

RESOLUTION R-18-122

A RESOLUTION OF THE MANATEE COUNTY BOARD OF COMMISSIONERS AUTHORIZING THE SIGNING AND SUBMISSION OF A STATE FISCAL YEAR 2018/19 LOCAL PROGRAM ADMINISTRATIVE SUPPORT GRANT APPLICATION AND EXECUTION OF A GRANT AGREEMENT WITH THE FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED (FCTD)

WHEREAS, the Manatee County Board of County Commissioners as the Community Transportation Coordinator (CTC), has the authority to file a Transportation Disadvantaged Local Program Administrative Support Grant Application and to undertake a Transportation Disadvantaged (TD) Local Administrative Support/Planning project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code.

WHEREAS, the Local Coordinating Board (LCB), will provide program oversight and assist in the completion of the tasks outlined in the Transportation Disadvantaged Local Program Administrative Support Grant Manual and Application Form.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA:

1. Manatee County Government as CTC has the authority to submit grant applications and execute grant agreements to serve the Transportation Disadvantaged.
2. The Manatee County Board of County Commissioners Chairperson or designee, is hereby authorized to sign the Local Administration Support Grant Application Form.
3. The Public Works Director or designee, is hereby authorized to execute the FCTD grant award agreement and expend grant funds for approved purposes as identified in the Local Program Administrative Support Grant Manual and Application Form, pursuant to grant award, unless specifically rescinded.
4. The BOARD authorizes the Transit Division Manager to sign any and all reimbursement invoices, warranties, assurances, certifications, supplemental agreements, amendments, third-party agreements, and other supporting documents which may be required in connection with the Local Program Administrative Support Grant Agreement.

Duly Passed And Adopted, with a quorum present and voting, this 24th day of July, 2018.

**BOARD OF COUNTY COMMISSIONERS
OF MANATEE COUNTY, FLORIDA**



By: Priscilla Trace
Priscilla Trace, Chairperson

ATTEST: ANGELINA COLONNESO
Clerk of the Circuit Court

By: Robin P. de



Transportation Disadvantaged Local Program Administrative Support Grant Application Form

Legal Name	Manatee County Board of County Commissioners/Manatee County Area Transit (MCAT)		
Federal Employer Identification Number	59-6000272		
Registered Address	P.O. Box 1000 Attn Treasury Management		
City and State	Bradenton FL	Zip Code	-34206-1000
Contact Person for this Grant	Edrick Sweeting	Phone Number Format 111-111-1111	941-747-8621
E-Mail Address [Required]	Edrick.Sweeting@mymanatee.org		
Project Location [County(ies)]	Manatee	Proposed Project Start Date	07/01/2018
Budget Allocation			
	Grant Amount Requested		\$27,074.00
	Total Project Amount		\$ 0.00

I, the authorized Grant Recipient Representative, hereby certify that the information contained in this form is true and accurate and is submitted in accordance with the 2018-19 Grant Manual and Application for the Local Program Administrative Support Grant.

Priscilla Trace
 Signature of Grant Recipient Representative

July 24, 2018
 Date

Name: Priscilla Trace

Title Chairperson:



ATTEST: MANATEE COUNTY
 CLERK OF CIRCUIT COURT AND
 COUNTY COMPTROLLER
 BY: Robin Trace
 DEPUTY CLERK

July 24, 2018 - Regular Meeting
Agenda Item #55

Approved in Open Session 7/24/18,
Manatee County
Board of County Commissioners

Subject

State Fiscal Year 2018/19 Transportation Disadvantaged (TD) Local Program Administrative Support Application and Grant Agreement

Briefings

None

Contact and/or Presenter Information

William Steele, Transit Division Manager, William.Steele@mymanatee.org, (941) 747-8621 x7440

Chad Butzow, Public Works Interim Director, Chad.Butzow@mymanatee.org, (941) 708-7432

Action Requested

Adoption of Resolution R-18-122 authorizing the Chairperson to execute the State Fiscal Year 2018/19 Transportation Disadvantaged Local Program Administrative Support Grant Application Form with the Florida Commission for the Transportation Disadvantaged (FCTD) for the period July 1, 2018, through June 30, 2019, in the amount of \$27,074.

Enabling/Regulating Authority

Florida Statutes, Chapter 341; Chapter 427, Florida Statutes; Rule 41-2, Florida Administrative Code; Fiscal Year 2018-19 Manual & Application for the Local Program Administrative Support Grant Rev. 6/4/2018.

Background Discussion

- The Transportation Disadvantaged Trust Fund is administered by the Florida Commission for the Transportation Disadvantaged (FCTD), pursuant to Section 427.0159, Florida Statutes. The purpose of the Transportation Disadvantaged (TD) Trust Fund is to provide a dedicated funding source for the operational and planning administrative support expenses of the FCTD in carrying out its legislative responsibilities. Funding from the FCTD is provided to the local implementing agency to provide transportation services for eligible persons.
- In its role as the Community Transportation Coordinator (CTC) for the Manatee County service area, Manatee County Government coordinates TD trips to qualified sponsored and non-sponsored persons and provides TD door-to-door transportation service through the Transit Division/Handy Bus Program.
- The Local Program Administrative Support (LPAS) Grant Program was established by the FCTD to provide funding to Community Transportation Coordinators (CTC) to annually update their Transportation Disadvantaged Service Plan (TDSP) and to provide administrative support to the Local Coordinating Board (LCB). The LCB meets regularly and provides important input and oversight for the CTC.
- Previously, LPAS funds went directly to the Local Planning Agency for Metropolitan Planning Organization (MPO). Now, the CTC is providing these funds directly to CTCs.
- The annual LPAS Grant makes available \$27,074 in TD funds for the provision of planning and

administrative support services as outlined in the application Manual for the FCTD.

- The LPAS Grant requires no local match. Once executed, the Agreement provides for the availability of State funds to help support the cost for services planning and administrative support expenses incurred at the level for the TD program.
- The Local Coordinating Board (LCB) and the Sarasota/Manatee County Metropolitan Planning Organization (MPO) will assist in the completion of the tasks outlined in the Application Manual for the LPAS Grant. The Public Works/Transit Division will coordinate with MPO staff on the completion of the planning and administrative tasks to support the Manatee County Government TD Program.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

Please return two (2) copies of the Local Program Administrative Support Grant Application Form; two (2) copies of the original or originally certificated Resolution, all signed in "BLUE INK", to Edrick Sweeting, Grants Administrator, Edrick.Sweeting@mymanatee.org, x 7354, to be forwarded to the Florida Commission for the Transportation Disadvantaged (FCTD) for signature. A fully executed, signed Agreement will be forwarded to Board Records upon return.

Distributed as Instructed - pick up
by E. Sweeting 7/25/18, RT

Cost and Funds Source Account Number and Name

Florida Commission for the Transportation Disadvantaged \$27,074

Amount and Frequency of Recurring Costs

N/A

Attachment: [Resolution R-18-122.pdf](#)

Attachment: [Local Administrative Support Grant Application Form 20180604.pdf](#)

Attachment: [SFY18-19 Program Manual and appl. for Trip and Equipment Grant.pdf](#)

Florida Commission for the



**Transportation
Disadvantaged**

FISCAL YEAR 2018-19
PROGRAM MANUAL AND APPLICATION
FOR THE
TRIP & EQUIPMENT GRANT

Issued By:

FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED

605 Suwannee Street, Mail Station 49

Tallahassee, Florida 32399-0450

850-410-5700

www.fdot.gov/ctd

INTRODUCTION

The Transportation Disadvantaged Trust Fund is administered by the Florida Commission for the Transportation Disadvantaged (Commission), pursuant to Section 427.0159, Florida Statutes. The purpose of the Transportation Disadvantaged Trust Fund is to provide a dedicated funding source for the operational and planning expenses of the Commission in carrying out its legislative responsibilities. The trust fund is appropriated by the Legislature annually from revenues collected from vehicle registrations and voluntary contributions. The Trip & Equipment Grant program was established to provide opportunities for non-sponsored transportation disadvantaged citizens to obtain access to transportation for daily living needs when they are not sponsored for that need by any other available federal, state or local funding source. This is a reimbursement grant. Grantees must provide service or procure capital equipment before seeking reimbursement.

This manual contains information regarding the Transportation Disadvantaged Non-Sponsored Trip & Equipment Grant Program administered by the Commission. Its purpose is to provide program guidance to Community Transportation Coordinators (CTCs) when planning and implementing non-sponsored transportation disadvantaged services and purchasing equipment under this program.

This manual is divided into two parts: Program Requirements and the Grant Application Instructions and Forms.

PART I

TRIP & EQUIPMENT GRANT PROGRAM REQUIREMENTS

This part of the manual contains requirements of the Trip & Equipment Grant.

1. ELIGIBILITY INFORMATION

A. Eligible Recipients

For this grant cycle, an eligible recipient is any current Commission approved CTC who has an executed Memorandum of Agreement (MOA) and Transportation Disadvantaged Service Plan (TDSP). The recipient of these funds will be referred to as the Grantee.

B. Allowable Expenditures

The grant funds allocated from the Transportation Disadvantaged Trust Fund are for the specific purpose of reimbursing the CTC for a portion of the cost of each passenger trip provided to eligible non-sponsored transportation disadvantaged individuals, or for equipment to be utilized in the designated service area. The Trip & Equipment Grant funds are to be expended and utilized in accordance with Chapter 427, Florida Statutes; Rule 41-2, Florida Administrative Code; Commission policies; the grant agreement; and this grant manual.

The Grantee shall not use grant funds to supplant or replace funding of transportation disadvantaged services that are currently funded by any federal, state, or local governmental agency. The grant funds shall not be used as a system subsidy to cover other operating costs or deficits.

The following is a detailed description of the two areas for which these grant funds may be utilized.

(1) Non-sponsored trips: A non-sponsored trip is a one-way trip for an eligible individual who meets the definition of transportation disadvantaged and is not sponsored by any other federal, state, or local government program. These trips are coordinated by the Grantee and can be provided by any conveyance, either publicly or privately owned. These trips originate and/or end in the Grantee's service area and are for the purposes of health care, shopping, education, employment, recreation, or other life sustaining activities. There shall be an approved eligibility application and eligibility support documentation for each rider who receives a non-sponsored service (trip or bus pass). This documentation shall be made available upon request by CTD Staff or a designee.

Personal care attendants (PCAs), escorts, and companions of eligible individuals are not an eligible reimbursement expense. However, they are recognized as a cost of doing business and should be considered when determining a rate structure.

(2) Capital Equipment: Capital equipment is any equipment used to maintain or provide improved or expanded transportation services to the transportation disadvantaged and is utilized within the Grantee's coordinated system.

Eligible capital equipment may include, but is not limited to:

- a. Paratransit vehicles, including small buses, vans, or sedans;
- b. Wheelchair lifts, ramps, restraints, or other safety equipment;
- c. Two-way radios and communications equipment (TDD -Telecommunications Device for the Deaf), cell phones, excluding annual service contracts;
- d. Computer hardware/software;
- e. Support equipment, other than items specifically identified in this section, above \$500 per piece;
- f. Vehicle procurement, testing, acceptance inspection, and vehicle rehabilitation when the rehabilitation extends the life of the vehicle one year beyond the original expectancy; or
- g. Initial installation or set-up costs of any of the above items.

Capital equipment does not include the acquisition, construction, or improvement of facilities. In addition, funding cannot be used for extended warranties or maintenance or service agreements beyond those included with the initial purchase of the capital equipment.

2. GRANT FUNDING

Each year, the Commission will calculate each service area's allocation in accordance with 41-2, FAC, unless otherwise directed by the Legislature. Each service area's anticipated eligible allocation is subject to change based on annual appropriations approved by the Legislature.

A maximum of twenty-five percent (25%) of the total Trip & Equipment Grant project budget can be used for the purchase of capital expenditures. Voluntary dollar contributions can only be used to purchase non-sponsored trips and cannot be used to fund capital equipment.

LOCAL MATCH REQUIREMENT

All match funding must be documented, reasonable, necessary, and related to this project.

- (1) Trip & Equipment Match - This grant program provides ninety-percent (90%) funding and requires a ten-percent (10%) local cash match generated from local sources. No state or federal government revenues are acceptable as local match.

Examples of cash generated from local sources include local appropriations, dedicated tax revenues, private donations, net income generated from advertising and concessions, contract revenues, and farebox revenues.

- (2) Voluntary Dollar Contribution Match - A ten-percent (10%) local cash or in-kind match for the voluntary dollar contributions is required. All in-kind match used as a funding mechanism must be equivalent to a cash value and be documented, reasonable, necessary, and related to this project.

Examples of in-kind match that are acceptable to the Commission include non-cash donations, volunteered services, or salaries and fringe benefits. Any service provided with State or Federal government revenues is not accepted as in-kind match.

FUNDING PARTICIPATION FORMULA

	Allocation for Non-Sponsored Trip & Equipment Grant	Voluntary dollar contribution for Non-sponsored Trips
State	90%	90%
Local cash match	10%	
Local cash or in-kind match		10%
TOTAL	100%	100%

3. GRANT APPROVAL

All grants are subject to approval by the Commission or its designee. Once documentation of capital equipment needs, rate model calculation spreadsheets, fixed route service rates, and other information is confirmed, a grant agreement will be forwarded to the recipient for execution.

Costs incurred prior to grant agreement execution cannot be charged to the project, nor will the Commission give retroactive grant agreement execution. Costs incurred by a recipient to prepare and file this agreement are not eligible project costs.

4. INVOICING

Invoices for Transportation Disadvantaged Trust Funds will not be honored until the grant agreement has been executed by both the Commission and the Grantee, and is on file at the Commission office. Funds will be expended at the fare structure contained in the approved Transportation Disadvantaged Service Plan and Exhibit B of the grant for the particular type or mode of service. Invoices related to this grant agreement shall be completed in accordance with the Commission’s most current Invoicing Procedures for the Provision of Transportation and Capital Equipment.

5. CAPITAL EQUIPMENT ADDITIONAL INFORMATION

All capital equipment purchases made with funds from the Transportation Disadvantaged Trust Fund shall be reviewed by the Local Coordinating Board (LCB) and approved by the Commission prior to grant execution. Equipment purchased shall meet or exceed any applicable Commission accepted minimum specifications. The Commission accepts any specifications by any local, state, or federal government department.

If the Grantee decides to use grant funds to purchase vehicles or other equipment after the date of the Agreement, the Grantee must request the Commission amend the grant to include such equipment. An amended Trip & Equipment Grant Application Form reflecting the capital equipment, reviewed and signed by the LCB, shall be provided to the Commission prior to execution of the amendment. Such amendments must be requested and approved no later than March 31st.

All vehicles purchased with Transportation Disadvantaged Funds shall be titled to the Grantee, with a lien to the Florida Commission for the Transportation Disadvantaged.

Grantees who intend to utilize project vehicles for demand response services should ensure that such services offered to individuals with disabilities, including individuals who use wheelchairs, are equivalent to the level and quality of service offered to individuals without disabilities.

The Grantee may only purchase vehicles with Transportation Disadvantaged Trust Funds that the Grantee actually uses to transport eligible transportation disadvantaged passengers in the coordinated system. The Grantee shall notify the Commission in writing of any lease or assignment of operational responsibility of project vehicles and equipment to third-parties.

The Commission shall retain a majority of the interest in all capital equipment until the useful life of such equipment, as defined by the Commission's Capital Equipment Policy, has been expended. At that time, the grantee may dispose of such equipment with the written permission of the Commission in accordance with the Commission's Capital Equipment Procedures.

Grantees are required to insure vehicles in accordance with requirements of Chapter 427, F.S. Each vehicle or other capital equipment purchase must have insurance coverage for liability, collision, or other property loss. The Commission must be made an additional insured for liability policies and the loss payee for collision or property insurance coverage.

The Commission may, after consultation with the Grantee and LCB, transfer any equipment purchased under this grant at such time that it deems the equipment to be underutilized or that it is not being operated for its intended purpose.

Prescribed inspection schedules, published by the equipment manufacturer(s), shall be adhered to and appropriately documented to protect the equipment warranties. Preventative maintenance inspection checklists, work (or repair) order which adequately record labor actions, parts replaced, consumables added and any sub-contracted repairs are considered essential records for documentation. The eligible recipient will be responsible for maintenance of software.

PART II
TRIP & EQUIPMENT GRANT
APPLICATION INSTRUCTIONS AND FORMS

GENERAL INSTRUCTIONS

Presented in this part are specific instructions on the preparation of the grant application forms. Although specific instructions on the preparation of the grant application are provided, additional assistance may be obtained by contacting the Commission at (850) 410-5700.

- A. An application package shall be submitted to the Commission and consist of the following forms: Trip & Equipment Grant Application, the Service Rates, the Standard Assurances, and an Authorizing Resolution. The application package can be submitted to the assigned CTD project manager via email, with signed originals to follow via mailed to the Commission for the Transportation Disadvantaged, 605 Suwannee Street, MS-49, Tallahassee, FL 32399.

- B. Local Coordinating Board review is not required for this application unless a request for capital equipment is included as part of the total project budget. The LCB Chair must sign the grant application indicating that it has been reviewed by the LCB. The LCB review may be obtained after the grant application is submitted, but must be received by the Commission prior to the final execution of the grant.

- C. The grant agreement must contain the rates that will be charged for the services provided to those who are transportation disadvantaged. Except for rates from fixed route providers, an updated Rate Model Calculation Spreadsheet must be provided to support the rates listed on the Service Rates Form for the non-sponsored services. The rate model worksheets are required to be reviewed by the LCB and incorporated into the Transportation Disadvantaged Service Plan. The Trip & Equipment Grant agreement will not be prepared without an LCB approved rate.

TIMETABLE

- JULY 1 Earliest date that grant agreements can be effective for these grant funds. The **Commission's** fiscal year begins on July 1st each year. Contracts not executed prior to July 1 will begin on the date of execution.

- MARCH 31 Last day to request Capital Equipment grant amendments.

- JUNE 30 All Grant Agreements will terminate on June 30th the following year.

- AUGUST 15 Deadline for final invoices.

TRANSPORTATION DISADVANTAGED TRIP & EQUIPMENT GRANT
APPLICATION INSTRUCTIONS AND FORMS

Except for the following notes, the grant application forms are essentially self-explanatory. If questions arise, please contact the Commission.

TRIP & EQUIPMENT GRANT APPLICATION

LEGAL NAME: The full legal name of the **applicant's** organization, not an individual. Name must match the Federal ID number and the information that is registered with MyFloridaMarketPlace.

FEDERAL EMPLOYER IDENTIFICATION NUMBER: The number used by all employers within the United States to identify their payroll and federal income tax. Name must match Federal ID number and the information that is registered with MyFloridaMarketPlace.

REGISTERED ADDRESS: This should be the grant applicant's mailing address as registered in MyFloridaMarketPlace and will be the address on the grant agreement. This address shall also be consistent with the address associated with your Federal Employer Identification (FEI) Number.

CONTACT PERSON, PHONE NUMBER, AND E-MAIL ADDRESS: Provide the name of the person who will be the point of contact, their phone number and email address.

PROJECT LOCATION: This is the service area [county(ies)] that the applicant operates in, as identified in the Memorandum of Agreement and the Transportation Disadvantaged Service Plan. CTCs who serve several different service areas should complete a separate application form for each service area.

PROPOSED PROJECT START DATE: The start date shall be July 1st each state fiscal cycle or date of grant agreement execution if later than July 1st.

BUDGET ALLOCATION: Using the Commission approved Trip & Equipment Grant Allocations chart, complete each funding category as appropriate. Once each line item is complete, right click on the space provided for the "Total Project Amount." Select "update field" from the drop down box. This will automatically calculate the total project amount.

CAPITAL EQUIPMENT REQUEST: Provide a detailed description and estimated total cost of equipment to be purchased with grant funds. Ensure funds requested do not exceed 25% of total project costs.

LOCAL COORDINATING BOARD (LCB) REVIEW: The LCB is only required to review the application if the CTC is using project funds for capital equipment. If applicable, the LCB Chairman must certify, by signing the application, that the LCB has reviewed the grant application.

SERVICE RATES FORM

Complete the Service Rates Form listing the selected passenger mile or passenger trip rates from the approved Rate Model and as listed in the Transportation Disadvantaged Service Plan. Include Fixed Route Bus Pass (Daily, Weekly, Monthly, etc.) costs if grants funds will be used to purchase these types of transportation services. The passes purchased with this grant must be used for Transportation Disadvantaged eligible riders who have been approved for TD services. There shall be an approved eligibility application and eligibility support documentation for each rider who receives a non-sponsored trip or bus pass. This documentation shall be made available upon request by CTD staff or a designee.

STANDARD ASSURANCES

The Standard Assurance form should be signed and dated by the person or position identified in the authorizing resolution.

SAMPLE AUTHORIZING RESOLUTION

A resolution authorizing an individual and/or position to sign the grant agreement, amendments, assurances, etc., must be completed by the **recipient's** governing body. A sample resolution is provided for convenience. It is not required that this sample resolution be used as long as the same basic information is included. The resolution must include signatures. Remember that the resolution can be good for an extended period or for multiple contracts if worded accordingly. The signed resolution may be submitted after the submission of the application but prior to the grant agreement execution.

TRIP & EQUIPMENT GRANT APPLICATION DOCUMENTS

- Application Form
- Service Rates Forms
- Standard Assurances
- Sample Authorizing Resolution

*Actual forms are "Fill-In" documents and are provided separately. *



Transportation Disadvantaged Trip & Equipment Grant Application Form

Legal Name			
Federal Employer Identification Number			
Registered Address			
City and State		Zip Code	
Contact Person for this Grant		Phone Number <i>Format 111-111-1111</i>	
E-Mail Address [Required]			
Project Location [County(ies)]		Proposed Project Start Date	
Budget Allocation			
	Grant Amount – State Allocation [90%]	\$0.00	
	Grant Amount – Local Match [10%]	\$0.00	
	Grant Amount – Proviso [90%]	\$0.00	
	Grant Amount – Proviso Match [10%]	\$0.00	
	Voluntary Dollar Amount	\$0.00	
	Local Match for Voluntary Dollars [In Kind]	\$0.00	
	Total Project Amount	\$ 0.00	

Capital Equipment Request	
	\$ Amount
	\$0.00
	\$0.00
	\$0.00

Local Coordinating Board Review IS Required if Requesting Capital Equipment

If the purchase of capital equipment is included in this Application Form, the application has been reviewed by the _____ Local Coordinating Board.

Signature of Local Coordinating Board Chairperson

Date

I, the authorized Grant Recipient Representative, hereby certify that the information contained in this form is true and accurate and is submitted in accordance with the 2017-18 Program Manual and Application for the Trip & Equipment Grant.

Signature of Grant Recipient Representative

Date

TripandEquipmentGrantApplicationForm20180420
Form Revised 4/20/18



Transportation Disadvantaged Trip & Equipment Grant Service Rates Form

Applicant	
Project Location [County(ies)]	
Service Rate Effective Date	

Grant Agreement Service Rates		
Type of Service Transportation Mode	Unit of Measure (Trip or Passenger Mile)	Cost Per Unit
* Ambulatory		
* Wheel Chair		
* Stretcher		
Bus Pass – Daily	Pass	
Bus Pass – Weekly	Pass	
Bus Pass – Monthly	Pass	

* Ambulatory, Wheel Chair and Stretcher must all use the same Unit of Measure either Trip or Passenger Mile;
Cannot mix, all must be the same regardless of Transportation Mode.



TRANSPORTATION DISADVANTAGED TRIP & EQUIPMENT GRANT STANDARD ASSURANCES

The Grantee hereby assures and certifies that:

1. The Grantee has the requisite fiscal, managerial, and legal capacity to carry out the Transportation Disadvantaged Program and to receive and disburse State funds.
2. The Grantee is aware that the Trip & Equipment Grant is a reimbursement grant. Reimbursement of funds will be approved for payment upon receipt of a properly completed invoice with supporting documentation.
3. Trip & Equipment Grant funds will not be used to supplant or replace existing federal, state, or local government funds.
4. The Grantee understands that an approved written eligibility application and eligibility support documentation is required and is to be maintained for each rider who receives a non-sponsored trip or bus pass and such documentation shall be made available upon request by CTD staff or its designee.
5. The Grantee is aware that if capital equipment is purchased with these grant funds, equipment must be received by the recipient no later than June 30, 2019.
6. The Grantee recipient is aware that the approved project must be complete by June 30, 2019, which means services must be provided by that date or reimbursement will not be approved.
7. Capital equipment purchased through this grant shall comply with the recipient's competitive procurement requirements or Chapter 287 or Chapter 427, Florida Statutes.

This certification is valid for the agreement period for which the grant application is filed.

Signature: _____ Date: _____

Name: _____

Title: _____

Agency: _____

Service Area: _____

Standard Assurances Form
Form Revised 4/2018

Transportation Disadvantaged Trip & Equipment Grant Sample Authorizing Resolution

A RESOLUTION of the (Grantee), hereinafter BOARD, hereby authorizes the filing and execution of a Transportation Disadvantaged Trip & Equipment Grant Agreement with the Florida Commission for the Transportation Disadvantaged.

WHEREAS, this BOARD is eligible to receive a Transportation Disadvantaged Trip & Equipment Grant and to undertake a transportation disadvantaged service project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

1. The BOARD has the authority to enter into this grant agreement.
2. The BOARD authorizes (Person or position) to execute the grant agreement, amendments, warranties, certifications and any other documents which may be required in connection with the agreement with the Florida Commission for the Transportation Disadvantaged on behalf of the _____.
3. The BOARD'S Registered Agent in Florida is: _____.
The Registered Agents address is: _____.

DULY PASSED AND ADOPTED THIS _____ DAY OF _____, 2018.

BOARD OF _____

(Signature of Chairperson)

(Typed name of Chairperson)

ATTEST:

Signature _____

SampleResolution20180420
Form Revised 4/20/2018