11.79.00 PROJECT ADMINISTRATION	\$2,265,194.00	\$566,299.00	\$2,831,493.00	0
KS-2025-005-01-00	634-00 (634-A5) INTERCITY BUS TRANSPORTATION	\$2,434,038.00	\$2,434,038.00	\$4,868,076.00	0
KS-2025-005-01-00	30.09.01 UP TO 50% FEDERAL SHARE	\$2,434,038.00	\$2,434,038.00	\$4,868,076.00	0

00						
KS-2025-005-01-00	635-00 (635-A2)	RURAL TRANSIT ASSISTANCE PROGRAM	\$245,246.00	\$0.00	\$245,246.00	0
KS-2025-005-01-00		43.50.01 TRAINING	\$90,000.00	\$0.00	\$90,000.00	0
KS-2025-005-01-00		43.50.02 TECHNICAL ASSISTANCE	\$85,000.00	\$0.00	\$85,000.00	0
KS-2025-005-01-00		43.50.03 TRANSIT RESEARCH	\$30,246.00	\$0.00	\$30,246.00	0
KS-2025-005-01-00		43.50.04 RELATED SUPPORT SERVICES	\$40,000.00	\$0.00	\$40,000.00	0

Discretionary Allocations

This application does not contain discretionary allocations.

Part 3: Project Information

Project Title: Operating, State Admin, Project Admin, Intercity Bus, and RTAP

Project Number	Temporary Project Number	Date Created	Start Date	End Date
KS-2025-005-01-00	1813-2025-3-P1	2/21/2025	7/1/2025	12/31/2026

Project Description

Provide Operating, State Admin, Project Admin, Intercity Bus, and RTAP to the 5311 transit agencies in the 10 Coordinated Transit Districts (CTDS) in Kansas.

Project Benefits

Provides necessary transportation services to those who need assistance.

Additional Information

None provided.

Location Description

Statewide Project.

Project Location (Urbanized Areas)

UZA Code	Area Name
200000	Kansas

200700	Wichita, KS
201500	Topeka, KS
203530	Lawrence, KS

Congressional District Information

District	State
1	Kansas
2	Kansas
3	Kansas
4	Kansas

Program Plan Information

STIP/TIP

Date: N/A

Description: N/A

UPWP

Date: N/A

Description: N/A

Long Range Plan

Date: N/A

Description: N/A

Project Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula	5311-1A	20509	\$16,472,165
Local			\$6,871,480
Local/In-Kind			\$2,434,038
State			\$4,203,454
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$29,981,137

Project Budget

Project	Budget Item	FTA Amount	Non-FTA	Total Eligible	Quantity
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Number		Amount		Amount		
KS-2025-005-01-00	300-00 (300-A1)	OPERATING ASSISTANCE	\$10,508,636.00	\$10,508,635.00	\$21,017,271.00	0
KS-2025-005-01-00	30.09.01	UP TO 50% FEDERAL SHARE	\$10,508,636.00	\$10,508,635.00	\$21,017,271.00	0
KS-2025-005-01-00	610-00 (610-A3)	STATE / PROGRAMS ADMINISTRATION	\$1,019,051.00	\$0.00	\$1,019,051.00	0
KS-2025-005-01-00	11.80.00	STATE OR PROGRAM ADMINISTRATION	\$1,019,051.00	\$0.00	\$1,019,051.00	0
KS-2025-005-01-00	620-00 (620-A4)	PROJECT ADMINISTRATION	\$2,265,194.00	\$566,299.00	\$2,831,493.00	0
KS-2025-005-01-00	11.79.00	PROJECT ADMINISTRATION	\$2,265,194.00	\$566,299.00	\$2,831,493.00	0
KS-2025-005-01-00	634-00 (634-A5)	INTERCITY BUS TRANSPORTATION	\$2,434,038.00	\$2,434,038.00	\$4,868,076.00	0
KS-2025-005-01-00	30.09.01	UP TO 50% FEDERAL SHARE	\$2,434,038.00	\$2,434,038.00	\$4,868,076.00	0
KS-2025-005-01-00	635-00 (635-A2)	RURAL TRANSIT ASSISTANCE PROGRAM	\$245,246.00	\$0.00	\$245,246.00	0
KS-2025-005-01-00	43.50.01	TRAINING	\$90,000.00	\$0.00	\$90,000.00	0
KS-2025-005-01-00	43.50.02	TECHNICAL ASSISTANCE	\$85,000.00	\$0.00	\$85,000.00	0
KS-2025-005-01-00	43.50.03	TRANSIT RESEARCH	\$30,246.00	\$0.00	\$30,246.00	0

KS-2025-005-01-00	43.50.04	RELATED SUPPORT SERVICES	\$40,000.00	\$0.00	\$40,000.00	0
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Project Budget Activity Line Items

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

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

These projects will utilize the 5311 Intercity funding as listed below:
2023.2J.18.81 \$2,434,038.

This amount represents 15% of the total Section 5311 apportionment for 2023 (\$16,226,919).

This funding is for the existing intercity routes between Wichita and Salina, Wichita to Joplin, Kansas City to Tulsa, and Kansas City to Salina during the timeframe of 07/01/2025 thru 06/30/2026 and all billing should be completed by 12/31/2026.

Greyhound is requesting operating assistance for the continuation of once daily roundtrip service between Kansas City, MO and Salina, KS with intermediate stops in Kansas City, KS, Leavenworth, Lawrence, Topeka, Manhattan, Junction City, Abilene and Salina.

In addition to continuing the current routes, we are looking to expand the network to currently underserved areas of the state. KDOT will also be hiring a consultant to do an intercity bus study in the next year.

Local match will be provided by the agencies.

Jefferson Partners - General Fund

Greyhound - In-kind match - See attached letter for FY26.

Village Tours - In-kind match provided by Greyhound for the Abilene Route.

Village Tours - OK Route - match provided by State funds.

Sam Expiration

Village Tours 12/10/2025 E3SZYGFFW9M6

Jefferson Partners L.P. 11/07/2025 DL8AHLUKAMF3

Greyhound 12/05/2025 DD9NSNXDTAR1

KDOT 2/18/2025 S7VNQD6633Q6

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	\$2,434,038
Local			\$0
Local/In-Kind			\$2,434,038
State			\$0
State/In-Kind			\$0

Other Federal		\$0
Transportation Development Credit		\$0
Adjustment		\$0
Total Eligible Cost		\$4,868,076

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2025	SFY 2026 contracts started 7/1/2025.
End Date	12/31/2026	SFY 2026 contracts end 06/30/2026. Additional time included to process bills and for project closeout.

Budget Activity Line Item: 11.79.00 - PROJECT ADMINISTRATION

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
PROJECT ADMINISTRATION (620-00)	11.79.00	PROJECT ADMINISTRATION	PROJECT ADMINISTRATION	0

Extended Budget Description

This project will utilize the following funding:

FY 23 Section 5311 Apportionment in the amount of \$2,265,194 (2023.2J.18.81)

This grant will provide project admin funds for transit agencies that are members of our Coordinated Transit Districts. These funds are used to help with day-to-day administrative expenses incurred providing service to the general public. This funding helps cover the day-to-day admin. costs so they can provide the services to their passengers as a reasonable cost.

Local match provided by the agencies' general accounts. No federal funds are used as match.

All agencies and CTDs are verified in SAM before any payments are made to them.

The 10 CTDs are listed below.

1. Urban Corridor Coordinated Transit Council
2. Central Kansas Coordinated Transit Council
3. Northeast Kansas Coordinated Transit Council
4. Flint Hills Coordinated Transit Council
5. East Central Coordinated Transit Council
6. Southwest Kansas Coordinated Transit Council
7. North Central Coordinated Transit Council
8. Northwest Kansas Coordinated Transit Council
9. South Central Coordinated Transit Council
10. Southeast Kansas Coordinated Transit Council

CTD DUNS Exp date Unique Entity #

CTD 1- 04/22/25 TG5BKFL811J3

CTD 2- 04/24/25 KY1MLTA84BR5

CTD 3- 12/6/25 KJ7AK4JZS6S1

CTD 4- 10/17/2025 H8ZMMLN6TBD4

CTD 5- 7/1/25 K78BNQCPJCS6

CTD 6- 10/31/25 CLMDN3EQVRT7

CTD 7- 1/31/26 WLZQHWGTU6Q3

CTD 8- 2/17/26 FLD4DA5HY4G8
 CTD 9- 8/16/25 U78SNHE76SE3
 CTD 10- 5/2/25 LFVJN9ZBU863
 KDOT -2/18/26 S7VNQD6633Q6

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	\$2,265,194
Local			\$566,299
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$2,831,493

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2025	New contracts began 7/1/2025.
End Date	12/31/2026	SFY year contracts end on 06/30/2026. Included additional time to process bills and project closeout.

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

FFY 2023 funds in the amount of \$1,019,051 (2023.2J.18.81)

Section 5311 funds in the amount of \$1,019,051 for State Admin. The State Admin amount represent 6.28% of the 5311 FY23 apportionment of \$16,299,919. The State Admin. funds will be used dollars to cover the salaries of the KDOT employees and consultants that administer the FTA programs, the CTD Admin. and any required audit costs. The State Admin. does not exceed the 10% allowed.

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	\$1,019,051
Local			\$0
Local/In-Kind			\$0

State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$1,019,051

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2025	SFY contracts started 07/01/2025.
End Date	12/31/2026	SFY 2025 contracts ends 06/30/2026. Additional time included to allow for processing bills and project close-out.

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	0

Extended Budget Description

This project is utilizing FY 2024 funds in the amount of \$40,000 (2024.2J.18.R7).

Extended Budget Description

Task 4. Maintain transit provider information through a provider directory and map.

Subtask 4.1. Maintain a Map and Directory of Kansas Public Transit Providers

An online Kansas transit provider directory with map is available on the Kansas RTAP website and is updated when revised provider data is provided by KDOT or a specific transit agency provides updated information. The directory provides contact information and basic service information to be used by the general public, other agencies outside the transportation network, and local elected officials seeking information about transit services in individual counties or CTDs. Information comes from provider profiles obtained from KDOT. Kansas RTAP will continue ongoing conversations about the feasibility of developing a rural trip planning tool.

Task 4 Deliverables:

Kansas provider directory and map with 5310, 5311, 5307 and 5311f providers listed.

Materials related to the development of a rural trip planning tool.

Task 5. Conduct One-Time Special Projects as Identified by KDOT

Subtask 5.1: Update the Kansas Transit Manager Handbook

Kansas RTAP will conduct a third edition of the Kansas Transit Manager Handbook that will be inclusive of KDOTs updated Kansas Public Transportation Policy and updated materials offered by KDOT and Kansas RTAP. The Manager Handbook will be consistent with a new set of videos on the Kansas Transit Manager Training.

Subtask 5.3: Assist in Implementation Based on Recommendations from the Kansas Transit Technology Summit

In FY 23, KDOT conducted a Transit Technology Summit in partnership with NCATT. There were many

actions out of that grant that were targeting towards RTAP for implementation. RTAP will work with partners to implement these recommendations. Outputs may include:
 Collect and share with agencies data regarding software availability
 Best Practices in technology facilitation, creating graphics, handouts and supporting community buy-in/ engagement
 Google Calendar setup for county scheduling

Task 5 Deliverables

Updated Transit Manager Handbook

Materials related to the implementation of items identified in the Kansas Transit Technology Summit.

Change to data collection, best practices, and provide input on an online communication forum for transit and mobility staff.

Task 6. Administer and evaluate the Kansas RTAP program.

Subtask 6.1. Manage and Evaluate the RTAP Program

This task will provide an evaluation of RTAP activities using a variety of methods. KS RTAP has a system for tracking activities of the project including documenting the agencies participating in programs, counting incidences of delivery, and measuring quality of service.

Subtask 6.2. Coordinate with the KDOT Project Monitor Monthly

Kansas RTAP staff will meet monthly with the KDOT project monitor to discuss emerging issues and discuss performance of the project.

Subtask 6.3. Maintain a Steering Committee

A reconstituted Kansas RTAP Steering Committee in FY 21, with the first meeting in April of 2021. This Steering Committee helps Kansas RTAP in identifying training and technical assistance priorities for Kansas providers. In FY 24, RTAP staff members will meet with the steering committee twice a year (April and October) to identify transit agency needs. RTAP staff will also collect suggestions on training topics provided through individual course evaluations, and the previously mentioned needs assessment.

Subtask 6.4: Provide Professional Development Opportunities for KS RTAP Staff

It is the role of Kansas RTAP to have up-to-date and future focused knowledge on advances in rural transportation. To do that, staff at Kansas RTAP receive both in person and online trainings to enhance their knowledge on these issues.

Task 6 Deliverables:

Periodic meetings and communications with KDOT staff

Semi-annual advisory meeting about RTAP services, with notes generated on suggested topics for RTAP to address

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	\$40,000
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0

Adjustment		\$0
Total Eligible Cost		\$40,000

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2025	New contract starts 7/1/2025.
End Date	12/31/2026	Contract ends 06/30/2026. Included additional time to process bills and project closeout.

Budget Activity Line Item: 43.50.03 - TRANSIT RESEARCH

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
RURAL TRANSIT ASSISTANCE PROGRAM (635-00)	43.50.03	TRANSIT RESEARCH	RURAL TRANSIT ASST PROGRAM	0

Extended Budget Description

This project is utilizing FY 2024 funds in the amount of \$38,742 (2024.2J.18.R7).

Extended Budget Description

Task 3. Facilitate peer to peer self help through the development of local networks of transit professionals.

Subtask 3.1. Develop Videos Highlighting Kansas Transit Agencies

Since the fourth quarter of FY 2021, Kansas RTAP has had two video series: 1) Peer Spotlight video series to highlight the work being done by transit providers across the state and 2) Meet your Mobility Manager to introduce new mobility managers to transit providers. These videos are shared on RTAPs social media and stored on YouTube. While we advertise to transit providers and request that they participate in these videos, transit providers are resistant to participating. We will continue to encourage participation and produce and share as content is available.

Subtask 3.2. Coordinate Quarterly Meeting with KDOT and the Kansas Mobility Managers Kansas RTAP has been hosting quarterly meetings with mobility managers and KDOT staff for the past four grant cycles. At these meetings, each party updates the group about efforts towards coordinated transit, discusses challenges or opportunities, and brainstorms methods for enhancing coordination in Kansas.

Subtask 3.3. Update a Kansas RTAP Photo Library

In FY 2024, RTAP developed a photo library of images related to rural and specialized transit. In FY 2025, this library will be updated and promoted.

Task 3 Deliverables:

Development of videos promoting the work of Kansas transit agencies.

Quarterly meetings with mobility managers and KDOT including agenda and notes.

Continuation and promotion of a photo library.

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	\$30,246

Local		\$0
Local/In-Kind		\$0
State		\$0
State/In-Kind		\$0
Other Federal		\$0
Transportation Development Credit		\$0
Adjustment		\$0
Total Eligible Cost		\$30,246

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2025	New contract starts 7/1/2025.
End Date	12/31/2026	Contract ends 06/30/2026. Included additional time to process bills and project close-out.

Budget Activity Line Item: 43.50.02 - TECHNICAL ASSISTANCE

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
RURAL TRANSIT ASSISTANCE PROGRAM (635-00)	43.50.02	TECHNICAL ASSISTANCE	RURAL TRANSIT ASST PROGRAM	0

Extended Budget Description

This project is utilizing FY 2024 funds in the amount of \$85,000 (2024.2J.18.R7).

Extended Budget Description

Task 2. Information Exchange, Resource Materials, Technical Assistance, and Research.

Subtask 2.1. Publish the Quarterly Kansas RTAP Newsletter.

The Kansas Transit Reporter newsletter will be published quarterly. It will continue to be an email-based newsletter with hyperlinks and fact sheets, with other resources or events advertised by email between newsletter postings. Newsletter topics may include transit program planning, management, safety, emergency response, technology, marketing and operations in rural and specialized transit in Kansas, or other topics suggested by the KCTDC or KDOT.

The newsletter is available online and is sent via email to the Kansas RTAP mail list. The Kansas RTAP mail list will be kept current as changes are provided to RTAP by KDOT or the transit agencies themselves.

Subtask 2.2. Provide Regular Emails and Social Media Content

In FY 2021, Kansas RTAP began providing bi-weekly emails containing curated information on transit from across the country branded as the RTAP Resource Roundup. These emails have been popular with our audience, averaging approximately 180 views per email.

In FY 2022, Kansas RTAP began to enhance social media publication, includes tips on federal requirements, agency spotlights, vehicle tips, and important dates. In FY 2024, Kansas RTAP will continue the resource roundup and social media presence.

Subtask 2.3. Maintain a Comprehensive Website

In FY 2021, the KUTC developed a searchable resource library which includes a curated list of materials

that would be helpful to rural transit agencies in Kansas. In FY 2025 the contents of the resource library will be fully reviewed and updated.

Subtask 2.4. Provide Technical Assistance Upon Request.

Kansas RTAP staff will provide technical assistance by email or phone, as requested. This may involve on? site visits to transit agencies.

Subtask 2.5. Develop Annual Transit Propensity Data Table

Each year, Kansas RTAP provides KDOT grantee agencies with a chart of transit propensity indicators that is used to assist in the completion of their annual KDOT operating funds request. In FY 25, Kansas RTAP will update this information and provide it to agencies by the end of September 2024.

Task 2 Deliverables:

4 KTR e-newsletters and fact sheets distributed electronically

12 email publications of the RTAP Resource Roundup

Regular emails and social media content with curated transit content

Updated census data online

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	\$85,000
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$85,000

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2025	New Contract starts 7/1/25.
End Date	12/31/2026	Contract ends 06/30/2026. Included additional time to process billings and project close-out.

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

This project is utilizing FY 2024 funds in the amount of \$90,000 (2024.2J.18.R7).

Extended Budget Description

Task 1. Provide Training to Transit Agencies on Competencies Related to Delivering Transit Services.

Subtask 1.1. Provide Direct Training to Transit Drivers in Kansas

Kansas RTAP will offer at least 40 bus driver training events in the contract period (in addition to classes taught by Approved Trainers (ATs)) and continue to work with CTDs to plan and advertise training events. The standardized RTAP driver training program offered throughout the year includes defensive driving, emergency procedures, and passenger assistance, and advanced classes in mobility device securement and emergency evacuation. The KUTC Learning Management System provides a streamlined approach to posting, registering, and paying for trainings that are hosted by Kansas RTAP and the approved trainers. See Attachment 1 for training provided and planned by RTAPs lead trainer in FY 25.

In addition, Kansas RTAP will identify methods for providing CPR/First Aid Training to transit staff who do not get this through their agency.

Subtask 1.2. Coordinate the Kansas RTAP Approved Trainer Program

In 2019 KDOT adopted revised policies for its Approved Trainer Program to improve the quality and consistency of the training delivered statewide and require entry of training data into a portal developed and maintained by Kansas RTAP. Kansas RTAP will implement a new policy starting in FY 2024 that includes a new certification for all trainers and enhanced requirements. An Approve Trainer Workshop will be held in August 2024.

RTAP will report to KDOT twice per year (at mid-year and beginning of fiscal year) on when and where the Approved Trainers are providing training, which courses they are teaching, and who they are training.

Subtask 1.3. Provide Training for Transit Managers and Leadership Staff

In FY 2024, Kansas RTAP will develop on-demand videos that coordinate with the Kansas Transit Managers Handbook. These videos will be developed once KDOT has completed the Kansas Public Transportation Policy Manual and will be consistent with the update to the Kansas Transit Managers Handbook. In addition, we will host quarterly transit manager roundtable calls so that managers can learn from their peers.

Subtask 1.4. Prepare Training presentations for use at CTD Meetings.

In previous fiscal years, Kansas RTAP provided short presentations for use at CTD meetings. Kansas RTAP will continue creating these presentations in FY 2024, with voiceover narration, based on suggestions from the Kansas RTAP Advisory Board.

Subtask 1.5. Provide Webinars on Transit Topics During the Grant Period.

Kansas RTAP began presenting regular webinars in FY 18. In FY 25, we will continue these webinars on topics related to operations, management, marketing, and mobility management.

Task 1 Deliverables:

At least 40 training events offered in the project period, with training curriculum to support stated needs of CTDs and transit providers. This includes any NTI trainings coordinated by Kansas RTAP.

Twice annual Approved Trainer Program report (on or before June 1 and December 1).

Application process, training and monitoring of RTAP Approved Trainers.

Transit manager training videos

Four transit manager roundtable calls

Four CTD presentations

Six webinars

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	\$90,000
Local			\$0

Local/In-Kind		\$0
State		\$0
State/In-Kind		\$0
Other Federal		\$0
Transportation Development Credit		\$0
Adjustment		\$0
Total Eligible Cost		\$90,000

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2025	New contract started 7/1/2025.
End Date	12/31/2026	Contract ends 06/30/2025. Included additional time to process bills and project closeout.

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

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	0

Extended Budget Description

This project will be utilizing the Section 5311 funding as follows:
2023.2J.18.81 \$ 10,508,636

This funding will be used by the transit agencies in the Coordinated Transit Districts to help with their day-to-day service expenses.

Operating funds will cover expenses for existing service incurred beginning 07/01/2025 until 06/30/2026, including fuel, driver's salaries and other day to day operating expenses.

The State will be providing 20% of the local match with State Highway Funds. The remaining 30% match will be provided by the agencies' general funds, mill levy, or other local funds. No federal funding is being used as match. All agencies and CTDs are verified in SAM before any payments are made to them.

All agencies and CTDs are verified in SAM before any payments are made to them.

The 10 CTDs are listed below.

1. Urban Corridor Coordinated Transit Council
2. Central Kansas Coordinated Transit Council
3. Northeast Kansas Coordinated Transit Council
4. Flint Hills Coordinated Transit Council
5. East Central Coordinated Transit Council
6. Southwest Kansas Coordinated Transit Council
7. North Central Coordinated Transit Council
8. Northwest Kansas Coordinated Transit Council
9. South Central Coordinated Transit Council
10. Southeast Kansas Coordinated Transit Council

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	\$10,508,636
Local			\$6,305,181
Local/In-Kind			\$0
State			\$4,203,454
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$21,017,271

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2025	SFY contracts started 07/01/2025.
End Date	12/31/2026	SFY 2025 contracts ends 06/30/2026. Additional time included to allow for processing bills and project close-out.

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
	Class IIc CE Approved

Scope Name / Code	Line Item Number	Line Item Name	Quantity	FTA Amount	Total Eligible Cost
INTERCITY BUS TRANSPORTATION (634-00)	30.09.01	UP TO 50% FEDERAL SHARE	0	\$2,434,038.00	\$4,868,076.00

PROJECT ADMINISTRATION (620-00)	11.79.00	PROJECT ADMINISTRATION	0	\$2,265,194.00	\$2,831,493.00
STATE / PROGRAMS ADMINISTRATION (610-00)	11.80.00	STATE OR PROGRAM ADMINISTRATION	0	\$1,019,051.00	\$1,019,051.00
RURAL TRANSIT ASSISTANCE PROGRAM (635-00)	43.50.04	RELATED SUPPORT SERVICES	0	\$40,000.00	\$40,000.00
RURAL TRANSIT ASSISTANCE PROGRAM (635-00)	43.50.03	TRANSIT RESEARCH	0	\$30,246.00	\$30,246.00
RURAL TRANSIT ASSISTANCE PROGRAM (635-00)	43.50.02	TECHNICAL ASSISTANCE	0	\$85,000.00	\$85,000.00
RURAL TRANSIT ASSISTANCE PROGRAM (635-00)	43.50.01	TRAINING	0	\$90,000.00	\$90,000.00
OPERATING ASSISTANCE (300-00)	30.09.01	UP TO 50% FEDERAL SHARE	0	\$10,508,636.00	\$21,017,271.00

Part 4: Fleet Details

No fleet data exists for this application.

Part 5: FTA Review Comments

FTA Comments for DOL

Comment By Kelleen Broxterman

Comment Type DOL Review for Information

Date 4/11/2025

Comment Sending to DOL for information only.

Application Review Comments

Comment By Kelleen Broxterman

Comment Type Pre-Award Manager Returns Application

Date 3/28/2025

Comment Per our conversation, please combine all projects into one with different Scopes/ALIs.
Please change the quantities to zero.
Please move the \$250,000 in kind to the correct line.
Period of Performance should be 90-120 days past last milestone

Application Review Comments

Comment By Gerri Doyle

Comment Type	Environmental Findings
Date	4/11/2025
Project Title	Operating, State Admin, Project Admin, Intercity Bus, and RTAP
Project Number	KS-2025-005-01-00
Comment	The proposed operating assistance, training and program administration activities are found compliant as a Categorical Exclusion under 23 CFR Part 771.118 (c)(4).