



Transit and Special Programs Workshop

FY2027 – Statewide Transit Programs Overview

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November 19, 2025



House Keeping

- 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 Q&A function in Teams
 - Request to unmute from DRPT Moderator
- DRPT will post webinar recording on YouTube and under “Application Resources” on our MERIT webpage at:
<https://drpt.virginia.gov/ongoing-grant-programs/merit/>

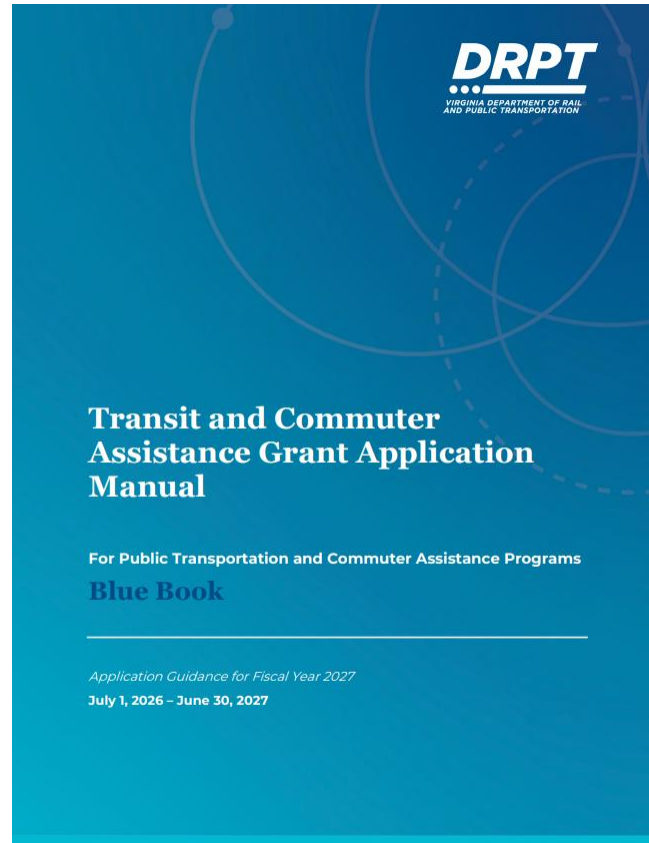


Welcome, Introductions, and Agenda

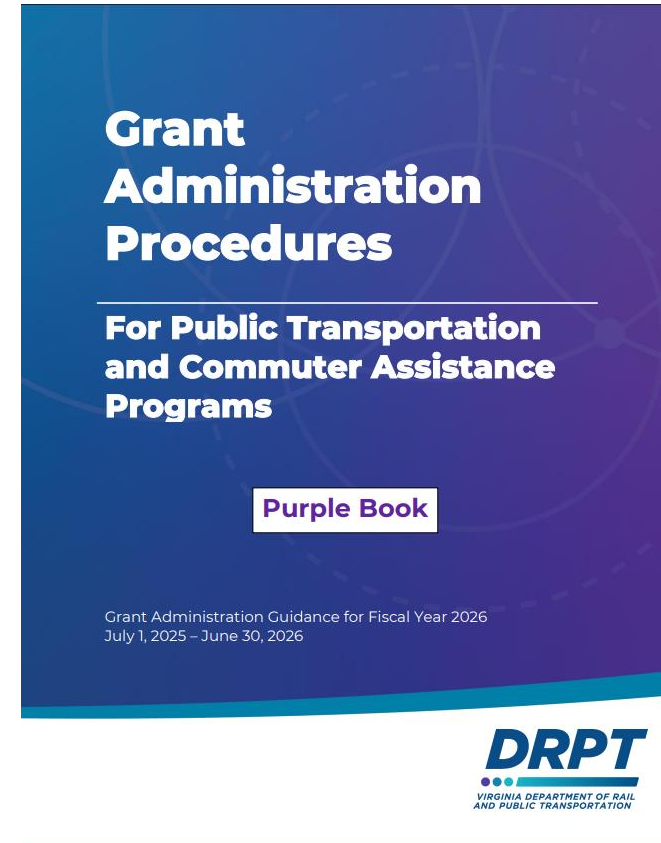
1. FY27 Overview
2. WebGrants – Registration and Requirements
3. MERIT - Capital Assistance Program
4. MERIT - Operating Assistance Program
5. MERIT - Special Programs
6. TRIP
7. Performance Data Reporting
8. Section 5303
9. TDP/TSP – Update and Requirements
10. Ongoing Initiatives



Guidance Documents



FY27 Update - Published Fall 2025



FY26 Update – Published Spring 2025

Grant Application & Management Update

WebGrants – Grants Management Platform

- Please login at least every **90 days** to avoid your account becoming inactive.
 - Do not create a new account. Contact your Program Manager to reactivate your account.
- Regularly verify that your account information is up to date and all users are registered.
 - WebGrants does not have the concept of an agency “Master User.” Any staff involved in grants management and tracking can be added as "additional grantee contacts" in all grant applications.
- Per VITA policy, WebGrants will log off after 10-minutes of inactivity.
- Refresher training materials available on the DRPT website

WebGrants - How to Find Funding Opportunities

DRPT VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

Grant Sparks
External User
Grantee

Funding Opportunities
List of all current Funding Opportunities

Back Print Online Help Log Out

Currently Posted Funding Opportunities

All currently posted opportunities appear below. The Application Deadline indicates the due date for the application submission. You will be unable to submit your application after this date.

Search:

ID	Status	Agency	Program Area	Title	Posted Date	Pre-Application Due Date	Final-Application Due Date
1	Posted	Department of Rail and Public Transportation	Rail Program	Rail Industrial Access Grant (RIA) - 2024	Oct 2, 2024 10:17 AM	Not Applicable	Not Applicable
17	Posted	Department of Rail and Public Transportation	Transit Program	RTAP Grant Program (Rolling)	Jul 1, 2024 1:19 PM	Not Applicable	Not Applicable
8824	Posted	Department of Rail and Public Transportation	Transit Program	MERIT Capital Assistance - Major Expansions (MAJ) - FY26	Sep 30, 2024 12:55 PM	Dec 1, 2024 4:17 PM	Feb 1, 2025 11:59 PM

Showing 1 to 3 of 3 entries

WebGrants - How to See Program Details

DRPT
VIRGINIA DEPARTMENT OF RAIL
AND PUBLIC TRANSPORTATION

Grant Sparks
External User
Grantee

Dashboard >

Funding Opportunities >

Applications >

Grants >

Reports >

My Profile >

Current Applications

Any previously created applications, for this opportunity, appear below. To start a new application for this opportunity, Click the Start New Application button or to copy data from an existing application, click on the Copy Existing Application button.

ID	Application Title	Organization	Status
10688	RTAV Conference RTAP Request (Test)	DRPT	Editing

Funding Opportunity Details

[? Ask a Question](#) [Start New Application](#)

17 - RTAP Grant Program (Rolling)

Funding Opportunity Details

Transit Program

Final Application Deadline:

Status:	Posted	Program Officer:	Katy Miller
Posted Date:	Jul 1, 2024 1:19 PM	Phone:	(804) 972-4596 x
Award Amount Range:	Not Applicable	Email:	katy.miller@drpt.virginia.gov
Project Dates:	-		
Award Announcement Date:			

Description

Description

The RTAP program makes scholarships available to reimburse organizations for courses, workshops, seminars, driver roadeos, and conferences with subject matter applicable to public transportation, paratransit, and human services transportation. Eligible applicants are FTA Section 5311 and 5310 recipients, as well as public transit operators in small urbanized areas that have the same training and technical assistance needs as transit providers in nonurbanized areas. Scholarship funds may not be used for lobbying activity. Reimbursement is up to 100% of eligible expenses.

Attachments

Attachments

Description	File Name	Type	Size	Upload Date
2024 RTAP Guidelines	RTAP-Guidelines-2024.pdf	pdf	196 KB	10/15/2024 08:34 AM

Start New Application^

Program Manager

MERIT - Capital Assistance

Capital Assistance Prioritization Process

1. Projects are screened for eligibility:

- Inclusion in agency TSP/TDP (or Joint Quarterly Update)
- Review of open grants for the same assets that have not been spent
- Check for “readiness” to implement (i.e. completion of study, engineering/design)

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 FY27 Transit Capital Assistance Technical Documentation posted on the MERIT page of 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

- 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% state match]

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

Major Expansions (MAJ) [up to 50% state match]

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

- Total project cost exceeding \$3 million; or
- 5 or more expansion vehicles or 5% growth in fleet size (whichever is greater); or
- All projects that include the replacement of an entire existing facility

Minor Enhancements (MIN) [up to 68% state 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
- 5 or fewer expansion vehicles or ≤5% growth in fleet size (whichever is greater); or
- Projects with engineering or design of infrastructure or facilities.
- Purchase of assets to replace unspecified assets “as-needed,” grouped programs of projects, or “special asset categories.”

Minor Enhancements: Special Asset Categories

- **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)
 - large groups of assets that cannot be broken down into subcomponents. (this does not include grouped or program of project for vehicle rehab or replacement.
- **Other Capital Finance Strategies**
 - 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)

Vehicle Rehabilitations



- Vehicle Rebuilds, Overhauls, and Repowers are all eligible for MERIT - Capital funding
- **Vehicle Rebuilds:**
 - Performed 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:**
 - Performed 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

Alternative Fuel Vehicles



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

Passenger Shelter and Amenities

- In FY27, DRPT will not assign state-controlled federal funds to shelter projects (i.e., 5339/5311)
- All applications for bus stop shelters should be submitted through the **MERIT – Capital Assistance** program.
- DRPT will determine if they will be funded through MERIT or TRIP – Passenger Amenities (local match requirement is the same).



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

MAJ Projects – Pre-Application Requirement



- A pre-application is required for all FY27 Major Expansion projects
- Applicants for all MAJ projects must submit a pre-application by **December 1**.
- If you are planning on applying for MAJ project and you have not started the pre-application, please do so.

Cost Estimation Template for Construction Projects

- Starting in FY27, all applicants seeking construction funding must complete the **new DRPT Project Estimate Summary Sheet**
- This sheet must be completed in addition to your independent cost estimate.
- We recognize the diversity of projects, so please use your best judgment to complete the template, which is intended to improve cost reporting consistency.
- The template for this required document is available on the
 - Funding Opportunity Details page in WebGrants, or
 - Directly on the DRPT website (<https://drpt.virginia.gov/our-grant-programs/merit/>).
- DRPT's Engineering Team is available to assist you in preparing both the cost estimate template and your detailed cost estimate.
 - Contact Bethel Kefyalew, P.E. (bethel.kefyalew@drpt.virginia.gov) for assistance.

Federal Discretionary Funding Incentives

Lower Local Match Requirement:

- For capital projects that will be supported with federal discretionary funds, DRPT will consider a local match under 4% on a case-by-case basis.
 - DRPT previously required a minimum of 4% in local match for all projects supported by state capital funds.

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**

MERIT – Capital Assistance in WebGrants

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

➔	MERIT Capital Assistance - State of Good Repair (SGR) - Vehicles - FY27	TP-Transit Program	Feb 2, 2026 9:14 AM
➔	MERIT Capital Assistance - State of Good Repair (SGR) - Other - FY27	TP-Transit Program	Feb 2, 2026 11:59 PM
➔	MERIT Capital Assistance - Minor Enhancement (MIN) - FY27	TP-Transit Program	Feb 2, 2026 5:00 PM
➔	MERIT Capital Assistance - Major Expansions (MAJ) - FY27	TP-Transit Program	Feb 1, 2026 11:59 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:

The screenshot shows the DRPT Virginia Department of Rail and Public Transportation WebGrants interface. On the left is a sidebar with a user profile for Daniel Sonenklar (Internal Staff, Contract Signature Level 2, Contract Review Level 4, Contract Approval) and a menu with items: Dashboard, People and Organizations, Awards, Funding Opportunities, Submitted Applications, Reviews, Grant Tracking, and Reports. The main content area has a header with the DRPT logo and text: "Program Area: Transit Program", "Document: Application", "Form Name: Project Information", and "Form Type: General". Below this is a blue instruction box with the text: "The MERIT Capital Assistance - State of Good Repair (SGR) - Vehicles Funding Opportunity should only include projects that:" followed by a bulleted list: "Replace Existing Revenue Vehicles", "Replace Existing Support Vehicles; or", and "Rehabilitate Revenue or Support Vehicles". Below the list is a note: "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." At the bottom of the main area is a "Project Information" section with a "Capital Asset Category*" dropdown menu (with a "Please choose one." prompt) and a "Save Form" button.

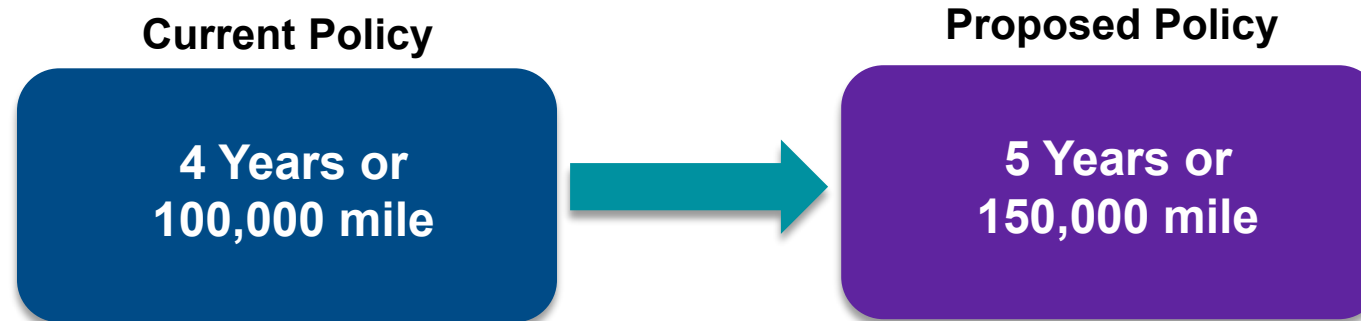
Scoring for SGR Projects: "Asset Condition Score"

- SGR: for replacement assets, an "Asset Condition Score" is awarded based on an assets age (and mileage for vehicles) compared is Estimated Service Life (ESL)
 - **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

FY28 Update to Estimated Service Life (ESL) Policy

- In FY28, DRPT will be rolling out new state definitions for Estimated Service Life (ESL) or Minimum Service Life for multiple vehicle sub-categories:
 1. **Light Duty, Small BOC**
 - Starcraft Starlite and similar BOC models (usually <12 passenger)
 2. **Light Duty, Medium BOC**
 - Starcraft Allstars and similar BOC models (usually <15 passenger)



Scoring for SGR + MIN Projects: "Service Impact Score"

- SGR and MIN: projects receive a “Service Impact Score” based on a qualitative assessment of project type

Primary Project Types	Secondary Project Types	Total Default Score
Admin/Maintenance Facilities	Supports Operations	25
Admin/Maintenance Facilities	Non-Operational	15
Customer Facilities	Transit Centers/Stations	28
Customer Facilities	Bus Stop/ Shelter Improvements	23
Capital Finance Strategies	All	36
Maintenance Equipment & Parts	Vehicle and Vehicle Support Equipment	32
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

Scoring for SGR + MIN Projects: "Incentive Score"

- SGR and MIN: projects can receive “Incentive Points” if projects include characteristics that satisfy statewide goals and for satisfying program requirements

Criteria	Points	DRPT Incentive Points: SGR and MIN Projects Incentives for projects that satisfy DRPT Goals (Not to exceed 10 points total per project)
Zero-Emissions Technology	5 Points, if project includes <u>one of the following</u> :	<ul style="list-style-type: none">Procurement of Zero-Emissions Vehicles, orInstallation of Zero-Emissions Infrastructure
Innovation	5 Points, if project includes <u>one of the following</u> :	<ul style="list-style-type: none">Installation of Real-Time Departure/Arrival Information, orAutomated Data Collection, Scheduling and Dispatch technology acquisition, orUtilization of Transit Signal Priority, orInstallation of safety technology, orMobile Ticketing
Safety and Comfort Around Customer Facilities	5 Points, if project includes <u>one of the following</u> :	<ul style="list-style-type: none">Enhanced Lighting at Transit Stations or Stops, orEnhancements for Pedestrians/Accessibility connecting passengers to Transit, orProjects that include benches or shelters
Agency Accountability	5 point, if <u>all requirements are met</u> :	<ul style="list-style-type: none">Compliance with State Asset Management Requirements (TransAM Updates on time)Compliance with State Strategic Planning Requirements (TSP/TDP Up to Date)Compliance with State Capital Planning Requirements (5-year Capital Budgets)Compliance with State Performance Reporting (On-time reporting)

MERIT - 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	Performance Metrics	
For FY27: FY25 Audited Figures	<ul style="list-style-type: none">• Operating Costs• Ridership• Vehicle Revenue Hours• Vehicle Revenue Miles	<ul style="list-style-type: none">• Passengers per Revenue Hour• Passengers per Revenue Mile• Operating Cost per Revenue Hour• Operating Cost per Revenue Mile• Operating Cost per Passenger	For FY27: FY22, 23, 24, 25 Audited Figures

MERIT –Operating Assistance in WebGrants

- In WebGrants, the MERIT – Operating Assistance program has 2 “Funding Opportunities”:
- 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 - Urban - FY27	TP-Transit Program	Feb 2, 2026 11:59 PM
MERIT Operating Assistance - Rural - FY27	TP-Transit Program	Feb 2, 2026 11:59 PM

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
 - Activity Line Item (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 Save Form

***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?*: Yes

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

Save Form

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

MERIT – Operating Assistance in WebGrants

- 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*:

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*: ☐

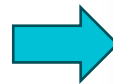
Authorized Individual*:

First Name Last Name Date

[Save Form](#)

WebGrants Milestones

- Beginning in FY26, certain grants have a new "Milestones" form, which is editable by both DRPT and the grantee.
- Grantees should work with their DRPT Program Manager to identify milestones and milestone dates and update those fields regularly throughout the duration of the grant.
- FY26: Beta test (post-award)
- FY27: Full utilization (application)



4202633 - Replacement - Trolley (1) - 2026

Status: **Underway**

Program Area: Transit Program

Funding Opportunity: 8827-MERIT Capital Assistance - State of Good Repair (SGR) - Vehicles - FY26

Organization: Town of Chinooleague Inc

Grantee Contact: Billy King

Program Officer: Aaron Clark

Total Project Awarded Amount: \$300,000.00

Grant Components Status Report

Grant Components

Preview Grant Manage Alerts Notes (0) Map Grant Copy Grant

Component	Form Type / Source / Security	Last Edited
General Information	⚙️ ⚙️ 🔒	Sep 3, 2025 1:45 PM - Grant Sparks
Status Reports	📄 ⚙️ 🔒	
Claims	📄 ⚙️ 🔒	
Contract Amendments	📄 ⚙️ 🔒	
Site Visits	📄 ⚙️ 🔒	
Contract	📄 ⚙️ 🔒	
Encumbrances	📄 🔒 🔒	
Correspondence	📄 ⚙️ 🔒	
Appropriations	📄 ⚙️ 🔒	
Budget	📄 🔒 🔒	
Project Information	📄 🔒 🔒	May 12, 2025 3:59 PM - Grace Stankus
Vehicles To Be Replaced	📄 🔒 🔒	
MERIT Capital Assistance - State of Good Repair (SGR) - Vehicles Project Schedule	📄 🔒 🔒	
Federal Funding	📄 🔒 🔒	
Attachments	📄 🔒 🔒	
Closeout	📄 🔒 🔒	
Milestones	📄 🔒 🔒	
Funding Opportunity	📄 🔒 🔒	-
Application	📄 🔒 🔒	-
Application Versions	📄 🔒 🔒	-
Application Notes	📄 🔒 🔒	-
Review Forms	📄 🔒 🔒	-

WebGrants Milestones

Milestones Form Example

4202633 - Replacement - Trolley (1) - 2026

Status: **Underway**

Program Area: Transit Program

Funding Opportunity: 8827-MERIT Capital Assistance - State of Good Repair (SGR) - Vehicles - FY26

Organization: Town of Chincoteague Inc

Grantee Contact: Billy King

Program Officer: Aaron Clark

Total Project Awarded Amount: \$300,000.00

Grant List Genera Status Claims Contra Site V Contra Encumb Corres Approp Budget Projec Vehicl MERIT Federa Attach

Closeo Milest

Milestones - Current Version [Create New Version](#) [View Versions](#)

Milestones - Multi-List [Mark as Complete](#) [Add Entry](#) [Edit All Rows](#)

Milestone	Original Estimated Completion Date	Revised Estimated Completion Date	Actual Completion Date
Purchase Order Issued	01/01/2026		
Vehicles Delivered	03/01/2027		
Project Completed	05/01/2027		

Last Edited By: Grant Sparks - Nov 3, 2025 11:43 AM [Add Entry](#)

[Previous](#)

Milestones Templates

Rolling Stock	
1	DRPT Contract Executed
2	Purchase Order Issued
3	Vehicles Delivered
4	Project Completed
Professional Services	
1	DRPT Contract Executed
2	RFP + ICE Developed
3	Solicitation Published
4	Bids Received
5	Purchase Order Issued
6	Task 1 Deliverable
7	Final Product Delivered
8	Project Completed
Equipment/Software/Hardware	
1	DRPT Contract Executed
2	RFP + ICE Developed
3	Solicitation Published
4	Bids Received
5	Purchase Order Issued
6	Final Product Delivered
7	Project Completed

Questions?



MERIT - Special Programs

Workforce Development Grant Program (WFD)



- Supports the deployment of intern, apprentice, mentorship, professional training, and support programs centered on careers in public transportation
- 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: Fully loaded wages of \$25/hr., professional training expenses (may include CDL or other appropriate certifications), and associated travel
- Can be used to match other eligible non-DRPT grants.

Technical Assistance (TA)

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 demo project assistance
 - Support of federal requirements (i.e. TAM and PTASP)
 - CAP-SP 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
- If submitting more than 2 applications, please email a list of the applications ranked by priority to Amy Garbarini at amy.garbarini@drpt.virginia.gov

Demonstration Project Assistance (Demo)



- 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
- 18-36 month timeframe for projects
- Match Rates: 80% State and 20% Local Match
- Eligible applicants:
 - Transit agencies, local governments, PDCs, MPOs
- If applying for multiple Demonstration grants, please reach out to your DRPT Program Manager with a prioritized list.

Demo Project Categories

Type 1: New Service

Includes projects that...

- Serve areas or markets not currently served by public transportation or add additional connections or capacity to areas currently served

*Does **not** include projects that...*

- Restart or replace discontinued service
- Serve traditional transit services eligible for funding through other state and federal programs

Must include a feasibility or other suitable study for justification

Type 2: Innovation and Technology

Includes projects that...

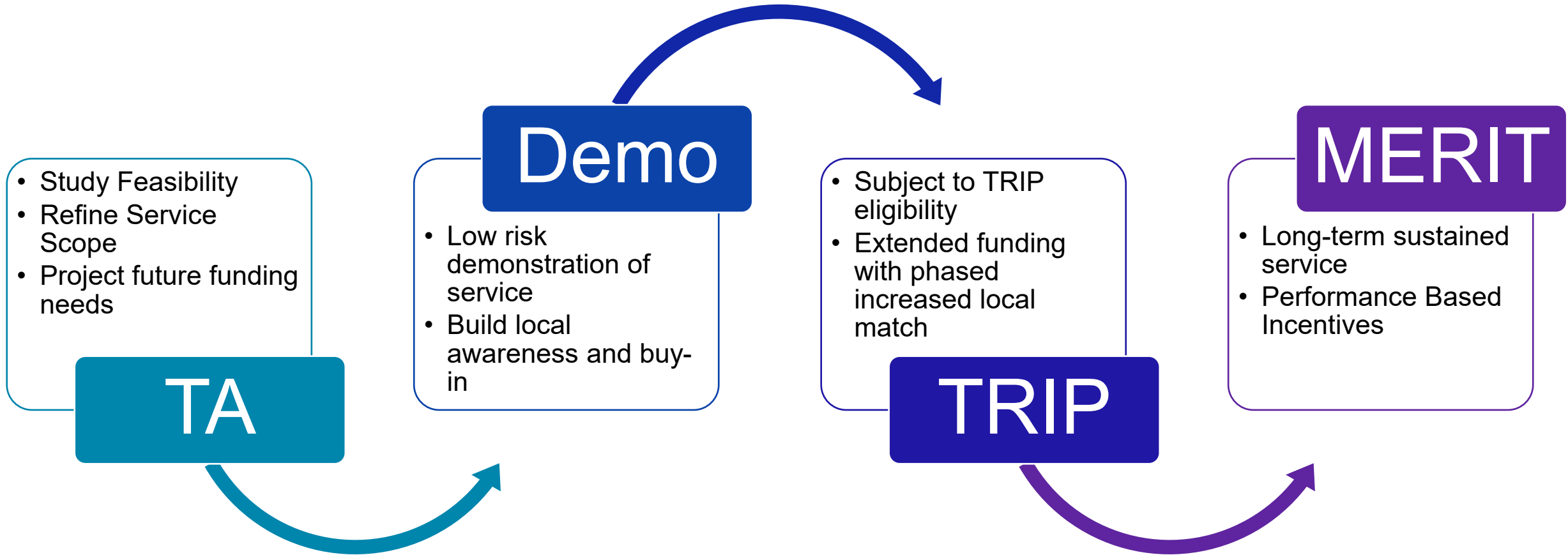
- Test “proof of concept” for new or novel application of technologies used in public transportation services

*Does **not** include projects that...*

- Apply technological solutions that have been deployed for years and have proven effectiveness

Projects can be in both areas currently served and not served by public transportation

New Service Development



TRIP – Transit Ridership Incentive Program

TRIP- Regional Connectivity

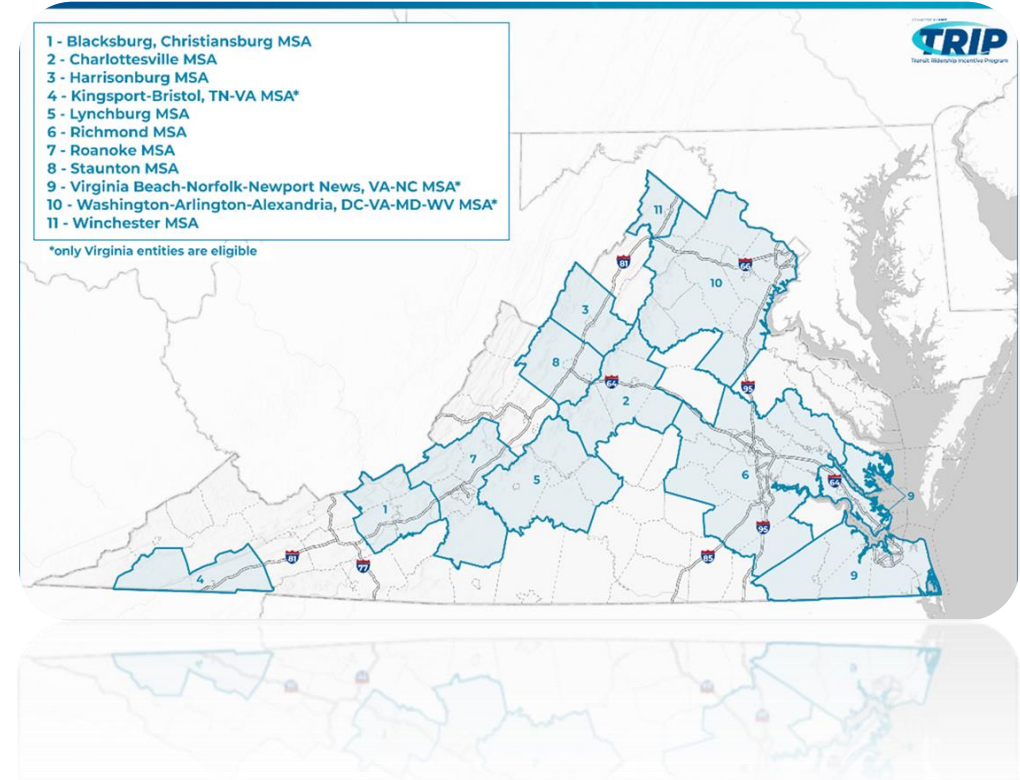
Can provide up to five years of funding assistance for:

- The improvement or expansion of routes with regional significance.
- The implementation of integrated fare collection.
- The development and implementation of regional subsidy allocation models.
- The establishment of bus-only lanes on routes of regional significance.

State match begins at 80% of eligible expenses in year one with a variable step down to 10% in year five.

Eligible Recipients must:

- Serve a Metropolitan Statistical Area
- Be a public transit provider that receives operating support through MERIT, MPO, PDC, or other statewide or regional body.



TRIP- Zero and Reduced Fare

Can provide up to three years of funding assistance for:

- Providing subsidized or fully free passes to low-income populations
- Eliminating fares on high-capacity corridors, routes, or zones
- Eliminating fares on an entire system
 - Systemwide grantees must commit to a fourth year of fare free operations with no TRIP funds and continued state oversight.
- Fare policy planning

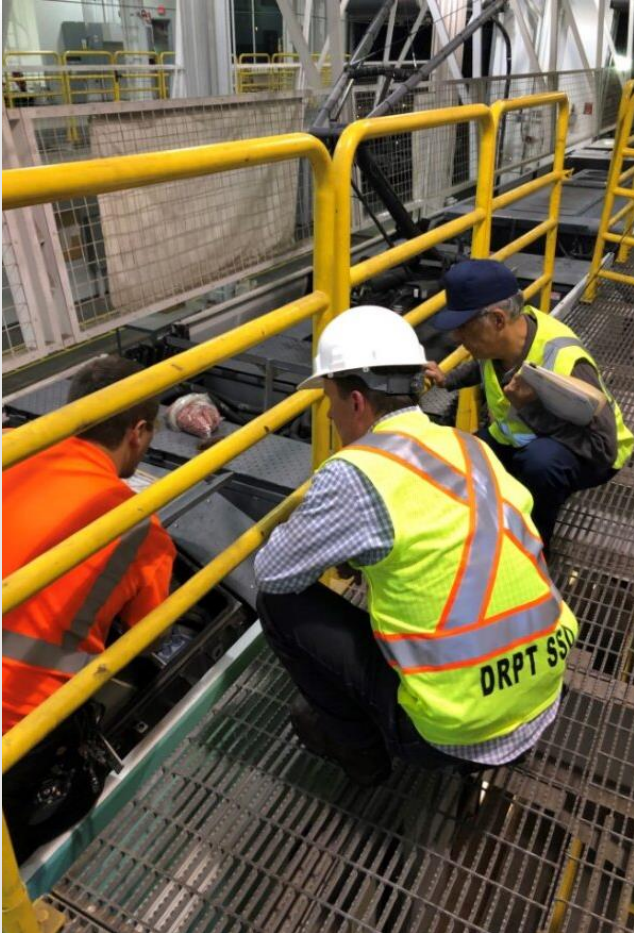
Projects will be reimbursed based on net fare collection. State match is 80% of eligible expenses in year one with a variable step down to 0% in year four.

Eligible Recipients:

- Public transit providers that receive state operating assistance
- MPOs and PDCs
- Statewide bodies



TRIP - Public Safety



Can provide up to one year of funding for:

- Public Safety Programming and Training
- Public Safety Planning
- Public Safety Equipment
 - Purchase and installation of lighting, cameras, emergency help buttons, call boxes
 - Implementation of Intelligent Transportation Systems 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

State match is 50% to 80% depending on project type.

Eligible Recipients:

- Public transit providers that receive state operating assistance
- MPOs & PDCs
- Statewide bodies

TRIP – Passenger Amenities

Can provide up to one year of funding for:

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

State match is 50% to 68% depending on project type.

Eligible Recipients:

- Public transit providers who receive state operating assistance
- MPOs & PDCs
- Statewide Bodies
- Local Governments



All applications for
bus stop shelters
should submit
through
MERIT Capital

Performance Data Reporting

Performance Data Reporting

- In 2018 the General Assembly required the Commonwealth Transportation Board 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.
- Monthly Performance Metrics are displayed on DRPT's [Open Data Portal](#)



Performance Data Reporting

Monthly:

- Transit grantees must submit ridership, vehicle revenue miles, and vehicle revenue hours in SharePoint by mode on or before the last business day each month for the previous month's activity.
- New Service should be incorporated into monthly reporting.
- Grantees must attach copies of backup documentation that support each metric being reported.

Quarterly:

- Some TRIP projects have a quarterly reporting requirement. Reporting for capital projects is met by the quarterly meetings with your program manager. Other reporting through SharePoint.

Annual:

- 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

- **Amending Previously Submitted Data:**

- All transit agencies across the Commonwealth are impacted by data-quality issues.
- Grantees may amend previously submitted performance data in SharePoint if errors are discovered.
- DRPT asks transit agencies to complete performance data amendments in SharePoint no later than December 31st for the previous fiscal year
 - ex: FY25 amendments are due by December 31, 2025

- **Annual Data Review:**

- In January 2026, DRPT Transit Planners and Program Managers will conduct a review of all performance data submitted for FY25 to flag variances of 10% or greater.
- If a variance is identified, the grantee must describe the reason for the variance.
- Grantees will hear from their DRPT Program Managers in January to verify FY25 data and describe any variances (if needed).

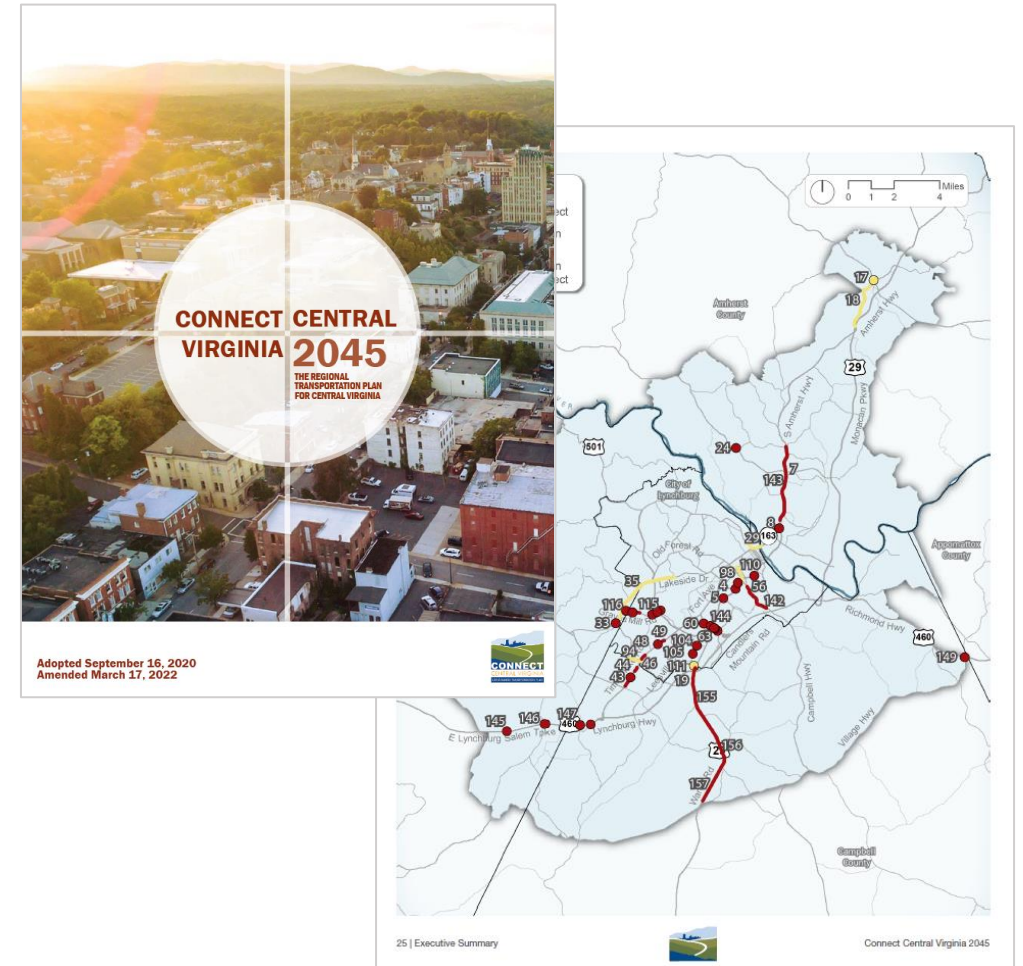
Questions?



Section 5303 - Metropolitan Transportation Planning Program

FTA Section 5303

- **FY2027 grant applications due May 1, 2026**
- 5303 funds can be carried over for one year and must be detailed in the approved UPWP.
- Application must include ALIs that align with activities described in the UPWP
 - Usage of “other” is only accepted on a case-by-case basis
- UPWP budgets and narratives must clearly identify carryover funds and activities separately from new funds at the task level.



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

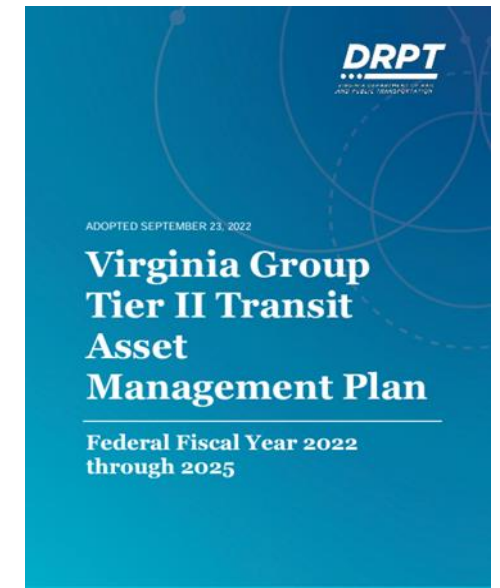
TDP and TSP Updates

- Enhanced Quarterly meetings have replaced the Annual Update Worksheet.
 - The Annual Update Worksheet is no longer being collected.
- DRPT PMs and Planning staff will meet with each agency before January 14, 2026, and discuss planning needs
- **Reminder:** If your agency is seeking funding assistance for their TDP or TSP update, please apply through the **Technical Assistance** grant program

Ongoing Initiatives

Transit Asset Management (TAM)

- Transit Asset Management (TAM) Plans are required under (49 C.F.R. Part 625)
- Applies to all recipients of Chapter 53 funds that either own, operate, or manage capital assets used in providing public transit
- A TAM Plan is a tool that aids transit providers in:
 - *Assessing the current condition of its capital assets*
 - *Determining what the condition and performance of its assets should be (if they are not already in a state of good repair)*
 - *Identifying the unacceptable risks, including safety risks, in continuing to use an asset that is not in a state of good repair*
 - *Deciding how to best balance and prioritize reasonably anticipated funds (revenues from all sources) towards improving asset condition and achieving a sufficient level of performance within those means*



Tier II Group Plan Update (FFY26-FFY29)

For Tier II Agencies:

- We are beginning the next update of the Tier II Group Plan
- Kickoff webinar on December 2nd
 - At least one representative from each Tier II agency are **required** to attend
- Opt-in period for eligible agencies from December to January
- Adoption expected in September 2026

Reminder For All Agencies:

- Maintain accurate asset inventory in TransAM
 - Updates required by January 15 and July 15
- Notify DRPT of any changes with your agency's TAM Accountable Executive

Public Transportation Agency Safety Plans

- Requirements are based on UZA population with additional requirements for operators serving large UZAs with populations over 200k
- Agencies should review their PTASPs
 - DRPT has made a checklist and webinar recordings available on the DRPT PTASP website
 - FTA provides resources through the PTASP Technical Assistance Center
 - DRPT only develops/maintains plans for newly eligible agencies



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			
<input checked="" type="checkbox"/>	Checklist Item	Page Number	Comments
<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.		

Training and Technical Assistance

- **Rural Transit Assistance Program (RTAP)**

- RTAP provides funding from the Federal Transit Administration 5311(b)(3) program to assist with the design and implementation of training and technical-assistance projects and other support services for transportation operators in non-urbanized areas.
- DRPT's Public Transit Division provides resources for training and technical assistance to rural transportation providers through RTAP.
- These are 100% funds that do not require a local match.

- **Small Urban Training (SUT)**

- Training scholarships are available to assist small urban transit operations to further the development of management skills to encourage the development of professional networks by attending transit training, seminars, workshops, and conferences.
- All approved SUT grant scholarships will be reimbursed up to 80% of eligible expenses.
- See "Our Grant Programs" section of the [DRPT website](#) for detailed program guidelines.
- Note: These programs are rolling and thus funding can be applied for throughout the year

Marketing Transit Service

Public transit providers can apply for funding under the Commuter Assistance Program (CAP) Project Assistance to market, advertise, and promote transit service.

- 80/20 State/Local Match

Eligible Projects and Expenses:

- Marketing of new service or routes
- Develop materials and advertisements
- Paid advertising
- Promotional events to get new riders
- Try Transit Week (or similar promotion)
- Free rides for new riders

Ineligible Expenses:

- Bus schedules and schedule changes
- Public notices
- Fare changes
- Policy announcements

For more details, please attend the CAP webinar at 10 am tomorrow.



Use of Bench Contracts

GPC Transit Bench & Prompt Pay

- DRPT GPC Transit Bench 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
 - Ask your PM or Planner for guidance on how to issue task orders to the bench
- Independent Cost Estimates
 - *Required* for projects over \$250k
 - Encouraged for all projects
 - Contact DRPT for resources & guidance

Subcontractor Prompt Pay

- Requirement by the FTA.
- For agencies that issue task orders to the GPC bench, use federal funds to offset contractor costs and include subcontractors on the project.
- Must receive Subcontractor Prompt Payment Forms after payment from the prime. This form is intended to certify that the subcontractor has been paid by the prime 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

Cost Allocation and Indirect Costs

- Costs must be allocated in accordance with an “approved” Cost Allocation Plan
 - Plan must be included with submitted application
 - DRPT will review your Plan
- Indirect costs may be charged to certain DRPT programs via:
 - A 15% de minimis rate, or a rate approved by a cognizant federal or state agency
 - DRPT will review your Indirect Cost Rate Proposal (ICRP)
 - Review our guidance documents for more information

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]
 - Sarah Husain, Director of Northern Virginia Transit Programs - [sarah.husain@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]



FY27 DRPT Grant Cycle Calendar

Date	Event
Oct. 1, 2025	Major Expansion Pre-Applications Open in WebGrants
Dec. 1, 2025	Applications Open in WebGrants
Dec. 1, 2025	Major Expansion Pre-Applications Due
Dec. 15, 2025	FY25 PMT Data Due to DRPT
Jan. 15, 2026	TransAM Asset Data Updates Due (odometer readings)
Jan. 15, 2026	Enhanced Quarterly Meetings Completed
Feb. 1, 2026	All Transit Grant Applications Due in WebGrants
April 2026	Draft SYIP Presented to CTB
April 2026	5-Year Capital Budgets Due to Program Managers
April/May 2026	Public Hearings
May 1, 2026	FTA Section 5303 Applications Due to DRPT
May 2026	Review of 5-Year Capital Budgets with DRPT Staff
June 2026	CTB Approves Final SYIP
July 1, 2026	FY27 Begins, Grant Awards Becomes Available
July 15, 2026	TransAM Asset Data Updates Due (odometer readings)

Thank you and Final Questions?

