



Transit Ridership Incentive Program

Frequently Asked Questions

Updated: August 23, 2022

FY 23 Mid-Cycle Grant Opportunity- Regional Routes	
Questions	Answers
How do I submit my application?	Interested parties can submit their application via email to TRIP@drpt.virginia.gov
What documents are due by October 1st ?	<p>The following documents must be submitted by the October 1 deadline: completed application (PDF format), ridership reports, relevant local/planning documentation (if applicable), and any other supporting documents that don't need board approval.</p> <p>The following documents will be accepted up until October 21st: letters of support and appropriate board/MPO approvals (if applicable).</p>
What years do I use for ridership analysis?	Applicants should use ridership numbers from 2021 as a point of comparison. They should use 2027 for all ridership projections.
What is the duration of funding?	Regional connectivity projects can receive up to 5 years of funding and zero fare projects can receive up to 3 years of funding. Projects may be eligible for funding extensions based on project performance and availability of funding.
What is required for a project to be considered 'regional'?	It is preferred that projects will serve multiple jurisdictions and cross jurisdictional boundaries; however, a project could still be considered regionally significant if it is proven to meet a regional need. Therefore, a route that serves only one jurisdiction could still qualify for regional connectivity funding if it accesses large regional employers, other modes of transportation, and/or can be proven to benefit the regional transportation network.
What regions are eligible for regional connectivity funds?	The following regions are eligible for regional connectivity funding: Blacksburg, Charlottesville, Hampton Roads, Lynchburg, Northern Virginia, Richmond, and Roanoke.
What costs are eligible for reimbursement for regional routes?	<p>Most operational costs are eligible for reimbursement (fuel, labor, general maintenance). It may be better suited for a grantee to request reimbursement for hourly cost of operation opposed to further breaking it down into specific line items.</p> <p>If an employee is hired to support this specific project, then the grantee can apply for salary reimbursement. However the eligible reimbursable</p>

	<p>costs must match with the amount of time that employee is going to work on the project. For example, if employee A is going to contribute 25% of their time to manage the project in year 1, then only 80% of 25% of their salary is eligible for reimbursement.</p> <p>Lastly, infrastructure improvement and marketing costs are also eligible for reimbursement. If requested, DRPT will offer marketing assistance in addition to funding. In certain cases, capital assets are eligible for reimbursement.</p>
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<p>Is it required to submit letters of support from either the appropriate MPO or all involved localities?</p>	<p>It is not required to submit letters of support from the appropriate MPO, however the application will receive additional points if they have MPO sign off.</p> <p>All localities contributing to a local match should submit letters of support. All localities should be notified by the applying body that the project could impact their service before applying.</p> <p>In scoring, projects will receive additional points in the 'regional connectivity and regional collaboration' category for collaboratively built applications.</p>
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FY 23 Zero and Reduced Fare Program

Questions	Answers
<p>For zero fare projects, what year should grantees use to determine revenue base?</p>	<p>2020 should be used to determine net fare collection/cost of project.</p>
<p>For zero fare transit, when do we have to provide salaries? And for what staff?</p>	<p>Salaries have to be provided on the application if it is anticipated that TRIP funds will be allocated towards the hiring or payment of staff. For instance, if an agency is planning to use TRIP funding to hire new operators to accommodate the predicted increase in use. If the TRIP funds are not going to be used towards staff salaries, then the applicant does not need to provide salary detail.</p>
<p>What costs are eligible for reimbursement for zero or reduced fare programming?</p>	<p>A large portion of the grant is anticipated to be allocated to the replacement of fares. In addition to that, DRPT can support marketing costs, additional labor (if applicable), fare collection technology (integrated fare collection), and other fare related costs.</p> <p>Capital assets are not eligible for reimbursement at this time.</p>