



FEDERAL TRANSIT ADMINISTRATION

FY 2027 GRANT APPLICATION

SECTION 5303 PROGRAM

METROPOLITAN PLANNING

*This is a fillable form. Please use Adobe Acrobat Reader to complete this application.
You may use the tab button to navigate between fillable form fields. Only the
Transmittal Letter and Authorizing Resolution should be printed and returned as a
scanned application attachment. All other application components should be completed
and returned electronically.*

APPLICANT

Augusta Regional Transportation Study - MPO

Submitted By
(Name & Title)

9/30/25

Date Submitted

GDOT

Project Manager Signature

Date Received

FY 2027 Section 5303 Grant Application Checklist

To be completed by APPLICANT:

Legal Name of Applicant:

Augusta Regional Transportation Study - MPO

Name/Description of Item	Completed (Yes/No)
Part A: Contract Authorization Tracking System (CATS) Profile Form	Yes
Part B: Transmittal Letter (on Letterhead)	Yes
Part C: Authorizing Resolution	Yes
Part D: Project Description, Budget, and Milestones	Yes
Part E: Title VI Data Collection and Reporting	Yes
Part F: Equal Employment Opportunity Questionnaire	Yes
Part G: SAM Registration	Yes
Part H: Expenditures Form	Yes
Part I: Indirect Cost Documentation	Yes
Part J: Financial Certifications	Yes
Appendix A: FTA Certifications and Assurances	Yes
Appendix B: Definition of FTA Technical Activities	Yes
Appendix C: Performance-Based Transit Planning Agreement	Yes
Appendix D: FY 2026 Additional 5303 Funding Request Scoring Criteria	Yes
Appendix E: TAMP Participant Accountable Executive Approval Form	Yes
Appendix F: Contact Information for GDOT Project Managers	Yes

Please Note:

Incomplete and incorrect applications will be returned to the transit agency for corrections. Late submissions will be documented as such; information provided herein will be used as part of the application evaluation upon which, final budgets are based on and awarded by GDOT.

REVIEWED BY

To be completed by GDOT Staff

_____	_____
GDOT Transit Planner	Date
_____	_____
GDOT Transit Planning Manager	Date
_____	_____
GDOT Transit Program Manager	Date

Introduction & Funding Distribution

Please refer to the table below to identify Applicant Organization's total available allocation of FY 2027 Section 5303 planning funds.

Considerations

- The amount depicted under "Total Allocation" represents only the Federal funding available to each MPO.
- The proposed project must also include non-federal matching funds of 20% of the total project cost.
- For FY 2027, GDOT has identified state matching funds of up to 10% of the total project cost. Your organization must provide the remaining 10% local match.

For FY 2027, GDOT has identified additional funding availability. Organizations with identified planning project needs beyond their allocation are encouraged to apply for additional funding. All such additional funding requests will be considered according to criteria in Appendix D.

Table 1: Urban Area Population and Section 5303 Allocation Statistics

FY 2027 SECTION 5303 FUNDING DISTRIBUTION Based on 2020 Census URBANIZED AREA (UZA) POPULATION					
MPO	Base Amount	Population 2020 Census*	Population Factor	Population Allocation	Total Allocation
Albany	\$30,000	85,960	1.22%	\$45,352	\$75,352
Athens	\$30,000	143,213	2.03%	\$75,558	\$105,558
Atlanta	\$500,000	5,100,112	72.15%	\$2,690,794	\$3,190,794
Augusta	\$40,000	322,081	4.56%	\$169,928	\$209,928
Brunswick	\$25,000	68,750	0.97%	\$36,272	\$61,272
Cartersville	\$25,000	52,351	0.74%	\$27,620	\$52,620
Chattanooga**	\$4,798	78,160	1.11%	\$41,237	\$46,035
Columbus	\$40,000	205,027	2.90%	\$108,171	\$148,171
Dalton	\$30,000	67,830	0.96%	\$35,787	\$65,787
Gainesville	\$30,000	164,365	2.33%	\$86,718	\$116,718
Hinesville	\$30,000	53,107	0.75%	\$28,019	\$58,019
Macon	\$30,000	140,111	1.98%	\$73,922	\$103,922
Rome	\$30,000	60,403	0.85%	\$31,868	\$61,868
Savannah	\$40,000	309,466	4.38%	\$163,273	\$203,273
Valdosta	\$25,000	76,769	1.09%	\$40,503	\$65,503
Warner Robins	\$30,000	141,132	2.00%	\$74,461	\$104,461
GDOT Administration	\$140,000				\$140,000
Totals	\$1,079,798	7,068,837	100%	\$3,729,484	\$4,809,282
*Population figures match those used in GDOT's PL funding distribution.					
** Chattanooga will not receive any STATE MATCH					
4,809,282 Available for 5303 MPO Planning - FY 2024 (FTA Annual Apportionment)					
(\$1,079,798) Base Amount					
\$3,729,484 Available 5303 Funds - Distributed via Formula Allocation					

Submission Guidelines

Please use the following guidance in submitting completed Section 5303 grant applications to GDOT.

- Applications should be submitted with the transmittal letter on Applicant Organization letterhead. Authorizing resolutions must be notarized. Both documents should be submitted as scanned attachments with the rest of the application package submitted electronically.
- All other required application materials included in this application packet shall be completed, saved, and returned in digital form.
- Applicants are asked to not change the format of any of the required items in the grant application.

Please Note:

Incomplete and incorrect applications will be returned to the transit agency for corrections. Late submissions will be documented as such; information provided herein will be used as part of the application evaluation upon which, final budgets are based on and awarded by GDOT.

If submitting projects in BlackCat, please adhere to the following:

- The project descriptions must be detailed with project milestones.
- Mentioning name brands in the grant application for any project descriptions is prohibited under FTA procurement guidance.
- Ensure the correct Activity Line Item (ALI) is selected for the project requested.
- Ensure all projects are to the whole dollar (evenly split preferred) with NO PENNIES and CENTS.

Applications will be rejected if these project guidelines are not followed.

Part A: Contract Authorization Tracking System (CATS) Profile Form

SUBRECIPIENT ORGANIZATION INFORMATION

Organization Official Name (as it appears in W9 Tax form)	Physical Address	Mailing Address (if different)
Augusta Regional Transportation Study	535 Telfair Street, Augusta, GA 30901 Suite 300	

Charging Indirect Costs:	☒ YES	☐ NO
Approved ICR Plan:	☐ YES	☒ NO
De minimis Cost Rate:	☐ YES	☒ NO

Agency EIN (Tax ID):	58-2204274		
SAM Identification:	ZH93N1J4TBE8	SAM ID EXP. Date (mm/dd/yyyy):	11/07/2024
eVerify Number:	58-2204274	eVerify Date (mm/dd/yyyy):	07/09/2007

SUBRECIPIENT CONTRACT PERSONNEL in ORDER of APPROVAL (EXCLUDE THIRD PARTY OPERATORS)

Contract Reviewer (if applicable)	Name:	Chyvattee Vassar
	Title:	ARTS Interim Project Director
	Phone:	706-821-1796
	Email:	
Attorney (if applicable)	Name:	Jim Plunkett
	Title:	Interim General Counsel
	Phone:	706-842-5550
	Email:	jplunkett@augustaga.gov
Executor #1 (must have the organization's seal affixed or write the word seal next to signature when signing contract)	Name:	Dr. William Molnar
	Title:	ARTS MPO Policy Committee Chairman
	Phone:	803-649-7981
	Email:	wmolnar@lscog.org
Executor #2 (if applicable) "must have the organization's seal affixed or write the word seal next to the signature when signing contract"	Name:	
	Title:	
	Phone:	
	Email:	
Attestor / Witness	Name:	
	Title:	
	Phone:	
	Email:	
Notary (must be separate from attestor and have a valid Notary Seal)	Name:	Sandra Dean
	Title:	Director's Assistant
	Phone:	706-821-1131
	Email:	smdean@augustaga.gov

1. Does the Applicant Organization employ 100 or more employees?

☒ Yes

☐ No

2. In FY 2026, did the Applicant Organization receive \$250,000 or more in FTA planning funds? If yes, an approved DBE program is required. Please attach a copy of your DBE plan or provide a hyperlink.

☐ Yes

☒ No

3. Do you intend to charge indirect costs to this project?

☒ Yes

☐ No

If yes, please indicate whether your agency has a current indirect cost plan on file with GDOT or agrees to the de minimis rate of 15%.

☒ Approved ICR on file with GDOT

☐ De minimis CR (15% fixed)

If the Applicant agrees to charge indirect cost, the Applicant must submit an approved federally recognized Indirect Cost Allocation Rate Plan (ICRP) negotiated between the cognizant agency and the Applicant or agree to the de minimis indirect cost rate of 15% as defined in §200.414 Indirect (F&A) costs, paragraph (f). Please submit the supporting documentation through BlackCat.

Part B: Transmittal Letter

The following page includes a sample transmittal letter with fillable fields. Once all fields are complete, Applicants must electronically submit the transmittal letter on the Applicant Organization's letterhead and include the signature of the Authorized Official with the complete application package.



AUGUSTA REGIONAL TRANSPORTATION STUDY

535 Telfair Street • Suite 300 Augusta, Georgia 30901

September 30, 2025

Patricia Smith, Ph.D.
Transit Program Manager
Division of Intermodal
Georgia Department of Transportation
600 W. Peachtree Street
Atlanta, Georgia 30308

Dear Patricia Smith, Ph.D.:

The Augusta Regional Transportation Study – MPO is applying for FY 2027 financial assistance under Title 49 U.S. Section 5303 Metropolitan Transportation Planning grant to aid in regional transportation planning in the amount of \$209,928.00 as detailed in the table below.

	Federal Share	State Share	Local Share	Total
Regional Transportation Planning	\$209,928.00	\$26,241.00	\$26,241.00	\$262,410.00

Local funding, represents the 10% local match portion of the project, and is being committed in the form of cash by Augusta-Richmond County.

The Augusta Regional Transportation Study – MPO certifies that it has the technical, financial, and managerial capabilities to carry out the work described in this grant application. The enclosed information in support of the request for funding is submitted for your consideration. If you have any questions on these matters, please contact Chyvattee Vassar at 706-821-1796 or CVassar@augustaga.gov.


Signature

Chyvattee Vassar, Interim ARTS Project Director
Name and Title of Authorized Official

Part D: Project Description, Budget, and Milestones

The proposed project activities should address: (1) analysis and mapping data and information related to the needs for public transit services or facilities in the MPO's area of responsibility; (2) description of goals, objectives, and strategies to grow and/or strengthen the delivery of public transit services or facilities in the MPO's area of responsibility; and/or (3) building upon prior work leading to the development of an integrated intermodal transportation system within the MPO area. All projects must conform to FTA guidelines.

The Applicant should include excerpts/pages from the MPO's adopted/proposed Unified Planning Work Program (UPWP) that includes this Section 5303 project, including description of the transit task(s) to be carried out as described in this grant application.

The Applicant should describe the work to be undertaken with the FY 2027 Section 5303 funds in the sections below. It is expected that all work described below will be completed within 12 months of the Notice to Proceed for the project.

D-1: Goals and Objectives

1. Describe the Applicant Organization's overall Section 5303 project goals and objectives.

Augusta Metropolitan Planning Organization (MPO) utilizes FTA Section 5303 grant to fund our work element #8 - Public Transit/Paratransit in our Unified Planning Work Program (UPWP). This element includes 8.1 - Program Support and Administration (44.21.00), 8.2 – Metropolitan Transportation Planning (System Level) (44.23.01), 8.3 - Short-Range Transportation Planning (44.24.00), and 8.4 – Transportation Improvement Program (44.25.00). Overall, these funds are utilized for administration compliance and assistance for both the implementation and oversight of a variety of short-range and long-range transportation projects as outlined in the UPWP. More specifically, update annual Title VI monitoring report; assist with planning transit system capital investments; prepare quarterly FTA 5303 reports; assist with/prepare 5307, 5339, and 5310 grant application, administration, and compliance. Staff also maintains several databases utilized by Transit such as GIS mapping, Socioeconomic, and regional travel model as well as provide community outreach for several active studies and issues.

D-2: Tasks and Activities

1. Describe major projects/tasks that will be completed for each Activity Line Item below. MPO's should attach pages from the UPWP for FY 2026 (Work Elements).

44.21.00 Program Support and Administration:

ARTS staff will provide technical assistance to the Augusta Public Transit Department and the Lower Savannah COG's Best Friends Express on an as-needed basis in preparing for Triennial Review, updating socio-economic demographic GIS data analysis for environmental justice; updating the annual Title VI Monitoring Report; transit system capital planning, coordinated public involvement, financial and operations reports; developing UPWP tasks, Training/Travel and education, and help prepare 5303, 5307, and 5339 grant applications.

44.22.00 General Development and Comprehensive Planning:

n/a

44.23.01 Long-Range Transportation Planning (LRTP) – System Level:

Under this task, ARTS staff will update the financial capacity assessment and COA; assist with the public involvement and outreach; update GIS mapping for address-matching transit service zones; determine transit projects to be added to the 2055 MTP update; develop a report on performance measures; implement an action plan for recommendations in the TDP; administer assistance to LSCOG for the Section 5310 grant, and develop Coordinated Human Services Framework for the ARTS urbanized area served by the transit systems.

44.24.00 Short-Range Transportation Planning:

Under this task, ARTS staff will monitor, update and program grant funds for buses and/or vans for ADA complimentary services including purchase/lease of new transit vehicles accessible to and usable for individuals with disabilities; review ridership data and address-matching for ADA demand response service; update complementary paratransit plan; review and update the Regional Human Services Coordination Plan is needed; help transit department with capital vehicle acquisition planning; update TAM Plan, safety and security documents; and marketing for transit department.

44.25.00 Transportation Improvement Program:

Transportation Improvement Program – Under this task, ARTS staff will update the 2027-2033 TIP (amendments / administrative modifications) and Performance-Based Planning Integration; test the transportation network; develop Technical Staff Report on performance measures for public transit; review system performance data; prepare the performance analysis for FY 2027; implement recommendations from the Coordinated Human Services Plan for the ARTS urbanized area served by the transit system and continue GIS mapping and address matching for transit service zones to schedule mobility trips for ADA complementary trips. Staff will also work with ARTS staff in updating the Transportation Improvement Program.

44.27.00 Other Activities

Comprehensive Operational Analysis (COA)



AUGUSTA REGIONAL TRANSPORTATION STUDY

535 Telfair Street • Suite 300 Augusta, Georgia 30901

**AUGUSTA REGIONAL TRANSPORTATION STUDY (ARTS)
RESOLUTION OF THE POLICY COMMITTEE
APPROVAL OF THE SUBMISSION OF THE FY 2026 FEDERAL TRANSIT ADMINISTRATION (FTA)
SECTION 5303 GRANT APPLICATION.**

WHEREAS, the FTA Section 5303 program provides funding to MPOs to carry out metropolitan transportation planning in compliance with federal law; and

WHEREAS, ARTS is eligible to apply for these funds to support planning activities such as travel demand modeling, long-range plan updates, and public engagement; and

WHEREAS, submission of the FY 2026 application ensures continued funding for MPO planning efforts and coordination with state and federal partners; and

NOW, THEREFORE, BE IT RESOLVED that the ARTS Policy Committee approves the submission of the FY 2026 FTA Section 5303 Grant Application; and

APPROVED this 3rd day of September 2025, by the Augusta Regional Transportation Study (ARTS) Policy Committee at its Joint Citizens Advisory, Technical Coordinating, and Policy Committee Meeting.

NOW, THEREFORE, BE IT RESOLVED that the ARTS Policy Committee hereby approves the submission of the FY 2026 Federal Transit Administration (FTA) section 5303 grant application, and its Chairman is authorized to execute a joint endorsement to this effect with the Georgia Department of Transportation and the South Carolina Department of Transportation.

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution adopted by the Augusta Regional Transportation Study (ARTS) Policy Committee at a meeting held on September 3, 2025.

Sign

Print

Chynette Vasser
MPO Interim Director

Date

09/03/25

Sign

Print

Gary Bunker for William Molnar
MPO Chairman

Date

09 Sep 2025

Part G: SAM Certification

GDOT subrecipients must verify they are current within the Federal government's System for Awards Management (SAM) before a contract can be extended. More information can be found on the SAM website: <https://sam.gov/>

Please attach a copy of the Applicant Organization's SAM certification when submitting the application package.

AUGUSTA-RICHMOND COUNTY GOVERNMENT ● Active Registration			View Update M
Unique Entity ID: ZH93N1J4TBE8	Doing Business As: (blank)	Expiration Date Oct 13, 2025	
CAGE/NCAGE: 3YWL3	Physical Address: 535 TELFAIR ST STE 800 AUGUSTA, GA 30901-2379 USA	Purpose of Registration: All Awards	

Part F: Equal Employment Opportunity Questionnaire

The FTA Master Agreement requires all applicants, recipients, subrecipients and contractors receiving funding to comply with applicable Federal civil rights laws and regulations and to follow applicable Federal guidance. FTA applicants, recipients, subrecipients, and contractors who meet both of the following threshold requirements must implement the Equal Employment Opportunity (EEO) Program elements (FTA C 4704.1A Chapter 2.2).

This requirement applies to state-administered programs covered by Federal Transit Laws and FTA Master Agreement funding categories under 5310 – Enhanced Mobility of Seniors and Individuals with Disabilities; 5311 – Rural formula grants for Rural Areas; 5339 – Bus and Bus facilities; 5307 – Urbanized Area formula grants; and 5303, 5304 and 5305 – Metropolitan and Statewide Planning funds.

All FTA applicants, recipients, subrecipients and contractors who do not meet the EEO Program threshold are not required to submit an EEOP. However, they are still required to comply with all Equal Employment Opportunity statutes and regulations.

A recipient is required to submit a full or abbreviated EEO Program based on the number of its transit-related employees and whether it reaches a monetary threshold. Transit related employees include temporary, full-time, or part-time employees.

- Employs 100 or more transit-related employees (requires a full EEO Program)
- Employs 50 or more transit-related employees; (requires an abbreviated EEO program)

And:

- Requests or receives capital or operating assistance in excess of \$1 million in the previous Federal fiscal year or requests or receives planning assistance in excess of \$250,000 in the previous Federal fiscal year.

Example: If 'ABC Transit' is a direct subrecipient and has 22 employees, it does not meet the threshold. If 'ABC Transit' subcontracts with a *Third-Party Operator*, each entity is considered separately. If 'ABC Transit' with 22 employees, contracts with two agencies, one with 25 employees, and one with 52 employees (i.e. $22+25+52=99$), then *ABC Transit* would not be required to have an EEO Program, but the contracted agency with 52 employees would be required to develop and submit to 'ABC Transit' an abbreviated EEO Program.

EEO Program Components (Full EEO Program)

- Statement of Policy
- Dissemination
- Designation of Personnel Responsibility
- Utilization Analysis
- Goals and Timetables
- Assessment of Employment Practices
- Monitoring and Reporting

Abbreviated EEO Program Components

- Statement of Policy
- Dissemination Plan
- Designation of Personnel Responsibility
- Assessment of Employee Practices
- Monitoring and Reporting Plan

Please complete all fields annually and submit to GDOT Transit Department.

Legal Name of Applicant:

Augusta Regional Transportation Study - MPO

Organization Type:



MPO



Transit Agency



Third-Party Contractor

1. How many transit related employees do you have in your organization?

8

(A transit related employee is an employee of an FTA applicant, recipient, or subrecipient who is involved in an aspect of an agency's mass transit operation funded by FTA. For example, a city planner involved in planning bus routes would be counted, but a city planner involved in land use would not be counted)

2. How much did your organization receive in capital or operating assistance the previous federal fiscal year?

\$ 0.00

3. How much did your organization receive in planning assistance the previous federal fiscal year?

\$ 260,855.00

4. Has your agency submitted a full EEO Program/or abbreviated program to GDOT based on the thresholds noted?



Yes



No

5. If yes, what is the date of your last submission? 9/30/25

6. Do you contract out any of your transit services?



Yes



No.

If yes,

- a. What is the name of the agency(ies)?

n/a

- b. How much did the agency receive in capital or operating assistance?

\$ 0.00

- c. How many transit employees does the agency have?

- d. Did the contracting agency submit an EEO Program to you?



Yes

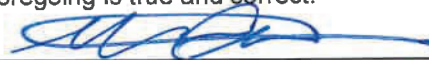


No

If yes, what is the date of their last EEO Program submission?

I certify that the foregoing is true and correct.

Signature:



Title:

Strategic Planning Manager

Date:

9/30/25

Part H: Financial Certifications/De Minimis Rate

The GDOT Transit Department has recently finalized our Financial Management Policy requirements and has held multiple trainings on this subject so that our subrecipients understand and abide by the federal requirements of 2 CRR Part 200.

1. Do you intend to charge indirect costs or use De minimis rate for this project?

☒ Yes

☐ No

2. Please complete the following Financial Certification if you will be charging any indirect costs to your transit project. Please only complete the certification for the type of entity making application i.e. “governmental or private-nonprofit”.
3. If you have an approved De minimis Cost Allocation Plan, please include a full copy of that plan in your application.
4. If you wish to charge indirect costs using the simplified method, please complete the “GDOT Modified Total Direct Cost Certification.”
5. If GDOT is your cognizant agency, you may choose to use the Modified Total Direct Cost Plan which is a simplified method for determining your indirect cost basis.

Financial System Certification – Government Entities

To be completed annually by “Governmental Entities” charging Indirect Costs.

CERTIFICATION OF INDIRECT COST RATE PROPOSAL

Certification of Financial Management System

I, the undersigned, certify that _____ has a financial management system that accumulates and segregates direct costs (costs that can be specifically identified to a final cost objective, e.g., a project, program, or other direct activity of an organization) from indirect costs (costs incurred for a common or joint purpose benefitting more than one final cost objective, e.g. administrative costs such as clerical support, human resources, accounting, payroll, financial audits, rent, utilities, supplies, vehicle expense, executive management that are not readily assignable to the final cost objectives specifically benefitted, without effort disproportionate to the results achieved) and by project/activity, that are allowable in accordance with Title 2 Code of Federal Regulations Part 200 (2 CFR § 200).

I certify the agency’s financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts.
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into different cost accounts.
- Ability to accumulate and segregate allowable direct costs by project, funding source, and type of cost (e.g., labor, consulting, pass-thru, or other).
- Internal controls to maintain integrity of financial management system.
- Ability to consistently record and report costs as described in 2 CFR § 200.403.
- Ability to ensure costs billed are in compliance with 2 CFR § 200.
- Ability to ensure costs billed reconcile to general ledgers and job costing ledgers.
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

I also certify that the types of records that are used to support the existence of these attributes include the following:

- General ledger and job costing ledgers.
- Subsidiary general ledgers.
- Chart of accounts.
- Audited financial statements.
- Time keeping records.
- Documents supporting actual costs (e.g., invoices, canceled checks).
- Accounting policy and procedure manuals specific to the agency.

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

All costs included in this application proposal _____ to establish billing or final indirect costs rates for the period of _____ are allowable in accordance with the requirements of the Federal award(s) to which they apply and the provisions of 2 CFR Part 200.19. Unallowable costs have been adjusted for, in allocating costs as indicated in the indirect cost proposal.

All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the subsequent agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal government cognizant agency will be notified of any accounting changes that would affect the predetermined rate.

I, hereby, declare that the foregoing is true and correct.

Governmental Unit / Subrecipient Name

Signature of Authorized Official

Name of Official

Title

Date of Execution of ICRP

PENDING AUGUSTA COMMISSION APPROVAL AT 10/21/2025 MEETING.

Financial System Certification – Non-Profit Organizations

To be completed annually by “Non-Profit Organizations” charging Indirect Costs.

CERTIFICATION OF INDIRECT COST RATE PROPOSAL

Certification of Financial Management System

I, the undersigned, certify that _____ has a financial management system that accumulates and segregates direct costs (costs that can be specifically identified to a final cost objective, e.g., a project, program, or other direct activity of an organization) from indirect costs (costs incurred for a common or joint purpose benefitting more than one final cost objective, e.g. administrative costs such as clerical support, human resources, accounting, payroll, financial audits, rent, utilities, supplies, vehicle expense, executive management that are not readily assignable to the final cost objectives specifically benefitted, without effort disproportionate to the results achieved) and by project/activity, that are allowable in accordance with Title 2 Code of Federal Regulations Part 200 (2 CFR § 200).

I certify the agency’s financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts.
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into different cost accounts.
- Ability to accumulate and segregate allowable direct costs by project, funding source, and type of cost (e.g., labor, consulting, pass-thru, or other).
- Internal controls to maintain integrity of financial management system.
- Ability to consistently record and report costs as described in 2 CFR § 200.403.
- Ability to ensure costs billed are in compliance with 2 CFR § 200.
- Ability to ensure costs billed reconcile to general ledgers and job costing ledgers.
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

I also certify that the types of records that are used to support the existence of these attributes include the following:

- General ledger and job costing ledgers.
- Subsidiary general ledgers.
- Chart of accounts.
- Audited financial statements.
- Time keeping records.
- Documents supporting actual costs (e.g., invoices, canceled checks).
- Accounting policy and procedure manuals specific to the agency.

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the to the best of my knowledge and belief:

All costs included in this application proposal date of _____20_____to establish billing or final indirect (F&A) costs rate for the Fiscal Year period beginning _____20_____to_____20_____are allowable in accordance with the requirements of the Federal awards to which they apply and with Subpart E—Cost Principles of Part 23 “Cost Principles for Nonprofit Organization”.

This proposal does not include any costs which are unallowable under Subpart E—Cost Principles of Part 200 such as (without limitation): public relations costs, contributions and donations, entertainment costs, fines and penalties, lobbying costs, and defense of fraud proceedings; and

All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements.

I declare that the foregoing is true and correct.

Nonprofit Organization

Signature of Authorized Official

Name of Official

Interim General Counsel

Title

Date of Execution of ICRP

PENDING AUGUSTA COMMISSION APPROVAL AT 10/21/2025 MEETING.

De Minimis Cost Allocation Plan

For Recovery of Indirect Costs for a Federal Grant Award.

Certification of Financial Management System

I, the undersigned, certify that _____ has a financial management system that accumulates and segregates direct costs (costs that can be specifically identified to a final cost objective, e.g., a project, program, or other direct activity of an organization) from indirect costs (costs incurred for a common or joint purpose benefitting more than one final cost objective, e.g. administrative costs such as clerical support, human resources, accounting, payroll, financial audits, rent, utilities, supplies, vehicle expense, executive management that are not readily assignable to the final cost objectives specifically benefitted, without effort disproportionate to the results achieved) and by project/activity, that are allowable in accordance with Title 2 Code of Federal Regulations Part 200 (2 CFR § 200).

I certify the agency's financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts.
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into different cost accounts.
- Ability to accumulate and segregate allowable direct costs by project, funding source, and type of cost (e.g., labor, consulting, pass-thru, or other).
- Internal controls to maintain integrity of financial management system.
- Ability to consistently record and report costs as described in 2 CFR § 200.403.
- Ability to ensure costs billed are in compliance with 2 CFR § 200.
- Ability to ensure costs billed reconcile to general ledgers and job costing ledgers.
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

I also certify that the types of records that are used to support the existence of these attributes include the following:

- General ledger and job costing ledgers.
- Subsidiary general ledgers.
- Chart of accounts.
- Audited financial statements.
- Time keeping records.
- Documents supporting actual costs (e.g., invoices, canceled checks).
- Accounting policy and procedure manuals specific to the agency.

Certification of Eligibility:

I, the undersigned, certify that _____ is eligible to use the 15% *de minimis* indirect cost rate as the organization has:

- Received less than \$35 million in direct federal funding for the fiscal year requested and each fiscal year thereafter.

Finally, I understand:

The de minimis rate of 15% is to be applied to Modified Total Direct Costs which means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$50,000 of each subaward (regardless of the period of performance of the subawards under the award). Modified Total Direct Cost excludes equipment, capital expenditures, rental costs, and the portion of each subaward in excess of \$50,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

Costs must be consistently charged as either indirect or direct but may not be double charged or inconsistently charged as both.

The proper use and application of the de minimis rate is the responsibility of _____ and GDOT reserves the right to perform an audit to ensure compliance with 2 CFR § 200 and agreements with GDOT. If it is determined that _____ inconsistently charged costs, or is otherwise not in compliance with 2 CFR § 200, _____ may be required to reimburse GDOT for any identified overbilling.

_____ 's schedule of expenditures of federal awards must include a note on whether it elected to use the 15% de minimis cost rate in accordance with 2 CFR 200 § 200.510(b)(6).

Certification

By signing this declaration, I certify to the best of my knowledge and belief that the information is true, complete, and accurate. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Name of Non-Federal Entity

Date

Signature of Authorized Official *

Name (Printed)

ARTS MPO Policy Committee Chairman

Title

Telephone

Email

*Must be an executive, financial officer, or equivalent of entity

PENDING AUGUSTA COMMISSION APPROVAL AT 10/21/2025 MEETING.

Appendix A: FTA Certifications and Assurances

As part of this grant application package, all applicants must attach a signed copy of the most recent available FTA Certifications and Assurances (FY 2025) included as the following two pages.

The full FTA FY 2025 Certifications and Assurances document is available at:

[FY2025 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements \(dot.gov\)](#)

- The FTA FY 2025 Certifications and Assurances sheet listing all of the relevant documents should be marked with a check mark (√) showing that ALL categories numbered 01 through 20 are being certified by your organization OR indicate which of the categories are applicable.
- Original signatures must be placed on the FTA Fiscal Year 2025 Certifications and Assurances page that includes the “Affirmation of Applicant” and “Affirmation of the Applicant’s Attorney.”

Federal Fiscal Year 2025 Certifications and Assurances for FTA Assistance Programs

Name of Applicant: Augusta Regional Transportation Study - MPO

The Applicant agrees to comply with the applicable provisions of Categories 01 – 20. ☒

OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

Category	Description	
1	Certifications and Assurances Required of Every Applicant	☐
2	Public Transportation Agency Safety Plans	☐
3	Tax Liability and Felony Convictions	☐
4	Private Sector Protections	☐
5	Transit Asset Management Plan	☐
6	Rolling Stock Buy America Reviews and Bus Testing	☐
7	Urbanized Area Formula Grants Program	☐
8	Formula Grants for Rural Areas	☐
9	Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	☐
10	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	☐
11	Enhanced Mobility of Seniors and Individuals with Disabilities Programs	☐
12	State of Good Repair Grants	☐
13	Infrastructure Finance Programs	☐
14	Alcohol and Controlled Substances Testing	☐
15	Rail Safety Training and Oversight	☐
16	Demand Responsive Service	☐
17	Interest and Financing Costs	☐
18	Cybersecurity Certification for Rail Rolling Stock and Operations	☐
19	Public Transportation on Indian Reservations Formula and Discretionary Program (Tribal Transit Programs)	☐
20	Emergency Relief Program	☐

Federal Fiscal Year 2025 FTA Certifications and Assurances Signature Page

Required of all Applicants for federal assistance to be awarded by FTA in FY 2027.

AFFIRMATION OF APPLICANT

Name of Applicant:

Augusta Regional Transportation Study - MPO

Name and Relationship of the Authorized Representative:

Chyvattee Vassar, Interim MPO Project Director

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2027, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek, federal assistance to be awarded during federal fiscal year 2027.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature: _____



Date: _____

9/29/25

Name and Relationship of the Authorized Representative:

Chyvattee Vassar, Interim MPO Project Director

AFFIRMATION OF APPLICANT'S ATTORNEY

For:

Augusta Regional Transportation Study - MPO

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature: _____ Date: _____

Name of Attorney for Applicant: _____

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

PENDING AUGUSTA COMMISSION APPROVAL AT 10/21/2025 MEETING.