

Legal Applicant Name: Craven County

System Type (*check one*)

Small Fixed Route System

Rural/Urban Consolidated System

Regional System

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION



Applicant Information Project Information and Description

FY 2023

Rural State Operating Grant
(RSO)

North Carolina Department of Transportation
Integrated Mobility Division
July 12, 2021

GENERAL GUIDANCE

This call for projects for Rural State Operating Grant funds for Small Fixed Route, Regional, and Rural/Urban Consolidated systems will result in grants with a maximum period of performance of 12 months (**July 1, 2022 – June 30, 2023**). Funding for subsequent years is not guaranteed. It will be necessary to reapply and go through another competitive process for subsequent funding.

Applicants should read the Overview before beginning their application. The Rural State Operating Grant funds are available for Small Fixed Route, Regional, and Rural/Urban Consolidated systems to apply for operating funds to assist in delivering **additional service** that current funding does not adequately support.

Eligible Systems

ONLY the systems listed below are eligible for the Rural State Operating Funds

Small Fixed Route Systems	Regional Systems	Urban/Rural Consolidated Systems
AppalCART Town of Boone and Watauga County	ICPTA Albemarle Regional Health Services	GATEWAY Goldsboro-Wayne Transportation Authority
	CPTA Choanoke Public Transportation Authority	WILSON TRANSIT City and County of Wilson
	KARTS Kerr Area Transportation Authority	TAR RIVER TRANSIT City of Rocky Mount, Nash County, Edgecombe County
	RCATS Randolph County Senior Adults Association, Inc.	GREENWAY PUBLIC TRANSPORTATION Western Piedmont Regional Transit Authority (operates in a region)
	YVEDDI Yadkin Valley Economic Development District, Inc.	Craven Area Regional Transit System Craven County, Jones County, Pamlico County
	Hyde Transit Hyde County Tyrrell County	Cape Fear Public Transportation Authority New Hanover County City of Wilmington

Funding Availability

- A funding formula was created for equitable distribution of the operating funds to all systems that qualify. The funding formula is 50% based on individuals in poverty and 50% based on service hours.
- The systems identified above are the only applicants that are eligible for this operating grant.
- The maximum amount of grant funding a system may apply for is listed in the funding table below. Systems may only use budget line item G-313 (Transportation of Clients and Others) and this funding supports 50% of the proposed service.

System	County names	Counties served	2016 Estimate percent of Poverty	2010 Population	Individuals in Poverty	Individuals in Poverty By Transit System	Hours FY16 OpStats	Poverty Funding	Hours Funding	Total Funding
AppalCart	Watauga /Boone	1	25.30%	51079	12923	12923	68092	\$28,010.89	\$77,455.31	\$105,466.21
ARHS	Camden, Chowan, Currituck, Pasqu	5		102434	16421	16421	46656	\$35,592.42	\$53,071.66	\$88,664.08
CARTS	Craven/ New Bern, Jones, Pamlico	3		126802	19618	19618	42754	\$42,521.45	\$48,633.09	\$91,154.54
CFPTA	New Hanover/ Wilmington	1	17.30%	202667	35061	35061	22189	\$75,996.43	\$25,240.20	\$101,236.64
CPTA	Bertie, Halifax, Hertford, Northhar	4		122741	33095	33095	38070	\$71,734.70	\$43,305.00	\$115,039.70
GWTA	Goldsboro /Wayne	1	18.40%	122623	22563	22563	29760	\$48,905.06	\$33,852.29	\$82,757.35
Karts	Franklin, Vance, Granville, Warrer	4		186929	36185	36185	125583	\$78,431.38	\$142,851.89	\$221,283.27
RCATS	Randolph, Montgomery	2		169550	28779	28779	39531	\$62,379.48	\$44,966.90	\$107,346.38
TRT	Nash, Edgecombe/ Rocky Mount	2		152392	33068	33068	53853	\$71,676.78	\$61,258.31	\$132,935.10
WPRTA	Alexander, Burke, Catawba, Cald	5		365497	57707	57707	19004	\$125,080.81	\$21,617.24	\$146,698.04
Yveddi	Davie, Stokes, Surry, Yadkin	4		200720	31994	31994	119186	\$69,346.78	\$135,575.24	\$204,922.02
Wilson City/County		1	19.90%	81234	16166	16166	48241	\$35,039.26	\$54,874.61	\$89,913.87
Tyrell Hyde		2		10217	2438	2438	6416	\$5,284.53	\$7,298.26	\$12,582.80
Totals						346017	659335			\$1,500,000.00
						Available	Available			
						\$750,000	\$750,000			
						Per Unit	Per Unit			
						\$2.1675	\$1.1375			

2015 Certified County Population Estimates. OSBM. 9/19/2016

https://files.nc.gov/ncosbm/demog/countygrowth_cert_2015.html

SUBMITTAL INSTRUCTIONS

The applicant will submit their application and all required documentation to the NCDOT – Integrated Mobility Division using the online Enterprise Business System (EBS) by no later than **11:59pm EST, Friday, October 8, 2021**. Documents are to be uploaded in the **FY 2023 Application folder in the drop box and must use the following naming convention: SystemName.FY.DocumentName; i.e., “CarolinaCo.FY23.TitleVIReport”**. Early submittals are encouraged. Do not submit the application without all of the required documents attached. An incomplete application will not be reviewed. No applications will be accepted after the deadline. Do not send or bring any documents to the NCDOT office.

Applicants who have submitted a complete FY 2023 application package for 5311 Administrative funding are only required to submit the following additional supporting documents:

1. Rural State Operating Grant (RO) Application
2. Online Budget in EBS

The documents below will be pulled from the 5311 Admin/Operating application and applied to the RO application:

3. Local Share Certificate – **must show RO funds applied for**
4. Public Hearing Notice from newspaper - must show RO funds applied for
5. Affidavit Public Hearing Meeting Minutes - must show RO funds applied for

For convenience, Transit systems may attach one zipped file containing all the supporting documents for all the grants applied for in addition to the 5311 Admin grant.

PART 1 – Applicant Information

Legal Name of Applicant: Craven County		
Applicant’s Congressional District: 3 <i>If Applicant’s city is included in more than one district, enter primary district only</i>	Applicant’s County: Craven <i>If Applicant has offices in more than one county, list county where main office is located</i>	
Address: 2822 Neuse Blvd.		
City: New Bern	State: NC	Zip Code: 28562
Federal Taxpayer ID Number:		

Doing Business As (DBA) Name: Craven Area Rural Transit System (CARTS)

If applicable (normally the transit system name, if different than applicant)

Applicant's DUNS Number: 091564294

Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at: <http://fedgov.dnb.com/webform>

Parent Agency DUNS Number:

Required only if different than Applicant

Applicant's Service Area's Congressional District: 3

If Service Area is included in more than one district, enter primary district only

Project's Service Area: Craven

List the county or counties that will be served by the proposed project.

<i>Project Manager and Title:</i>	Kelly Walker, Transportation Director
Telephone:	Area Code: 252 Phone Number: 636 - 4917
Fax:	Area Code: 252 Phone Number: 636 - 4919
E-mail Address:	kwalker@cravencountync.gov
Website Address:	https://www.cravencountync.gov/165/Transportation-CARTS

Current Vehicle Inventory: 0 Vans 0 Vans/Lifts 0 Sedans or Minivans

Enter Number in Fleet

2 LTVs 27 LTVs/Lifts 0 Buses 0 N/A

PART 2 – Project Information

A. PROGRAM APPLICATION

Types of Services Reimbursed:	<input checked="" type="checkbox"/> Trips <input type="checkbox"/> Route
Rural State Operating Grant Funds (50%):	\$ 12,250
50% match	\$ 12,250
Total Project Budget:	\$ 24,500

Reimbursement:

Federal Financial Assistance Transparency Act (FFATA) mandates the disclosure of the names and total compensation of the five most highly compensated officers of an entity if:

- The Applicant received 80% or more of its annual gross revenues in the preceding fiscal year from the federal government (all federal sources, not just FTA); and
- Those revenues were greater than \$25M; and
- The public does not have access to the information through Securities and Exchange Commission or Internal Revenue Service filings as specified in FFATA.

Applicant should select "Yes" if they are subject to the reporting requirements of FFATA and "No" if they are not subject to Executive Compensation Reporting.

YES No

Executive Compensation Reporting: If "Yes" is selected above, enter the Names and Compensation amounts for the top five officers of the Applicant.

	<u>Full Name</u>	<u>Total Compensation</u>
1	_____	\$ _____
2	_____	\$ _____
3	_____	\$ _____
4	_____	\$ _____
5	_____	\$ _____

Items to be submitted with invoices: documentation of services provided based on type of project – trips, miles, hours, passengers served.

B. SCOPE OF PROPOSED SERVICES

INSTRUCTIONS – Click on the **gray rectangle** and type each answer. If needed, the text will automatically wrap to the next row. The answer may wrap to the next page if necessary. NCDOT will use the answers the applicant provides to determine whether the project is worthy of funding. The details are important and applicants should provide detailed answers to these questions.

1. Provide a 2-3 sentence description of your proposed project or service. The description must include the service to be provided, projected miles and route or demand response (if applicable), and source of local match. Reimbursement is based on service delivered at a 50% cost share of net expenses. This service should be designed for **rural** citizens but can enter the urbanized area.

Answer: The purpose of this project is to continue our efforts to assist rural residents of Craven County to reach employment destinations within Craven County. This is part of an ongoing effort by CARTS to work with Craven County Economic Development and local employers to remove or reduce transportation as a barrier to employment in Craven County.

2. Provide a complete description of your proposed project. The description should include pertinent demographic information regarding the underserved populations to be served and the service area covered with this funding. It should be clear from your description who is receiving service and whether your project's targeted population will be served by demand response or deviated fixed route.

Answer: Phase 1 of this project was completed using a FY2020 Rural State Operating grant with a period of performance extension through June 30, 2021. During Phase 1, data was gathered to help identify the unmet employment related needs. That local match was paid for by the Committee 100 Alliance. Phase 2 is intended to expand upon the efforts of Phase 1, using ROAP employment funds as the local match. The passenger would pay \$2.00 per trip. This would allow maximum usage of grant funding by leveraging grants and fares while minimizing the financial burden of transportation for individuals

who may be obtaining new employment, experiencing vehicle unreliability issues, etc.

This project will:

- Utilize existing resources and routes so no additional resources will be requested to perform the functions of this grant; and
- Create additional access to employment opportunities by facilitating potential time parameter modifications for the purpose of meeting employment related transportation needs; and
- Provide a fixed, budgetable fare amount for participating employees; and
- Improve efficiency of CARTS resources while reducing the cost per passenger trip.

Eligibility will be based on:

- Rural citizens of Craven County (based on residential address); and
- One point of the trip must be a rural residential location in Craven County; and
- At least one point must be the individual's place of residence, and
- At least one point must be the individual's place of employment; and
- The place of employment participating by providing verification of employment at said location.

The targeted population will be made aware of this Phase 2 service opportunity by means such as:

- Notification of service opportunity by employers to employees;
- Periodic social media releases, such as the Craven County Government Facebook page;
- Use of Transportation Advisory Board (TAB) members to communicate the opportunity to the public sector being represented by that member;
- Use of flyers as advertisements; and/or
- Public service announcements or other media resources.

3. Estimate the annual number of passenger trips to be provided from the proposed project. Project trips, miles, and hours.

Answer (passenger trips): We estimate approximately 625 one-way trips at an average of 24 miles per trip. CARTS uses a shared revenue mile reimbursement rate which is not affected by the number of hours.

4. Describe how the project will be coordinated with human service agencies, nearby jurisdictions and/or public and private transportation providers. List where the services will be provided and at what times the service will be offered. Describe service to be delivered (e.g., route or clients) costs, and how it will be charged.

Answer: CARTS provides a shared ride service. Attempts will be made to coordinate these trips with other RSO funded trips, human service agency trips, and NEMT trips to maximize vehicle usage while minimizing trip cost. The shared cost per revenue mile rate for CARTS as of July 1, 2021, is \$1.72.

5. Describe the method that will be used to monitor and evaluate the success of this project. List the measurable indicators of success.

Answer: Answer: Monthly reports will be generated indicating data such as: total number of trips provided; total number of unduplicated passengers; number of no shows; and needs that we were not able to meet. Measurable indicators of success will be total number of trips provided, unduplicated passengers, and referrals to other funding sources if the individual is not a rural resident of Craven County. Measurable indicators of success will be:

- At least six (6) consistent and regularly scheduled passengers using this funding source at any given time;
- 95% on-time performance, with on-time performance being determined by the passenger arriving at the place of employment on or before the agreed upon time; and
- No measurable disruption to on-time performance being provided by existing services.

6. Describe the applicant's preparedness to manage the project and/or the applicant's technical capacity to provide the proposed transportation service.

Answer: Management of this project will be similar or the same as management to other projects, or services, provided by CARTS. This project will be managed with existing staff using a monitoring tool that is already familiar to CARTS employees. The additional management needed for this project would be provided by the Transportation Director, Assistant Transportation Director, and/or Mobility Manager.