

Florida Department of Transportation

Capital & Operating Assistance Application

Federal Fiscal Years 2020-2021 / State Fiscal Year 2023 (Off-Cycle)



49 U.S.C. Section 5311, CFDA 20.509

Formula Grants for Rural Areas

Agency Name:	Levy County BOCC
District:	Two

Applicant Information

Instructions: Please fill out each section appropriately.		
Item	Instruction	Agency Response
Agency (Applicant) Legal Name:		Levy County BOCC
Applicant Status: <i>A first-time applicant has not received any funding for the past two grant cycles</i>	Use drop down to select	Returning applicant
Applicant's County (If Applicant has offices in more than one county, list county where main office is located):		
Physical Address (No P.O. Box):		970 E Hathaway Avenue
City:		Bronson
State:		Florida
Zip + 4 Code:		32621
<u>Congressional District:</u>	Use link to access information. Identify the Congressional District(s) for the proposed project area.	Three
Federal Taxpayer ID Number:		59-6000717
<u>My Florida Marketplace Vendor Number</u>	Use link to access information	
Applicant Fiscal period start and end dates: <i>State Fiscal period from: July 1, 2022 to June 30, 2023</i>		October 1, 2022 to September 30, 2023
Project Service Area: <i>List the county or counties that will be served by the proposed project.</i>		Levy
Executive Director:		Connie Conley
Telephone:		352-486-3485
Fax:		352-486-3312
Grant Contact Person (if different than Executive Director):		
Telephone:		
Fax:		
Email Address:		conley-connie@levycounty.org

Eligibility Questionnaire

Instructions:	The eligibility questionnaire investigates whether current grant sub recipients are compliant with all FDOT and FTA Section 5311 requirements. If a current grant sub-recipient is noncompliant, the sub-recipient will not be eligible to receive grant funds until compliance has been determined. This questionnaire does not apply to new sub-recipients and sub-recipients that have not yet been required by their respective FDOT District Office to complete a triennial review. For more information see FDOT's Triennial Review Process as part of the State Management Plan.	
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		Yes / No	Additional Information
Are you a returning applicant? <i>*If yes, please answer all questions. If no, disregard remaining questions in this questionnaire.</i>	Auto-populates from Applicant Status	Yes	
Has your agency completed an FDOT Triennial Oversight Review?	Use drop down to select	Yes	
What date(s) did the review occur?		5/5/2020	
If yes, is your agency currently in compliance?	Use drop down to select	Yes	

If your agency is not in compliance, do you have a corrective action plan to come into compliance?

If yes, what is the date of anticipated date of corrective action closeout?

Is your agency registered on SAM.gov? Note: Agency must register each year/application cycle.

SAM Unique Entity Identifier

SAM Registration Expiration Date

Use drop down to select	N/A	
	N/A	
Use drop down to select	Yes	
	5/12/2023	

Revenue Vehicle Inventory Certification

Instructions: Applicants must ensure that the inventory in TransCIP is updated and includes all revenue vehicles. Only required fields must be completed. However, we encourage agencies to enter as much information as is readily available.

The name of the accountable personnel and date of last inventory update must be provided in the fields below.

Certification: Connie Conley

Date: 1/4/2023

Proposed Budget for Transportation Program

Statement of Need

Please provide a narrative interpretation of how the below budget reflects your agency's need. Explain the purpose of the grant request in terms of the need for funding availability (as opposed to project merits, which must be described in the Proposed Project Description).

The Levy County Board of County Commissioners is the Community Transportation Coordinator for Levy County. Levy County Transit is the county department that provides transportation to the general public in Levy County. As a department of the County, Levy County Transit does not receive county funding from the general budget, as all other county departments. The agency must continue to be a self-sustaining agency by applying for grant funding to assist with operational expenses to continue providing the much needed transportation services to the residents of the county. Current 5311 operational funding will be depleted by September 2023. The agency will need additional operating assistance from the Section 5311 operational grant to assist in offsetting the expenses related to providing services.

If funds were returned from federal fiscal year 2020 or 2021 apportionments of the FTA Section 5311 program, please provide an explanation of why these funds were not previously utilized, as well as why funds are being sought in the off-cycle solicitation process.

No grant funds were returned for previous years from this agency. Funding that this agency receives, has always been completely billed down and aids substantiually in the day to day operational costs. Funding for this off-cycle grant is being sought, so this agency may continue to provide the level of transportation services needed for residents in the county.

Please describe the process for determining local match needs for your agency.

The Trip & Equipment grant funding the agency receives is the largest funding source that can be used as match for the 5311 operational grant application. The funding received from the Medicaid Waiver services, which is providing transportation for clients of Waiver services to the ARC of Levy County, are used as well as matching funds for the 5311 operational grant funding, if needed. Payroll, benefits, and fuel are the largest operational expenditures this agency has. Therefore, these are the expenditures invoiced in any awarded 5311 operational grant. Projections for these costs are based on current expenses and averaged for a twelve month period to produce and approximate cost for the year. With this yearly cost approximation, the budget for this grant funding request will only be for the amount the agency can provide and prove availability of match, using the T&E funds.

Budget for Year of Anticipated Award

Enable adding rows:



Disable adding rows:



Current Section 5311 Awards

Contract Number	Execution Date	Expiration Date	Original Amount	Current Balance	Expected Closeout Date
G1L06	4/16/2020	12/31/2023	\$387,279	\$228,685	9/1/2023

Operating & Administrative Expenses

Instructions	Object Class	Code	Amount
Use drop-down to select Object Class	Labor	5010	\$ 80,000
Use drop-down to select Object Class	Operators' Salaries and Wages	5011	\$ 450,000
Use drop-down to select Object Class	Other Salaries and Wages	5013	\$ 100,000
Use drop-down to select Object Class	Fringe Benefits	5015	\$ 250,000

Use drop-down to select Object Class	Services	5020	\$	35,000
Use drop-down to select Object Class	Materials and Supplies	5030	\$	351,418
Use drop-down to select Object Class	Utilities	5040	\$	10,000
Use drop-down to select Object Class	Miscellaneous Expenses	5090	\$	25,000
Use drop-down to select Object Class		-	\$	-
Use drop-down to select Object Class		-	\$	-
Use drop-down to select Object Class		-	\$	-
Use drop-down to select Object Class		-	\$	-
			\$	1,301,418

Operating & Administrative Revenues			
Instructions	Object Class	Code	Amount
Use drop-down to select Object Class	Directly Generated Funds	4100	\$ 428,000
Use drop-down to select Object Class	Passenger Fares	4110	\$ 20,166
Use drop-down to select Object Class	Passenger-Paid Fares	4111	\$ 17,295
Use drop-down to select Object Class	Organization-Paid Fares	4112	\$ 55,857
Use drop-down to select Object Class	Other Agency Revenues	4150	\$ 100

Operating & Administrative Revenues – Continued

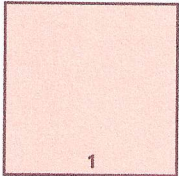
Use drop-down to select Object Class	Directly Generated Dedicated Funds	4200	\$	40,000
Use drop-down to select Object Class	State Government Funds	4400	\$	390,000
Use drop-down to select Object Class	Federal Funds	4500	\$	350,000
Use drop-down to select Object Class		-	\$	-
Use drop-down to select Object Class		-	\$	-
Use drop-down to select Object Class		-	\$	-
Use drop-down to select Object Class		-	\$	-
			\$	1,301,418

Current System Description

Questions:	Response	Maximum Word Count	Word Count
<p>Please provide a brief general overview of the organization type (i.e., government authority, private non-profit, etc.) including:</p>	<p>Levy County Board of County Commissioners is a government authority who was awarded the agreement to become the CTC for Levy County in early 2000. Levy County Transit is the county agency that provides transportation services to the residents of Levy County as the CTC. Trips are open to the general public and the type of trips provided are Para-transit, demand response, and door to door non-emergency. All trips meet ADA guidelines.</p>	100	72
<p>Program mission and goals:</p>	<p>The mission is to provide a safe, reliable and economical transportation service within our county, in an attempt to improve the quality of life for all residents. The goals of this agency are to regain ridership prior to COVID 19. Ridership is still well below numbers of trips provided prior to COVID. Lack of ddrivers due to leaving for higher paying jobs, has also been an issue that affected the number of trips taken on a daily basis. New driver's have been hired and trained, so the goal is to schedule as many trips and increase the type of trips to include those that this agency had to deny due to lack of driver's and the need to prioritize what trips could be provided.</p>	100	124
<p>Please inform the Department of any major organizational or operational changes since the submittal of your last application, examples include: implementation of mobility on demand services or leadership changes.</p>	<p>The agency is still in need of hiring at least two additional drivers. The dispatcher and scheduler currently run routes when additional drivers are needed to provide the trips scheduled. No organizational changes have taken place within the department. However, grant applications were submitted for funding to build and purchase equipment to bring the maintenance shop to the transportation facility. This will reduce the time of the agency mechanic shuttling vehicles for schedule maintenance and or repairs.</p>	100	77
<p>To what extent does your agency serve minority populations?</p>	<p>All populations are provided transportation services within Levy County. Accommodations are made for those residents that are Spanish speaking only, by having the HR manager, whom speaks fluent Spanish, to assist. The agency also has an employee that speaks fluent spanish to assist. However, this employee is currently on FMLA, so this is where the HR manager assists.</p>	100	58

Is your agency minority-owned? No

50



Service Characteristics		
Service Characteristic	Value	Data Collection/ Calculation
<u>Unlinked Passenger Trips (UPT)</u> The number of boardings on public transportation vehicles during the fiscal year. Transit agencies must count passengers each time they board vehicles, no matter how many vehicles they use to travel from their origin to their destination. If a transit vehicle changes routes while passengers are onboard (interlining), transit agencies should not recount the passengers. Employees or contractors on transit agency business are not passengers. For demand response (DR) modes, transit agencies must include personal care attendants and companions in UPT counts as long as they are not employees of the transit agency. This includes attendants and companions that ride fare free.	23,843	Report pulled from CTS software. Dates of report - 10/01/2021 thru 09/30/2022 Ride Data Report. Total rider 14958 +248(escorts)+8,637(School Children) Total Trips Provided for time period 23,843
<u>Unduplicated Passengers per Year</u> Unique (non-repeat) passengers served within the reporting year	232	Dates of report - 10/01/2021 thru 09/30/2022 Daily Management

Rural Cost Allocation Methodology

NOTE: The funds being utilized in this Section 5311 Off-Cycle Solicitation originate from carry-over funds from FFY20-FFY21. Therefore, the rural cost allocation methodology is calculated using the 2010 Census.

[A map of urbanized areas in Florida as defined by the 2010 Census is available at this link.](#)

Demand Response		
Total Unique Passengers	Total Unique Passengers Living in Non-Urbanized Areas	% Rural Service (by unique passengers)
23843	100%	0%
Total Non-Urbanized Passenger Miles		
Total Passenger Miles	Total Non-Urbanized Passenger Miles	% Rural Service (by passenger miles)
453019	100%	0%
Total Non-Urbanized Passenger Hours		
Total Passenger Hours	Total Non-Urbanized Passenger Hours	% Rural Service (by passenger hours)
11248	100%	0%
Fixed Route		
Total Route Miles	Total Non-Urbanized Route Miles	% Rural Service (by route miles)
N/A		

Operating Award Request

Operating Award Request

Budget Category	Total	Federal	Local
Salaries	\$200,000	\$100,000	\$100,000
Fringe Benefits	\$150,000	\$75,000	\$75,000
Contractual Services	\$0	\$0	\$0
Other Direct Costs	\$0	\$0	\$0
a.		\$0	\$0
b.		\$0	\$0
c.		\$0	\$0
d.		\$0	\$0
e.		\$0	\$0
f.		\$0	\$0
g.		\$0	\$0
h.		\$0	\$0
i.		\$0	\$0
j.		\$0	\$0
k.		\$0	\$0
l.		\$0	\$0
m.		\$0	\$0
n.		\$0	\$0
o.		\$0	\$0
p.		\$0	\$0
Indirect Costs		\$0	\$0
Total	\$350,000	\$175,000	\$175,000

The above information should be transferred to Form 424.

The total should match 18g within Form 424.

The total should match 18a within Form 424.

The total should match 18d within Form 424.

Proof of Local Match – Operating Projects

The authorized representative that signs the proof of local match must be the same representative authorized by the Governing Board's Resolution.

Instructions:

Supporting documentation of match funds must be uploaded into TransCIP. Proof may include, but is not limited to:

- (1) Transportation Disadvantaged (TD) allocation,
- (2) Letter on official letterhead from the applicant's CEO attesting to match availability and commitment,
- (3) Written statements from county commissions, state agencies, city managers, mayors, town councils, organizations, accounting firms and financial institutions.

Operating Project Total: \$350,000

Revenue Type <i>Use dropdown to select</i>	Description	Amount
State Government	Trip & Equipment Grant	\$390,000

Operating Match Total: \$390,000

Project Description

General Project Description:

Requesting funding to assist in reimbursement of expenses for transportation services provided to county residents.

Project-Related Improvements

Consider the below questions when identifying project related improvements. Will the project allow your agency to:

Provide more hours of service and/or more trips?"

Expand service to a larger geographic area?

Reduce headways/increase frequency?

Expand access to essential services

This funding will assist in reimbursement of expenditures needed for providing service in Levy County. This operational funding is a major factor in the level of services provided and the number of employees needed to provide services for a county the size of Levy County. Expenditures are kept to a minimum and office staff are used to fill in the gaps when there are more trips scheduled than driver's available. Using office staff alleviates in the need to hire additional driver's, which also keeps labor costs down. With the increase in minimum wage and the county moving to increase all county positions to be at or above the \$15.00 an hour minimum wage, this increase in labor and fringe benefits for this agency, has had a dramatic effect on this agency budget.

Service Characteristics

Service Characteristic	If the grant is awarded	Data Collection/Calculation Method
<u>Unlinked Passenger Trips (UPT)</u>	25,035	Current UPT is 23,843. Expect an additional 5% increase. $23843 \times 5\% = 25035$
<u>Unduplicated Passengers per Year</u>	243	Current UDP is 232. $23843/232 = 102.77$ trips per UDP. $25035/25035/103 = 243$



LEVY COUNTY BOARD OF COUNTY COMMISSIONERS
Government Serving Citizens

COMMISSIONERS

John Meeks
Rock Meeks
Desiree Mills, Vice Chair
Tim Hodge
Matt Brooks, Chair

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION GRANT APPLICATION

Levy County Board of County Commissioners, submits this Application for the Section 5311 Program Grant and agrees to comply with all assurances and exhibits attached hereto and by this reference made a part thereof, as itemized in the Checklist for Application Completeness.

Levy County Board of County Commissioners, further agrees, to the extent provided by law (in case of a government agency in accordance with Sections 129.07 and 768.28, Florida Statutes) to indemnify, defend and hold harmless the FDOT and all of its officers, agents and employees from any claim, loss, damage, cost, charge, or expense out of the non-compliance by the Agency, its officers, agents or employees, with any of the assurances stated in this Application.

This Application is submitted on this 7th day of April, 2023 with an original resolution or certified copy of the original resolution authorizing the Board Chair Person to sign this Application.

Authorized representative signs below certifying that all information contained in this application is true and accurate.

Levy County Board of County Commissioners

Agency Name

Signature

Matthew Brooks/Board Chairman

Typed Name and Title of Authorized Representative

March 21, 2023

Date

FDOT Certification and Assurances

Levy County Board of County Commissioners, certifies and assures to the Florida Department of Transportation regarding its Application under U.S.C. Section 5311 dated 21st day of March, 2023:

- 1 It shall adhere to all Certifications and Assurances made to the federal government in its Application.
- 2 It shall comply with Florida Statutes:
 - Section 341.051–Administration and financing of public transit and intercity bus service programs and projects
 - Section 341.061 (2)–Transit Safety Standards; Inspections and System Safety Reviews
 - Section 252.42 – Government equipment, services and facilities: In the event of any emergency, the division may make available any equipment, services, or facilities owned or organized by the state or its political subdivisions for use in the affected area upon request of the duly constituted authority of the area or upon the request of any recognized and accredited relief agency through such duly constituted authority.
- 3 It shall comply with Florida Administrative Code:
 - Rule Chapter 14-73–Public Transportation
 - Rule Chapter 14-90–Equipment and Operational Safety Standards for Bus Transit Systems
 - Rule Chapter 14-90.0041–Medical Examination for Bus System Driver
 - Rule Chapter 41-2–Commission for the Transportation Disadvantaged
- 4 It shall comply with FDOT's:
 - Bus Transit System Safety Program Procedure No. 725-030-009
(Does not apply to Section 5310 only recipients)
 - Public Transit Substance Abuse Management Program Procedure No. 725-030-035
 - Transit Vehicle Inventory Management Procedure No. 725-030-025
 - Guidelines for Acquiring Vehicles
 - Procurement Guidance for Transit Agencies Manual
- 5 It has the fiscal and managerial capability and legal authority to file the application.
- 6 Local matching funds will be available to purchase vehicles/equipment at the time an order is placed.
- 7 It will carry adequate insurance to maintain, repair, or replace project vehicles/equipment in the event of loss or damage due to an accident or casualty.
- 8 It will maintain project vehicles/equipment in good working order for the useful life

of the vehicles/equipment.

- 9 It will return project vehicles/equipment to FDOT if, for any reason, they are no longer needed or used for the purpose intended.
- 10 It recognizes FDOT's authority to remove vehicles/equipment from its premises, at no cost to FDOT, if FDOT determines the vehicles/equipment are not used for the purpose intended, improperly maintained, uninsured, or operated unsafely.
- 11 It will not enter into any lease of project vehicles/equipment or contract for transportation services with any third party without prior approval of FDOT.
- 12 It will notify FDOT within **24 hours** of any accident or casualty involving project vehicles/ equipment, and submit related reports as required by FDOT.
- 13 It will notify FDOT and request assistance if a vehicle should become unserviceable.
- 14 It will submit an annual financial audit report to FDOT (FDOTSingleAudit@dot.state.fl.us), if required.
- 15 It will undergo a triennial review and inspection by FDOT to determine compliance with the baseline requirements. If found not in compliance, it must send a progress report to the local FDOT District office on a quarterly basis outlining the agency's progress towards compliance.

March 21, 2023

Date

Signature of Contractor's Authorized Official

Matthew Brooks, Board Chairman

Name and Title of Contractor's Authorized Official

Standard Lobbying Certification

The undersigned *Levy County Board of County Commissioners* certifies, to the best of his or her knowledge and belief, that:

- 1 No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2 If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," (a copy of the form can be obtained from [FDOT's website](#)) in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]
- 3 The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

NOTE: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.

The *Levy County Board of County Commissioners*, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

March 21, 2023 Date

Signature of Contractor's Authorized Official

Matthew Brooks/Board Chairman

Name and Title of Contractor's Authorized Official

FTA Section 5333 (b) Assurance

(Note: By signing the following assurance, the recipient of Section 5311 and/or 5311(f) assistance assures it will comply with the labor protection provisions of 49 U.S.C. 5333(b) by one of the following actions: (1) signing the Special Warranty for the Rural Area Program ([see FTA Circular C 9040.IG, Chapter VIII](#)) (2) agreeing to alternative comparable arrangements approved by the (Department of Labor (DOL)); or (3) obtaining a waiver from the DOL.)

The Levy County Board of County Commissioners, (hereinafter referred to as the "Recipient") HEREBY ASSURES that the "Special Section 5333 (b) Warranty for Application to the Small Urban and Rural Program" has been reviewed and certifies to the Florida Department of Transportation that it will comply with its provisions and all its provisions will be incorporated into any contract between the recipient and any sub-recipient which will expend funds received as a result of an application to the Florida Department of Transportation under the FTA Section 5311 Program.

March 21, 2023

Date

Matthew Brooks

Name and title of authorized representative

Signature of authorized representative

Note: All applicants must complete the following form and submit it with the above Assurance.

LISTING OF RECIPIENTS, OTHER ELIGIBLE SURFACE TRANSPORTATION PROVIDERS, UNIONS OF SUB-RECIPIENTS, AND LABOR ORGANIZATIONS REPRESENTING EMPLOYEES OF SUCH PROVIDERS, IF ANY

1 Identify Recipients of Transportation Assistance Under this Grant.	2 Site Project by Name, Description, and Provider (e.g. Recipient, other Agency, or Contractor)	3 Identify Other Eligible Surface Transportation Providers (Type of Service)	4 Identify Unions (and Providers) Representing Employees of Providers in Columns 1, 2, and 3
Levy County Board of County Commissioners	Application 49 U.S.C. Section 5311 Operational	N/A	Laborers International Union of North Florida, AFL, CIO

Leasing Certification

Memorandum for FTA 5311

March 21, 2023

Date: _____

Levy County Board of County Commissioners

From: _____

Signature

Matthew Brooks/Board Chairman

Typed name and title

Levy County Board of County Commissioners

Typed or printed agency name

To: Florida Department of Transportation, District Office Modal Development Office/Public Transit

Subject: FFY20 and/or FFY 21 GRANT APPLICATION TO THE FEDERAL TRANSIT ADMINISTRATION, OPERATING OR CAPITAL GRANTS FOR RURAL AREAS PROGRAM, 49 UNITED STATES CODE SECTION 5311

Leasing:

Will the Levy County Board of County Commissioners, as applicant to the Federal Transit Administration Section 5311 Program, lease the proposed vehicle(s) or equipment out to a third-party?

No

Yes

If yes, specify to whom:

NOTE: It is the responsibility of the applicant agency to ensure District approval of all lease agreements.

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
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* 3. Date Received: 04/07/2023	4. Applicant Identifier: _____
--	--

5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: _____
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State Use Only:

6. Date Received by State: _____	7. State Application Identifier: _____
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8. APPLICANT INFORMATION:

* a. Legal Name: Levy County Board of County Commissioners	
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000717	* c. UEI: _____

d. Address:

* Street1: 310 School Street
Street2: _____
* City: Bronson
County/Parish: _____
* State: FL: Florida
Province: _____
* Country: USA: UNITED STATES
* Zip / Postal Code: 32621-9998

e. Organizational Unit:

Department Name: _____	Division Name: _____
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f. Name and contact information of person to be contacted on matters involving this application:

Prefix: _____	* First Name: Connie
Middle Name: _____	
* Last Name: Conley	
Suffix: _____	
Title: Director	
Organizational Affiliation: _____	
* Telephone Number: 352-486-3485	Fax Number: _____
* Email: conley-connie@levycounty.org	

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Federal Transit Authority

11. Catalog of Federal Domestic Assistance Number:

20.509

CFDA Title:

Formula Grants for Rural Areas, Section 5311

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Requesting U.S.C. Section 5311 Operating funds to assist with operational costs related to transportation services provided to the general public of Levy County.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="350,000.00"/>
* b. Applicant	<input type="text" value="350,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="700,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

FEDERAL FISCAL YEAR 2023 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Levy County a Political Subdivision of the State of Florida

The Applicant certifies to the applicable provisions of all categories: *(check here)* _____.

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	<u>X</u>
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	<u>X</u>
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	<u>X</u>
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs

13 State of Good Repair Grants

14 Infrastructure Finance Programs

15 Alcohol and Controlled Substances Testing

X

16 Rail Safety Training and Oversight

17 Demand Responsive Service

18 Interest and Financing Costs

19 Cybersecurity Certification for Rail Rolling Stock and Operations

20 Tribal Transit Programs

21 Emergency Relief Program

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Name of the Applicant: Levy County a Political Subdivision of the State of Florida

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 the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

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: _____

Name Matthew Brooks/Board Chairman _____ Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Levy County a Political Subdivision of the State of Florida

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 Nicolle M. Shalley _____ 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.



Florida Department of Transportation

RON DESANTIS
GOVERNOR

1109 S. Marion Avenue MS 2018
Lake City, FL 32025

KEVIN J. THIBAUT, P.E.
SECRETARY

October 30, 2020

Ms. Connie Conley
Director
Levy County Transit
970A E. Hathaway Avenue
Bronson, Florida 32621

Re: Letter of Compliance with Rule Chapter 14-90, Florida Administrative Code

Dear Ms. Conley,

I'm pleased to notify you that the Department has completed the Levy County Transit Bus Transit System Safety, Security, and Maintenance Review, May 2020 and we find your agency to be in compliance with the provisions of Rule Chapter 14-90, Florida Administrative Code (F.A.C.). Thank you for addressing the findings from the subject review and subsequently communicating the completion of the corrective actions through October 30, 2020.

We appreciate the level of support and cooperation received from the agency's staff during the compliance audit and noted your efforts in addressing safety system compliance with the subject Rule. Per the Department's Bus Transit System Safety Program Procedure 725-030-009-j, we will be returning to your agency within 3 years for our next compliance audit. If you have any questions or would like to discuss any concerns in the meantime, please contact me at (386) 961-7870 or sandra.collins@dot.state.fl.us. We look forward to continuing to work with your agency in your efforts to serve the safe transportation needs of your constituents.

Sincerely,

DocuSigned by:

Sandra Collins

E15FFFE6335D54C6..

Sandra Collins, CPM
Programs Coordinator
Florida Department of Transportation
District Two Office
1109 South Marion Avenue
Lake City, FL 32025-5874
Phone: (386) 961-7870
Email: sandra.collins@dot.state.fl.us

cc: Doreen Joyner-Howard (FDOT), Janell Damato (FDOT), Thee Perry (FDOT), Christina Nalsen (FDOT), Santanu Roy (HDR, Inc.), Micah Gilliom (HDR, Inc.), Lauren Adams (HDR, Inc.)

Improve Safety, Enhance Mobility, Inspire Innovation

www.fdot.gov

FM/JOB No(s). 43202718401/43202818401
 CONTRACT NO. G2A23
 AGREEMENT DATE: July 1, 2022

EXHIBIT "B"
PROJECT BUDGET AND DISBURSEMENT SCHEDULE

This exhibit forms an integral part of that certain Grant Agreement between the Florida Commission for the Transportation Disadvantaged and Levy County Board of County Commissioners, Post Office Drawer 310, Bronson, Florida, 32621.

I. PROJECT COST:

Estimated Project Cost shall conform to those eligible costs as indicated by Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code, the most current Commission policies and Fiscal Year 2022-23 Program Manual and Instructions for the Trip & Equipment Grant. Trips shall be purchased at the fares indicated in Exhibit B, Page 2 of 2 attached to and made a part of this agreement.

Grantee shall invoice on a monthly basis actual costs that may be above or below (+/-) the amount of the monthly allocation disbursement schedule reflected on Exhibit "B". At times, this may result in "underbilling" or "overbilling". Any excess (underbilled) funds may be recaptured on a monthly invoice that does not exceed the cumulative total of funds disbursed to date with supporting documentation. No excess funds remaining on the grant at the end of the grant period will be reimbursed to the Grantee. Any overpayment of TD funds must be repaid to the Commission upon project completion. Reimbursement payment for transportation services shall not be provided to the Grantee until documentation supporting such services has been approved. In addition, payment shall not be provided to the Grantee for capital until the capital has been received and proof of payment and other back up documentation, as requested, is provided to the Commission. The project must be completed (capital received and approved by the Grantee) no later than June 30, 2023. Grantee will make every effort to submit invoices within thirty (30) days after the month of service provision.

TD Trust Fund Trips	\$	433,706.00	43202718401
Voluntary Dollars		6.00	43202818401
TOTAL	\$	433,712.00	

II. SOURCE OF FUNDS:

Commission for the Transportation Disadvantaged State Funds (no more than 90%)	\$390,336.00
Local Cash Match (10%)	\$43,370.00
Voluntary Dollar Contributions	\$6.00
Monetary Value of In-Kind Match for Voluntary Dollar Contributions	\$0.00
Total Project Cost	\$433,712.00

III. DISBURSEMENT SCHEDULE OF COMMISSION (State) FUNDS \$

<u>FY 22/23</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>
Trips	32,534	32,528	32,528	32,528	32,528	32,528	32,528	32,528	32,528	32,528	32,528	32,528
Capital	0											

**TRANSPORTATION DISADVANTAGED TRUST FUND
SERVICE RATES
EXHIBIT B
PAGE 2 OF 2**

COMMUNITY TRANSPORTATION COORDINATOR: Levy County Board of County Commissioners
EFFECTIVE DATE: July 1, 2022

TYPE OF SERVICE TO BE PROVIDED	UNIT (Passenger Mile, Trip, or Pass)	COST PER UNIT \$
Ambulatory	Passenger Mile	2.06
Wheelchair	Passenger Mile	3.53

CERTIFICATION (To Be Completed By Commission Staff):
 I certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary as required by section 216.3475, F.S. Documentation is on file evidencing the methodology used and the conclusions reached.

Name: Kyle Mills	Signature: <i>KM/Min</i>
Title: Project Manager	Date: <i>07/01/22</i>

FM/JOB No(s).	43202718401/43202818401
CONTRACT NO.	G2A23
AGREEMENT DATE:	July 1, 2022

EXHIBIT "C"

STATE FINANCIAL ASSISTANCE (FLORIDA SINGLE AUDIT ACT)

THE STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:

Awarding Agency: Commission for the Transportation Disadvantaged/Florida Department of Transportation
State Project Title: COMMISSION FOR THE TRANSPORTATION DISADVANTAGED (CTD) TRIP AND EQUIPMENT GRANT PROGRAM
CSFA Number: 55.001
***Award Amount:** \$390,342.00

*The state award amount may change with supplemental agreements

Specific project information for CSFA Number 55.001 is provided at:
<https://apps.fldfs.com/fsaa/searchCatalog.aspx>

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT:

State Project Compliance Requirements for CSFA Number 55.001 are provided at:
<https://apps.fldfs.com/fsaa/searchCompliance.aspx>

The State Projects Compliance Supplement is provided at: <https://apps.fldfs.com/fsaa/compliance.aspx>