

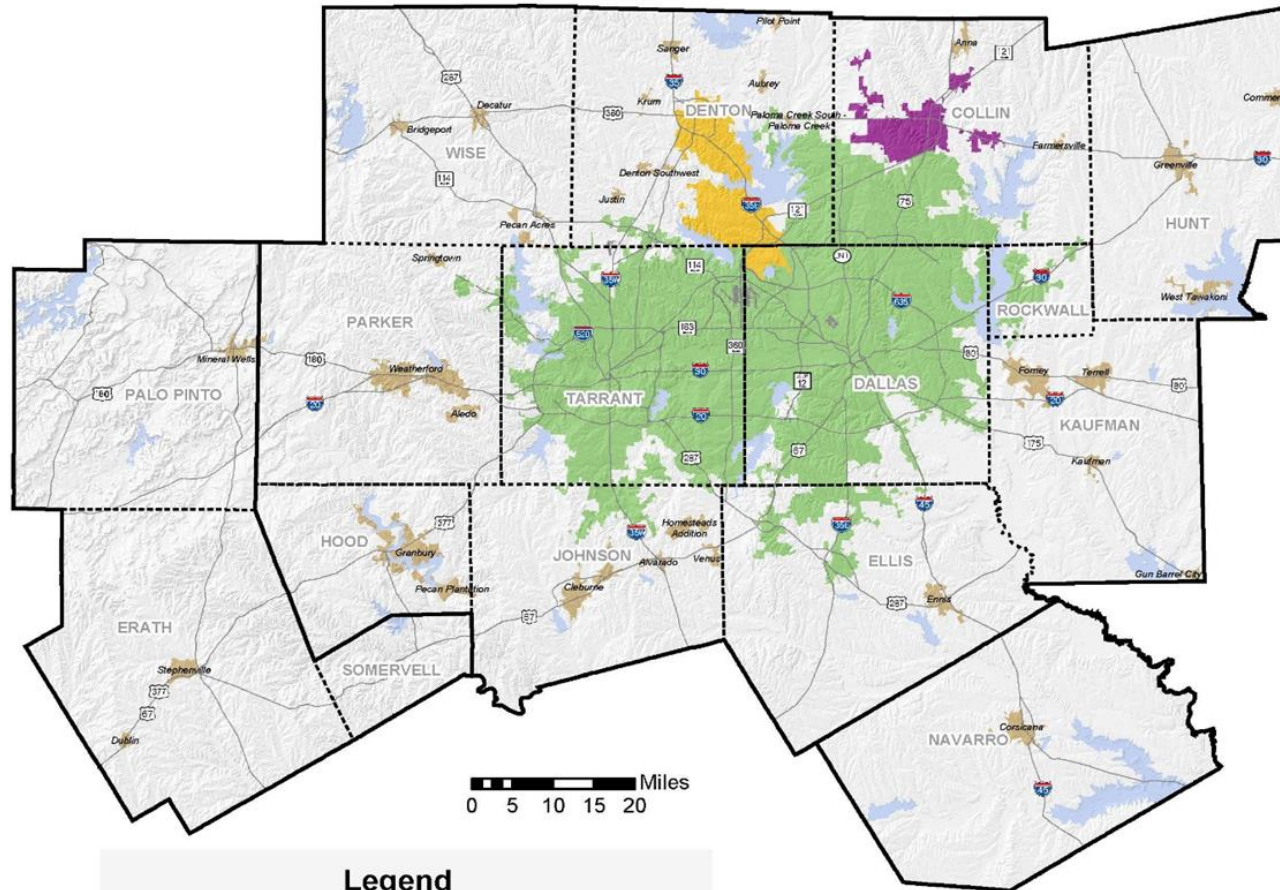
**North Central Texas
Council of Governments**

2020 APPORTIONMENT FUNDING AND PROGRAM OF PROJECTS DEVELOPMENT

EDGAR HERNANDEZ, SENIOR TRANSPORTATION PLANNER

DYLAN HERNANDEZ, TRANSPORTATION PLANNER

U.S. Census Bureau Urbanized Areas and Urban Clusters (2010)



Legend

 Dallas-Fort Worth-Arlington Urbanized Area	 McKinney Urbanized Area
 Denton-Lewisville Urbanized Area	 Urban Clusters



APPROPRIATION OF FUNDS

Authorization Act passed (FAST Act); Apportionments authorized annually

Authorization Act signed; Annual apportionments signed

Apportionment funds distributed to Department of Transportation
Funding appropriated through federal formula process

Funding to urbanized areas distributed using Census data, transit service metrics (NTD), and agency need

North Central Texas Urbanized Areas

Congress

President

Department of Transportation

Federal Transit Administration

North Central Texas Council
of Governments

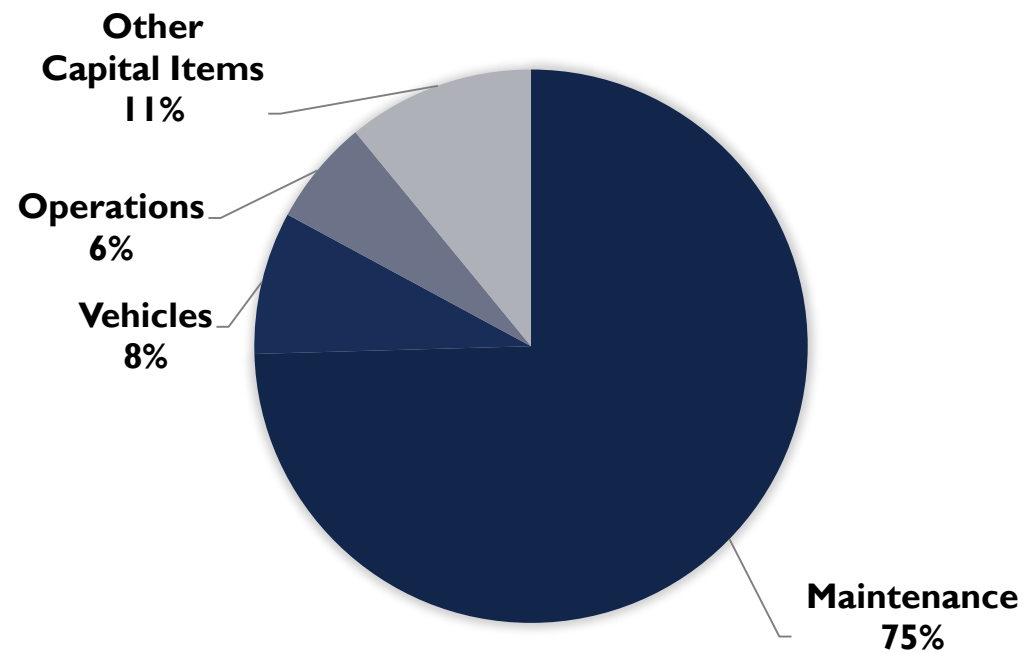
Dallas-Fort Worth-
Arlington Urbanized Area

Denton-Lewisville
Urbanized Area

McKinney Urbanized Area

A LOOK BACK: 2019 APPORTIONMENT DISTRIBUTION

DISTRIBUTION BY PROJECT TYPE



A LOOK BACK: FEDERAL TRANSIT ADMINISTRATION (FTA) 2019 APPORTIONMENT FUNDING

Summary of Available 2019 Formula Funds			
Program	Dallas-Fort Worth-Arlington	Denton-Lewisville	McKinney
Urbanized Area Formula (Section 5307)	\$79.8M	\$6.3M	\$3.3M
Enhanced Mobility (Section 5310)	\$3.2M	\$205K	TxDOT Award
State of Good Repair (Section 5337)	\$31.7M	\$2.2M	N/A
Bus and Bus Facilities (Section 5339)	\$7.2M	\$531K	TxDOT Award

FTA 2020 APPORTIONMENT FUNDING


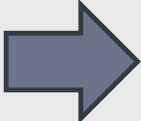
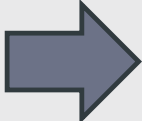


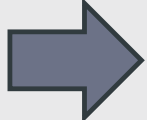
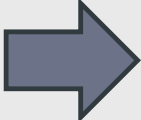


(PUBLISHED ON FEBRUARY 3RD, 2020)

Summary of Available 2020 Formula Funds

Program	Dallas-Fort Worth-Arlington	Denton-Lewisville	McKinney
Urbanized Area Formula (Section 5307)	\$80M*	\$6.1M*	\$3.1M
Enhanced Mobility (Section 5310)	\$3.4M*	\$217K*	TxDOT Award
State of Good Repair (Section 5337)	\$30.1M	\$1.9M	N/A
Bus and Bus Facilities (Section 5339)	\$7.6M	\$538K	TxDOT Award

*Amounts listed do not include funds set-aside for Strategic Partnerships, to be awarded to eligible Job Access/Reverse Commute and Enhanced Mobility projects

FTA 2020 APPORTIONMENT FUNDING

Funding Level Changes from 2019			
Program	Dallas-Fort Worth-Arlington	Denton-Lewisville	McKinney
Urbanized Area Formula (Section 5307)			
Enhanced Mobility (Section 5310)			TxDOT Awards
State of Good Repair (Section 5337)			N/A
Bus and Bus Facilities (Section 5339)			TxDOT Awards

PROGRAM OF PROJECTS (POP) DEVELOPMENT

- What is POP Development?
 - Process by which traditional transit providers work with NCTCOG to determine funding needs based on current funding levels once the FTA apportionment is released
 - Traditional Transit Providers – agencies providing public transportation services and recognized by the state as rural or urban transit districts
 - NCTCOG staff review funding requests and work with providers to accommodate those requests within the confines of the current year apportionment in accordance with applicable regulations
- Per NCTCOG's Regional Transportation Council policy, small provider urbanized needs will continue to be met first with the transit authorities receiving the remainder of the funds
- Awarded funding will be communicated through the Split Letter sent out by NCTCOG
 - Split Letter – establishes the allocation of apportionment funds

POP DEVELOPMENT SCHEDULE

Activity	Timeframe/Deadline
2020 Full Apportionment Published	February 3, 2020
Prepare Sub-Allocation Tables and Matrices	February – March 2020
2020 POP Development	April 2020
Submit Proposed POPs	April 17, 2020
POP Review	April 20 – July 10, 2020
November TIP Cycle Due Date	July 31, 2020
Public Meeting	Week of September 7, 2020
RTC Action of November TIP Cycle	October 8, 2020
Executive Board (Action Item)	October 22, 2020
2020 Apportionment: 1st Split Letter*	April 2020
2020 Apportionment: 2nd Split Letter	October 2020

*1st Split Letter will address 2020 POP placeholders submitted through the May 2020 TIP modification cycle

KEYS TO POP DEVELOPMENT



Only expenses attributable to the urbanized area will be eligible for reimbursement

Two Split Letter Process

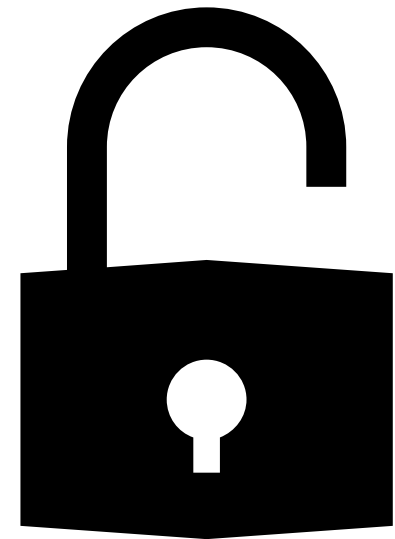
Subrecipients: 2020 Apportionment will account for capital expenditures through June 2022

Subrecipients: List of anticipated procurements will need to be submitted before award if requesting funding for project administration and capital projects

Subrecipients: Procurement timelines, 3-5 year Capital Improvement Plans, Cost Allocation Plans, and Architectural statements for Intelligent Transportation Systems projects

KEYS TO FORMULA FUNDS

- Focus on National Transit Database reporting
 - More service provided and reported in the urbanized area = More urban funds for the region
- Plan ahead on how formula funds will be used for urban services
 - Ensure financial resources are proportionate to the federal funding requested
 - Ensure a local match is in place for the federal funding requested
- NCTCOG requirements to continue receiving formula funds
 - Work with your Project Managers to develop your Program of Projects
 - Submission of annual audits
 - Adequate financial controls carried out by qualified personnel with checks and balances in place
- FTA requirements must be met to continue receiving formula funds
 - FTA's Certifications and Assurances
 - Direct recipients can reach out to their FTA planner for further information



RESOURCES

- [FTA Grant Program Information](#)
- [2 CFR 200](#)
- [TIP Webpage](#)
- [TIP Modification Cycle Schedule](#)
- [TrAMS Guidance and Training](#)
- [Scope and Activity Line Item Codes](#)
- NCTCOG Staff
- FTA Staff

REPORT YEAR 2019 REPORTING UPDATES

NCTCOG has submitted an Annual NTD Report for The City of Cleburne Transportation, Public Transit Services, SPAN Inc., and STAR Transit to the National Transit Database (NTD), meeting the reporting deadline of January 30th for agencies with a fiscal year ending in August or September.

- CTS' Report Year 2019 NTD report will be submitted on or before April 30th

What to expect after the initial submission of your NTD report

- NCTCOG will request each of our subrecipients submit the final audit for all federal grant programs once available. This audit will be reviewed and the financial data for each NTD report will be updated accordingly.
 - NCTCOG will work diligently to close out each NTD report upon receipt and subsequent review of the final audit. Upon closeout, each transit agency will be provided with a copy of their NTD report closeout letter confirming the report was officially accepted by the FTA.

INDEPENDENT AUDITOR STATEMENT FOR FINANCIAL DATA

- Beginning in Report Year 2018, all recipients of FTA funding are required to submit an IAS-FD once every 10 years.
- What is the Independent Auditor Statement for Financial Data?
 - The Independent Auditor Statement for Financial Data (IAS-FD) is a written statement provided by an independent firm which states all financial data presented in the NTD report is compliant with the Uniform System of Accounts (USOA) and as such, conforms to the accrual basis of accounting per FTA's USOA Section 1.4
 - Agency's will be required to renew their IAS-FD if their accounting system undergoes **major changes** prior to the decennial benchmark.
 - Major changes to an accounting system would include any deviation from the following NTD requirements,
 - The reporting agency records revenues and expenses using the accrual basis of accounting, per USOA Policy Manual
 - The reporting agency has followed the accounting guidance specified throughout the USOA Policy Manual
 - The reporting agency has cross-walked its chart of accounts to the object classes employed in the USOA and has adequately documented this crosswalk
 - This requirement is **not** retroactive. As such, any agency that submitted a waiver for this requirement in Report Year 2018 will be required to submit an IAS-FD with their Annual NTD Report in Report Year 2019 and will still be required to renew their IAS-FD in Report Year 2028.

INDEPENDENT AUDITOR STATEMENT FOR FINANCIAL DATA

- City of Cleburne Transportation, Public Transit Services, and SPAN Inc. , submitted an IAS-FD with their Report Year 2018 NTD Report. Each agency will be required to renew their IAS-FD in Report Year 2028.
- As a full reporter, STAR Transit has continued to comply with NTD reporting requirements and most recently submitted an IAS-FD for Report Year 2011. STAR will be required to renew their IAS-FD in Report Year 2021.
- CTS was granted a small systems waiver for the IAS-FD requirement in Report Year 2018. CTS will submit their IAS-FD in Report Year 2019. CTS will be required to renew their IAS-FD in Report Year 2028.

REPORT YEAR 2020 REPORTING

Tentative Schedule

Plan Activity	Time period	Status
Small Systems Review and Reporting Period	October 30, 2020 – May 2021	
Submit revised monthly ridership data and number of unlinked passenger trips provided to rural and urban areas	October 30, 2020	
Submit completed Contractual Relationship form (B-30) and Asset Inventory forms (A-10, A-30)	November 13, 2020	
Submit completed Financial Form (W-30)	December 4, 2020	
Submit completed Performance Measures (2019-2020) form	December 16, 2020	
NCTCOG reviews and corresponds with subs	December 23 - January 15, 2021	
NCTCOG submits report to NTD	January 22, 2021	
Correct data and address issues identified by FTA	February – May 2021	
Receive closeout notification	June 2021	
Full System Review and Reporting Period	October 30, 2020 – May 2021	
Submit revised monthly ridership data, number of unlinked passenger trips provided to rural and urban areas, and completed Service forms (S-10 DR/CB/FR)	October 30, 2020	
Submit completed Contractual Relationship form (B-30) and Asset Inventory forms (A-10, A-30)	November 13, 2020	
Submit completed Resource forms (R-10 DR/CB/FR, R-20, R-30)	December 4, 2020	
Submit Financial forms (F-10, F-20, F-30 DR/CB/FR, F-40)	December 4, 2020	
Submit completed Performance Measures (2019-2020) form	December 16, 2020	
NCTCOG reviews and corresponds with subs	December 21-January 15, 2021	
NCTCOG submits report to NTD	January 22, 2021	
Correct data and address issues identified by FTA	February – May 2021	
Receive closeout notification	June 2021	

- Beginning with Annual Reports to be submitted for Report Year 2020, NCTCOG will request supporting documentation for funds earned and expended on operations and capital projects be submitted in conjunction with your financial data. This would include items such as *Request-for-Reimbursement* forms submitted to TxDOT, and documentation regarding TDCs used in lieu of local match
 - All supporting documentation submitted should detail the federal, state, and local match
 - Draft Audits have become a necessary component of our initial review. When available, this documentation should be submitted with all other supporting documents pertaining to the financial data being reported by your agency
 - NCTCOG will request a copy of the final audit prior to submitting the final version of your NTD report.
- Annual Reporting will kick-off in October to allow subrecipients and NCTCOG more time to meet reporting deadlines
- Communication/Responsiveness

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