



Transit and Special Programs Workshop

FY2025 – Statewide Transit Programs Overview

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Dan Sonenklar, Statewide Transit Planning Manager

December 14, 2023



VIRGINIA DEPARTMENT OF RAIL
AND PUBLIC TRANSPORTATION



Welcome, Introductions, and Agenda

1. FY25 Overview/ Look Ahead
2. WebGrants – Registration and Requirements
3. MERIT - Capital Assistance Program
4. MERIT - Operating Assistance Program
5. Performance Data Reporting
6. MERIT - Special Programs
7. TRIP
8. Section 5303
9. TDP/TSP – Update and Requirements
10. Other On-Going Initiatives
11. Calendar and Important Dates

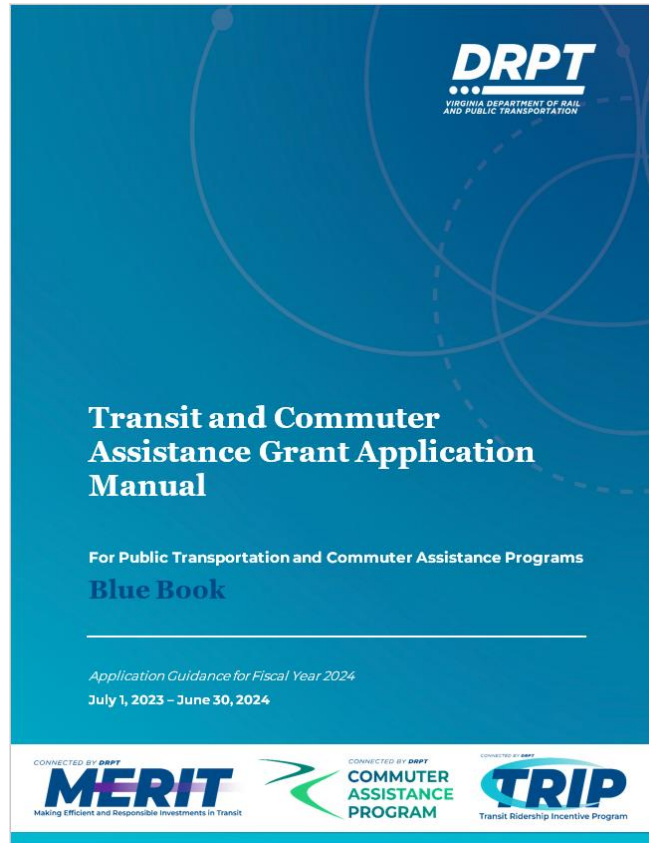


Questions?

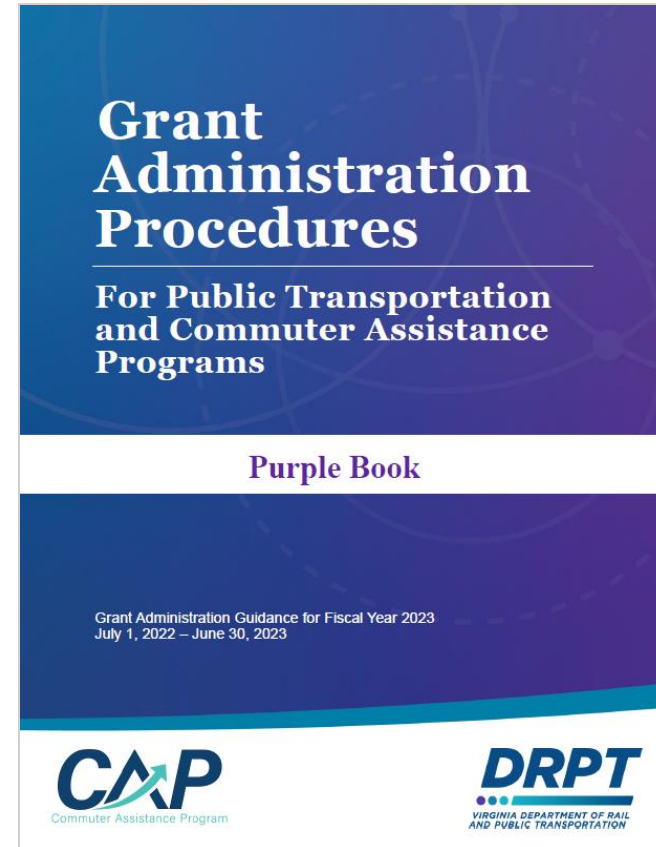
- All participants are in listen only mode.
- Question/ Answer breaks will be offered at key points in the webinar.
- There will also be a Q/A session at the end of the presentation.
- To ask questions:
 - Submit questions via the question or chat function
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- DRPT will post webinar recording under “Application Resources” on our MERIT webpage at:
<https://drpt.virginia.gov/ongoing-grant-programs/merit/>



Guidance Documents



FY25 Update - Published Fall 2023



FY24 Update – Published Spring 2023

Grant Application & Management Update

WebGrants – New Grants Management Platform

- Verify your Account information is up to date
- Ensure users have been registered in the system
- WebGrants does not have the concept of “Master User” must be a current employee
- Remember: you can all staff that will be involved in grants management and tracking to the application
 - You can also add additional staff once awarded



WebGrants - How to Find Applications

Daniel Sonenklar
Internal Staff
Contract Signature Level 2, Contract
Signature Level 4, Contract Approval

Funding Opportunities

List of all current funding opportunities

Back

Print

Online Help

Log Out

Current Funding Opportunities

Archived Funding Opportunities

Current Funding Opportunities

+ Add New Funding Opportunity

The Funding Opportunities in Editing, Posted, Closed, Test, and Suspended statuses appear below. Shift click to sort by multiple columns. You can also grab and reorder all columns.

Search:

ID	Status	Title	Program Area	Deadline	Total App #
549	Closed	Agency Wide Transit FO 2024	TP-Transit Program	Not Applicable	0
4	Test	Commuter Assistance Program (CAP) Operating - FY25	TP-Transit Program	Dec 31, 2024 3:00 PM	43
5	Test	Commuter Assistance Program (CAP) Project Assistance - FY25	TP-Transit Program	Dec 31, 2024 3:00 PM	39
616	Test	DO NOT POST - Test Funding Opportunity - Form Creation Testing	TPA-Test Program Area	Not Applicable	1
691	Closed	DRPT Legacy Transit	TP-Transit Program	Not Applicable	0
6	Test	FTA 5303 - FY25	TP-Transit Program	Dec 31, 2024 3:00 PM	9
358	Test	FTA 5310 Human Services Grant Program - Capital-Vehicles - FY25	TP-Transit Program	Feb 1, 2024 11:59 PM	12
359	Test	FTA 5310 Human Services Grant Program - Operating - FY25	TP-Transit Program	Feb 1, 2024 11:59 PM	8

Special Instructions – Federal Programs

- 5339, 5310, 5311, 5303 Recipients:
 - FTA Certifications and Assurances
 - PIN when they are available
 - In WebGrants – Upload to “Compliance”
 - FTA issues annually; timing is not consistent
 - Must be PINned before receiving federal funds
- 5311 Additional Instructions:
 - FTA Special Warranty
 - Make sure to sign and submit to Transit
 - Ensures union information is reported

The screenshot shows the Federal Transit Administration website. The header includes the U.S. Department of Transportation logo and the FTA logo. A search bar is located in the top right. Navigation links for 'About', 'Funding', and 'Regulations & Programs' are visible. The main content area is titled 'Certifications & Assurances' and contains a paragraph explaining the requirement for annual submission of these documents. A list of links for various fiscal years (2009-2022) is provided, including links for changes and summaries. A sidebar on the left lists various program and applicant resources. The page is last updated on Thursday, February 3, 2022.

United States Department of Transportation
Federal Transit Administration

Search

About Funding Regulations & Programs

Home / Funding / Grants / Certifications and Assurances

Grant Programs >
Program Pages >
Applicants >
Grantee Tools >

Summary Data & Transit Data
Certifications & Assurances
Sample FTA Agreements
TEAM/TrAMS
FFATA
ECHO
Scope & Activity Line Codes
Technical Assistance
Contact Your Regional Office
FAQ >

Certifications & Assurances

FTA is authorized to consolidate the certifications and assurances required by federal law or regulations for its programs into a single document that an applicant for or recipient of federal assistance under 49 U.S.C. chapter 53 must submit annually or as part of its application for federal assistance. FTA is also required to publish a list of these certifications and assurances annually.

- [Fiscal Year 2022 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
 - [FY2022 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements Changes](#)
- [Fiscal Year 2021 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
 - [FY2021 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements Summary of Changes](#)
- [Fiscal Year 2020 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2019 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2018 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2017 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2016 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2015 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2014 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2013 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2012 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2011 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2010 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)
- [Fiscal Year 2009 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#)

Last updated: Thursday, February 3, 2022

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Capital Assistance

Capital Assistance Prioritization Process

1. **Projects are screened for eligibility:**

- Inclusion in agency TSP/TDP (or annual update letter)
- Review of open grants for the same assets that have not been spent
- Check for “Readiness” to implement (i.e. completion of study, E&D)

2. **Eligible Projects are filtered into 3 categories, by project type:**

- State of Good Repair, Minor Enhancements, and Major Expansions

3. **Projects are scored according to the methodology outlined in the [FY24 Transit Capital Assistance Technical Documentation](#) posted on the DRPT website**

4. **Projects are ranked according to scoring**

5. **Funding is allocated to those that meet or exceed the scoring threshold for each category**

- NOTE: The scoring threshold is dynamic and will be based on the pool of applications received and funds available

Capital Assistance Project Types:

State of Good Repair (SGR)

[up to 68% match]

Capital projects or programs to replace or rehabilitate an existing asset, excluding major capital construction projects with a total cost over \$3 million

- Previously SGR Type 1: Replacement/ Rehabilitation of a specific existing asset

Minor Enhancements (MIN)

[up to 68% match]

Capital projects or programs that add capacity or include the purchase of new assets meeting the following criteria:

- Total project cost is \$3 million or less; or
- For expansion vehicles, ≤ 5 vehicles or $\leq 5\%$ of the fleet size, whichever is greater
- All Projects for engineering and design of infrastructure or facilities
- Previously SGR Type 2: Purchase of assets to replace unspecified assets “as-needed”, grouped programs of projects, or “special asset categories”

Major Expansions (MAJ)

[up to 50% match]

Capital projects or programs to add, expand, or improve transit services or facilities, with:

- Total project cost exceeding \$3 million; or
- For expansion vehicles, > 5 vehicles or $> 5\%$ of the fleet size
- All projects that include the replacement of an entire existing facility

Capital Assistance Project Types (cont'd):

- **Special Asset Categories (SGR Type 2):**

- **Tools:** all tools needed to provide maintenance services
- **Maintenance Equipment:** all equipment needed to maintain vehicles, infrastructure, and/ or other assets
- **Spare Vehicle/Rail Parts:** all spare vehicle and rail parts that will be used to maintain assets in working order that are not part of a larger rehabilitation project
- **Building/Facility Items and Fixtures:** all individual, small facility parts and fixture that are being replaced outside of a larger rehabilitation project
- **Grouped Assets/Programs of Projects** (less than \$3 million): includes large groups of assets that cannot be broken down into subcomponents
 - DOES NOT INCLUDE: Grouped or Program of Project for vehicle rehab or replacement
- **Other Capital Finance Strategies:** includes funds for needed capital investments that cannot be scored as a replacement/ rehabilitation (i.e. capital cost of contracting, debt service on previously approved projects)

Scoring for SGR and MIN Projects

- SGR scoring has been updated to allow assets to begin receiving “Asset Condition Score” points earlier in their lifecycle
 - **Prior to FY24:** Assets began receiving points at 95% of ESL for age and/or mileage
 - **FY24 and Beyond:** Assets will begin to receive points at 80% of ESL for age and/or mileage

Assets Begin to Earn Points →

Age of Asset Relative to Service Life	Points	Mileage of Vehicle Relative to Service Life	Points
< 80% of ESL Age	0	< 80% of ESL Mileage	0
80-89.9% of ESL Age	25	80-89.9% of ESL Mileage	25
90-99.9% of ESL Age	30	90-99.9% of ESL Mileage	30
0-9.9% > ESL Age	35	0-9.9% > ESL Age	35
10-19.9% > ESL Age	40	10-19.9% > ESL Mileage	40
20-29.9% > ESL Age	45	20-29.9% > ESL Mileage	45
30-39.9% > ESL Age	50	30-39.9% > ESL Mileage	50
40-49.9% > ESL Age	55	40-49.9% > ESL Mileage	55
50% or more > ESL Age	60	50% or more > ESL Mileage	60

Scoring for SGR and MIN Projects

- SGR and MIN scoring has been updated to include more project categories to allow for more differentiation between projects in the “Service Impact Score”

	Primary Project Types	Secondary Project Types	Total Default Score
New Type →	Admin/Maintenance Facilities	Supports Operations	25
New Type →	Admin/Maintenance Facilities	Non-Operational	15
	Customer Facilities	Transit Centers/Stations	28
	Customer Facilities	Bus Stop/ Shelter Improvements	23
New Type →	Capital Finance Strategies	All	36
New Type →	Maintenance Equipment & Parts	Vehicle and Vehicle Support Equipment	32
New Type →	Maintenance Equipment & Parts	Property and Facilities	22
	System Infrastructure	All	28
	Technology/Equipment	Onboard Systems—ITS/Communications	28
	Technology/Equipment	Operations Support	24
	Technology/Equipment	Onboard Systems—Safety	16
	Technology/Equipment	Administrative	12
	Vehicles	Revenue Vehicles	40
	Vehicles	Overhaul/ Rebuild	36
	Vehicles	Support Vehicles	18

Change for MAJ Projects – Capital Construction



- Major Expansion – Pre-Application Requirement:
 - For FY25 DRPT has updated requirements for MAJ projects that have a capital construction element with a total cost of \$3M or more
 - All projects that meet these criteria must submit a pre-application by December 1 each year
 - If you are planning on applying for MAJ project and you missed this deadline, please let DRPT staff know ASAP

"Silver Line Construction" – by VDOT

Update: Shelter Projects

- Grantees applying for shelter projects that will utilize federal funds will no longer be required to submit the “**Shelter Project Supplemental Form**”
- Starting in FY25, DRPT will not assign state-controlled federal funds to shelter projects (i.e. 5339/5311/ADTAP)
- Passenger shelter and amenity projects are eligible for both MERIT – Capital and TRIP now
 - All applications for bus stop shelters should come through the **MERIT – Capital Assistance** program and DRPT will determine how to fund



"Arlington Heights bus stop on Glebe Rd at Columbia Pike", by Beyond DC. CC BY-NC 2.0.

Alternative Fuel Vehicles



- DRPT will consider requests for alternative propulsion vehicles (i.e. electric, hydrogen, natural gas, hybrid), based on several factors, including:
 - Leveraging of local or federal funding
 - Inclusion of alternative fuel vehicles in the Transit Development Plan (TDP), Transit Strategic Plan (TSP) or other plans
 - Approved funding for necessary infrastructure alterations
 - The clear intention of migrating a significant portion of the fleet to alternative fuels
- Availability of other resources – i.e. Dominion rebates
- Projects for charging infrastructure – eligible for capital assistance funding

Federal Discretionary Funding Incentives

- Lower Local Match Requirement:
 - For capital projects that will be supported with federal discretionary funds, DRPT will now allow for a lower local match
 - DRPT requires a minimum of 4% in local match for all capital projects supported with state capital funds
 - Now, the minimum match may be lowered on a case-by-case basis if approved for a federal discretionary grant
- DRPT Discretionary Grant Reserve:
 - DRPT also now has the flexibility to allocate funds to a reserve account that can be used throughout the fiscal year to support projects that receive federal discretionary funding



**Federal Transit
Administration**

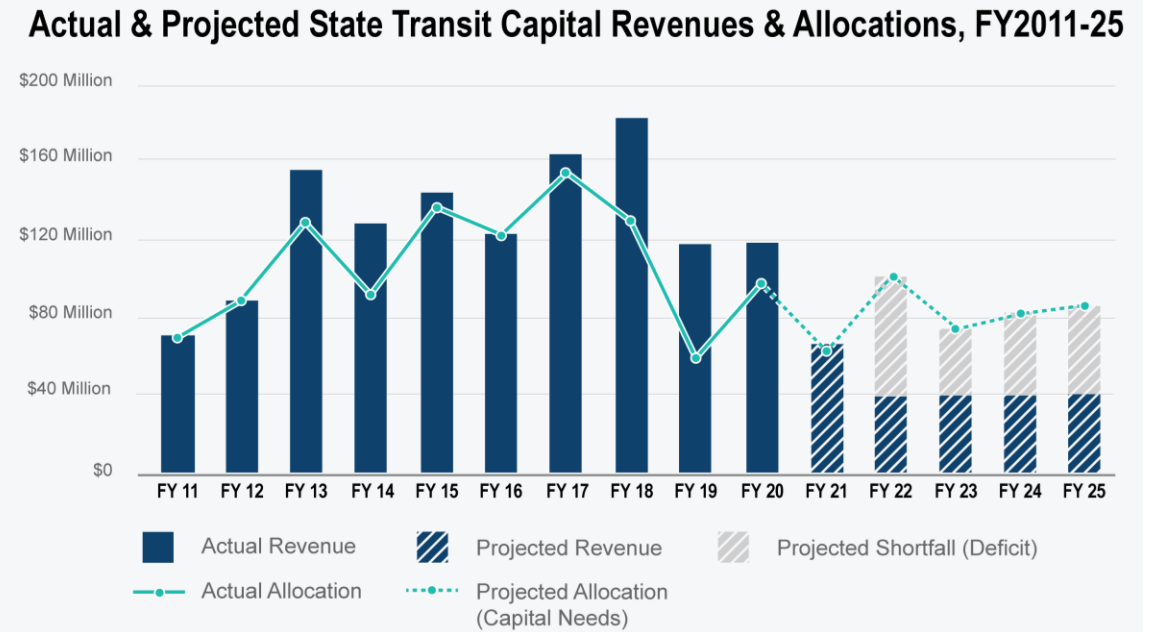
Vehicle Rehabilitations



- Vehicle Rebuilds, Overhauls, and Repowers are all eligible for MERIT - Capital funding
- **Vehicle Rebuilds:**
 - Timing: toward the end of a vehicle's useful life
 - Require extension of ESL with DRPT and FTA (4yr/ 100k mi)
 - Repowers that are part of a rebuild require extension of ESL
 - Documentation of Planned modifications must be provided
 - Once modifications are complete, TransAM must be updated to reflect new ESL
- **Vehicle Overhauls:**
 - Timing: earlier in a vehicle's useful life
 - Do not require extension of ESL with DRPT and FTA
 - Repowers that are part of an overhaul do not require ESL extension

5-Year Budget Review Process

- DRPT will not require 5-year capital budgets to be submitted on February 1, 2024
- Instead, DRPT will work with agencies in the spring of 2024 to update the capital budgets
- Budget Process Timeline:
 - Late April/ Early May 2023: DRPT will release the DRAFT FY25 SYIP
 - May 2024 - DRPT will work with transit agencies to refine the 5-Year Capital Budgets
 - Early June 2024 - DRPT will finalize the 5-Year Capital Budgets



MERIT – Capital Assistance in WebGrants

- In WebGrants, the MERIT – Capital Assistance program has 4 “Funding Opportunities”:

301	Test	MERIT Capital Assistance - Major Expansions (MAJ) - FY25	TP-Transit Program	Dec 31, 2024 3:00 PM
300	Test	MERIT Capital Assistance - Minor Enhancement (MIN) - FY25	TP-Transit Program	Dec 31, 2024 3:00 PM
13	Test	MERIT Capital Assistance - State of Good Repair (SGR) - Other - FY25	TP-Transit Program	Dec 31, 2024 3:00 PM
299	Test	MERIT Capital Assistance - State of Good Repair (SGR) - Vehicles - FY25	TP-Transit Program	Dec 31, 2024 3:00 PM

MERIT – Capital Assistance in WebGrants

- Once you click start a new application, there will be instructions at the top of the screen with a blue background that indicate what should be included:

DRPT VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

Daniel Sonenklar
Internal Staff
Contract Signature Level 2, Contract
Creation Level 4, Contract Approval

Dashboard >
People and Organizations >
Awards >
Funding Opportunities >
Submitted Applications >
Reviews >
Grant Tracking >
Reports >

Program Area: Transit Program
Document: Application
Form Name: Project Information
Form Type: General

The **MERIT Capital Assistance - State of Good Repair (SGR) - Vehicles** Funding Opportunity should only include projects that:

- Replace Existing Revenue Vehicles
- Replace Existing Support Vehicles; or
- Rehabilitate Revenue or Support Vehicles

If this project will include the replacement of other assets with a known in-service date, please submit an application through the **MERIT Capital Assistance - State of Good Repair (SGR) - Other** Funding Opportunity.

Project Information Save Form

Capital Asset Category*:
Please choose one.

Capital Budget Item*:

Operating Assistance

Operating Assistance Program

- Provides funding for eligible operating expenses for all modes of public transportation services throughout the state
- Program funds up to 30% of operating expenses
- DRPT Performance Based Formula:
 - Methodology used to determine the specific allocation of operating assistance funds to each operating agency throughout the state
 - Based on several different service delivery factors, including sizing and performance metrics

Sizing Metrics

- Operating Costs
- Ridership
- Vehicle Revenue Hours
- Vehicle Revenue Miles

Performance Metrics

- Passengers per Revenue Hour
- Passengers per Revenue Mile
- Operating Cost per Revenue Hour
- Operating Cost per Revenue Mile
- Operating Cost per Passenger

FY2025 Look Ahead



- FY21 – FY23: DRPT carried forward performance data from the FY21 allocations to mitigate the impacts of COVID-19 on transit ridership and agency-wide performance metrics
- In FY24: DRPT went back to using up to date sizing and performance metrics
- In FY25: DRPT will use the following sizing and performance metrics, including:
 - FY23 Audited Operating Expenses
 - FY19, FY21, FY22, FY23 Audited Ridership, Vehicle Revenue Hours, and Vehicle Revenue Miles

MERIT – Operating Assistance in WebGrants


- In WebGrants, the MERIT – Operating Assistance program has 2 “Funding Opportunities”:

14	Test	Department of Rail and Public Transportation	Transit Program	MERIT Operating Assistance - Rural - FY25	Dec 31, 2024 3:00 PM
293	Test	Department of Rail and Public Transportation	Transit Program	MERIT Operating Assistance - Urban - FY25	Dec 31, 2024 3:00 PM



- Most agencies will select just one option: “Urban” or “Rural”
- For agencies that operate both Urban and Rural service, both applications should be submitted

MERIT – Operating Assistance in WebGrants

- The applications have been streamlined in WebGrants, and should be easier to complete
 - All financial data will be entered into one form
 - ALI level information for the previous year operating expense data is no longer required
 - All applicants will need to provide:
 - “Total Actual Reimbursable Expenses”

 **Financial Data** - Current Version

All values under 'Actual' should reflect the most recently audited financial statements for each applicant.
All values under 'Budgeted' should reflected values budgeted for the next fiscal year.

 **Rural Service** 

***Please Note:** If your agency does **NOT** operate an Urban type transit, please choose 'No' for your response to the first question and mark the form as complete.


Does your agency operate a Rural transit service?*:

Please submit one figure representing the total Reimbursable Expenses for Actual amount.
If you would like to provide itemized actual and budgeted expenses using cost categories included in your general ledger, please include this as an attachment.

Ultimately, for the actual figures, the total reimbursable expenses plus non-reimbursable items plus reconciling expenses must equal the ACFR on a full accrual basis

Total Actual Reimbursable Expenses: Actual

Attachment (if applicable): Select file



MERIT – Operating Assistance in WebGrants

- The “Operating Assistance Summary” at the bottom of the **Financial Data** will provide a summary of all data entered

Operating Assistance Summary		Mark as Complete
Reimbursable Expenses:	\$1,000,000.00	\$1,200,000.00
	Actual	Budgeted
Non-Reimbursable Expenses:	\$533.00	\$4,000.00
	Actual	Budgeted
Reconciling:	\$12,000.00	
	Actual	
Total Operating Expenses:	\$1,000,533.00	
	Actual	
Total ACFR Expenses:	\$1,012,533.00	
	Actual	
Total Operating Budgeted:	\$1,204,000.00	
	Budgeted	
For Rural/ FTA 5311 Supported Transit Service		
FTA 5311 Operating Assistance:	\$592,500.00	
	Budgeted	
Total Operating Revenues:	\$592,967.00	
	Budgeted	
For MERIT - Operating Assistance Formula		
Operating Costs for Sizing (Reimbursable Expenses):	\$1,000,000.00	
	Actual	
Operating Costs for Performance (Reimbursable + Non-Reimbursable Expenses):	\$1,000,533.00	
	Actual	

Last Edited By: Transportation Tester - Jul 31, 2023 10:01 AM

- In the final application tab called **Budget** please feel free to leave:
 - Total Project Cost: \$0
 - DRPT staff will overwrite this with the operating formula allocations

Budget - Current Version

Total Project Cost Save Form

Total Project Cost*: \$0

Application Certification Save Form

I certify that I have the permission of my organization's Executive Director, Chief Executive Office, Board Chair, or other accountable, authorized individual to submit this application for state funding to the Virginia Department of Rail and Public Transportation.

Further, I certify that our organization is committing the required local match toward this project, and has those funds available now or will have the funds in the future.

This application is complete as of this submission.

I Certify*:

Authorized Individual*:

First Name Last Name Date

Save Form

Performance Data Reporting

Performance Data Reporting

- The 2018 General Assembly passed HB 1539, which requires the Commonwealth Transportation Board (CTB) to allocate Operating Assistance solely on the basis of performance metrics.
 - Transit grantees that wish to receive state Operating Assistance must submit performance data and audited operating costs
 - Data should be carefully reviewed by each agency prior to submission to DRPT
 - All transit agencies across the Commonwealth are impacted by data-quality issues



Performance Data Reporting

Monthly:

- Data submissions are due on or before the last business day each month for the previous month's activity
- Transit grantees must submit the following performance data values in OLGA by mode:
 - Ridership
 - Vehicle Revenue Miles
 - Vehicle Revenue Hours

Annually

- Agencies that report Passenger Miles Travelled (PMT) to NTD must submit fiscal year PMT by mode directly to DRPT by December 15th each year.

Performance Data Reporting – New Service

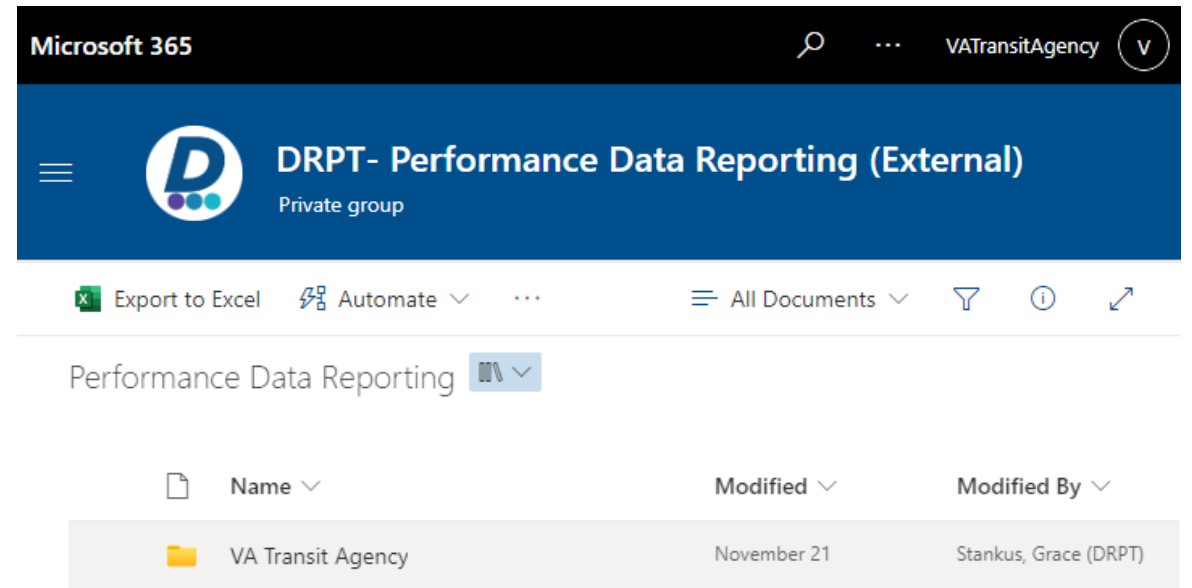


- Performance data for new service funded through other federal, state, or local programs should be incorporated into required monthly and annual data reporting
 - Ridership, Vehicle Revenue Miles, and Vehicle Revenue Hours should be included with monthly totals
 - Passenger Miles Travelled (if required) should be included in annual reporting
- This applies specifically to projects funded through:
 - MERIT - Demonstration Assistance Program
 - DRPT Transit Ridership Incentive Program (TRIP)
 - Other Federal Program (i.e. Integrated Mobility Innovation)

Photo Courtesy of CSPDC/ Brite Bus

Performance Data Reporting – New Process

- Previous Data Entry Process: OLGA Performance Reporting Module
- New Data Entry Process: Microsoft Excel via Microsoft SharePoint
 - Microsoft SharePoint allows DRPT to share files that external users can access and update through a web browser
 - All files and information are in one place accessible to everyone with permission



Performance Data Reporting – Transit Modes

- DRPT transit reporting modes have been revised to align with NTD reporting
- Agencies can use monthly data reported for both DRPT and NTD

Old DRPT Transit Modes	New DRPT Transit Modes	NTD Reporting Modes
Bus (Fixed, Commuter, DR)	Bus - Fixed Route	Bus - Fixed Route (MB)
-	Bus - Commuter	Bus – Commuter (CB)
Bus Rapid Transit	Bus - Bus Rapid Transit	Bus - Bus Rapid Transit (RB)
Paratransit/ADA	Demand Response - ADA*	Demand Response – ADA + Public* (DR)
-	Demand Response - Public*	-*
Light Rail	Light Rail	Light Rail (LR)
Heavy Rail	Heavy Rail	Heavy Rail (HR)
Commuter Rail	Commuter Rail	Commuter Rail (CR)
Ferryboat	Ferryboat	Ferryboat (FB)

**Demand Response - ADA and Demand Response - Public are reported together in NTD*

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Special Programs

Workforce Development Grant Program



- Supports the hiring of interns and apprentices who are interested in pursuing careers in public transportation
- Agencies are encouraged to gear apprenticeships toward any facet of the public transportation industry and may focus programs on the operations side of the public transit agency to demonstrate potential career tracks for future mechanics, operators, dispatchers, and operations supervisors.
- Match Rates: 80% State and 20% Local match
- Eligible applicants:
 - Transit agencies, local governments, public service corporations, PDCs, MPOs, human service agencies involved in rural transit, commuter assistance program operators
- Eligible expenses: Wages, fringe benefits, training (may include CDL or other appropriate certifications), travel

Technical Assistance

CHAPTER 2

System Performance and Operations Analysis



- Supports a variety of planning related activities
 - Studies, plans, technical evaluations
 - Feasibility studies for major capital projects and innovation
 - Support of federal requirements (i.e. TAM and PTASP)
 - CAPSP and TDM plans, and TSP/TDP plans
- Match Rates: 50% State and 50% Local match
- Eligible applicants:
 - Transit agencies, local governments, public service corporations, PDCs, MPOs, human service agencies involved in rural transit, commuter assistance program operators
- Applications must clearly demonstrate how resources will benefit transit

Demonstration Project Assistance



- Support and incentivize implementation of new transit services and test innovative and non-traditional public transportation solutions
- Reduce financial risk and fill funding gaps for projects and activities not directly suited for other State and Federal funding programs
- 12-18 month timeframe for projects
- Match Rates: 80% State and 20% Local Match
- Eligible applicants:
 - Transit agencies, local governments, PDCs, MPOs

Demonstration Project Assistance

- **Type 1: New Service**

- Areas or markets not currently served by public transportation or additional connections to areas currently served
- Feasibility or other suitable document
- Not for replacing discontinued routes
- Not for traditional public transit services eligible for funding through other state and federal programs

- **Type 2: Innovation and Technology**

- Test “proof of concept” for new technologies used in public transportation services
- Not for technological solutions that have been deployed for years and have proven effectiveness
- Projects in both areas currently served and not served by public transportation

MERIT Special Programs in WebGrants

- In WebGrants, there will be 3 Funding Opportunities

15	Posted	MERIT Special Programs - Demonstration - FY25	TP-Transit Program
28	Posted	MERIT Special Programs - Technical Assistance - FY25	TP-Transit Program
29	Test	MERIT Special Programs - Workforce Development - FY25	TP-Transit Program

- Select the Funding Opportunity and follow the Application Wizard to populate information on your project
- Make sure to attach required supporting documentation and include details on your scope and project budget

MERIT Special Programs in WebGrants

- Similar to previous application forms, WebGrants now has fields that may be populated with project information versus submitting a fillable form

The screenshot displays a web application interface for 'Project Information - Demonstration Program - Current Version'. The main section is titled 'Project Information' and includes a 'Save Form' button in the top right corner. The form contains several input fields:

- Project Name*:** A text input field.
- Project Type*:** A dropdown menu.
- Program Description*:** A large text area with a '2000 character(s) left' indicator.
- Draft Scope of Work*:** A text input field with a 'Select file' button next to it.
- Project Eligibility and Readiness*:** A large text area with a '2000 character(s) left' indicator.
- Performance and Progress Measurement*:** A large text area.

TRIP – Transit Ridership Incentive Program

TRIP – Transit Ridership Incentive Program

- TRIP was created as part of the 2020 Transportation Omnibus Bill and originally funded two project categories: Zero and Reduced Fare and Regional Connectivity
- In 2023, the Virginia General Assembly approved HB 2338/SB 1326 identifying two new eligible project categories:
 - **TRIP Public Safety**
 - **TRIP Passenger Amenities**
- Eligible Projects for FY25:
 - **Regional Connectivity**
 - **Zero Fare and Low Income**
 - **Public Safety**
 - **Passenger Amenities**
- Annual TRIP awards distribution:
 - **Regional Connectivity:** at least 25% of funding awarded
 - **Zero and Reduced Fare:** at least 25% of funding awarded
 - **Public Safety and Passenger Amenities:** maximum 30% of funding awarded

TRIP- Regional Connectivity

Eligible Project Types:

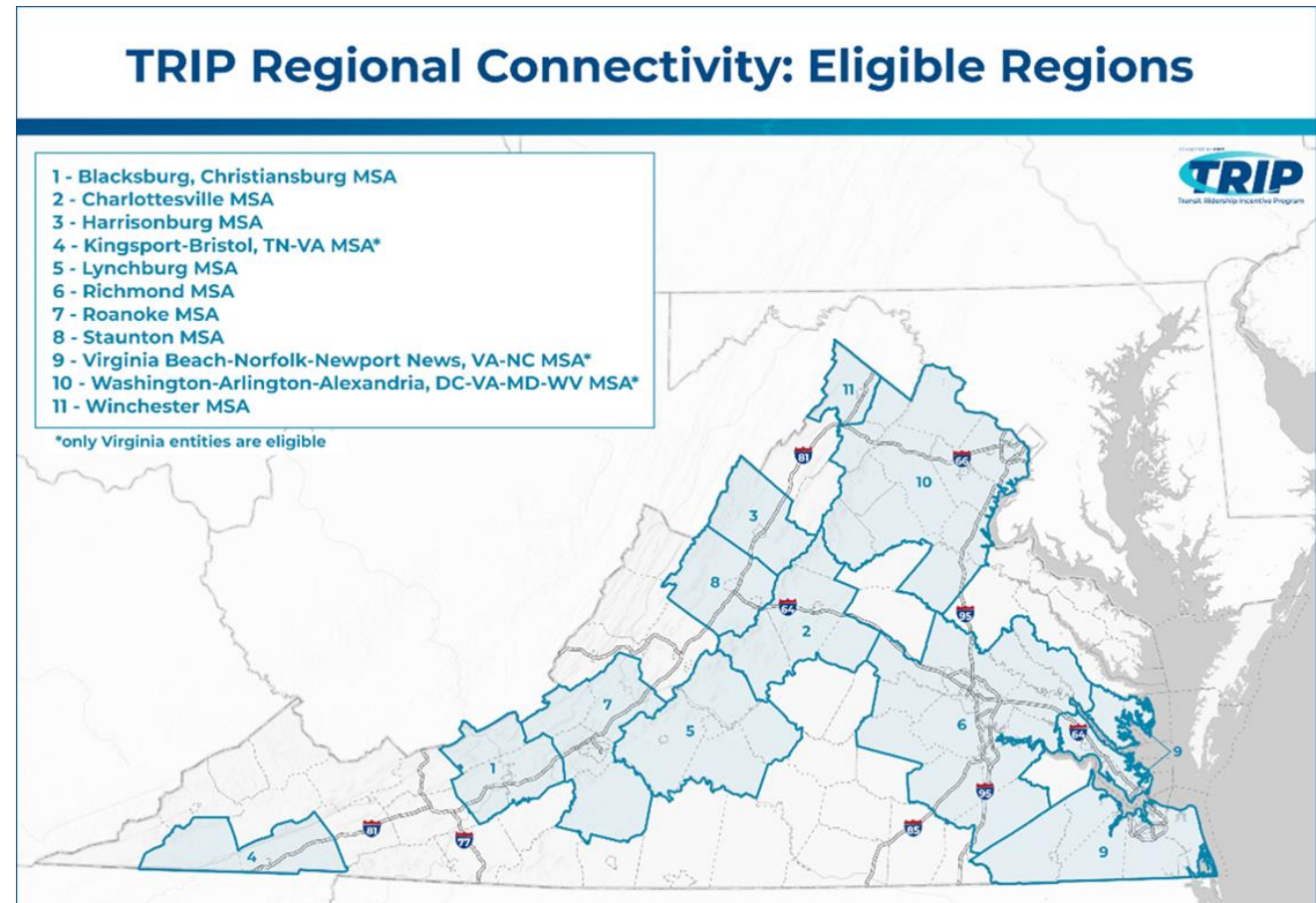
- Development or improvement of regionally significant transit routes
- Creation of finance subsidy models
- Deployment of integrated fare collection
- The addition of bus-only lanes (transit prioritization) on regionally significant corridors

Eligible Recipients:

- Public service corporations that serve urbanized areas with populations in excess of 100,000 (see figure)
- Transportation District Commissions
- Local Governments
- Private nonprofit transit providers

Funding Duration:

Up to 5 years



TRIP- Zero Fare and Low Income

Eligible Project Types:

- The provision of subsidized or fully free passes to low-income populations
- The elimination of fares on high-capacity corridors, establishing 'zero fare zones'
- The deployment of an entirely zero fare system
- Fare policy planning

Projects will be reimbursed based on net fare collection

Eligible Recipients:

- Public service corporations (no population threshold)
- Transportation District Commissions
- Local Governments
- Private nonprofit transit providers

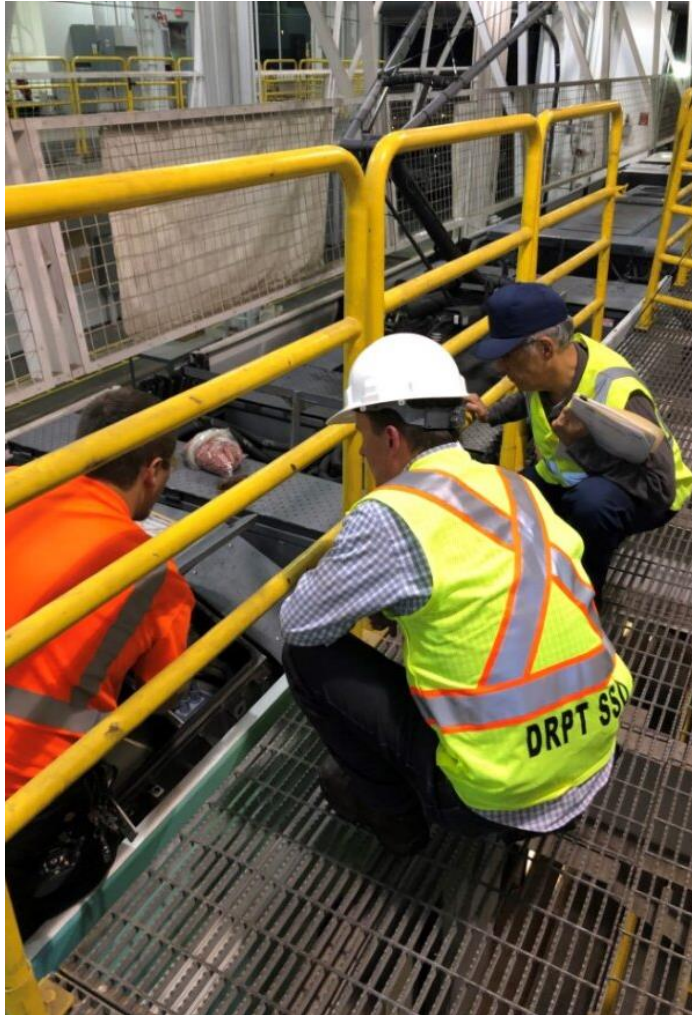
Funding Duration:

Up to 3 years

*Note: All **systemwide** zero fare applicants must commit to an additional 4th year of operations with 100% local dollars and continued state oversight*



TRIP Public Safety



Eligible Project Types:

- Public Safety Programming and Training
- Public Safety Planning
- Public Safety Equipment
 - Purchase and installation of lighting
 - Purchase and installation of cameras
 - Purchase and installation of emergency help buttons and call boxes
 - Implementation of Intelligent Transportation Systems (ITS) designed to improve the safety of the transit system
 - Purchase of other equipment that directly improves the actual and perceived safety of riders, operators, and other transit employees

Eligible Recipients:

- Public transit providers who receive state operating assistance
- Metropolitan Planning Organizations (MPO)
- Planning District Commissions (PDC)
- Other statewide or regional bodies

Funding Duration: Up to 1 year

Projects with a state ask that is greater than \$3 million may receive TRIP funding, but applications must be submitted through the MERIT Capital Program as Major Expansion projects to be evaluated under that program. DRPT staff will decide which program to fund each project based on eligibility and available funding.

TRIP – Passenger Amenities

Eligible Project Types:

- Improvements to existing bus stops
- Addition of new bus stops
- Improvements to other passenger facilities
- Bus stop or facility planning

Eligible Recipients:

- Public transit providers who receive state operating assistance
- Metropolitan Planning Organizations (MPO)
- Planning District Commissions (PDC)
- Local Governments
- Other statewide or regional bodies

Funding Duration: Up to 1 year

Projects with a state ask that is greater than \$3 million may receive TRIP funding, but applications must be submitted through the MERIT Capital Program as Major Expansion projects to be evaluated under that program. DRPT staff will decide which program to fund each project based on eligibility and available funding.



TRIP in WebGrants

Application Steps:

1. There are 4 Funding Opportunities for TRIP in WebGrants

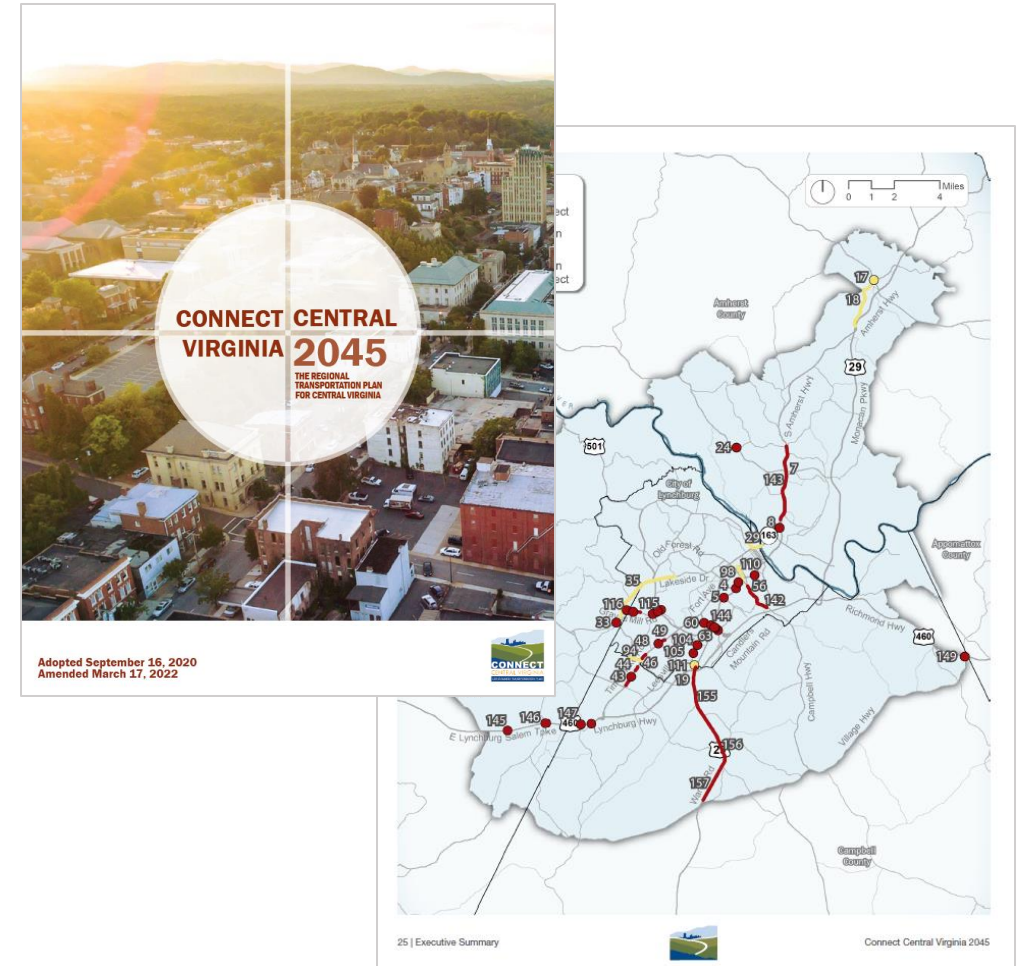
328	Test	Transit Ridership Incentive Program (TRIP) - Regional Connectivity - FY25	TP-Transit Program
329	Test	Transit Ridership Incentive Program (TRIP) - Zero and Reduced Fare - FY25	TP-Transit Program
330	Test	Transit Ridership Incentive Program (TRIP) - Passenger Amenities and Facilities - FY25	TP-Transit Program
331	Test	Transit Ridership Incentive Program (TRIP) - Public Safety - FY25	TP-Transit Program

2. Make sure to review application guidelines before submitting an application - these can be found on the DRPT webpage
3. For more information on TRIP: Please visit the [TRIP webpage](#), or contact Daniel Wagner, Statewide Transit Planner - [daniel.wagner@drpt.virginia.gov] or 804-971-8011

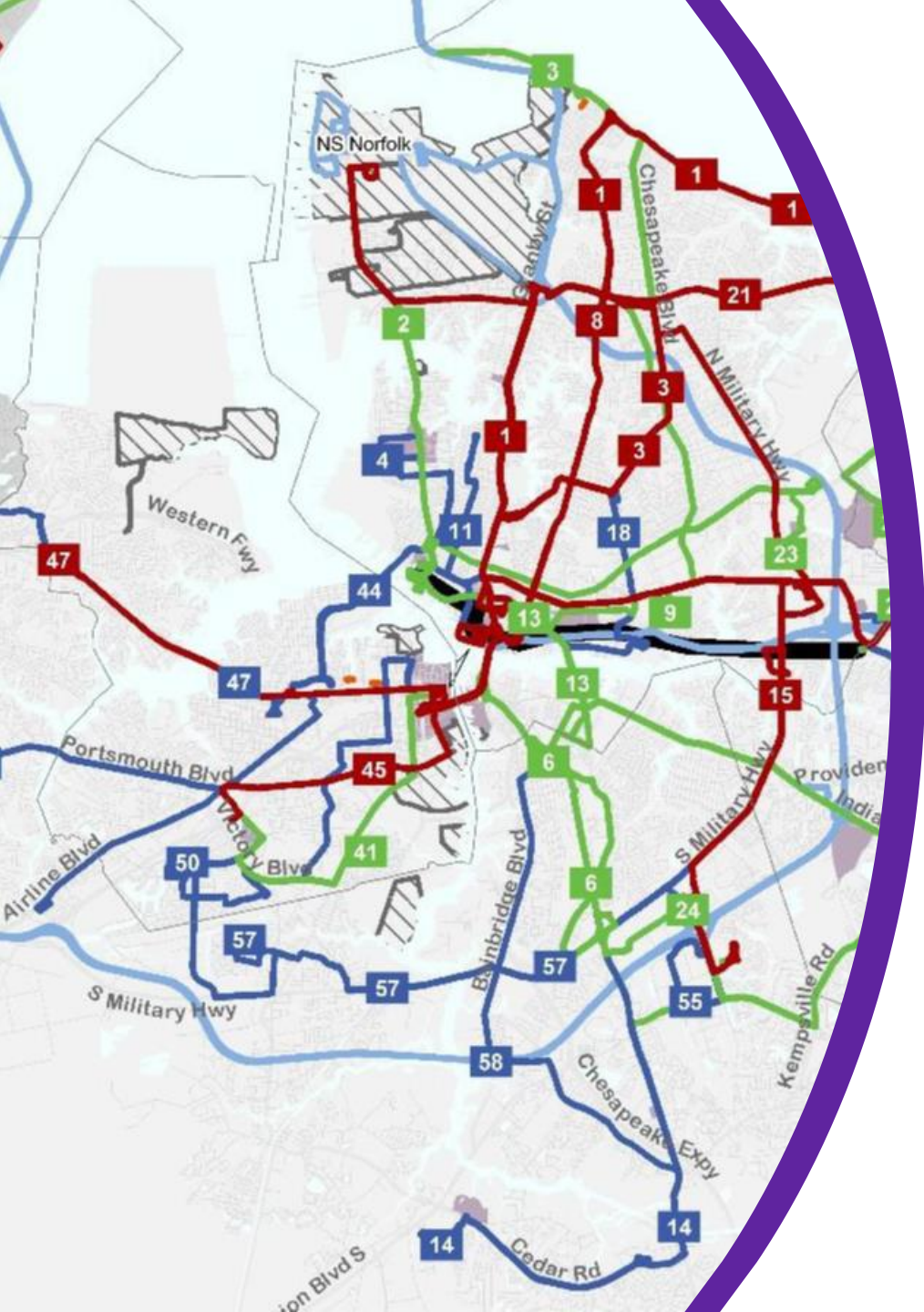
Section 5303 - Metropolitan Transportation Planning Program

FTA Section 5303

- FY2025 grant applications due May 1, 2024
- 5303 funds can be carried over for one year and must be outlined in UPWP by fiscal year
- Please refer to Blue Book and Purple Book for further information



Transit Development Plans (TDPs) and Transit Strategic Plans (TSPs)



TSP Guidelines Changes

CTB unanimously approved the following changes to the Transit Strategic Plan (TSP) guidelines at the October 25, 2022 Board meeting:

- Modify the 5-year review from “Major Update” to “Minor Update”
- Modify the TSP Annual Update process from a letter submission to a joint quarterly meeting process

Revised guidelines are available on the DRPT website

TDP and TSP Updates

- Annual Update Worksheet and Joint Quarterly Meetings must be completed by January 20, 2024
- Deadline for TSP compliance - June 30, 2024
- **Reminder:** If a transit agency is seeking funding assistance for their TDP or TSP update, please apply through the Technical Assistance grant program

Questions?

- All participants are in listen only mode.
- Question/ Answer breaks will be offered at key points in the webinar.
- There will also be a Q/A session at the end of the presentation.
- To ask questions:
 - Submit questions via the question or chat function
 - Request to unmute from DRPT Moderator
- DRPT will post webinar recording under “Application Resources” on our MERIT webpage at:
<https://drpt.virginia.gov/ongoing-grant-programs/merit/>



Other Ongoing Initiatives

Modernizing Transit Fleets Project

- Development of tools and resources for Virginia transit agencies interested in zero-emission fleet transition planning
- Key Deliverables:
 - Transit agency zero-emissions readiness checklist
 - FTA-compliant zero-emissions transition plan template
 - Financial planning tools to conduct life-cycle cost analysis of fleet transitions (state and agency-level)
 - Emissions reductions tracking and forecasting tools (state and agency-level)
 - Two pilot zero-emission transition plans (one rural and one small urban agency)
- If interested in exploring electric/alternative fuel transition planning for your agency fleet and facilities, please reach out to your DRPT Program Manager for available resources

What is the Modernizing Transit Fleets Project?



Builds on House Joint Resolution 542
DRPT Transit Equity & Modernization Study recommendations



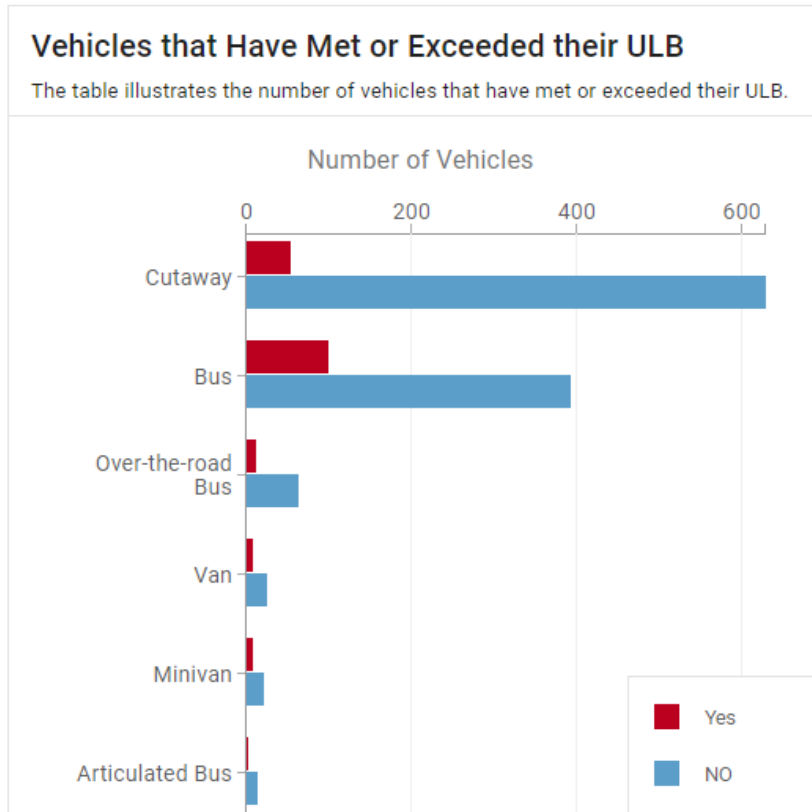
Motivated by continued interest to transition to low- and zero-emissions fleets



Ongoing funding from Federal Transit Administration (FTA)

VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

FFY2022-2025 Group Tier II TAM Plan



- TAM is required for agencies that own, manage, or operate FTA-funded capital assets
 - Plan sets TAM targets for vehicles, and facilities
 - Also provides guidance on meeting/maintaining SGR
- DRPT last updated the TAM Plan on October 1, 2022
 - Covers 33 agencies (5311 and small urban)
 - Sets Performance Targets
 - Includes an asset inventory
 - Decision support tools
 - Investment Prioritization
- TAM Action Items
 - Maintain accurate asset inventory in TransAM
 - Anticipated TAM Plan update to begin in 2024

Public Transportation Agency Safety Plans

- Deadline for compliance with BIL Law changes to PTASP is December 31
- Requirements are based on UZA population
 - Infectious disease language
 - Involvement of frontline employees in PTASP process
 - Additional front line employee training
- Agencies should review their PTASPs
 - DRPT has made a checklist and webinar recordings available on the DRPT PTASP website



**Virginia Department of Rail and Public Transportation (DRPT)
Public Transportation Agency Safety Plan (PTASP) and Bipartisan Infrastructure Law (BIL) Review Checklist**

Introduction

This checklist should be used to review agency PTASP compliance with Federal Transit Administration (FTA) requirements from [Title 49 Code of Federal Regulation \(CFR\) Part 673](#), the BIL, and other applicable requirements. Each of the checklist items should be described in the PTASP for all agencies, unless specified otherwise for some specific BIL requirements (underlined and bolded in the checklist).

General Requirements			
	Checklist Item	Page Number	Comments
<input checked="" type="checkbox"/>			
<input type="checkbox"/>	Name and address of the transit agency that the PTASP applies to		
<input type="checkbox"/>	Mode(s) of transit covered by the PTASP, indicating demand response or fixed route		
<input type="checkbox"/>	Mode(s) of transit service provided by the agency		
<input type="checkbox"/>	The Accountable Executive's signature on the PTASP and date of approval		
<input type="checkbox"/>	Timeline and process for the annual review and revision of the PTASP, including the version number		
<input type="checkbox"/>	Inclusion of reference to an emergency preparedness and response plan or procedures; this could be an agency's plan or a plan promulgated by one or more local jurisdictions, such as city or county		
<input type="checkbox"/>	The Board of Directors' or Equivalent Authority's approval of the PTASP and date of approval		
<input type="checkbox"/>	Certification of compliance with Part 673 , including the name of the individual or entity that certifies the Agency Safety Plan and date of certification.		

GPC Transit Bench & Prompt Pay

- Effective July 2022, DRPT has a new bench of transit planning consultants:
 - Michael Baker International
 - RK&K
 - WSP
 - AECOM
 - Kimley Horn & Associates
- The GPC bench is available to all DRPT grantees to help fulfill transit planning needs
- Subcontractor Prompt Pay Requirement
 - Agencies that (1) issue task orders to the GPC bench; (2) use federal funds to offset contractor costs; and (3) include subcontractors on the project are required by FTA to receive Subcontractor Prompt Payment Forms after from the prime
 - The form is intended to certify that the prime has paid the subcontractor within 30 days of receiving payment from the administering agency
 - Urban agencies may use their own Subcontractor Prompt Payment Form but rural agencies must use DRPT's form

FY25 DRPT Grant Cycle Calendar

Date	Event
Dec. 1, 2023	Applications Open in WebGrants
Dec. 15, 2023	FY23 PMT Data Due to DRPT
Jan. 15, 2024	TransAM Asset Data Updates Due to DRPT (odometer readings)
Jan. 15, 2024	Annual Planning Update worksheet Due to DRPT
Feb. 1, 2024	All Transit Grant Applications Due in WebGrants
April 2024	Draft SYIP Presented to CTB
April 2024	5-Year Capital Budgets Due to merit@dprt.virginia.gov
April/May 2024	Public Hearings
May 1, 2024	FTA Section 5303 Applications Due to DRPT
May 2024	Review of 5-Year Capital Budgets with DRPT Staff
June 2024	CTB Approves Final SYIP
July 1, 2024	FY25 Begins, Grant Funding Awarded Becomes Available
July 15, 2024	TransAM Asset Data Updates Due to DRPT (odometer readings)



Application Guidance

- DRPT guidance and assistance are always available
- DRPT's Blue Book - Transit and Commuter Assistance Grant Application Manual document
- DRPT's Purple Book – Grant Administration Procedures Manual
- Talk to your DRPT program manager – they are your best resource for assistance with your application
- Transit Leadership:
 - Zach Trogdon, Chief of Public Transportation - [zach.trogdon@drpt.virginia.gov]
 - Chris Arabia, Manager of Statewide Commuter Programs - [christopher.arabia@drpt.virginia.gov]
 - Todd Horsley, Director of Northern Virginia Transit Programs - [todd.horsley@drpt.virginia.gov]
 - Grant Sparks, Director of Statewide Transit Programs - [grant.sparks@drpt.virginia.gov]
 - Tiffany Dubinsky, Director of Transit Planning - [tiffany.dubinsky@drpt.virginia.gov]

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