

JACKSON COUNTY TRANSIT

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October 8, 2018

MEMORANDUM

To: The Jackson County Board of Commissioners
From: Norma Taylor, Transit Director
Subject: FY 19-20 5311 Community Transportation Program Grant Application

The purpose of this memo is to give you an overview of the above grant application. I have asked to be placed on the October 15, 2018 agenda to request board approval on a resolution to make application for the grant identified in the above subject line. A public hearing on this application has been scheduled by Mrs. Winchester for 5:50 pm on October 15, 2018 as well. This grant is made available annually through the state to assist transit systems with 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 lettering and logos. Listed below is the estimated funding request which includes the match required by the county for the 5311 Community Transportation Program Grant.

The total estimated amount requested within the **5311 program** for the period **July 1, 2019 through June 30, 2020**

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>
Administrative	\$ 184,971.00	\$ 27,746.00 (15%)
Capital (Vehicles & Other)	\$ 70,080.00	\$ 7,008.00 (10%)
TOTAL	\$ 255,051.00	\$ 34,754.00
	Total Funding Requests	Total Local Share

PUBLIC TRANSPORTATION PROGRAM RESOLUTION

FY 2020 RESOLUTION

Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

Applicant seeking permission to apply for Public 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, small urban, and urban public transportation services consistent with the policy requirements of each funding source 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, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for "purchase-of-service" projects under the Capital budget Section 5310 program.

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(s), 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.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project;

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 grant application (s) for federal and state funding in response to NCDOT's calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

**** The approved resolution allows the Authorized Representative to receive, sign, and return the contract(s) for the grant(s) applied for without the contract(s) resubmitted to the applicants Board for review.**

I *(Certifying Official's Name)** Brian 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 Commissioners duly held on the 15th day of October, 2018.

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)* _____

