

AMERICAN ASSOCIATION
OF STATE HIGHWAY AND
TRANSPORTATION OFFICIALS

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Welcome to the Public Transportation Council-MTAP Business Meeting

17th Biennial FTA State Transit Programs Meeting and State Partnership Conference

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PUBLIC TRANSPORTATION COUNCIL



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Multi-State Transit Technical Assistance Program



Meeting Agenda

- ❑ Opening Remarks/Participant Introductions
- ❑ Research Update - NCHRP 20-65, Task 67, “Multimodal Project Planning”
- ❑ FTA Update - Office of Transit and Safety Oversight
- ❑ FTA Presentation – TrAMS Information Sharing
- ❑ Update – Mobility On Demand Sandbox
- ❑ FTA Update - Office of Program Oversight
- ❑ Public Transportation Council Business Meeting
- ❑ MTAP Business Meeting



Opening Remarks

Dave Harris, Director, Transit and Rail
Division, New Mexico DOT
Chair, MTAP



Save The Date

Public Transportation Council/MTAP Winter Meeting

November 15 - 16, 2017

Courtyard by Marriott/Residence Inn,
Austin, Texas



Research Update - NCHRP 20-65, Task 67, “Multimodal Project Planning”

Brian ten Siethoff,
Principal
Cambridge Systematics



NCHRP Project 20-65, Task 67

Coordinated Multimodal Project Planning



Agenda

- » Project Purpose
- » Research Approach
- » Research Findings
- » Key Challenges
- » Key Lessons
- » Technical Transfer Documents

Research

» Purpose:

- **Synthesize** the practice of multimodal coordination across State DOT, MPOs, and Regional Transit Agencies
- **Highlight** examples of successful coordination between highway and transit improvements (such as in a major corridor) and in the role of State DOT project delivery of multimodal transportation solutions
- **Document** and communicate successful strategies which can be duplicated in a variety of contexts

Research

» Approach:

- Conduct **Literature Review and Interviews**
 - › Investigate distinguishing features of multimodal transportation planning / coordination and identify areas of the country for case studies / research
- Research / Interview **Six Case Studies**
 - › Develop case studies which encapsulate successful models of coordination and project delivery for multimodal projects through panel interviews
- Prepare **Technical Assistance / Technical Transfer Documents**
 - › Synthesize findings from literature review, interviews, and case study panel interviews into various technology transfer documents, including a quick reference guide, one page flyer, and PowerPoint presentation
- Conduct **Webinars**
 - › Develop webinars to panel members, case study interviewees, and FHWA / FTA staff to present findings and gather feedback for the final documents
- **Finalized Technology Transfer Documents and Final Report**

Preliminary Findings – Characteristics of Successful Multimodal Projects

» Literature Review and Interviews

- **Shared Vision and Goals:**
 - › Allow a connection between planning and operations across departments and agencies and supporting open communication and cooperation
- **Consolidated Operations and Organization:**
 - › Organize intra-agency departments to maximize efficiency and support multimodal discussion and collaboration
- **Shared Data and Information:**
 - › Ensure staff have adequate data, analysis, and decision-making tools across multiple modes and departments
- **Dedicated Funding Source:**
 - › A lack of flexible funding across modes was identified as a major barrier for multiple coordination and projects

Literature Review and Interviews

» Federal Guidance

- Minimal guidance for multimodal projects

Gap	Recommendation
No single location for multimodal guidance	Create a website with guidance and direction of multimodal projects
Little guidance on steps need to be taken from beginning to end of project	Provide joint FHWA / FTA guidance, best practices on meeting Federal requirements, and/or guidance on which Federal agency should lead
No clear guidance on initial coordination with FHWA or FTA	Develop guidance providing better understanding when to approach FHWA / FTA or when to start NEPA process
Full array of options for multimodal projects for NEPA is not highly visible	Provide more guidance on NEPA options and/or create website dedicated to multimodal project guidance
Definition of 'multimodal' is unclear	Establish a common FTA / FHWA definition of multimodal and provide examples
Projects receiving grants from 2+ Federal sources are hindered by multiple grant compliance requirements	Provide FHWA / FTA guidance on interpreting guidance from two Federal agencies or develop joint guidance
No guidance on multimodal agency coordination	Provide guidance for specific agency-agency type interactions

Literature Review and Interviews

» Selected Case Studies

- Moving Ahead Bus Rapid Transit Project
City of Eugene, Oregon and Lane Transit District
 - › Portfolio Management Concept
- BaltimoreLink | Baltimore, Maryland
- Clifton Boulevard Transportation Enhancement Project | Cleveland, Ohio
- I-5 Transit Bypass Project (Bus on Shoulders) | Washington State DOT
 - › Practical Solutions
- South Capitol Rail Runner Station | New Mexico DOT
- Integrated Corridor Management US-75 | DART

Key Challenges to Coordinate Multimodal Projects

- » Many agencies and jurisdictions still operate in '**siloed**' functional departments.
- » **Coordination** for projects with many components can be technically challenging and it is difficult to know the status of all of the moving parts.
- » **Compromise** is often required to stay on schedule and have a good project
- » It is essential to effectively conduct **coordinated public outreach** to key stakeholders
- » **Legal proceedings** for the transfer and use of funds can be a significant obstacle

Key Challenges to Coordinate Multimodal Projects

- » **Compliance** with inconsistent state, FHWA, and FTA requirements is very challenging, and resource-intensive
- » In some projects, one agency needs to cede control to other agencies, this requires **trust and confidence** building to establish effective coordination
- » There are typically **insufficient funding** programs for transit projects
- » It can be challenging to correctly **identify partners** and ensure their involvement early in the project

MovingAhead Bus Rapid Transit Project

- » Integrate regional **multimodal transportation** and **land use** planning.
- » A political **project champion** at varying levels of government is critical to success.
- » Conduct **joint outreach** to directly address local political concerns and reach all stakeholders.
- » Hold regularly scheduled **in-person meetings** for staff and/or stakeholders.
- » Coordinate the project from the **ground-up**, from planning to implementation.



Eugene, Oregon

BaltimoreLink

- » Develop a **realistic timeline**.
- » Encourage as much coordination as possible at all staff levels, **in-person**.
- » Do not hesitate to **change the norm**.
- » **Break down barriers** of miscommunication.
- » Understand the **perspectives** of partner agencies and transit users.
- » Be **flexible**.



Baltimore, Maryland

Integrated Corridor Management US-75

- » Use **data and a travel demand model** to make informed decisions. For ICM, data was used to develop the model and the 144 predeveloped response plans, this provided a forum that benefited from expertise of both engineers and planners.
- » Conducted monthly meetings to discuss what did and did not work about the project.
- » Ensure **involvement of all agencies** who all have to approve of the selected ICM plan. For US-75, this requirement for real-time approval was key to getting all agencies agree to the ICM project.



Clifton Boulevard Transportation Enhancement Project

- » **Align** project goals with regional goals.
- » Create a **funding** package from a variety of sources.
- » Provide ample opportunities for **input from stakeholders**.
- » Enable the **project champion** to lead coordination efforts.



Cleveland and Lakewood, Ohio

I-5 Transit Bypass Project (Bus on Shoulder)

- » Think **outside of the box** and consider unorthodox approaches.
- » Identify ways to **optimize the system** and make best use of existing highway capacity.
- » Have a strong **project champion** that is willing to lead the coordination effort.
- » Identify an **evaluation plan** to monitor, measure, and report on success.



Seattle and Everett, Washington

South Capitol Rail Runner Station

- » A strong **project champion** at the highest level of government in the State, is highly beneficial.
- » Take steps to ensure **ownership and interest** in the success of the project.
- » Provide ample opportunities for **public involvement** from citizens and stakeholders, including planning and design input on station locations and connection to trails.
- » Hold frequent **in-person meetings** with key agencies throughout project planning and implementation.



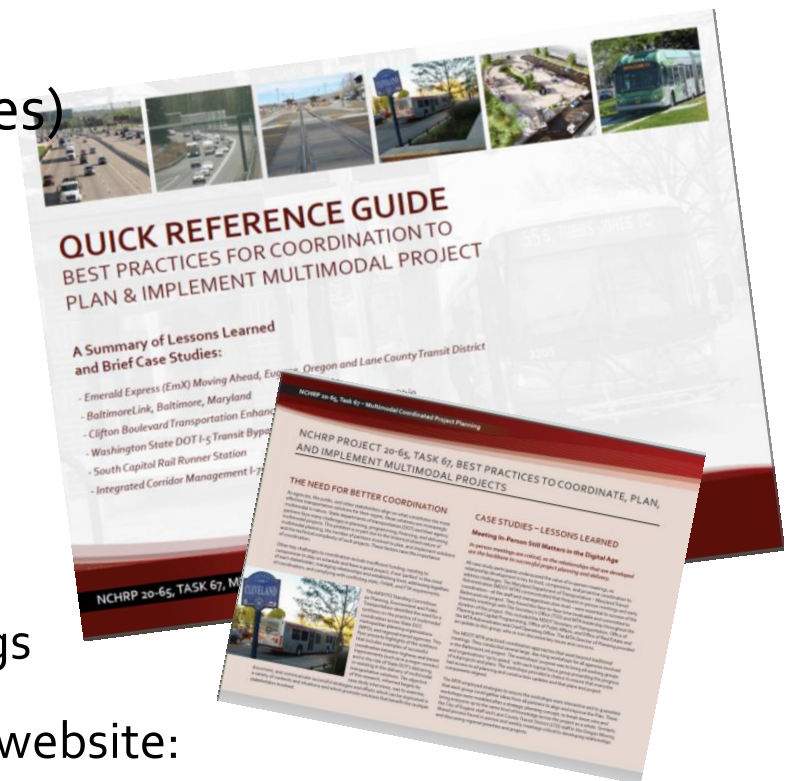
Santa Fe, New Mexico

Key Lessons

- » Meeting in-person still matters in the digital age
 - In-person meetings are critical, as the relationships that are developed are the backbone to successful project planning and delivery.
- » Be flexible and ready to adapt
 - Flexibility, adaptability and collaboration are critical to coordination for multimodal projects.
- » Aligning goals
 - Align the multimodal project with the existing planning process whenever possible; define common goals for the project and demonstrate how the project will support regional goals.

Technology Transfer Documents

1. Final Report
 2. Quick Reference Guide (20 pages)
 3. Flyer (2 pages)
 4. PowerPoint Presentation
- » User-Friendly Materials
- » Quickly glean research and key findings
- » Materials can be found on the project website:



<http://apps.trb.org/cmsfeed/TRBNetProjectDisplay.asp?ProjectID=4156>

For More Information

- » Project website:
<http://apps.trb.org/cmsfeed/TRBNetProjectDisplay.asp?ProjectID=4156>
- » Second webinar:
Monday, August 21
2:00-4:00 p.m. EST
- » Project team contact:
Sarah Windmiller
Cambridge Systematics, Inc.
swindmiller@camsys.com
404-460-2611

Update – Federal Transit Administration

Ilyon Rosario

Office of Transit and Safety
Oversight



**Federal Transit
Administration**





FEDERAL TRANSIT ADMINISTRATION

FTA State Programs Meeting and State Public Transit Partnerships Conference

Drug & Alcohol Program Overview

Iyon Rosario
Office of Transit Safety and Oversight
Federal Transit Administration

August 2017



U.S. Department of Transportation
Federal Transit Administration

Agenda

- Program Overview
- Common audit findings
- Compliance and Monitoring efforts at State/Sub-recipient level
- Horizon Issues
- FMCSA CDL Clearinghouse

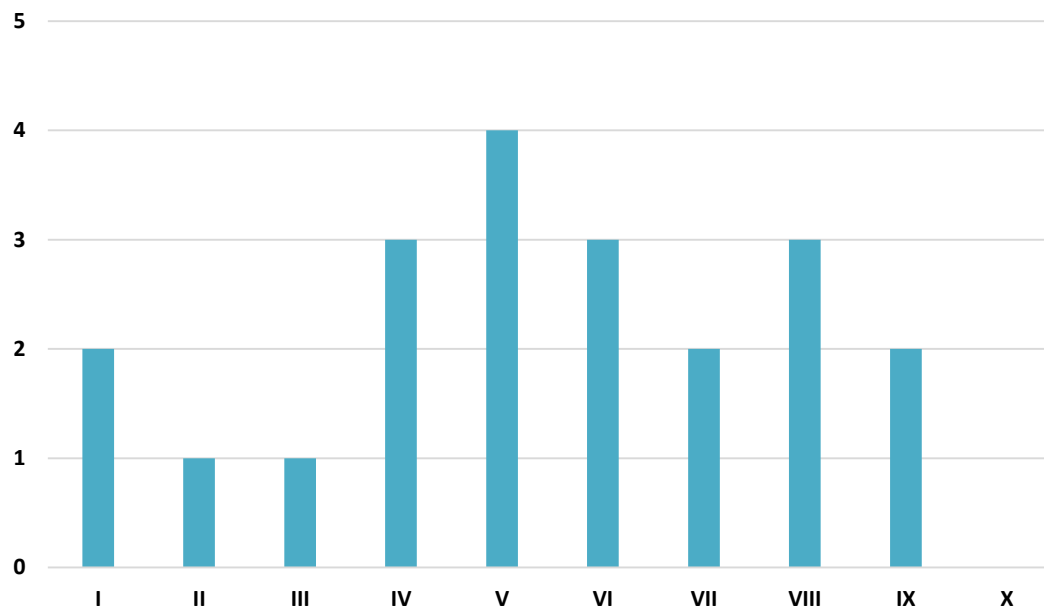
The FTA Regulated Landscape

- 612 Grantees
- 3318 Entities
- 303,081 Safety-Sensitive Employees
- 100,491 Random Drug Tests
- 54,152 Random Alcohol Tests
- 13,886 Post-Accident Drug Tests
- 12,602 Post-Accident Alcohol Tests

Audits

- Since January, 2014:
 - 21 States Reviewed
 - 152 Sub-recipients/contractors Reviewed
 - 7-9 Sub-recipients per audit
 - Pass-through Sub-recipients remain responsible for contractor compliance

\$5311 State Audits by Region



Common Findings

- Policy out dated or not appropriate to Part 655
- Double-reporting of shared contractors
- See article Do Not Double Report MIS Testing Results in Issue 51 of the Drug & Alcohol Updates Newsletter (<https://transit-safety.fta.dot.gov/drugandalcohol/Newsletters/issue51/pdf/Issue51.pdf>)
- Predictable distribution of random tests
- Failure to refer applicants to SAP after pre-employment positive/refusal
- Lack of access to SAP
- Lack of access to EBT
- Each Grantee/Sub-recipient must have reasonable access to a conforming EBT

Compliance and Monitoring at State Level

- FTA provides Grants to State DOT's and transit providers:
 - State DOT is Grantee
 - Sub-recipients (transit providers) are responsible for individual compliance
 - State has obligation to establish oversight approach
 - Approach may be less-involved or highly involved

Types of Oversight

- Oversight Models
- Minimal:
 - State collects and files MIS
 - May review semi-annual stats from labs
 - Receives annual tallies of testing minimums
 - May have Third Party Administrator (TPA) or may act as the TPA

Types of Oversight

- Oversight Models
- Medium:
 - State may require annual or quarterly reporting
 - Monitors training requirements
 - Assists with collection site monitoring when needed
 - Can arrange for TPA or vendor assistance

Types of Oversight

- Oversight Models
- Heavily Involved:
 - State visits subs regularly
 - Provides or hosts regular trainings
 - Works closely with sub-recipients to resolve all issues with vendors
 - Communicates regularly with FTA regarding compliance methods and changes

Compliance and Monitoring at State level

- States have access to all drug testing records of sub-recipients, contractors, and relevant forms from vendors
- Monitor your vendors closely
- Talk to each other!

On the Horizon

- Proposed Part 40 Changes
 - Addition of Four Synthetic Opioids: hydrocodone, hydromorphone, oxymorphone, and oxycodone
 - Removal of Blind Specimen testing requirement
 - ~Ten other miscellaneous changes
- Oral Fluid Testing
 - SAMHSA approved DTAB recommendation
 - May – or may not – become DOT collection method

On the Horizon

- Electronic Custody & Control Form (eCCF)
 - Fully approved for use (provided system meets HHS requirements)
 - Increasingly common in urban (high-volume) collection sites
 - Not yet common at rural clinics, but will become common
 - Allows for efficient “closed-loop” collection process

FMCSA CDL Clearinghouse

- Rule does not apply to CDL-holding Transit Bus Operators and their Employers
- Mixed-coverage employers should consult Final Rule

Resources

The screenshot shows the DOT Office of Drug & Alcohol Policy & Compliance (ODAPC) website. The header includes the Transportation.gov logo and a search bar. The main navigation bar has links for 'About DOT', 'Our Activities', and 'Areas of Focus'. The left sidebar contains a 'Drug and Alcohol Testing' section with links to 'Resources for Key Persons', 'Regulations and Interpretations', 'Guidance', 'Part 40 Federal Register Notices, Court Decisions, Legislation', 'FAQs', 'Public Interest Exclusions', 'Important Links', 'Documents and Forms', 'Videos, Posters, Brochures', 'News and Events', and 'About Us'. The main content area features a breadcrumb trail: 'Home > Resources > For Partners > Drug and Alcohol Testing'. The title is 'Office of Drug & Alcohol Policy & Compliance'. Below it is an 'Overview' section with a paragraph describing the office's role. To the right of the overview is a 'Most Requested Information' section with a list of links. On the far right, there is a 'Related Links' section, a 'Contact Us' section with the office's name, email, phone, alt, and fax numbers, and a 'Share' section with social media icons for Facebook, Twitter, Google+, and YouTube.

Transportation.gov
U.S. Department of Transportation

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▼ About DOT ▼ Our Activities ▼ Areas of Focus

Drug and Alcohol Testing

- Resources for Key Persons
- Regulations and Interpretations
- Guidance
- Part 40 Federal Register Notices, Court Decisions, Legislation
- FAQs
- Public Interest Exclusions
- Important Links
- Documents and Forms
- Videos, Posters, Brochures
- News and Events
- About Us

Home > Resources > For Partners > Drug and Alcohol Testing

Office of Drug & Alcohol Policy & Compliance

Overview

The Office of Drug and Alcohol Policy and Compliance advises the Secretary on national and international drug testing and control issues and is the principal advisor to the Secretary on rules related to the drug and alcohol testing of safety-sensitive transportation employees in aviation, trucking, railroads, mass transit, pipelines, and other transportation industries. The Office publishes regulations and provides official interpretations on drug and alcohol testing, including how to conduct tests, and the evaluation and treatment procedures necessary for returning employees to duty after testing violations. The Office also coordinates the Department's involvement with the President's National Drug Control Strategy annually.

Most Requested Information

- What happens if I 'refuse' or 'test positive'?
- How do I find a Substance Abuse Professional (SAP)?
- Is there a list of prohibited drugs for being medically qualified to drive a commercial motor vehicle (CMV)?
- Documents and Forms
- Resources for Employers
- Resources for Employees

- DOT "Recreational Marijuana" Notice
- DOT "Medical Marijuana" Notice
- DOT Agency/USCG Drug and Alcohol Program Manager Information
- Subscribe to/Read ODAPC List Serve Notices

Related Links

- SAMHSA's 'Opioid Overdose Took Kit'
- Office of National Drug Control Policy
- SAMHSA/Division of Workplace Programs
- DEA Drug Fact Sheets

Contact Us

Office of Drug & Alcohol Policy & Compliance
ODAPCWebMail@dot.gov

Phone: (202) 366-3784
Alt: (800) 225-3784
Fax: (202) 366-3897

Share

Facebook Twitter Google+ YouTube

DOT Office of Drug & Alcohol Policy & Compliance (ODAPC)

202.366.3784

www.dot.gov/ost/dapc

Questions?

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FTA Presentation - TrAMS Information Sharing

David Schneider

Office of Program Management



**Federal Transit
Administration**





FEDERAL TRANSIT ADMINISTRATION

Transit Award Management System (TrAMS) Information Sharing

**The 17th Biennial State Programs Meeting
August 17, 2017**



U.S. Department of Transportation
Federal Transit Administration

Agenda

1. FY 17 grants update
2. How State DOTs are developing grant applications in TrAMS.
3. Recent and planned changes to TrAMS
4. Required Application Questions
5. Post Award Actions getting stuck
6. Questions and Answers

TrAMS and the State Programs Meeting

1:30 p.m. – 4:30 p.m. **2011 Rural National Transit Database (NTD) Training**

1:30 p.m. – 3:15 p.m. **Concurrent Sessions II**

1. AASHTO Standing Committee on Public Transportation (SCOPT)
2. Listening Session – The FTA Grants Management System – Present and Future
3. State of Good Repair and Asset Management

3:15 p.m. – 3:30 p.m. **Break**

AGEN

15th Biennial FTA State Programs Meeting
APTA-AASHTO-CTAA-NRTAP
2013 State Public Transit Partnerships Conference

1:00 p.m. – 2:15 p.m. Concurrent Sessions V -

1. Implementing the “new” Section 5310 Program – *FTA Office of Program Management*
2. Asset Management Session – *FTA Office of Budget and Policy*
3. The Next Generation of Electronic Grants Management System: TRAMS Demo – *FTA Office of Program Management*

TrAMS and the State Programs Meeting

16th Biennial FTA State Programs Managers Meeting and State Public
Transit Partnerships Conference
Keeping America Moving
FTA-APTA-AASHTO-CTAA

AGENDA

2:10 pm – 2:20 pm

Break

2:20 pm – 3:30 pm

Concurrent Sessions II

1. Common Rule and Super Circular
 2. Procurement Pitfalls and other procurement topics
-

1:00 pm - 2:30 pm

FTA Program Oversight Update (repeated 10:15am Friday): This session will focus on FTA's State Management Review program, which examines grantee management practices and compliance with program and administrative requirements in accordance with federal transportation law. Scott Giering, Office of Safety and Oversight (TSO)

Procurement Update repeated (2:45pm Thursday): This session will focus on the latest modifications to the Best Practices Procurement Manual, upcoming rewrite of FTA Circular Third Party Contracting Guidance 4220.1(G), and status of FAST Act Initiatives. James Harper, Jr., Office of Administration (TAD)

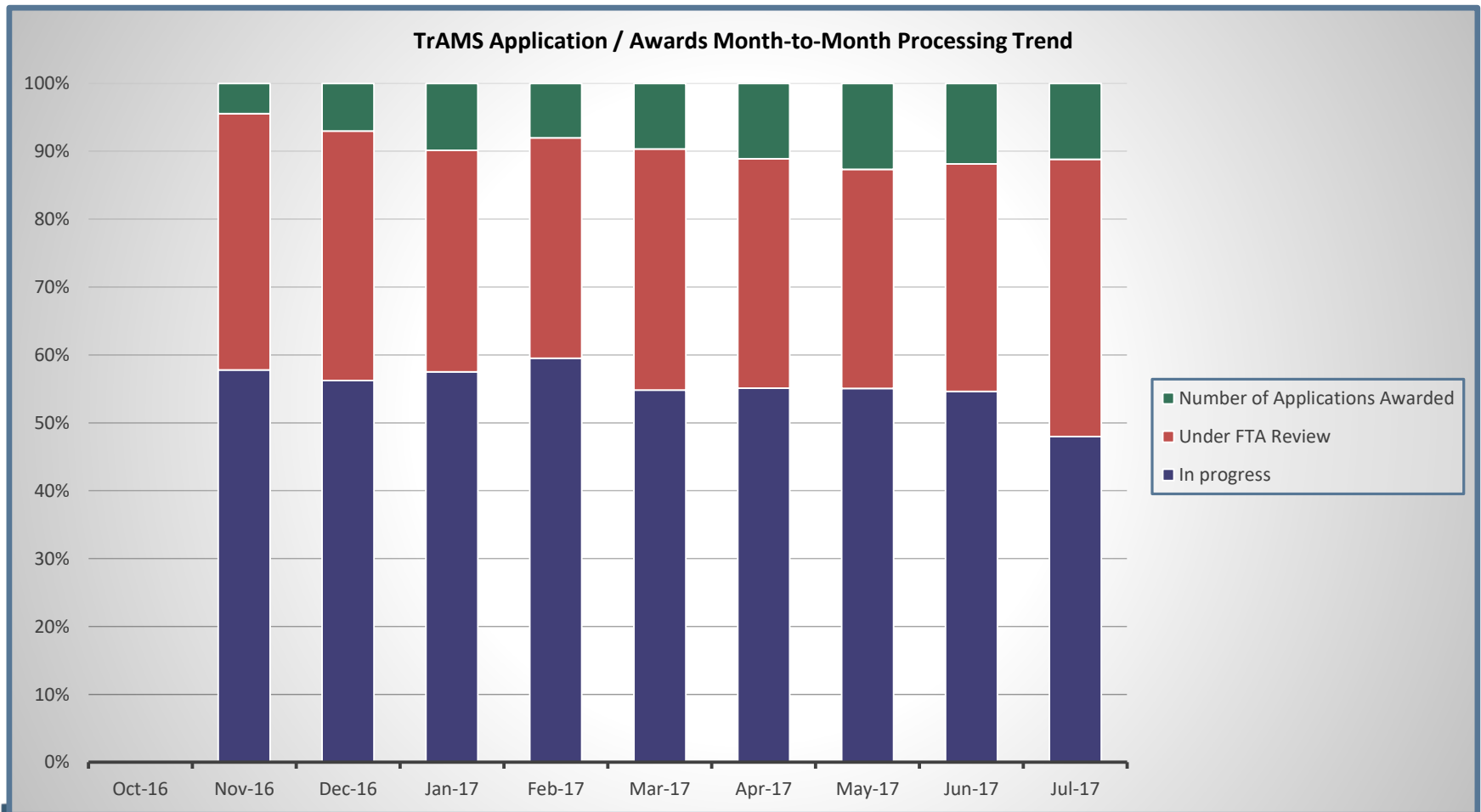
TrAMS Information Sharing (repeated 2:45pm Thursday): This session will share information on the different ways that State DOTs have developed their grant applications in TrAMS and will discuss some of the pros and cons of the different ways that application information is organized. It will also highlight recent and upcoming changes in the system and will emphasize actions you can take to avoid getting an application stuck when completing a pre-award or post-award action. David Schneider, Marci Malaster, Roxanne Ledesma, Office of Program Management (TPM)

FY 17 Grants Update

As of July 31:

- 1147 grants for \$5.5 billion in FTA funds awarded.
- 675 applications are under FTA review
- 1493 grants closed
- TrAMS Closes for financial activity on Friday, September 22.
- TrAMS will reopen for FFY 18 activity around November 1.
- Please work with your regional office to obligate and execute grants that need to be awarded in FFY 17 by September 22.

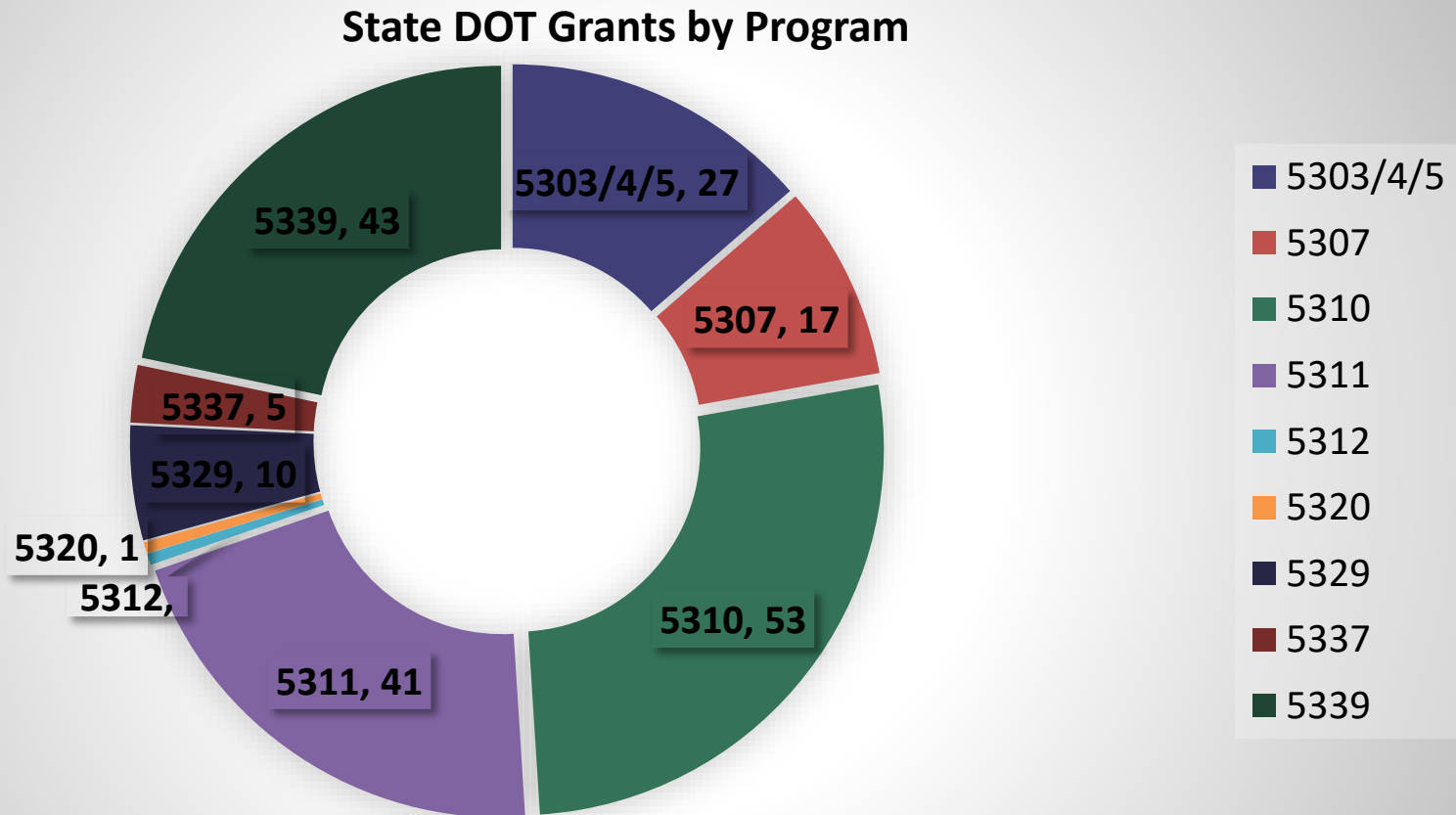
FY 17 Grants Update



How State DOT's are Using TrAMS

- *Guidance*
 - *Regional guidelines*
 - *Recipient accounting needs*
- *Structure Recommended by Regions*
 - *Super Grants*
 - *One project per source code*
 - *One project per UZA*

How State DOT's are Using TrAMS



How State DOT's are Using TrAMS

Amount of Projects per Grant	5303/4/5	5307	5310	5311	5312	5320	5329	5337	5339
1	15	11	27	23		1	9	2	30
2	4	3	10	5				2	11
3	6		5	2			1		
4	1	2	1	4					1
5			3	1					
6	1	1	2		1				1
7			1	3					
8			1	1					
9									
10				1					
11			1						
12			1					1	
13			1						

How State DOTs are Using TrAMS

Projects for Application

Project Number	Project Name
NY-2016-051-03-00	Non-Urbanized Area Project
NY-2016-051-02-00	Small Urban Area Project
NY-2016-051-01-00	Large Urban Area Project

Projects for Application

Project Number	Project Name
MA-2017-003-07-00	Rural UZA
MA-2017-003-06-00	Small Urban UZA
MA-2017-003-05-00	Providence UZA
MA-2017-003-04-00	Springfield UZA
MA-2017-003-03-00	Worcester UZA

Projects for Application

Project Number	Project Name
AL-2016-018-01-02	City of Anniston Section 5307
AL-2016-018-02-02	City of Auburn Section 5307
AL-2016-018-03-02	Cities of Daphne/Fairhope Section 5307
AL-2016-018-04-02	City of Decatur Section 5307
AL-2016-018-05-02	City of Dothan Section 5307

Projects for Application

Project Number	Project Name
MD-2017-008-04-00	Metro Interlocking Renewals
MD-2017-008-03-00	Mobility Vehicle Replacement
MD-2017-008-02-00	FY17 Bus Preventive Maintenance
MD-2017-008-01-00	FY17 Bus Procurement

TrAMS Changes in FY 17

December

- Allowed users to sort and filter their tasks in a grid.
- Created a process to change FFR and MPR reporting frequency, when necessary.

January

- Deployed a disbursement-by-disbursement report.
- Made fixes that allowed most grants data to be posted on www.usaspending.gov (allows for subaward reporting).
- Implemented a user lockout after 60 days of inactivity
- Allowed users with the “developer” role to transmit applications for initial FTA review.

TrAMS Changes in FY 17

March

- Updated the naming conventions of the tasks in the system to provide more detailed information.
- Created rules to prevent users from submitting cyclical and final FFRs and MPRs at the same time.

May

- Updated the application details module to include fields for period of performance start date and end date and questions required by OMB.
- Deployed in Appian upgrade that changed the “look and feel” of the system (larger text, different fonts, less white space, etc)

TrAMS Changes FY 17

Fixed Issues Causing Grants to Become Stuck:

- Users with access to multiple organizations could not create applications.
- Amendments stuck when the amendment reason exceeds 500 characters.
- Amendments stuck when the point of contact for the prior amendment is deactivated.
- Budget revisions and closeout amendments stuck when TEAM awards have a deleted or added ALI.
- Closeout amendments stuck when the person who created the closeout amendment is deactivated or locked out or when FFRs and MPRs from prior quarters not submitted.

Proposed changes to TrAMS

- Improve the user access module so that FTA contractors do not display as recipient users + additional improvements to user access.
- Improve the budget revision and amendment workflows to prevent certain budget revisions and amendments from becoming stuck.
- Make changes to the budget revision module and other areas to be consistent with the Circular 5010.1E page changes made in July 2017.
- Improvements to the certifications and assurances module.
- Launch the formula funding suballocation module after the FY 18 full year apportionments (allows states and designated recipients to enter suballocations in TrAMS).
- Modify restrictions preventing multiple limitation codes from being used against a single budget scope code.
- Make improvements to the MPR and FFR modules and View/Print functionality.

TrAMS Tips

- 1. New Required Application Questions*
- 2. Closeouts*
- 3. Period of Performance End Date*
- 4. Budget Revisions and Amendments*
- 5. TEAM Grant Reminders*

Required Application Questions

- For all Applications created prior to May 2017, FTA requested that certain information be captured in the Executive Summary.
- This has now been replaced; and all new applications or amendments must answer the questions during the create application step. We made a few additional changes to the format on June 23, 2017.
- You must complete the questions prior to transmitting the application.

Create application questions

Please review the [New Question Tip Sheet](#)

- A "create application format" was deployed on May 5, 2017 in TrAMS. The new format applies to any new application, amendment or closeout created after May 5 in TrAMS. The guidance document was updated to reflect additional changes made to the create application format and how the questions may be modified during post award on June 23, 2017.

What about awards made before May 5, 2017?

1. Amendments
2. Budget Revisions
3. Closeouts

Suballocation Question


- First selection: *“Yes, my organization is a designated Recipient”*
Select when you are applying for funds for your organization and your subrecipients. A program of projects (POP) is generally associated with selection and the POP should be uploaded to the application documents.
- Second Selection: *“Yes, my organization is the Direct Recipient of suballocated funds”*
Select when your organization has suballocated funds (5337, 5307, 5310) and your application includes your portion of the suballocated funds. This may be a UZA split or a split between the designated recipient and other direct recipients. This selection requires a document upload.


- [Suballocation Question & Documentation Upload Examples, July 2017](#)
- [Understanding & Using TrAMS Data Reports Guide, Jan 2016](#)
- [Using the Disbursement Report, March 2017](#)


How to update questions

Use the Related Actions and from the menu Options select “Application Details.

Does this application include funds for research and/or development activities?	<input type="radio"/> Yes, this application includes funds for research and/or development activities.
	<input checked="" type="radio"/> No, this application does not include funds for research and/or development activities.
Period of Performance Start Date	The start date will be set to the date of the award
Period of Performance End Date	<input type="text" value="06/29/2017"/> Select the date for which all award activities will be completed
Application Financial Information	
* Is this application using pre-award authority?	<input type="radio"/> Yes, this application is using Pre-Award authority.
	<input checked="" type="radio"/> No, this application is not using Pre-Award authority.
Does this application include suballocation funds?	<input type="radio"/> Yes, my organization is a Designated Recipient.
	<input type="radio"/> Yes, my organization is the Direct Recipient of suballocated funds (from a Designated Recipient).
	<input checked="" type="radio"/> No, my organization is a Direct Recipient; funds were directly allocated to my organization.

**View-Print Application**
Generate View/Print for Application

**Application Details**
Edit/View Application Details

**View-Print Budget Change History**
Generate View-Print for Budget Revision

Closeout Tips

- Make sure your last drawdown has hit the books...ECHO and TrAMS. Give FTA's financial management systems at least 3 to 5 business days to reconcile and post across each one.
- Check the award fund status for any unliquidated obligations.

Scope Code / Name / Suffix	Account Class Code	FPC	Obligation	Deobligation	Disbursement	Refund	Unliquidated Balance
300-00 OPERATING ASSISTANCE A1	2016.25.90.91.2	04	\$200,776.00	\$0.00	\$200,776.00	\$0.00	\$0.00
300-00 OPERATING ASSISTANCE A2	2016.25.90.91.2	04	\$342,416.00	\$0.00	\$342,416.00	\$0.00	\$0.00

- TEAM grants, check the application details to see if you need to update the End Date before closeout. Make notes in the executive summary and submission remarks. (See the tip sheet for an example)

Modifying the End Date...

- Basically, it means how long will it take to complete the application scope of work?
- What if it is taking longer than expected?
 - You can seek FTA prior approval to extend the period of performance end date. **This can be done via the Budget Revision or Amendment Process.**
- Can end date be approved via the MPR?
 - No, but you can adjust your milestones and alert FTA in your submission/overview remarks. FTA can acknowledge it, but it must be formalized as noted above.

Challenges for FTA to approve Budget Revisions and Amendments

- The current post award workflow in TrAMS has created some unanticipated challenges. This only impacts new applications created in TrAMS.
- FTA's goal was to create greater accountability; this was achieved by obligating funds at the scope code level.
- The challenge occurs when funds are moved between scope codes or across projects (even if the scope codes is the same).
- The action results in a deobligation (from the losing scope code) and a new reservation (to the receiving scope code).

What's Happening and Why

To complete the approval process FTA must first be able to accommodate the “New” reservation by having:

- the same amount of funds available for obligation
- the same amount in the same fiscal year of apportionment and
- the same amount of funds in the same UZA

If the above conditions are not present, then the grant is stuck.

It is important to review and discuss the proposed changes with your FTA point of contact (POC) before you even initiate the action in TrAMS.

- Do you know if the funds have lapsed?
- Transferred funds may require additional coordination.
- Are sufficient funds available for the fiscal year, UZA, and apportionment ...

What to know before you go...

Application Control Totals Summary

Funding Source Name	Amount
49 USC 5311 - (MAP 21) TTP Discr - Pub Trans on Indian Res(FY2013 & Fwd)	\$150,000
49 USC 5311 - (MAP 21) TTP Formula - Pub Trans on Indian Res (FY2013 & Fwd)	\$7,454
Local	\$16,667

PO Number	Project Number ↑	Cost Center	Scope Code / Name / Suffix	Account Class Code	FPC	Obligation
AK-18-X094	AK-2016-012-01	65000	300-00 OPERATING ASSISTANCE A1	2014.25.18.TB.2	09	\$150,000.00
AK-18-X094	AK-2016-012-02	65000	300-00 OPERATING ASSISTANCE A2	2015.25.18.TF.2	09	\$4,040.00
AK-18-X094	AK-2016-012-02	65000	300-00 OPERATING ASSISTANCE A2	2016.25.18.TF.2	09	\$3,414.00

Project Number ↑	Cost Center	Scope Code / Name / Suffix	Account Class Code	FPC	Obligation	Deobligation	Disbursement	Refund	Unliquidated Balance
AK-2016-012-01	65000	300-00 OPERATING ASSISTANCE A1	2014.25.18.TB.2	09	\$150,000.00	\$0.00	\$0.00	\$0.00	\$150,000.00
AK-2016-012-02	65000	300-00 OPERATING ASSISTANCE A2	2015.25.18.TF.2	09	\$4,040.00	\$0.00	\$0.00	\$0.00	\$4,040.00

PO Number	Project Number	Cost Center	Scope Code / Name / Suffix	UZA Code / Name	Account Class Code	FPC
AK-18-X094	AK-2016-012-01-00	65000	300-00 OPERATING ASSISTANCE (3000-A1)	020000 - Alaska	2014.25.18.TB.2	09
AK-18-X094	AK-2016-012-02-00	65000	300-00 OPERATING ASSISTANCE (3000-A2)	020000 - Alaska	2015.25.18.TF.2	09
AK-18-X094	AK-2016-012-02-00	65000	300-00 OPERATING ASSISTANCE (3000-A2)	020000 - Alaska	2016.25.18.TF.2	09

Use the Executive Summary

The Executive Summary (ES) should be your running history of action taken on your award. The amendment remarks should only be a snapshot summary, with additional details in the ES.

Amendment Remarks

This budget amendment is part two of the FY 2017 Section 5337 funds in the amount of \$65,878,290 and Section 5307 in the amount of \$55,536,077 to support implementation of capital projects during the period August 2017 to November 2021. These funds will be used for buses, rail car overhaul, replacement and purchase of rail car, equipment, computer systems, non-revenue vehicles, signals and station rehabilitation.

Executive Summary

Amendment #1

This budget amendment is part two of the FY 2017 Section 5337 funds in the amount of \$65,878,290 and Section 5307 in the amount of \$55,536,077 to support implementation of capital projects during the period August 2017 to November 2021. These funds will be used for buses, rail car overhaul, replacement and purchase of rail cars, equipment, computer systems, non-

Same for Budget Revisions, add notations to the Executive Summary to maintain a clear running log.

Note: These revisions apply to this amendment only. To see revisions to previous amendments, search for those amendments on the Records tab.

	Revision Number	Revision Status	Revision Description	Revision Reason	Date Created	Date Approved
<input type="checkbox"/>	0	Approved	New Application	New Application	3/15/2017 7:31 PM GMT+00:00	4/21/2017 2:59 PM GMT+00:00
<input type="checkbox"/>	1	Pending	██████ would like to move \$69,788 from line 11.42.07 MIS Equipment/Hardware to line 11.42.08, MIS Equipment/Software to support the purchase of Blockbuster planning and scheduling software.	Modify FTA Funding Within Existing Scope	8/3/2017 1:39 PM GMT+00:00	

Your FTA Local Security Manager

- <https://www.transit.dot.gov/funding/grantee-resources/teamtrams/federal-transit-administration-local-security-managers-trams>



Additional Resources

The TrAMS web page:

<https://www.transit.dot.gov/trams>

- Tip Sheets on Recent System Updates
- An FQA section
- Past training recordings and presentations
- A list of your local security managers
- The TrAMS user guide (currently being updated)
- The Activity Line Item Tree
- A list of FTA funding sources and Section Codes

Reporting Errors/Issues to the Help Desk

Help Desk: (877) 561-7466
FTA.TrAMS.Help@DOT.GOV

1. Your Name
2. Your Email/Phone Number
3. User Type (FTA vs. Recipient)
4. Incident Number (if you called the Helpdesk and already have one)
5. Recipient ID (if applicable)
6. Application Number (if applicable)
7. Brief Description of Issue (steps of what you were trying to do)
8. Screenshots of forms/error messages

FTA's Public TrAMS Page

<http://www.fta.dot.gov/TrAMS>



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Federal Transit Administration

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The Transit Award Management System (TrAMS): FTA's Next Generation of TEAM



 **Sign up for email updates on this topic.**

Welcome to the Transit Award Management System (TrAMS), FTA's platform to award and manage federal grants. TrAMS was created to provide greater efficiency and improved transparency and accountability and replaces the TEAM platform.

TrAMS Home

TrAMS HELP and Guidance

TEAM to TrAMS Transition Information

TrAMS Training

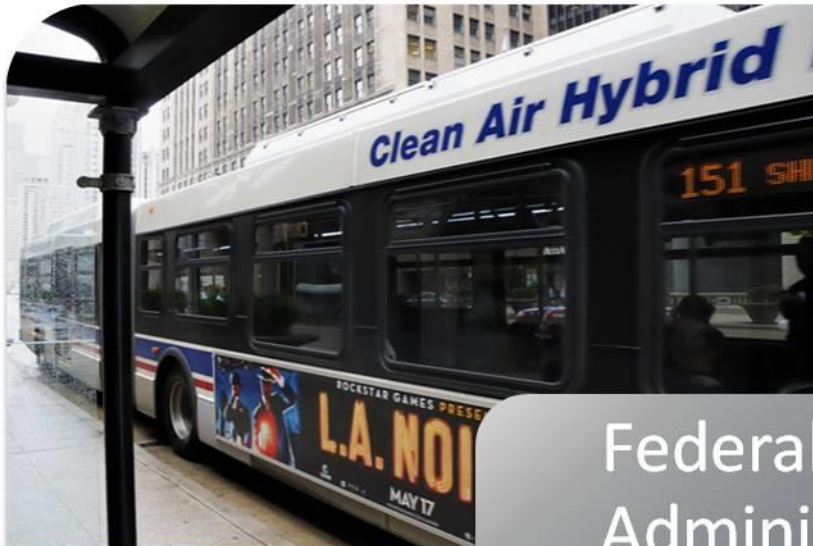
Frequently Asked Questions

TrAMS Notices Archives

A A A

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FTA

FEDERAL TRANSIT ADMINISTRATION

Update – Mobility On Demand Sandbox

Barbara Donovan,
Vermont Agency of Transportation



Flexible

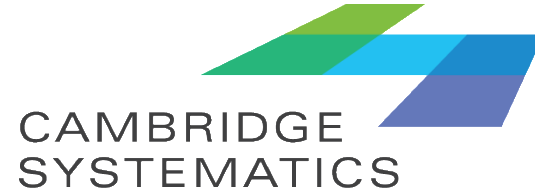
transit

trip planning

Adapting
OpenTripPlanner
to read GTFS-flex



Trillium



Terminology, Technology, Tools

Google Maps: ***All*** of the software and data at maps.google.com

Google Transit: The transit trip planning and other transit-specific software in Google Maps

Software: An application that accepts input (data, parameters) and produces output (our past/current project is essentially “data only”)

Terminology, Technology, Tools

Open Source: software under and open license, meaning that anyone can utilize, change, customize the software “source code” without paying licensing fees

Open Data: data in a format that anyone can use, shared in a way that anyone can access

Terminology, Technology, Tools

GTFS (General Transit Feed Specification): fixed-route timetables in an “open data” specification. *Note: must be shared to be fully open data.*

OTP (OpenTripPlanner): an “open source” software application similar to Google Transit

OSM (OpenStreetMap): an “open data” map

Terminology, Technology, Tools

GTFS + OTP + OSM =
a “Google Maps” that you can own, and have
total control over

(Already done for fixed route by TriMet, RTD,
and others)

Trip planners are easy: they revolutionized transit

PLAN YOUR TRIP

Start
Ukiah, CA, United States

End
Navarro River Junction, Mendocino Count

When
Leave at 10/3/2011 11:13 AM

See itinerary in [Google Maps](#)

[More about transit in Google Maps and on your mobile phone.](#)

← from Ukiah, CA
to Navarro River Junction

2:55 PM - 4:45 PM
(1 h 50 min)

75
2:55 PM from Pear Tree Center
\$3.75

[SCHEDULE EXPLORER](#)

2:55 PM ○ Ukiah, CA

2:55 PM ○ Pear Tree Center

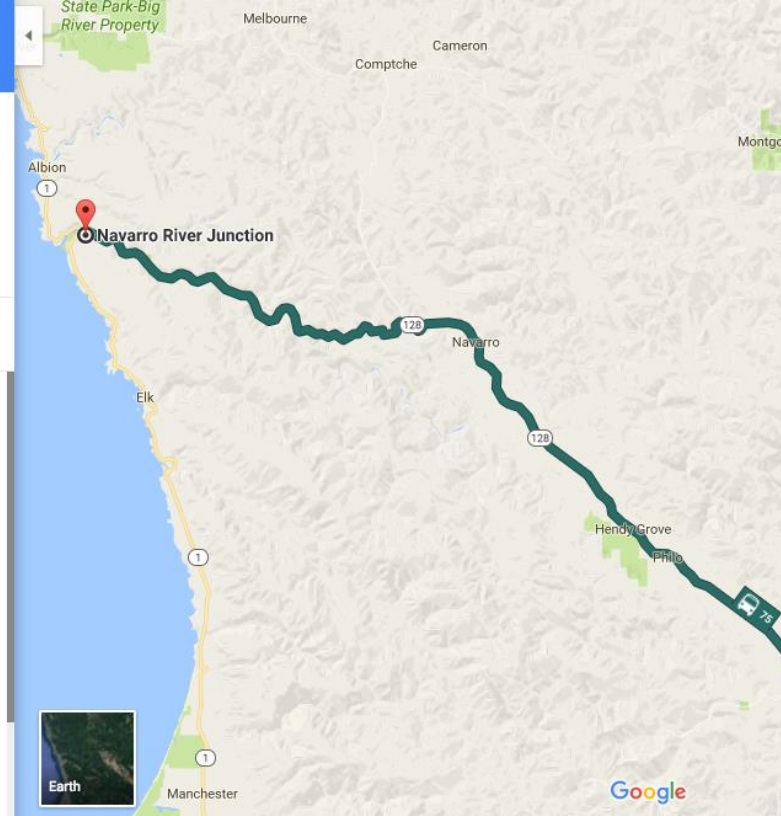
75 Gualala (Southbound)
✓ 1 h 50 min (6 stops) · Stop ID: 59

4:45 PM ○ Navarro River Junction

4:45 PM ● Navarro River Junction

Cost: \$3.75

[Tickets and information](#)



And all you need is GTFS

But trip planners don't work for everyone

GTFS and OTP are exclusively fixed-route focused

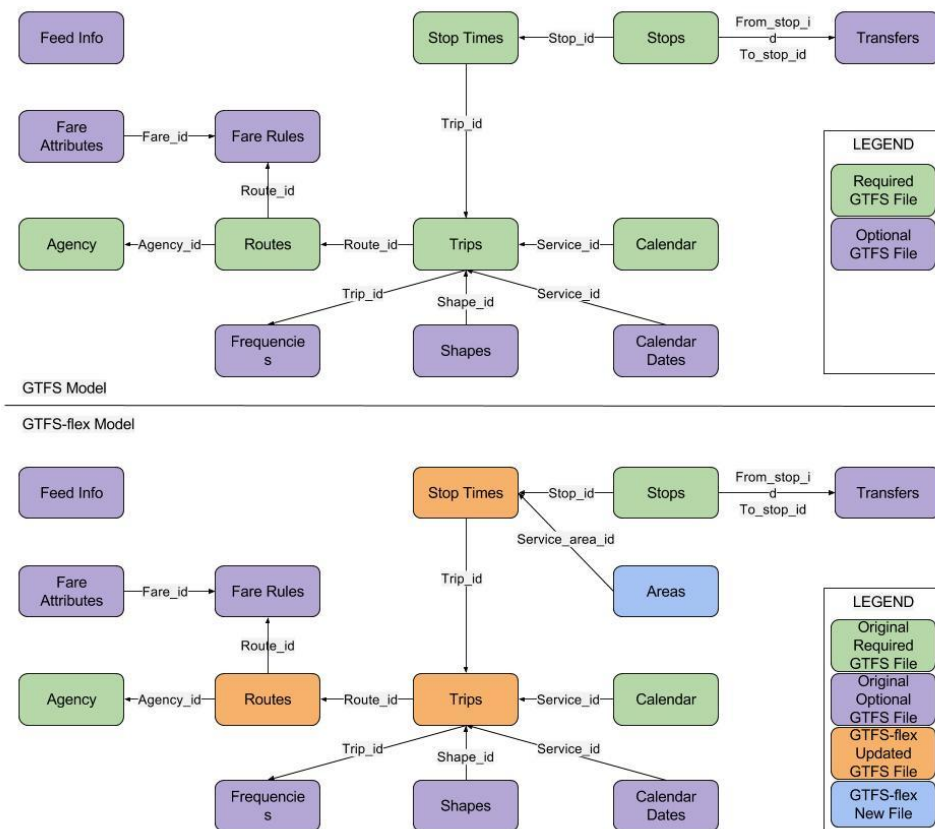
- much or even most public transit is flexible, because fixed routes often aren't practical in rural areas
- ADA complementary paratransit exists everywhere fixed-route transit does

This isn't just small and rural agencies: general public flexible service is getting more attention.

And Vermont agencies know this well

GTFS-flex models flexible transit

- Backwards compatibility with GTFS
- Adds
 - Hail-and-Ride
 - Deviated-fixed
 - Dial-a-Ride
- Flex-to-fixed ***connections***
- Eligibility currently ignored



More info at gtfsflex.com

How do customers see it?

GTFS flex is only data, we need software to use it

- Why doesn't Google Maps do this already?
 - \$\$\$
- How do we fund something expensive, with no clear likelihood of private profitability?
 - Thanks, FTA

“OTP-flex” is the project deliverable

VTrans and Trillium submitted a Mobility On Demand (MOD) grant application

- Adapt OTP to read GTFS-flex
- Host and deploy a state-wide trip planner integrating all transit modes
- Cambridge Systematics, developer of 1-Click, will provide programming talent to adapt OTP
- Coordinate with TriMet, RTD, and other MOD/OTP projects to ensure work is efficient and integrated into master branch

The vision

- FTA MOD Sandbox objectives:
 - System Integration
 - Innovative Business Model
 - Equity of service delivery
 - Partnership Driven

The vision

- An end to information silos
(System Integration, Innovative Business Model)
- Better public knowledge of flexible services
(Equity of service delivery)
- More accurate trip planning for semi-flexible services
(Equity of service delivery)
- Open-data and open-source replicability
(Partnership Driven, Innovative Business Model, Systems Integration)

The vision

A publicly-owned “travelocity”, basically

The end product

- We'll create and collect GTFS-flex data describing ***all*** available transportation services in Vermont
- We'll create an online trip planner using "OTP-flex", that allows riders to plan trips on all these services
- The goal is trip ***discovery***, not trip "transactions"
- Riders will be able to see a menu of all their options, and when applicable, get the information they need to contact you and set up the ride.

The process

- Initial design concepts vetted not only with VTrans and the agencies, but also developer community
 - TransportationCamp
 - TriMet meeting
 - CalACT
 - CTAA!
- Extensive user (agency, rider, social service agent) testing on site this fall

Upcoming Process and Timeline

May through August:

- Create GTFS-flex data
 - Hold individual conversations with all agencies
 - Confirm precise terms of service for flexible transportation options
- Finalize, organize, and draft official design specifications documentation
- Begin OTP software “backend” adjustments

July to September:

- Develop new OTP user interface

Project Process and Timeline

September-October:

- Launch early beta of full flexible trip planner
- “Road show” in Vermont, reviewing results with agencies on site and local riders
- Collect feedback and requests for adaptation

October and November:

- Revise beta trip planner based on feedback

December:

- Launch the new GoVermont! trip planner

OpenTripPlanner & GTFS-flex

Establishing new ground to build upon

- GTFS is currently a de-facto data standard for fixed-route
- GTFS-flex would enable benefits of standardization & interoperability for demand-responsive transportation
- OpenTripPlanner will become a “reference implementation” to establish GTFS-flex so it can be adopted in other applications
- Other systems and APIs can be integrated to provide real-time, booking, capacity management, and more



Barbara Donovan, Project Management Oversight
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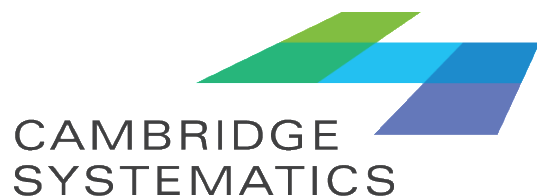
Ross MacDonald, State Project Manager
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Update – Federal Transit Administration

Scott Giering
Office of Program Oversight



**Federal Transit
Administration**





F E D E R A L T R A N S I T A D M I N I S T R A T I O N

Program Oversight Updates

August 16 & 18, 2017

Scott Giering, Acting Director
Office of Program Oversight



U.S. Department of Transportation
Federal Transit Administration

What is Program Oversight?

- Program Oversight reviews confirm and promote compliance with Federal grant requirements.
 - Helps fulfill FTA's fiduciary responsibility to prevent and identify improper payments and ensure that federal funds are used for intended purposes.
 - Strengthens the capacity of FTA funding recipients to improve public transit for America's communities
 - Helps address Congressional and public questions about the use of federal funds
- Comprehensive Reviews (Triennial & State Management)
 - Occur every three years. Triennial Review is required by statute
 - Assess Management Practices and Program Implementation
- Specialized Reviews (Financial, Procurement, & Civil Rights)
 - Occur at FTA's discretion
 - Focus on specific areas of Federal compliance

FTA Oversight in Context

FTA's regulatory environment is constantly changing

- Federal laws, Congressional mandates for new regulations, Presidential Executive Orders, and findings and recommendations from agencies that review and audit FTA can affect program oversight and present challenges to maintaining review consistency
- FTA must follow, and help grantees adhere to, these changes through program material updates and circulars

Major Initiatives in Program Oversight

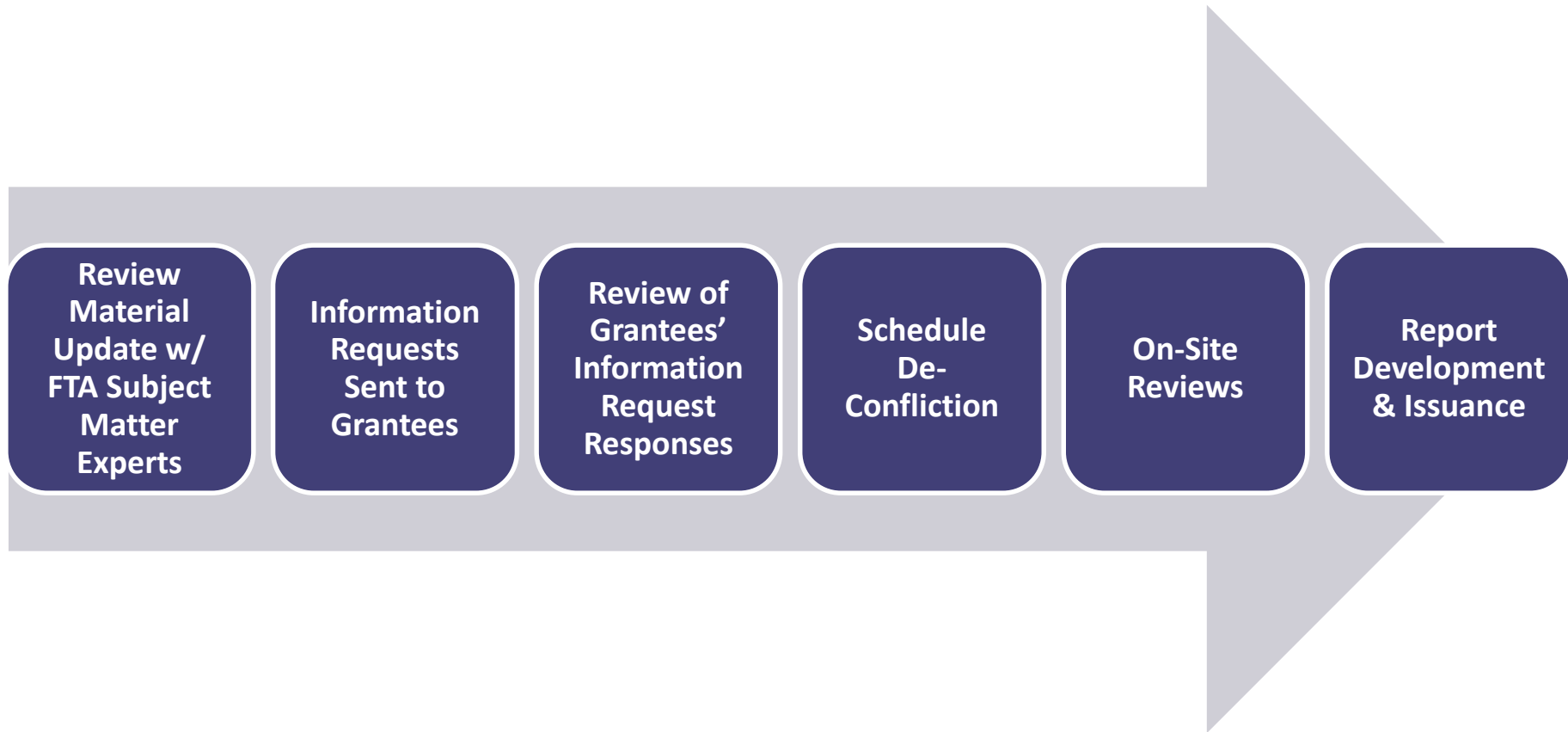
- Review Planning and Coordination
- Data Reporting and Analysis
- New Comprehensive Oversight Review and Technical Assistance Program (CORTAP)
- Streamlined Review Guide and Information Request
- Enhanced Training and Technical Assistance
 - Proactive technical assistance
 - Enhanced workshops
 - Online training

Review Planning and Coordination

The Program Oversight Lifecycle is a framework and schedule for program oversight reviews that helps:

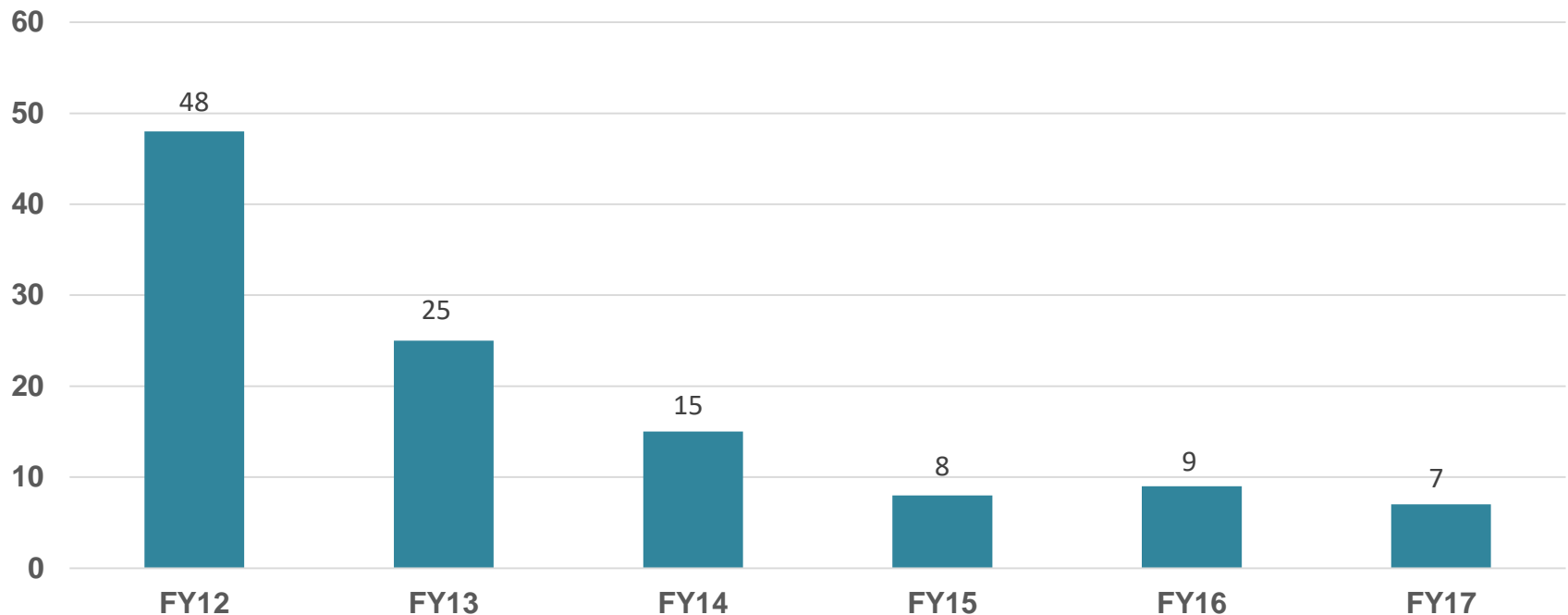
- Provide grantees with better consistency in timing/scheduling
- Allow FTA to better coordinate reviews to avoid overlap, conflicts, and overburdening grantees
- Guide FTA workflow and provide holistic view of dependent processes
- Promote efficient use of contractor and FTA staff time and help balance work throughout the year

Review Planning and Coordination



Review Planning and Coordination

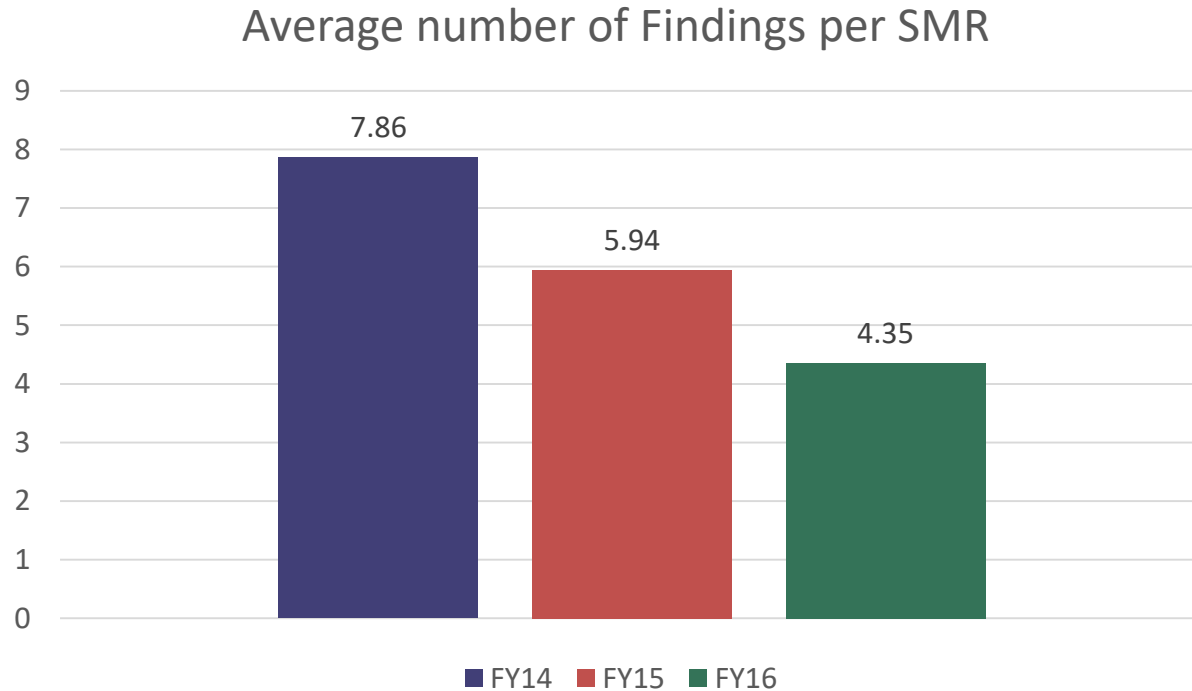
FTA Grantees with Multiple Reviews in one Fiscal Year, FY12-17



State Receiving Multiple Reviews:
FY12: 3
FY15: 2
FY17: 3
FY13, FY14, FY16: 0

Drug and Alcohol and State Safety Oversight reviews were added to the Deconfliction process in FY16

Data Reporting and Analysis



	FY14	FY15	FY16	FY17
Number of Reviews	22	18	17	23
Average Number of Findings	7.86	5.94	4.35	

Most Common SMR Findings

Review Area	Finding	FY14	FY15	FY16	3 yr Total
Asset Management	Inadequate oversight of contracted or subrecipient maintenance activities	9	7	4	20
Disadvantaged Business Enterprise	DBE uniform reports not submitted semi-annually	5	8	4	17
Grant Administration	Incorrect FFR reporting	8	2	5	15
Program Management	SMP out of date/incomplete	11	2	2	15
Disadvantaged Business Enterprise	DBE goal achievement analysis not completed or not submitted	4	5	1	10
Grant Administration	FFATA reporting deficiencies	6	4		10
Procurement	No verification that excluded parties are not participating	5	4		9
Title VI	Insufficient oversight of Title VI	5	3	1	9
Procurement	Pre-award and/or post-delivery audits not performed	2	4	2	8
Procurement	Insufficient oversight of procurement	3	2	3	8

New Oversight Review Program

- Merger the Triennial and State Management Reviews in a single program.
- Increase FTA's flexibility in providing the appropriate level of oversight by:
 - Filling the gaps in existing oversight
 - Adapt to the increasingly complex funding, designation, and operating arrangement between grantees;
- Reduce the review burden for many grantees
- Shift to a more proactive oversight process
- Improve consistency across FTA oversight programs

Program Material Updates

- “Back to basics” exercise to identify basic requirements for grantees and the optimal methods of assessing compliance
- Will ensure that all questions are directly related to specific, citable requirements
- Direct response to concerns express by internal and external stakeholders:
 - Basis and justifications for questions and findings
 - Burden on grantees to prepare and submit information requests
 - Quality of information request submissions
 - Requesting information to which FTA already has access
 - Dictating preferred practices vs compliant practices

New Review Guide

Each question in the review guide will have four basic parts

1. **Basic Requirement:** high-level, clear statement of what a recipient must do
 - Example: Non-Federal entities that expend \$750,000 or more in Federal awards in a year are required to conduct an independent single audit.
2. **Applicability:** Recipients to whom the requirement applies
 - Examples: All funding recipients OR 5307 recipients only OR ferry operators
3. **Indicators of compliance:** How reviewers will assess compliance with the basic requirement
 - Example: Did the grantee have a single audit conducted for every year required?
 - Determining Compliance: Review information available in the Federal Audit Clearinghouse (FAC) <https://harvester.census.gov/facweb/> to determine if the required single audits were conducted. If the information is not available from FAC, follow-up with the grantee for copies of missing Single Audits
4. **Determination:** Based on result of indicators
 - Example: If the grantee did not conduct the required single audits:
 - Deficiency: Annual audit not conducted
 - Explanation: The recipient meet the threshold for a single audit but did not have one conducted
 - Governing directive: § 200.501 (a) Audit required. “A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year....”

New Information Request Package

- Old Information Request: 200-page document of questions requiring narrative responses from the grantee
 - Example (State Management Plan requirement)
 - When did the grantee submit to FTA a state management plan?
 - How do the plans address the required areas?
 - What are the grantee's procedures for ensuring that subrecipients have adequate local match and operating funds and only use eligible sources as local match
 - Has the grantee entered into a written agreement with each subrecipient stating the terms and conditions of assistance?
 - Do the agreements address Federal requirements? If not, how does the grantee make subrecipients aware of FTA requirements?
- New Information Request: List of documents and basic information needed from the grantee.
 - Example (State Management Plan requirement)
 - Provide a copy of your last State Management Plan submitted to FTA
 - Provide copies of written agreements with each sub-recipient

Anticipated Benefits for Grantees

- Provides a much more detailed explanation of what is expected of the grantee and exactly how FTA will go about determining a grantee's compliance
- Grantees will have a better understanding of exactly why a finding of deficiency was made with explicit reference to requirement
- Help fulfill FTA's commitment to better transparency in its review processes
- Shifts "burden" from grantee to FTA and its contractors
- Contractor's notes for the indicators of compliance will
 - Streamline the site visit process to focus on areas needing clarification
 - Provide critical information to help FTA determine the validity of findings
 - Identify gray areas of compliance that need to be clarified

Training and Technical Assistance

- Agency desire to take a more proactive approach to program oversight focused on:
 - Improving grantee compliance
 - Capacity building for grantees
- Feedback from grantees and FTA regional staff
- Commitments to the industry to enhance education, training opportunities, and assistance for grantees
- Continued high rate of findings in key compliance areas

Spectrum of Offerings to Match Need

Webinars & Online Training

- Topic specific
- Short duration
- Open to all

Workshops

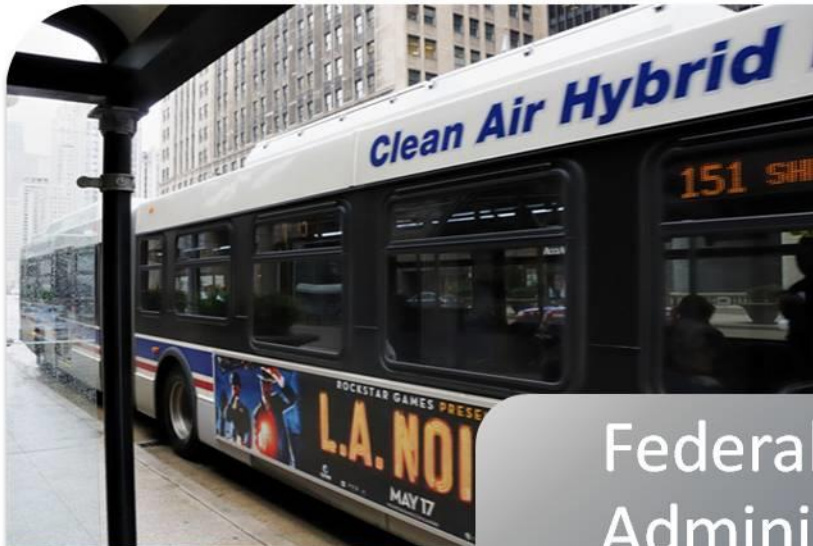
- Broad compliance focus
- Multiple days
- In-person participation

Technical Assistance

- Grantee specific
- Longer duration
- High level of interaction

Increasing level of effort and degree of personalization

Outcome: Fewer Findings



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FTA

FEDERAL TRANSIT ADMINISTRATION

Program Oversight's Training Program

- Purpose: Provide additional opportunities for grantees to learn about and understand FTA's oversight review process
- Formats:
 - Webinars & recorded presentations
 - Case study videos
 - Training modules, self-assessments, and quizzes
 - Fact sheets/one-pagers
 - Toolbox of compliant practices/examples
- General Topic Areas:
 - Review preparation
 - Narrow-focused compliance issues

Current Status

- Launched first Triennial Review webinar in 2015.
 - Covered all compliance areas in the TR
 - Viewed by over 500 people at grantees around the country
 - Positive feedback from industry
- New Triennial Review webinars – Fall 2016
- New State Management Review webinars – Fall 2016

Enhanced Technical Assistance

- Purpose: Provide more targeted and effective technical assistance to grantees in order to reduce overall findings, resolve open ones, and prevent repeat findings.
- Process:
 - Identify and understand current and anticipated assistance
 - Identify gaps in assistance to determine areas of need
 - Initiate proactive assistance for grantees
 - Focus on capacity building in addition to resolution of specific issues
 - Create a feedback mechanism and evaluation process
- Intended outcomes:
 - Higher compliance rates (fewer findings)
 - Better relationships between FTA and transit industry

Grantee Training Opportunities

- Purpose: Improve consistency across review programs and communicate FTA's oversight responsibilities, processes, and expectations in a unified forum
- Process:
 - Merge program workshops into a single Oversight Workshop
 - Identify and consolidate common content for plenary sessions
 - Separate tracks/breakouts for topic areas
 - More interactive exercises and real world examples
- Intended outcomes:
 - Increased grantee attendance and participation
 - Clearer, more consistent information about programs and processes
 - More proactive approach with grantees
 - Greater convenience and flexibility

Online Training Program

- Purpose: Provide additional opportunities for grantees to learn about and understand FTA's oversight review process
- Process:
 - Develop short webinars and online training modules covering key compliance and oversight review topics
 - Webinar topics and online modules to be developed in consultation with grantees, regions, program offices, and review contractors
- Intended outcomes:
 - Reinforce information provided at Oversight Workshops
 - Refresher for workshop participants in advance of review
 - Capacity building for grantee staff

Contractor Summit

- Purpose: Bring review contractors together to foster greater consistency in the review process
- Process:
 - Presentations to reinforce FTA priorities, program updates and changes, trends, and experiences
 - Interactive scenarios/exercises involving actual review findings
 - Discussion/brainstorming about improving consistency
- Intended outcomes:
 - Understand inconsistencies in findings and corrective actions
 - Identify where and why those differences originate
 - Determine need for updates, education, and better communication
 - Emphasize the need for documenting the rationale for findings

Public Transportation Council Business Meeting

❑ Committee Restructuring Update

- ❑ General Purpose Statement

- ❑ Committee Charter

❑ Work Plan Update



Public Transportation Council Business Meeting

New General Purpose Statement

The Council on Public Transportation shall provide expertise and leadership advancing public transportation as a part of an intermodal transportation system. The Council shall develop policy recommendations related to all forms of passenger public transportation services, including rural, urban regional and intercity bus, travel demand management, and commuter rail for consideration by the Transportation Policy Forum. The Council shall review and ballot technical documents as assigned by the Transportation Policy Forum and provide direction and assignments to committee on public transportation issues.



MTAP Business Meeting

- ❑ Operating Procedures Update
- ❑ Work Plan Update
- ❑ MTAP Winter Meeting



Save The Date

Public Transportation Council/MTAP Winter Meeting

November 15 - 16, 2017

Courtyard by Marriott/Residence Inn,
Austin, Texas



AMERICAN ASSOCIATION
OF STATE HIGHWAY AND
TRANSPORTATION OFFICIALS

AASHTO

Thank you for Participating in Public Transportation Council-MTAP Business Meeting

For more information, please contact

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