



# Program of Projects (POP)

Coronavirus Response and Relief Supplemental Appropriation Act of 2021

**Due: April 30, 2021 at 2pm PST**

<b>Agency Name:</b>
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## Regional Contact Info:

<b>Regional Contact Name:</b>		<b>Phone Number:</b>	
<b>Contact Title:</b>		<b>Date:</b>	

## General Information:

<b>County or Region:</b>		<b>Caltrans District:</b>			
<b>Original Submission Date:</b>		<b>Revision Number:</b>		<b>Revision Submission Date:</b>	

## Section A: Available Funding

<b>Apportionment for this Cycle (Federal Share):</b>	
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## Section B: Programming

<b>Operating Assistance Total:</b>	
<b>Capital Total:</b>	
<b>Total Programmed (Operating + Capital):</b>	



**PART 1: Operating Assistance - Regional Apportionment**

Metropolitan Planning Organizations (MPOs) are responsible for sub-allocating projects within their jurisdiction:

Subrecipient	Project Description	Federal Share	Local Share (Excluding Toll Credit)	Toll Credit Amount (if any)	Net Project Cost	Program of Projects Document Year	Programmed Date or Amendment Number
<b>Operating Assistance Funds Total:</b>							



**PART 2: Capital (Vehicles, Construction, Preventive Maintenance and Planning) - Regional Apportionment**

Metropolitan Planning Organizations (MPOs) are responsible for sub-allocating projects within their jurisdiction:

Subrecipient	Project Description	Federal Share	Local Share (Excluding Toll Credit)	Toll Credit Amount (if any)	Net Project Cost	Program of Projects Document Year	Programmed Date or Amendment Number
<b>Capital Assistance Funds Total:</b>							



## Instructions:

### PART 0 – CARES and CRRSAA

- The supplemental funding will be provided at **100-percent federal share, with no local match required**. Funding will support expenses eligible under the relevant program, although the Act directs recipients to prioritize payroll and operational needs.
- The CRRSAA funds do not expire.
- Pre-award authority for all Operating projects starting on **January 20, 2020**
- Funds will not need to be programmed **UNLESS** your agency applies for a Capital project beyond the COVID-19 Response
- Final approval to be determined by the Division of Rail and Mass Transit

### PART 1 – Operating Assistance

- Do not list previously approved projects (i.e. projects listed in a prior grant).
- Third Party Contract Requirement – all third-party contracts must contain federal clauses required under [FTA Circular 4220.1F](#) and approved by the State prior to bid release.
- Net project cost does not include ineligible cost (i.e. farebox, other revenues, etc.).

### PART 2 – Capital (Vehicles, Construction, Preventive Maintenance and Planning)

- **PRE-AWARD AUTHORITY IS STRICTLY FORBIDDEN FOR ALL CAPITAL PURCHASES** Receiving an executed Standard Agreement (DOT-213A) is **NOT** procurement authorization.
- All vehicles procured with Section 5311 program funds must be ADA accessible regardless of service type (fixed route or demand-response service). Capital projects must contain a full description of project: A PRELIMINARY ENVIRONMENTAL SURVEY (PES) is required for Capital projects other than vehicle procurement.(i.e. facility or shelter - include specifics, planning studies, preventative maintenance). **The PES does not satisfy the requirements for environmental review and approval.** When the agency prepares the documentation for a categorical exclusion, the Environmental Justice Analysis must be included.
- Procurement Contract Requirement – all documents used for procuring capital projects must contain federal clauses required under [FTA Circular 4220.1F](#) and approved by DRMT prior to bid release.