

Coordinated Call for Projects Questions and Answers

This document contains questions which were submitted during this call for projects and also relevant questions which have been asked during previous calls for projects. The questions submitted this year are in bold text.

#1	Question	Answer
#1	GENERAL QUESTIONS	
1-1	Since we are to be looking at needs for the next 2 fiscal years and requesting funding for those, how do we handle projects that do not extend for full 2 years? Or the 2 projects are related but one project precedes the other.	<p>Project funding requests do not have to be for 2-year projects. What must be considered is if an agency will want to request funds for either of the two years covered by the current call for projects, an application must be submitted for either of the two years at this time.</p> <p>An agency requesting funding for each of the two years would submit separate and discrete applications for each project for each year and funding stream. It must be clear in the project timeline and budget which of the two FY's funds are being requested for.</p> <p>If two projects are being requested, one for each of the two years included in the call and the projects are related, two applications are required. The relationship of one project to the other can be discussed in the project narrative and in the timeline; however, the project budgets need to show the expenses for each unique project, year and funding stream.</p>
1-2	Do the budgets for all of these programs need to be for 1 year or the full 3 years?	Applicants can request funds for a maximum of two (2) years for each application. For two-year projects the agency should enter the full 2-year request amount under the "award amount" column in the budget. A multiyear budget worksheet is required for applications requesting funding for more than one year.
1-3	Can a multi-modal facility serve not only as a connection point for all transit operators, but also serve as a preventive maintenance facility, parking area for transit users and the general public in order to reduce congestion in the downtown area?	Yes.
1-4	Can a facility such as this (a multi-modal facility) be a revenue generating facility? If yes, from whom and where can those revenues be appropriated?	Yes, revenue would be distributed among the partners, in the same ratio as the funding for construction. The circular states: "These and other joint development improvements will be eligible for FTA funding if they satisfy the eligibility criteria set forth at 49 U.S.C. 5302(a)(1)(G), and do not fall within the exclusion detailed at 49 U.S.C. 5302(a)(1)(G)(ii), which excludes the construction of a commercial revenue producing facility (other than an intercity bus station or terminal) or a part of a public facility not related to public transportation
1-5	Are costs incurred for grant consultants in preparation of the application eligible expenses?	<p>If an agency has a current grant that has consulting services as an allowable activity and a current consultant procurement that includes preparing grant applications in the current contract the consultant costs could be allowable.</p> <p>If an agency is requesting funds to pay the consultant for activities that occur outside of</p>

		the contract period, TxDOT does not allow pre-award authority to subrecipients of federal funds. Therefore, only costs incurred after TxDOT and the subrecipient have a fully executed grant agreement are eligible.
1-6	For successful grant applications, can third party grant administration be an eligible expense?	Third-party grant administration can be an eligible expense, as long as all costs are part of the submitted and approved application (proposal) and meet the federal cost guidelines outlined in 2 CFR 200.
1-7	Can in-kind services be included as all/part of the 20% match requirement, or does it have to be cash?	For most programs, in kind match can be used for all of the 20% match, as long as the in-kind match is well documented and TxDOT has preapproved the match and the match specifically relates to the project. A letter of commitment from the agency providing the match delineating exactly what the match is and how it will be calculated must be included in the project application. The TxDOT "In-Kind Contribution Form – PTN 143" https://www.txdot.gov/inside-txdot/forms-publications/forms/public-transportation.html must be included with each reimbursement request to validate the contribution for the billing period.
1-8	Which type of non-profit status does TxDOT require?	Non-profit Organization means a corporation or association determined by the Secretary of the Treasury to be an organization described by 26 U.S.C. 501(c) which is exempt from taxation under 26 U.S.C. 501(a) or one which has been determined under State law to be non-profit and for which the designated State agency has received documentation certifying the status of the non-profit organization. Other restrictions may apply we recommend you contact TxDOT for further clarification if necessary.
1-9	If I am not sure which funding stream my project falls under how should I submit?	Submit under the program for which the project best qualifies. TxDOT may determine that the project is eligible under another program and the project may be moved to another program.
1-10	Can capital costs for radios and communication equipment also include recurring airtime costs?	Recurring airtime costs would be considered an operating cost and matched at 50%.
1-11	When will projects begin?	For projects selected for award, we anticipate contracts will be executed either Sept 2024 or Sept. 2025 depending on the project timeline and fund availability.
1-12	If building costs go up after I have been awarded funds for a project can I request more funds?	The proposal should to the best of its ability reflect the projected payout amount. Additional funds, if needed, will need to be addressed through future project calls or from other available revenue streams.
1-13	Will contracts be extended or will new contracts be issued for multi-year projects?	Contracts will be written for an appropriate time frame usually dependent on project phases and funding availability.
1-14	If an agency gets funding in one year will they be penalized in future years when applying for the coordinated call?	Agencies will not be penalized for prior years funding but TxDOT does review statewide funding amounts to ensure equitable distribution across the state. TxDOT may also consider performance on previously awarded projects (both competitive and formula-based awards) when evaluating future awards.
1-15	If an agency is urban and rural and have a project which would be in both areas how can they apply for funds?	The agency should include a cost allocation plan which shows how rural and urban funds will be used.
1-16	What is the total amount of funding available?	At this point apportionments have not been released; funding amounts are dependent on federal apportionment amounts for each year.
1-17	Can a project to construct a facility which includes paving and entries and a paving project in another city be submitted as one proposal? Both requests will be from the same	The projects are considered two separate projects and require two separate proposals.

	funding stream.	
1-18	If your project involves construction of a facility, with elements that could fall into multiple funding categories (RD, ICB), will the applicant be allowed to indicate multiple funding categories at the time of submission?	The applicant should select the most appropriate funding source for the project. If the applicant submits applications under separate programs they should cross-reference the applications.
1-19	Is an approved FTA Categorical Exclusion needed before applying for funds for a real estate purchase?	An agency can submit an application for funds for real estate prior to having an FTA Categorical Exclusion.
1-20	Could you clarify what is the purpose of the percentage breakdown of service area in the project summary section? And what it means or how it will impact the application?	The percentage breakdown in the service area is informative for the reviewer and may be an aspect that is analyzed when determining funding amounts for projects which should be cost allocated between urban and rural.
1-21	Is there any guidance on recommended project size?	There is no guidance on recommended project size but we recommend that projects submitted be scalable and the applicant identify how the project can be scaled.
1-22	What is the TTSP and where can I find more information?	The Transit Technical Service Program (TTSP) provides focused technical assistance to Rural Transit Districts for financial management and analysis, capital project development, and operational and service analysis. Information regarding the TTSP can be found at: https://www.txdot.gov/inside-txdot/division/public-transportation/technical-services-program.html . Questions regarding the TTSP can be submitted to TTSP@txdot.gov .
1-23	Which program is the best fit for an agency seeking assistance to update/redevelop its website	Generally, RTAP would probably be the best fit for this type of project but please refer to the Coordinated Call Instructions document located at on our website: https://www.txdot.gov/inside-txdot/division/public-transportation/local-assistance.html to determine the best program for your specific project.
#2	INTERCITY BUS	
2-1	If an agency is submitting more than one intercity bus route project, does the agency need to submit separate applications per route?	Multiple applications are not necessarily needed but can be submitted if appropriate. If the agency would like to submit a single application with multiple routes multiple Operating Assistance forms can be created by clicking the "Add" button at the top of the Operating Assistance form. One form for each route should be completed.
2-2	When applying for a facility project is it better to submit an exaggerated timeline in order to ensure the project will be done within the timeframe submitted?	An agency should not submit an exaggerated timeline; TxDOT understands that the timeline is an estimate.
2-3	Can Intercity Bus companies which are not based in the USA apply for ICB funds?	Any Intercity Bus company applying for ICB funds must be a registered carrier in the USA.
2-4	Can a transit agency apply for Intercity Bus funds?	Yes, the project must meet the requirements of the intercity bus program.
2-5	If we are submitting 2-year budgets for three routes does the budget need to be separated by FY?	The budget needs to be separated by route and by FY. It is critical to show the amount of funding being requested for each route for each FY.
2-6	The agency is proposing to fund an administrative position to manage three routes, how should we budget for that?	How the position is funded is an agency decision. If the position will have a relationship with all three routes, it is recommended the position be cost allocated across all routes.
2-7	As a County Government we qualify to apply for the Planning Assistance and the ICB Program, but I noticed that eligible projects within the ICB is planning. Does that mean we would be apply for both planning and ICB funding? If our project included a planning process.	The agency can request planning funds either through the Planning program or through the Intercity bus program. A request submitted under the ICB program must meet the specific intercity bus requirements for the program.

2-8	Where can I locate the Call for Projects ICB recording and presentation	Public Transportation grants - state and FTA https://www.txdot.gov/business/grants-and-funding/public-transportation-grants.html
2-9	Is there any consideration for extending the due date deadline for applications is appreciated?	Due to the nature of this process, we have to adhere to certain deadlines and coordination efforts with other internal and external entities. Therefore, we are unable to shift dates as we have to navigate through the application review and scoring process, negotiations, culminating in presenting a final selection project list to the Texas Transportation Commission for approval on June 27, 2024.
2-10	Are there past examples of funded projects listed anywhere?	Minute Order 116278 contains the list of organizations that were selected for consideration for funding for the 2022 Coordinated Call for Projects. Minute Order 116278 was approved by the Texas Transportation Commission on July 12, 2022, and is the final list of approved subrecipients.
2-11	How many applications were received for these programs in the 2022 Call? How many were selected for funding?	Minute Order 116278 contains the list of organizations that were selected for consideration for funding for the 2022 Coordinated Call for Projects. Minute Order 116278 was approved by the Texas Transportation Commission on July 12, 2022, and is the final list of approved subrecipients. Breakdown of number applications received and selected for funding: <ul style="list-style-type: none"> • Rural Discretionary: 20 applications received, 13 selected for funding. • Intercity Bus: 5 applications, 4 selected for funding.
2-12	How was it determined to limit 1 vehicle per route per Call cycle?	Sustaining service is, and has been, our main focus with the ICB funds. Therefore, the majority of ICB funds available, in any call for projects, are used to fund operating expenses. The decision to limit 1 vehicle per route per Call for Projects cycle was based on several factors, such as: <ul style="list-style-type: none"> • The availability of funding for capital and anticipated demand for vehicles from different applicants. • The need to ensure a fair and equitable distribution of vehicles among different routes and regions. • The goal to promote a diverse and balanced portfolio of service providers that address various mobility needs and challenges in the rural areas.
2-13	Could answers to questions be posted as soon as they are formulated? Otherwise, the answers will provide less than one month before applications are due on January 19.	Due to the nature of this process, we must adhere to certain deadlines and coordination efforts with other internal entities. Therefore, we are unable to post an FAQ document sooner. We do respond to individual questions as soon after they are received as possible.
2-14	It is my understanding that there was a significant carryover of funds in the ICB program from the last call for projects. Why the statement of the limited amount of funds? What is the amount available for this call?	We understand your concern about the statement on limited amount of funds available for the Coordinated Call for Projects. However, there are several factors that affect the funding situation, such as: <ul style="list-style-type: none"> • The carryover of funds from the previous Call for Projects is not a surplus, but a reserve for contingencies, emergencies, and prior earmark commitment of the funds based on program needs. • The funding allocation will be based on funding availability, prior performance of returning applicants.

		<ul style="list-style-type: none"> It is anticipated that the funding demand will be higher than the funding availability, due to the increased number of proposed projects and the rising fuel and operational costs. <p>Therefore, we have to prioritize the projects that have the most impact and benefit for the rural areas and allocate the funds accordingly.</p>
2-15	What is the amount available for this call?	Approximately \$22M available through FY 24 5311 ICB funding allocations. This amount includes up to \$13M in one time funding for eligible projects (residual funds from previous years).
2-16	I believe that ICB amount is around \$13 million. Is that \$13 million being made available for ICB in this call for projects?	Yes (Up to \$13M in one time funding for eligible projects from previous year residuals is being made available in this call for projects.)
2-17	Would adding lighting to existing bus shelters be considered rehabilitation of existing facilities?	No. If the proposed project meets the current RD Scope and Objectives, then your organization is encouraged to apply for RD funds.

#3	RURAL DISCRETIONARY	
3-1	Our agency intends to submit a request for several projects in the RD category; the projects are distinct from one another. Can each project be written as a separate application, or should they be combined into one RD project request?	Each project should be written as a separate project and submitted in separate IGX applications.
3-2	Can mobility management projects be submitted under the Rural Discretionary program?	Mobility management projects can be submitted under the Rural Discretionary program, but projects submitted will still need to meet the scope and objectives of the rural discretionary program.
3-3	Are private for-profit transit providers eligible for 5311 funds directly through this coordinated call?	Private for-profit organizations are considered eligible applicants in the §5311(f) Intercity Bus Program. Please refer to the 'Matrix on Funding Choices' in Section 1 of the Coordinated Call for Projects Instructions.
3-4	Can a private non-profit apply for Rural Discretionary funds?	Refer to the Matrix on Funding Choices to determine which sources of funding a private non-profit is eligible for.
3-5	Are indirect costs allowed under the Rural Discretionary program?	Yes.
3-6	Can we use RD to purchase vans for micro transit?	If the proposed project meets the current RD Scope and Objectives, then your organization is encouraged to apply for RD funds.
3-7	May we use RD to update passenger bus shelters?	If the proposed project meets the current RD Scope and Objectives, then your organization is encouraged to apply for RD funds.
3-8	Are there past examples of funded projects listed anywhere?	Minute Order 116278 contains the list of organizations that were selected for consideration for funding for the 2022 Coordinated Call for Projects. Minute Order 116278 was approved by the Texas Transportation Commission on July 12, 2022, and is the final list of approved

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#4	PLN and RTAP	
4-1	Can a county government apply for PLN funds and ICB funds?	Yes, to both funding sources, however, to be eligible for the ICB funds, the project would need to include, and have the support of, an intercity bus company.
4-2	If we propose a project that includes consulting services, can the budget request include our agency's cost to administer the project?	Yes, we would prefer that projects limit administration costs to no more than 10% of the total project.
4-3	My agency would like to produce an educational video series and host a transportation fair day as public involvement and education for our region. Would this be eligible under the public involvement for the transit/transportation planning process?	The project would be eligible under public education and involvement for the Planning program and is within the scope of what's allowed, but there are some federal restrictions on the types of activities that can be covered. Please review 2 CFR 200.421.