



REQUEST FOR BOARD ACTION

ITEM NO. 1.

DATE OF MEETING: September 6, 2011

REQUESTED BY: Valeria Sutton, Transportation Coordinator, Pender Adult Services

SHORT TITLE: Public Hearing and Resolution Authorizing Fiscal Year 2011-2012 Rural Operating Assistance Program: \$154,790

BACKGROUND: Each year, Pender Adult Services applies for and manages the Rural Operators Assistance Program which provides the funding for Pender County's transportation program. The application they are submitting is for funding from July 1, 2011 to June 30, 2012.

This year's funding application provides for three levels of funding.

- The EDTAP component is \$67,490 and provides Elderly and Disabled Transportation Assistance to allow the folks who are at least 60 years old or who are disabled to remain in their homes by providing for their transportation needs.
- The EMP- or Employment Transportation Assistance program component is \$22,796 and provides transportation to work for folks who are in transitional work situations (Work First or Workforce Development) but who are not eligible for other benefits. Neither of the first two components requires a local match.
- The RGP or Rural General Public component is \$64,504. This service makes transportation services available to all citizens of Pender County. This requires a 10% local match (approximately \$6,450) and Pender Adult Services will generate this by collecting a fee of \$3 one way per ride for all who utilize the services and by selling advertising on the vans.
- **This year NCDOT has reduced funding by 18%, which may result in a reduction of services.**
- **The 2010/2011 allocation was \$190,316. The 2011/2012 allocation is \$154,790, which is a difference of \$35,256.**

SPECIFIC ACTION REQUESTED: The Board is requested to hold a public hearing and approve the resolution authorizing FY 2011-12 Rural Operating Assistance Program.

CERTIFIED STATEMENT
FY 2012
RURAL OPERATING ASSISTANCE PROGRAM
County of Pender

WHEREAS, the state-funded, formula-based Rural Operating Assistance Program (ROAP) administered by the North Carolina Department of Transportation, Public Transportation Division provides funding for the operating cost of passenger trips and for other transportation services for counties within the state;

WHEREAS, the county uses the most recent transportation plans (i.e. CTSP, CTIP, LCP) available and other public involvement strategies to learn about the transportation needs of agencies and individuals in the county before determining the sub-allocation of these ROAP funds;

WHEREAS, the county government or regional public transportation authorities created pursuant to Article 25 or Article 26 of Chapter 160A of the General Statutes (upon written agreement with the municipalities or counties served) are the only eligible recipient of Rural Operating Assistance Program funds which are allocated to the counties based on a formula as described in the Program Guidelines included in the ROAP application. NCDOT will disburse the ROAP funds only to counties and eligible transportation authorities and not to any sub-recipients selected by the county;

WHEREAS, the county finance officer will be considered the county official accountable for the administration of the Rural Operating Assistance Program in the county, unless otherwise designated by the Board of County Commissioners;

WHEREAS, the passenger trips and transportation services provided with ROAP funds must be accessible to individuals with disabilities and be provided without discrimination on the basis of national origin, creed, age, race or gender (FTA C 4702.1A, FTA C 4704.1, Americans with Disabilities Act 1990); and

WHEREAS, the period of performance for these funds will be July 1, 2011 to June 30, 2012 regardless of the date on which ROAP funds are disbursed to the county.

NOW, THEREFORE, by signing below, the duly authorized representatives of the County of Pender North Carolina certify that the following statements are true and accurate:

- The county employed a documented methodology for sub-allocating ROAP funds that involved the participation of eligible agencies and citizens. Outreach efforts to include the participation of the elderly and individuals with disabilities, persons with limited English proficiency, minorities and low income persons in the county's sub-allocation decision have been documented.
- The county will advise any sub-recipients about the source of the ROAP funds, specific program requirements and restrictions, eligible program expenses and reporting requirements. The county will be responsible for invoicing any sub-recipients for unexpended ROAP funds as needed.
- The county will monitor ROAP funded services routinely to verify that ROAP funds are being spent on allowable activities and that the eligibility of service recipients is being properly documented. The county will maintain records of trips and services for five years that prove that an eligible citizen was provided an eligible service or trip on the billed date, by whatever conveyance at the specified cost.
- The county will be responsible for monitoring the safety, quality and cost of ROAP funded services and assures that any procurements by subrecipients for contracted services will follow state guidelines.
- The county will conduct regular evaluations of ROAP funded passenger trips and transportation services provided throughout the period of performance.

- The county will only use the ROAP funds to provide trips and other transportation services when other funding sources are not available for the same purpose or the other funding sources for the same purpose have been completely exhausted.
- The county assures that the required matching funds for the FY2012 ROAP can be generated from fares and/or provided from local funds.
- The county will notify the Mobility Development Specialist assigned to the county if any ROAP funded services are discontinued before the end of the period of performance due to the lack of funding. No additional ROAP funds will be available.
- The county manager will provide written assurance to the Public Transportation Division that the employment transportation needs in the county have been met prior to transferring any Employment Transportation Program (EMPL) funds. The letter will describe the process used to make this determination. Transfer of EMPL funds is prohibited if there are any unmet needs or service strategies in the Coordinated Public Transit – Human Services Transportation Plan that have not been addressed.
- The county will provide an accounting of trips, services and expenditures in semi-annual reports to NCDOT – Public Transportation Division or its designee.
- Any interest earned on the ROAP funds will be expended for eligible program uses as specified in the ROAP application. The County will include ROAP funds received and expended in its annual independent audit on the schedule of federal and state financial assistance. Funds passed through to other agencies will be identified as such.
- The county is applying for the following amounts of FY 2012 Rural Operating Assistance Program funds:

State-Funded Rural Operating Assistance Program	Allocated	Requested
Elderly & Disabled Transportation Assistance Program (EDTAP)	67,490	67,490
Employment Transportation Assistance Program (EMPL)	22,796	22,796
Rural General Public Program (RGP)	64,504	64,504
TOTAL	154,790	154,790

WITNESS my hand and county seal, this _____ day of _____, 20_____.

Signature of Board of County Manager/Administrator
Rick Benton

Printed Name of County Manager/Administrator

State of North Carolina County of Pender



Signature of Board of County Commissioners Chairperson

Printed Name of Chairperson

Signature of County Finance Officer

David McCole

Printed Name of County Finance Officer

Public Hearing Notice

This is to inform the public of the opportunity to attend a public hearing on the proposed Rural Operating Assistance Program (ROAP) application to be submitted to the North Carolina Department of Transportation no later than September 30, 2011 by the county of Pender. The public hearing will be held on September 6, 2011 at 4:00 p.m. at the Pender County commissioners meeting in the Public Assembly Room located at 805 S Walker St., Burgaw, NC 28425. Pender County will provide auxiliary aids and services under the ADA for disabled persons who wish to participate in the hearing. Anyone requiring special services should contact Valeria N. Sutton, Transportation Coordinator, as soon as possible so that arrangements can be made.

The programs included in the Rural Operating Assistance Program application are:

1. Elderly & Disabled Transportation Assistance (EDTAP) Program provides operating assistance for the transportation of elderly and disabled citizens.
2. Employment Transportation Assistance Program is intended to provide operating assistance for the transportation of persons with employment related transportation needs.
3. Rural General Public (RGP) Program funds are intended to provide operating assistance for the transportation of individuals who do not have human service agency assistance to pay for their transportation and live in non-urbanized areas.

The period of performance for Rural Operating Assistance Program funds is July 1, 2011 through June 30, 2012. The FY2012 ROAP individual program totals are:

PROGRAM	TOTAL
EDTAP	\$67,490
EMPL	\$22,796
RGP	\$64,504
TOTAL	\$154,790

This application may be inspected at Pender Adult Services, Inc located at 901 S, Walker St., Burgaw, NC 28425 from 9:00 am till 3:00 pm, Monday through Friday. Written comments should be directed to Valeria N. Sutton, 901 S. Walker St., Burgaw, NC 28425 before September 1, 2011.

Important – A public hearing MUST be conducted whether or not requested by the Public.

ROAP PUBLIC HEARING RECORD

Date Public Notice was published: _____

APPLICANT: Pender Adult Services, Inc

DATE:

PLACE: _____

TIME: _____

How many COMMISSIONERS attended the public hearing? _____

How many members of the PUBLIC attended the public hearing? _____

Public Attendance Surveys

(Attached)

(Offered at Public Hearing but none completed)

I, the undersigned, representing *(Legal Name of Applicant)* _____ do hereby certify to the North Carolina Department of Transportation, that a Public Hearing was held as indicated above and

During the Public Hearing

(NO public comments)

(Public Comments were made and meeting minutes will be submitted after board approval)

The estimated date for board approval of meeting minutes is: _____

Signature of Clerk to the Board

Printed Name and Title

Date

Affix County Seal Here

Voluntary Title VI Public Involvement

Title VI of the Civil Right's Act of 1964 requires North Carolina Department of Transportation to gather statistical data on participants and beneficiaries of the agency's federal-aid highway programs and activities. The North Carolina Department of Transportation collects information on race, color, national origin and gender of the attendees to this public meeting to ensure the inclusion of all segments of the population affected by a proposed project.

The North Carolina Department of Transportation wishes to clarify that this information gathering process **is completely voluntary** and that you are not required to disclose the statistical data requested in order to participate in this meeting. This form is a public document.

The completed forms will be held on file at the North Carolina Department of Transportation. For Further information regarding this process please contact Sharon Lipscomb, the Title VI Manager at telephone number 919.508.1808 or email at slipscomb@ncdot.gov.

Project Name: <u>Pender Adult Services, Inc</u>		Date: <u>September 6, 2011</u>
Meeting Location:		
Name (please print)	Gender:	
	<input type="checkbox"/> Male <input type="checkbox"/> Female	
General ethnic identification categories (check one)		
<input type="checkbox"/> Caucasian	<input type="checkbox"/> Hispanic American	<input type="checkbox"/> American Indian/Alaskan Native
<input type="checkbox"/> African American	<input type="checkbox"/> Asian/Pacific Islander	Other: _____
Color:	National Origin:	

After you complete this form, please fold it and place it inside the designated box on the registration table.

Thank you for your cooperation.



2011-2012 ROAP Allocations

COUNTIES	Formula Funds	Additional Funds	EDTAP Program	Formula Funds	Additional Funds	EMPL Program	Formula Funds	Additional Funds	RGP Program	TOTAL 2012
Alamance	\$71,678	\$33,004	\$104,682	\$64,681	\$0	\$64,681	\$74,812	\$42,537	\$117,349	\$288,712
Alexander	\$40,755	\$18,764	\$59,519	\$17,681	\$0	\$17,681	\$35,542	\$20,208	\$55,750	\$132,950
Alleghany	\$33,807	\$15,565	\$49,372	\$6,363	\$0	\$6,363	\$26,324	\$14,967	\$41,291	\$97,026
Anson	\$38,853	\$17,888	\$56,741	\$25,926	\$0	\$25,926	\$31,253	\$17,769	\$49,022	\$131,889
Ashe	\$39,359	\$18,121	\$57,480	\$16,311	\$0	\$16,311	\$31,712	\$18,030	\$49,742	\$123,533
Avery	\$35,680	\$16,427	\$52,107	\$8,706	\$0	\$8,706	\$28,816	\$16,383	\$45,199	\$106,012
Beaufort	\$46,202	\$21,273	\$67,475	\$28,529	\$0	\$28,529	\$39,107	\$22,234	\$61,341	\$157,345
Bertie	\$36,876	\$16,978	\$53,854	\$13,863	\$0	\$13,863	\$29,457	\$16,748	\$46,205	\$113,922
Bladen	\$40,864	\$18,814	\$59,678	\$27,390	\$0	\$27,390	\$33,676	\$19,148	\$52,824	\$139,892
Brunswick	\$68,986	\$31,785	\$100,751	\$46,473	\$0	\$46,473	\$60,235	\$34,248	\$94,483	\$241,707
Buncombe	\$96,875	\$44,608	\$141,483	\$59,417	\$0	\$59,417	\$75,558	\$42,961	\$118,519	\$319,419
Burke	\$58,892	\$27,024	\$85,916	\$44,517	\$0	\$44,517	\$54,054	\$30,734	\$84,788	\$215,021
Cabarrus	\$71,035	\$32,707	\$103,742	\$25,871	\$0	\$25,871	\$42,710	\$24,284	\$66,994	\$196,607
Caldwell	\$55,255	\$25,441	\$80,696	\$24,143	\$0	\$24,143	\$50,886	\$28,819	\$79,505	\$184,344
Camden	\$32,627	\$15,021	\$47,648	\$7,909	\$0	\$7,909	\$25,785	\$14,660	\$40,445	\$96,002
Carteret	\$51,685	\$23,797	\$75,482	\$28,788	\$0	\$28,788	\$45,232	\$25,717	\$70,949	\$175,219
Caswell	\$38,032	\$17,509	\$55,541	\$12,807	\$0	\$12,807	\$30,680	\$17,443	\$48,123	\$116,471
Catawba	\$72,632	\$33,443	\$106,075	\$31,268	\$0	\$31,268	\$55,604	\$31,615	\$87,219	\$224,562
Chatham	\$46,555	\$21,440	\$68,005	\$20,865	\$0	\$20,865	\$44,202	\$25,132	\$69,334	\$158,204
Cherokee	\$39,956	\$18,396	\$58,352	\$10,388	\$0	\$10,388	\$31,838	\$18,100	\$49,936	\$118,676
Chowan	\$34,819	\$16,030	\$50,849	\$12,240	\$0	\$12,240	\$27,584	\$15,682	\$43,266	\$106,355
Clay	\$33,988	\$15,648	\$49,636	\$6,180	\$0	\$6,180	\$26,070	\$14,822	\$40,892	\$96,708
Cleveland	\$60,954	\$28,066	\$89,020	\$47,352	\$0	\$47,352	\$57,228	\$32,539	\$89,767	\$226,139
Columbus	\$49,829	\$22,942	\$72,771	\$32,177	\$0	\$32,177	\$42,260	\$24,028	\$66,288	\$171,236
Craven	\$58,212	\$26,803	\$85,015	\$50,253	\$0	\$50,253	\$57,808	\$32,867	\$90,673	\$225,941
Cumberland	\$103,519	\$47,665	\$151,184	\$122,344	\$0	\$122,344	\$62,415	\$35,488	\$97,903	\$371,431
Currituck	\$37,108	\$17,086	\$54,194	\$9,555	\$0	\$9,555	\$30,768	\$17,492	\$48,258	\$112,007
Dare	\$39,036	\$17,972	\$57,008	\$14,720	\$0	\$14,720	\$34,494	\$19,612	\$54,106	\$125,834
Davidson	\$75,279	\$34,662	\$109,941	\$55,468	\$0	\$55,468	\$78,136	\$44,427	\$122,563	\$287,972
Davie	\$42,605	\$19,615	\$62,220	\$16,600	\$0	\$16,600	\$37,110	\$21,100	\$58,210	\$137,030
Duplin	\$46,566	\$21,454	\$68,050	\$23,768	\$0	\$23,768	\$41,323	\$23,455	\$64,818	\$156,636
Durham	\$88,363	\$40,687	\$129,050	\$38,473	\$0	\$38,473	\$32,569	\$18,518	\$51,087	\$218,610
Eastern Band of the Cherokee	\$0	\$0	\$0	\$0	\$0	\$0	\$25,205	\$14,330	\$39,535	\$39,535
Edgecombe	\$46,990	\$21,174	\$67,164	\$68,585	\$0	\$68,585	\$34,496	\$19,614	\$54,110	\$189,859
Forsyth	\$115,921	\$53,377	\$169,298	\$80,528	\$0	\$80,528	\$64,959	\$36,935	\$101,894	\$351,720
Franklin	\$46,784	\$21,079	\$66,863	\$21,032	\$0	\$21,032	\$43,280	\$24,607	\$67,887	\$155,782
Gaston	\$90,059	\$41,467	\$131,526	\$48,087	\$0	\$48,087	\$69,016	\$39,241	\$108,257	\$287,870
Gates	\$33,778	\$15,551	\$49,329	\$7,886	\$0	\$7,886	\$26,521	\$15,078	\$41,599	\$98,814
Graham	\$32,917	\$15,154	\$48,071	\$5,619	\$0	\$5,619	\$25,119	\$14,261	\$39,400	\$93,080
Granville	\$45,199	\$20,810	\$66,009	\$26,110	\$0	\$26,110	\$42,658	\$24,254	\$66,912	\$159,031
Greene	\$36,085	\$16,615	\$52,700	\$11,424	\$0	\$11,424	\$29,906	\$17,003	\$46,909	\$111,033
Gulford	\$149,581	\$68,877	\$218,458	\$111,925	\$0	\$111,925	\$60,216	\$34,238	\$94,454	\$424,837
Halifax	\$49,447	\$22,767	\$72,214	\$23,877	\$0	\$23,877	\$41,858	\$23,799	\$65,657	\$161,748
Harnett	\$57,580	\$26,511	\$84,091	\$38,258	\$0	\$38,258	\$62,257	\$35,396	\$97,655	\$220,004
Haywood	\$50,206	\$23,116	\$73,322	\$48,359	\$0	\$48,359	\$42,868	\$24,373	\$67,241	\$188,922
Henderson	\$65,432	\$30,128	\$95,560	\$37,126	\$0	\$37,126	\$54,915	\$31,223	\$86,138	\$218,824
Hertford	\$38,687	\$17,811	\$56,498	\$12,919	\$0	\$12,919	\$30,835	\$17,531	\$48,366	\$117,783
Hoke	\$41,288	\$19,001	\$60,289	\$17,436	\$0	\$17,436	\$38,661	\$21,981	\$60,642	\$138,347
Hyde	\$31,802	\$14,640	\$46,442	\$5,976	\$0	\$5,976	\$24,249	\$13,787	\$38,036	\$90,454
Iredell	\$71,753	\$33,038	\$104,791	\$57,770	\$0	\$57,770	\$77,880	\$44,282	\$122,162	\$284,723
Jackson	\$40,659	\$18,720	\$59,379	\$15,644	\$0	\$15,644	\$34,634	\$19,692	\$54,326	\$129,349
Johnston	\$71,949	\$33,128	\$105,077	\$49,844	\$0	\$49,844	\$81,843	\$46,535	\$128,378	\$283,299

2011-2012 ROAP Allocations

COUNTIES	Formula Funds	Additional Funds	EDTAP Program	Formula Funds	Additional Funds	EMPL Program	Formula Funds	Additional Funds	RGP Program	TOTAL 2012
Jones	\$34,004	\$16,654	\$49,658	\$6,910	\$0	\$6,910	\$25,933	\$14,744	\$40,677	\$97,245
Lee	\$46,019	\$21,188	\$67,207	\$19,491	\$0	\$19,491	\$43,057	\$24,481	\$67,538	\$154,236
Lenoir	\$48,491	\$22,326	\$70,817	\$38,486	\$0	\$38,486	\$42,583	\$24,211	\$66,794	\$176,097
Lincoln	\$50,752	\$23,368	\$74,120	\$23,846	\$0	\$23,846	\$49,120	\$27,928	\$77,048	\$175,014
Macon	\$42,789	\$19,700	\$62,489	\$12,269	\$0	\$12,269	\$34,543	\$19,840	\$54,183	\$128,941
Madison	\$36,196	\$16,665	\$52,861	\$8,801	\$0	\$8,801	\$29,716	\$16,895	\$46,611	\$108,273
Martin	\$38,033	\$17,510	\$55,543	\$11,499	\$0	\$11,499	\$30,780	\$17,500	\$48,280	\$115,322
McDowell	\$44,069	\$20,290	\$64,359	\$18,463	\$0	\$18,463	\$0	\$0	\$0	\$82,822
Mecklenburg	\$212,412	\$97,806	\$310,218	\$439,471	\$0	\$439,471	\$87,051	\$49,496	\$136,547	\$886,236
Mitchell	\$35,765	\$18,467	\$52,232	\$7,562	\$0	\$7,562	\$27,993	\$15,915	\$43,908	\$103,702
Montgomery	\$38,480	\$17,716	\$56,196	\$14,482	\$0	\$14,482	\$32,240	\$18,331	\$50,571	\$121,249
Moore	\$58,482	\$28,927	\$85,409	\$28,637	\$0	\$28,637	\$53,096	\$30,190	\$83,286	\$197,332
Nash	\$56,586	\$26,976	\$85,562	\$25,844	\$0	\$25,844	\$41,135	\$23,368	\$64,523	\$175,929
New Hanover	\$81,401	\$37,481	\$118,882	\$47,837	\$0	\$47,837	\$54,830	\$31,175	\$86,005	\$252,724
Northampton	\$38,300	\$17,633	\$55,933	\$11,607	\$0	\$11,607	\$29,777	\$16,929	\$46,706	\$114,246
Onslow	\$81,789	\$28,449	\$90,238	\$50,744	\$0	\$50,744	\$56,951	\$32,361	\$89,332	\$230,314
Orange	\$55,032	\$25,338	\$80,370	\$33,410	\$0	\$33,410	\$42,822	\$24,347	\$67,169	\$180,949
Pamlico	\$34,769	\$16,007	\$50,776	\$9,527	\$0	\$9,527	\$26,883	\$15,284	\$42,167	\$102,470
Pasquotank	\$41,868	\$19,276	\$61,144	\$24,081	\$0	\$24,081	\$37,143	\$21,119	\$58,262	\$143,487
Pender	\$46,213	\$21,277	\$67,490	\$22,796	\$0	\$22,796	\$41,123	\$23,381	\$64,504	\$154,790
Perquimans	\$34,760	\$15,998	\$50,748	\$7,629	\$0	\$7,629	\$26,934	\$15,313	\$42,247	\$100,624
Person	\$41,000	\$18,876	\$59,876	\$18,201	\$0	\$18,201	\$35,879	\$20,400	\$56,279	\$134,356
Pitt	\$66,861	\$30,786	\$97,647	\$49,052	\$0	\$49,052	\$49,215	\$27,962	\$77,197	\$223,896
Polk	\$37,193	\$17,123	\$54,316	\$9,526	\$0	\$9,526	\$29,188	\$16,595	\$45,783	\$109,625
Randolph	\$71,441	\$32,894	\$104,335	\$56,829	\$0	\$56,829	\$72,727	\$41,351	\$114,078	\$275,242
Richmond	\$45,454	\$20,927	\$66,381	\$37,505	\$0	\$37,505	\$38,913	\$22,125	\$61,038	\$164,924
Robeson	\$69,651	\$32,070	\$101,721	\$78,249	\$0	\$78,249	\$68,708	\$39,065	\$107,773	\$287,743
Rockingham	\$59,040	\$27,184	\$86,224	\$41,216	\$0	\$41,216	\$54,841	\$31,182	\$86,023	\$213,463
Rowan	\$71,470	\$32,908	\$104,378	\$41,506	\$0	\$41,506	\$72,038	\$40,960	\$112,998	\$258,882
Rutherford	\$51,385	\$23,858	\$75,043	\$34,915	\$0	\$34,915	\$44,917	\$25,538	\$70,455	\$180,413
Sampson	\$50,832	\$23,404	\$74,236	\$28,688	\$0	\$28,688	\$45,478	\$25,857	\$71,335	\$174,259
Scotland	\$41,584	\$19,145	\$60,729	\$32,222	\$0	\$32,222	\$35,403	\$20,130	\$55,533	\$148,484
Stanly	\$47,806	\$22,012	\$69,818	\$24,848	\$0	\$24,848	\$43,594	\$24,786	\$68,380	\$163,046
Stokes	\$44,578	\$20,523	\$65,101	\$20,366	\$0	\$20,366	\$38,894	\$22,114	\$61,008	\$146,475
Surry	\$52,359	\$24,107	\$76,466	\$25,317	\$0	\$25,317	\$48,475	\$27,561	\$76,036	\$177,819
Swain	\$34,764	\$16,005	\$50,769	\$7,022	\$0	\$7,022	\$25,783	\$14,659	\$40,442	\$98,233
Transylvania	\$41,215	\$18,975	\$60,190	\$17,757	\$0	\$17,757	\$33,339	\$18,956	\$52,295	\$130,242
Tyrrell	\$31,423	\$14,467	\$45,890	\$4,859	\$0	\$4,859	\$0	\$0	\$0	\$50,749
Union	\$72,762	\$33,502	\$106,264	\$73,561	\$0	\$73,561	\$91,784	\$52,188	\$143,972	\$323,797
Vance	\$44,052	\$20,281	\$64,333	\$17,625	\$0	\$17,625	\$37,770	\$21,474	\$59,244	\$141,202
Wake	\$188,750	\$86,914	\$275,664	\$207,513	\$0	\$207,513	\$150,579	\$85,619	\$236,198	\$719,375
Warren	\$36,851	\$16,967	\$53,818	\$14,092	\$0	\$14,092	\$29,393	\$16,711	\$46,104	\$114,014
Washington	\$34,680	\$15,966	\$50,646	\$15,921	\$0	\$15,921	\$26,941	\$15,317	\$42,258	\$108,825
Watauga	\$40,403	\$18,601	\$59,004	\$11,822	\$0	\$11,822	\$38,393	\$21,829	\$60,222	\$131,048
Wayne	\$62,392	\$28,727	\$91,119	\$36,645	\$0	\$36,645	\$50,018	\$28,438	\$78,456	\$206,220
Wilkes	\$52,116	\$23,995	\$76,111	\$50,218	\$0	\$50,218	\$46,225	\$26,282	\$72,507	\$198,836
Wilson	\$55,974	\$25,771	\$81,745	\$23,237	\$0	\$23,237	\$50,641	\$28,794	\$79,435	\$184,417
Yadkin	\$41,568	\$19,139	\$60,707	\$13,711	\$0	\$13,711	\$35,782	\$20,345	\$56,127	\$130,545
Yancey	\$36,425	\$16,770	\$53,195	\$8,493	\$0	\$8,493	\$28,904	\$16,433	\$45,337	\$107,025
TOTALS	\$5,463,048	\$2,515,328	\$7,978,376	\$3,503,739	\$0	\$3,503,739	\$4,423,950	\$2,515,328	\$6,939,278	\$18,421,393

Application for Transportation Operating Assistance

FY2012 Rural Operating Assistance Program Funds

Name of Applicant (County)	Pender
County Manager	Rick Benton
County Manager's Email Address	bentonr@pendercountync.gov
County Finance Officer	David McCole
CFO's Email Address	mccoled@pendercountync.gov
CFO's Phone Number	910 259-1200
Person Completing this Application	Valeria Sutton
Person's Job Title	Transportation Coordinator
Person's Email Address	vsutton@penderpas.com
Person's Phone Number	910 259-9119
Community Transportation System	Pender Adult Services, Inc.
Name of Transit Contact Person	Valeria Sutton
Transit Contact Person's Email Address	vsutton@penderpas.com

Application Completed by: _____ Date: _____
Signature

I certify that the content of this application is complete and accurately describes the county's administration of the ROAP Program, and the use of the ROAP funds in accordance with applicable state guidelines.

County Manager: _____ Date: _____
Signature

County Finance Officer: _____ Date: _____
Signature

Application Instructions

County officials should read the ROAP Program State Management Plan which contains guidance on the administration of the ROAP Program and information about the preparation of grant applications.

- The application must be completed by an official of the county or his/her designee.
- 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.
- Some questions require the applicant to send more information, and/or copies of pages from a plan with the application. If the county wishes to explain their response to any questions or provide more information, the county may include additional pages with this application form.
- If there are questions regarding this application, contact the NCDOT-PTD Mobility Development Specialist assigned to the area served by the transit system.

FY2012 ROAP Program Schedule

Early Disbursement (33%)	July 30, 2011
Application Deadline	September 30, 2011
Proposed Second Disbursement (33%)	November 30, 2011
Proposed Third Disbursement (34%)	February 29, 2012

County's Management of ROAP Funds

All counties are eligible to receive Rural Operating Assistance Program (ROAP) funding from the State of North Carolina. As a recipient of ROAP funds, the county must implement administrative processes that will ensure the following:

- ROAP funds are expended on needs identified through a public involvement and/or planning process.
- ROAP funds are expended on eligible activities only.
- Supporting documentation of expenditures is maintained.
- Service recipients meet eligibility requirements and their eligibility is documented.
- Trips and services funded with ROAP funding are monitored and evaluated throughout the period of performance.
- An accounting of trips, services and expenditures is provided in a semi-annual report to NCDOT.
- ROAP funds received and expended are included in the local annual audit.

Transportation Needs and Public Involvement in Funding Decisions	Yes or No
<p>A. Were the ten Transportation Needs and Service Surveys completed BEFORE the county decided how to sub-allocate the ROAP funds? IMPORTANT: <i>If the county suballocates funding to any other agencies than the ones listed in the ROAP State Mgt Plan, there will need to be a survey completed by that agency in addition to the ten required surveys.</i></p>	yes
<p>B. Did the county ask the Community Transportation Advisory Board (TAB), which is affiliated with the community transit system, to recommend how the ROAP funds should be sub-allocated?</p>	yes
<p>C. In addition to the public hearing notice and the public hearing, were other outreach efforts conducted to inform the public about the availability of ROAP funds and to discuss transportation needs BEFORE the county decided to sub-allocate the ROAP funds?</p>	yes
<p>D. Does the federally funded Community Transportation System operating in the county have a Community Transportation Service Plan (CTSP) or Community Transportation Improvement Plan (CTIP) that was developed in the last five years or being completed at this time? Date of the plan: we are on list for plan</p>	no

E. Does your county have a Coordinated Public Transit-Human Services Transportation Plan (LCP) that provides a list of unmet transportation needs and/or gaps in transportation services? Date of the plan: 3-17-09	yes
F. Does the county have other transportation plans that address public transportation needs? IMPORTANT: If yes, a copy of these plans must be provided with the application.	no
If yes, list and describe these plans.	
G. How did the county decide who would receive the ROAP funds? List the names of anyone who participated in the decision to suballocate the ROAP funds and their role in the community. County Manager and Board of Commissioners	
Transportation Needs and Public Involvement in Funding Decisions (cont)	Yes or No
H. How did the county decide on the amount of ROAP funds to sub-allocate to a subrecipient? Funding is allocated to Pender Adult Services, Inc. This agency provides all transportation for the residents in the County	
Financial Management of ROAP Funds	Yes or No
I. Does the county disburse/allocate ROAP funds to any county governmental departments?	no
J. If yes, how does the county account for these funds within the county's accounting system?	
K. Does the county pass through any ROAP funds to agencies or organizations that are not county governmental departments or agencies?	yes
L. If yes, does the county have a written agreement with these agencies that addresses the proper use and accountability of these funds? (Include a sample agreement with application)	No
M. ROAP funds cannot be used instead of using the existing transportation funding an agency or organization receives from any other funding source. If any of the departments, agencies or organizations receiving ROAP funding from the county get transportation funding from other Federal, State or Local funding sources, list those funding programs:	
N. Do any subrecipients receive ROAP funds before any transportation services or trips are provided, and refund the unused portion at the end of the period of performance?	no
O. Are ROAP funds being deposited in an interest bearing account?	no
If no, then why aren't ROAP funds deposited in an interest bearing account? They are given immediately upon receipt to Pender Adult Services, Inc. for reimbursement for services provided	
P. What does the county do with the interest from the ROAP funds?	
Q. Does the county provide any local funds for transportation operating assistance to any of the ROAP sub-recipients in addition to the state ROAP funds?	yes
R. Is supporting documentation maintained for all ROAP grant financial transactions for five years? IMPORTANT: Yes is the only correct answer.	yes
Monitoring and Oversight Responsibilities	Yes or No
S. The Finance Officer will be responsible for the oversight and evaluation of the transportation services provided with the ROAP funding? IMPORTANT: Yes is the only correct answer.	yes

T. Does the county require the subrecipients of ROAP funds to provide progress reports and statistical data about the services and trips provided with ROAP funds?	yes
U. If progress reports and/or operating statistical reports are required by the county, how frequently are these provided to the county for evaluation? quarterly	
V. Does the county require the subrecipients of ROAP funds to use the transportation services of the federally funded Community Transit System operating in the county?	yes
Monitoring and Oversight Responsibilities (con't)	Yes or No
W. Are subrecipients of ROAP funds coordinating transportation services with other subrecipients in the county therefore reducing any duplication of effort?	yes
Accountability to North Carolina Taxpayers	Yes or No
X. Is the method used to sub-allocate the ROAP funds fair and equitable? Open and transparent?	yes
Y. Is the county prepared to provide documentation that an eligible citizen was provided an eligible service or trip on the billed date, by whatever conveyance, at the specified cost?	yes
Z. A semi-annual ROAP Report must be completed and sent to NCDOT. Who will be designated to complete these reports in FY2012? (<i>name, title, employer</i>) Valeria Sutton, Transportation Coordinator, Pender Adult Services, Inc.	

Elderly and Disabled Transportation Assistance Program

The Elderly and Disabled Transportation Assistance Program (EDTAP), originally enacted by legislation in the 1989 Session of the North Carolina General Assembly (Article 2B, 136-44.27), provides operating assistance funds for the transportation of the state's elderly and disabled citizens. This transportation assistance allows the elderly and disabled to reside for a longer period in their homes, thereby enhancing their quality of life.

Elderly and Disabled Transportation Assistance Program Questions	Yes or No
<p>A. What will be the purposes of the transportation services provided with EDTAP funds? (<i>Check all that apply</i>)</p> <p><input checked="" type="checkbox"/> Personal care activities, medical appointments, pharmacy pick-up, shopping, bill paying, meetings, classes, banking</p> <p><input type="checkbox"/> Job interviews, job fair attendance, job readiness activities or training, GED classes</p> <p><input type="checkbox"/> Transportation to workplace</p> <p><input checked="" type="checkbox"/> Group field trips/tours to community special events (Federal charter regulations apply to transit.)</p> <p><input type="checkbox"/> Overnight trips to out-of-county destinations (Federal charter regulations apply to transit)</p> <p><input checked="" type="checkbox"/> Human service agency appointments</p> <p><input type="checkbox"/> Fuel Assistance</p>	
<p>B. How will the transportation service be provided? (<i>Check all that apply</i>)</p> <p><input checked="" type="checkbox"/> Public Transportation System</p> <p><input type="checkbox"/> Private Provider</p> <p><input type="checkbox"/> Taxi Service</p> <p><input type="checkbox"/> Agency Staff Driver</p> <p><input type="checkbox"/> Volunteer Driver</p>	
<p>C. Are any of the EDTAP services you are funding, listed as an unmet need or gap in service in the Public Transit-Human Service Coordination Plan or any other transportation plan for your county? IMPORTANT: <i>A copy of the page(s) from the plan that describe the need/gap must be provided with the application.</i></p>	yes

D. Does the federally funded Community Transit System operating in your county receive a sub-allocation of EDTAP funds?	yes
If yes, does the county dictate which agencies and organizations will receive transportation services with any of the EDTAP funds the transit system receives?	yes
Elderly and Disabled Transportation Assistance Program Questions (con't)	
	Yes or No
Can the Community Transit System use any of the EDTAP funds it receives to provide transportation for elderly and disabled citizens of the county who do not have a human service agency or organization to pay for the service?	yes
If the transit system's Community Transportation Service Plan (CTSP) is less than six years old, does it describe and evaluate the services the transit system is providing for the elderly and disabled? IMPORTANT: A copy of the page(s) from the plan that describes these services must be provided with the application.	no
Does the CTSP recommend any new EDTAP funded services for FY2012? IMPORTANT: A copy of the page(s) from the plan that describes the recommended services must be provided with the application.	no
E. Will any of the subrecipients use their FY2012 EDTAP sub-allocation as matching funds for any of the following programs? (<i>Matching funds for operating assistance only.</i>) 5310 – Elderly Individuals and Individuals with Disabilities Program 5311 - Non-urbanized Area Formula Program 5316 – Job Access and Reverse Commute Program (JARC) 5317 – New Freedom Program	no
F. Will any of the subrecipients of EDTAP funds charge a fare for an EDTAP funded trip?	yes
If yes, how much will the fare be? \$3 ow	
If yes, how will the fare revenue be used? Put back into transportation	
G. Do any of the subrecipients of EDTAP funds restrict EDTAP funded services based on the origin, timing or destination of the trip?	no
H. Is there a process or policy for determining when it is appropriate to transfer EDTAP funds from one sub-recipient to another to prevent there being unspent funds at the end of the period of performance?	yes
I. EDTAP funded services are expected to be provided throughout the entire year. If the EDTAP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation services?	no

Employment Transportation Assistance Program

The Employment Transportation Assistance Program (EMPL) is intended to help DSS clients that transitioned off Work First or TANF in the last 12 months, Workforce Development Program participants and/or the general public to travel to work, employment training and/or other employment related destinations.

Employment Transportation Program Questions	Yes or No
<p>A. What will be the purposes of the transportation services provided with EMPL funds? <i>(Check all that apply)</i></p> <p><input checked="" type="checkbox"/> Job interviews, job fair attendance, job readiness activities or training, GED classes <input checked="" type="checkbox"/> Transportation to workplace (Scheduled by the individual only. No agency scheduled trips.) <input checked="" type="checkbox"/> Child(ren) of working parent transported to Child Care <input type="checkbox"/> Fuel Assistance <input checked="" type="checkbox"/> Vehicle Repairs <input checked="" type="checkbox"/> Personal Car Insurance</p>	
Employment Transportation Program Questions (con't)	Yes or No
<p>B. How will the transportation service be provided? <i>(Check all that apply)</i></p> <p><input checked="" type="checkbox"/> Public Transportation System <input type="checkbox"/> Private Provider <input type="checkbox"/> Taxi Service <input type="checkbox"/> Agency Staff Driver <input type="checkbox"/> Volunteer Driver</p>	
<p>C. Describe the eligibility criteria to be used in this county to determine who will be provided EMPL funded trips. DSS has a formula that they use to determine eligibility for their clients</p>	
<p>D. Are any of the EMPL services you are funding, listed as an unmet need or gap in service in the Public Transit-Human Service Coordination Plan or any other transportation plan for your county? IMPORTANT: A copy of the page(s) from the plan that describe the need/gap must be provided with the application.</p>	yes
<p>E. Does the federally funded Community Transit System operating in your county receive a sub-allocation of EMPL funds?</p>	yes
<p>If yes, does the county dictate which agencies and organizations will receive transportation services with any of the EMPL funds the transit system receives?</p>	yes
<p>Can the Community Transit System use any of the EMPL funds it receives to provide transportation for citizens in the county who need transportation to a job or employment related destination and who do not have a human service agency or organization to pay for the service?</p>	yes
<p>If the transit system's Community Transportation Service Plan (CTSP) is less than six years old, does it describe and evaluate the services the transit system is providing for the employed or unemployed? IMPORTANT: A copy of the page(s) from the plan that describes these services must be provided with the application.</p>	no
<p>Does the CTSP recommend any new EMPL funded services for FY2012? IMPORTANT: A copy of the page(s) from the plan that describes the recommended services must be provided with the application.</p>	no
<p>F. Will any of the subrecipients of EMPL funds charge a fare for an EMPL funded trip?</p>	yes
<p>If yes, how much will the fare be? \$3 ow</p>	
<p>If yes, how will the fare revenue be used? DSS clients do not pay a fare. All fares are put into the transportation system</p>	
<p>G. Do any of the subrecipients of EMPL funds restrict EMPL funded services based on the origin, timing or destination of the trip?</p>	no
<p>H. Is there a process or policy for determining when it is appropriate to transfer funds from one sub-recipient to another to prevent there being unspent funds at the end of the period of performance?</p>	yes
<p>I. Has the county transferred any EMPL funds to EDTAP or RGP in the last two years?</p>	yes

Employment Transportation Program Questions (con't)	Yes or No
<p>J. Will any of the subrecipients use their FY2012 EMPL sub-allocation as matching funds for any of the following programs? <i>(Matching funds for operating assistance only.)</i></p> <p>5310 – Elderly Individuals and Individuals with Disabilities Program 5311 - Non-urbanized Area Formula Program 5316 – Job Access and Reverse Commute Program (JARC) 5317 – New Freedom Program</p>	no
<p>K. EMPL funded services are expected to be provided throughout the entire year. If the EMPL funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation services?</p>	no

Rural General Public Program

The Rural General Public Program assistance funds are intended to provide transportation services for individuals from the county who are not receiving transportation benefits from human service agencies or organizations. The county, in consultation with the Community Transportation System, must determine the RGP services to be provided with the formula RGP funds.

Rural General Public Program Questions	Yes or No
<p>A. What will be the trip purposes of the transportation services provided with RGP funds? <i>(Check all that apply)</i></p> <p><input checked="" type="checkbox"/> Personal care activities, medical appointments, pharmacy pick-up, shopping, bill paying, meetings, classes, banking <input checked="" type="checkbox"/> Job interviews, job fair attendance, job readiness activities or training, GED classes <input checked="" type="checkbox"/> Transportation to workplace (Scheduled by the individual only. No agency scheduled trips.) <input checked="" type="checkbox"/> Child(ren) of working parent transported to child care <input type="checkbox"/> Group field trips/tours to community special events (Federal charter regulations apply to transit.) <input type="checkbox"/> Overnight trips to out-of-county destinations (Federal charter regulations apply to transit.) <input checked="" type="checkbox"/> Human service agency appointments <input type="checkbox"/> Fuel Assistance</p>	
<p>B. How will the transportation service be provided? <i>(Check all that apply)</i></p> <p><input checked="" type="checkbox"/> Public Transportation System <input type="checkbox"/> Private Provider <input type="checkbox"/> Taxi Service <input type="checkbox"/> Volunteer Driver</p>	
<p>C. Are any of the RGP funded services the transit system will provide listed as an unmet need or gap in service in the Public Transit-Human Service Coordination Plan or any other transportation plan for your county? IMPORTANT: <i>A copy of the page(s) from the plan that describe the need/gap must be provided with the application.</i></p>	yes
<p>D. If the transit system's Community Transportation Service Plan (CTSP) is less than six years old, does it describe and evaluate the general public services the transit system does in the county for citizens who need transportation but don't have a human service agency or organization to pay for the service? IMPORTANT: <i>A copy of the page(s) from the plan that describes these services must be provided with the application.</i></p>	no
<p>E. Does the CTSP recommend any new RGP funded services for FY2012? IMPORTANT: <i>A copy of the page(s) from the plan that describes these services must be provided with the application.</i></p>	no
Rural General Public Program Questions (con't)	Yes or No
<p>F. Will RGP services be provided to citizens who need transportation but don't have a human service agency or organization to pay for the service?</p>	yes

G. Will any of the RGP funded services be restricted based on origin, timing or destination of the trip to control the expenditure of funds overtime?	no
H. Since the subrecipient can only use RGP funds to pay for 90% of the cost of a trip, will the Community Transit System use fare revenue to generate the local 10% match requirement for RGP funds?	yes
If yes, how much will the fare be? \$3 ow	
If yes, how will the fare revenue be used? Local match	
If no, describe the source of the required matching funds?	
I. Will RGP funded trips be coordinated with human service agency trips?	yes
J. How will the Community Transit System market the proposed RGP funded services?	yes
K. Will the Community Transit System use any of their RGP sub-allocation as matching funds for any of the following programs? (<i>Matching funds for operating assistance only</i>) 5310 – Elderly Individuals and Individuals with Disabilities Program 5311 - Non-urbanized Area Formula Program 5316 – Job Access and Reverse Commute Program (JARC) 5317 – New Freedom Program	no
L. Is any part of the county in an urbanized area according to the 2000 census?	no
M. RGP funded services are expected to be provided throughout the entire year. If the RGP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation services?	no

FY 2011-2012 ROAP Application Submission Checklist

Applicant Name Here	ITEM	Mail Hard Copy to Address Below	Email Electronic Copy to PTD	Due Date (not later than)
	Certifications			
<input type="checkbox"/>	Certification Statement	Yes, with original signatures	No	9/30/2011
<input type="checkbox"/>	Original Copy of Public Hearing notice in English from newspaper	Yes	No	9/30/2011
<input type="checkbox"/>	Original Copy of Public Hearing notice in Spanish from newspaper (See Appendix B of ROAP State Mgt Plan)	Yes, if county must meet requirement	No	9/30/2011
<input type="checkbox"/>	Affidavit(s) of Public Hearing Publication	Yes, with original signature(s)	No	9/30/2011
<input type="checkbox"/>	Public Hearing Record	Yes, with original signature	No	9/30/2011
<input type="checkbox"/>	Public Hearing Minutes (only if public had comments)	Yes	No	11/30/2010
	Program Documents			
<input type="checkbox"/>	FY2011 ROAP Program Application	Yes, with original signatures	Yes	9/30/2011
<input type="checkbox"/>	FY2011 ROAP Program Suballocation Worksheet	Yes	Yes	9/30/2011
<input type="checkbox"/>	At least 10 Transportation Services & Needs Surveys	Yes, with original signatures	No	9/30/2011
	Other Documents			
<input type="checkbox"/>	ROAP Application Submission Checklist	Yes	No	9/30/2011
<input type="checkbox"/>	Title VI Voluntary Survey Form(s)	Yes, if any were completed	No	9/30/2011
	Mail hard copies to :	Email electronic copies to:		
	NC Department of Transportation	ctptransportation@ncdot.gov		
	Public Transportation Division			
	Attn: Faye McCullen			
	1550 Mail Service Center	UPS or FedEx Shipping to:		
	Raleigh, NC 27699-1550	#1 South Wilmington Street, Room 542		
		Raleigh, NC 27601		