2022 Continuation Funding for RPTCP

Application Instructions
To ask questions during the webinar

Post your question in the chat

or

E-mail: kari.banta@txdot.gov

Questions in the chat will be answered during the webinar. Emailed questions will be answered via email reply after the webinar.

This webinar will be recorded and posted to the PTN website
Agenda

• Important points
• Application information
• Schedule
• eGrants Assistance
Important Points

- $52,500 in continuation funding was awarded by the Commission to lead agencies for the period of March 1, 2022 to August 31, 2023

Distribution breakdown:

- $17,500 in a PGA from March 1, 2022 to August 31, 2022 (FY 2022)
- $35,000 in a PGA from September 1, 2022 to August 31, 2023 (FY 2023)
- The FY 2023 application will be released this summer. It will update the information in this application
Important Points

- Applications must be submitted through eGrants
  - Status must be “Application Submitted for Review” by February 23, 2022 at 5:00 PM CST to facilitate execution by March 1, 2022
- Only activities that occur after the PGA execution are eligible for reimbursement

- Applicants must answer the questions thoroughly

- Guidance is given in blue text in Section 3 of the Application Instructions but may not cover all aspects of the question

- Applications may be submitted without the Workplan and Quarterly Progress Index but reimbursements cannot be paid until those are uploaded and approved.
Application Information

Read the entire Application Instructions Document

Section 1 – Overview
Section 2 – Application Submission
Section 3 – Application Instructions

Table of Contents

SECTION ONE – OVERVIEW .................................................................................................................. 2
   INTRODUCTION ................................................................................................................................. 3
   PURPOSE ............................................................................................................................................... 3
   ELIGIBLE APPLICANTS ....................................................................................................................... 3
   PROJECT PERIOD ............................................................................................................................... 3
   AVAILABILITY OF FUNDS .................................................................................................................... 3
   ELIGIBLE WORK OR ACTIVITIES ....................................................................................................... 4
   DELIVERABLES .................................................................................................................................... 4
   SUBRECIPIENT OBLIGATIONS .............................................................................................................. 4
SECTION TWO – APPLICATION SUBMISSION ................................................................................... 6
   SCHEDULE .......................................................................................................................................... 7
   DEVELOPMENT ................................................................................................................................... 7
SECTION THREE – APPLICATION INSTRUCTIONS .............................................................................. 9
   EGRANTS ............................................................................................................................................. 10
   Applicant Information Form ................................................................................................................ 10
   Obligation Certification Form ............................................................................................................. 12
   RPTCP Continuation Plan Overview and Strategy Form ...................................................................... 13
RPTCP Continuation Plan Overview and Strategy Form:

• Continuation Plan
• Experience & Capacity
• Roles and Responsibilities of Stakeholders
• Project Workplan and Quarterly Progress Index
Letter from the stakeholder committee indicating their commitment to **actively participate** in developing and approving this five-year public transit-human services transportation plan continuation effort.

The letter should include the names and agencies for each of the stakeholders.

Do not mail a physical letter to PTN.
List the activities that will be carried out as part of supporting the implementation of the Regional Public Transportation Coordination Plan with details on the responsible party, dates, deliverables, and estimated costs

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsible party</th>
<th>Estimated completion date</th>
<th>Deliverable</th>
<th>Estimated cost for deliverable</th>
</tr>
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Eligible work activities include, but are not limited to:

- Stakeholder/Coordination committee meetings
- Stakeholder outreach and recruiting
- Reviewing and updating the plan
- Workshops
- Public education/involvement
- Performance metrics collection and reporting
Reimbursements are based on deliverables. Examples are:

- Meeting minutes that contain detail on who was present, what topics were discussed, and any decisions made
- Stakeholder outreach documentation
- Public involvement notice and meeting summary
- Public education materials and events
- Survey results
- Updated plan
- Workshop topic, attendance, and agenda
- Performance metrics
The Quarterly Progress Index breaks down the goals, objectives, recommendations, and strategies in the plan to be able to track their progress individually over the course of the continuation span.

<table>
<thead>
<tr>
<th>Need Statement/Purpose/Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommendation Number</td>
</tr>
<tr>
<td>Recommendation/Actions to be taken/Strategy</td>
</tr>
<tr>
<td>Priority Level</td>
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<tr>
<td>Timeframe</td>
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<tr>
<td>Implementation Lead</td>
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<td>Partners</td>
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<tr>
<td>Cost Level</td>
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<tr>
<td>Staff Effort</td>
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<tr>
<td>Measure of Progress</td>
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<tr>
<td>First Steps</td>
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<tr>
<td>Status</td>
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<tr>
<td>Progress update</td>
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</tbody>
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Timeline

1. March 1, 2022: First continuation PGA
2. September 1, 2022: Continuation for FY 2023 PGA
3. Summer 2022: Application for FY 2023
4. Spring 2023: Performance reporting*
5. Late Spring 2023: Application for continuation funding FY 2024

*Performance reporting date and format have not been set.
For eGrants assistance

For questions regarding the eGrants system or to get set up in eGrants contact the eGrants Help Desk

Email: PTN-eGrantshelp@txdot.gov
Phone: (512) 486-5957

Hours: Monday - Friday, 8 a.m. - 4 p.m.
(closed federal holidays)
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