

JACKSON COUNTY TRANSIT

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October 12, 2016

MEMORANDUM

To: The Jackson County Board of Commissioners

From: Chuck Norris, Transit Director

Subject: FY 17-18 5311 Community Transportation Program Grant Application/ FY 17-18 5310 Elderly and Disabled Program Grant Application

The purpose of this memo is to give you an overview of the above grant applications. I have asked to be placed on the October 20, 2015 agenda to request board approval on resolutions to make application for the grants identified in the above subject line. A joint public hearing is acceptable for both applications and Mrs. Winchester has scheduled them for 5:50 pm on October 20, 2015 as well. These grants are made available annually through the state to assist transit systems with operating, administrative and capital funding. The 5311 program grant supports the director and assistant director's salaries and fringes as well as administrative costs such as office supplies, drug and alcohol testing, uniforms and marketing. Capital consists of a replacement lift equipped conversion van including letting and logos. The 5310 program supports operating costs for elderly and disabled transportation as well as a Mobility Manager position that assists this population to better serve their transportation needs. Listed below is the estimated funding request which includes the match required by the county for each program.

The total estimated amount requested within the **5310 program** for the period **July 1, 2017 through June 30, 2018**

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>
Operating Funds	\$ 175,000.00	\$ 87,500.00 (50%)
Mobility Manager	\$ 49,917.00	\$ 4,993.00 (10%)
Capital (Vehicles & Other)	\$ _____	\$ _____(10%)
TOTAL	\$ 288,613.00	\$ 128,901.00
	Total Funding Requests	Total Local Share

The total estimated amount requested within the **5311 program** for the period **July 1, 2017 through June 30, 2018**

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>
Administrative	\$ 194,469.00	\$ 29,171.00 (15%)
Capital (Vehicles & Other)	\$ 61,500.00	\$ 6,150.00 (10%)
TOTAL	\$ 255,969.00	\$ 35,321.00
	Total Funding Requests	Total Local Share

COMMUNITY TRANSPORTATION PROGRAM RESOLUTION

**Section 5311
FY 2018 RESOLUTION**

Applicant seeking permission to apply for Community Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by *(Board Member's Name)* _____ and seconded by *(Board Member's Name or N/A, if not required)* _____ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural public transportation services consistent with the policy requirements for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, *(Legal Name of Applicant)* Jackson County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project, prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

NOW, THEREFORE, be it resolved that the *(Authorized Official's Title)** County Manager of *(Name of Applicant's Governing Body)* Jackson County is hereby authorized to submit a grant application for federal and state funding, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural public transportation services.

I *(Certifying Official's Name)** Brian Thomas McMahan *(Certifying Official's Title)* Chairman, Jackson County Board of Commissioner's do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the *(Name of Applicant's Governing Board)* Jackson County Board of Commissioner's duly held on the 20th day of October, 2016.

Signature of Certifying Official

***Note that the authorized official, certifying official, and notary public should be three separate individuals.**

Seal Subscribed and sworn to me *(date)* _____

*Notary Public **

Printed Name and Address

My commission expires *(date)* _____

