

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

Meeting Date: August 18, 2010

Subject: Public Hearing for 2011 Rural Operating Assistance Funds (ROAP)

Attachments: 1. Application
2. Certified Statement

SUMMARY OF REQUEST:

The Henderson County Board of Commissioners scheduled this public hearing regarding the application for the FY11 North Carolina Department of Transportation (NCDOT) Rural Operating Assistance Program (ROAP) Grant in the amount totaling \$269,045. Henderson County's FY11 ROAP allocation increases \$1,751 over the award received last year. The funds provide assistance for Apple Country Transit operations in the rural areas of the County.

Henderson County receives these grant funds annually and passes them through to WCCA (the designated transit provider by NCDOT in Henderson County). WCCA provides the services according to certain performance standards and pays the required match for the grant funds. The scope of the grant includes demand response transit for citizens who live in rural areas of County, senior and disabled transportation programs, employment transportation for the WorkFirst educational program, and for continuation of fixed-route transit service to Edneyville.

Two notices (English and Spanish) of the public hearing were published in the Hendersonville Times-News on Monday, August 9, 2010, which fulfill the NCDOT requirements for this grant application.

The Board of Commissioners must hold a public hearing on the application, approve the Certified Statement (attached as Appendix A) and authorize staff to file the application with the North Carolina Department of Transportation subject to any comments at the hearing.

BOARD ACTION REQUESTED:

Staff requests the Board of Commissioners to hold the scheduled public hearing, approve the Certified Statement, and authorize staff to file the application.

Suggested Motion:

I move the Board approve the application and Certified Statement and authorize staff to execute all required documents for the 2011 ROAP application.

Application for Transportation Operating Assistance

FY2011 Rural Operating Assistance Program Funds

Name of Applicant (County)	Henderson County
County Manager	Steve Wyatt
County Manager's E-mail Address	swyatt@hendersoncountync.org
County Finance Officer	Carey McLelland
CFO's E-mail Address	cmcllland@hendersoncountync.org
Person Completing this Application	Hope Bleecker
Person's Job Title	Transportation Planner
Person's E-mail Address	hbleecker@hendersoncountync.org
Community Transportation System	WCCA/Apple Country Transportation
Name and Email Address of Contact	Bill Crisp
CT System's Web site URL	www.applecountrytransit.com
Supplemental ROAP Funding Request Included:	Yes <input checked="" type="checkbox"/> No

Application Completed by: _____ Date: August 18, 2010
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. The person completing the application must sign the application document that is mailed to NCDOT.
- Outreach and public involvement in the decision how to use the ROAP funds are key to providing service that meets the needs of individuals in the community.
- 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.
- 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.

FY2011 ROAP Program Schedule

Early Application Deadline	August 13, 2010
Early Disbursement - <i>Must meet early deadline!</i>	August 31, 2010
Final Application Deadline	August 31, 2010
First Disbursement (50%)	September 30, 2010
Proposed Second Disbursement (25%)	December 31, 2010
Proposed Third Disbursement (25%)	March 31, 2011

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
A. Was a list of transportation needs in the county compiled and prioritized BEFORE the county sub-allocated the ROAP funds? If yes, then when? Several preliminary meetings were conducted and the final program was endorsed by a panel of stakeholders on August 12, 2010.	Yes
B. Were the agencies or organizations offering programming for elderly, disabled or low-income persons in the county notified that the county had ROAP funds to sub-allocate for transportation purposes? If yes, then how? Newspaper advertisements; notices posted in WCCA vans; and preliminary meetings, which were held with stakeholders.	Yes
C. Were elderly, disabled and low-income citizens notified that the county had ROAP funds to sub-allocate for transportation purposes? If yes, then how? Newspaper advertisements, notices in vans, notices to senior centers and to various social service agencies.	Yes
D. Does the county ask the Community Transportation Advisory Board (TAB) to recommend how the ROAP funds should be sub-allocated? The program is reviewed by WCCA's Transportation Advisory Board.	Yes
E. How did the county decide on the amount of ROAP funds to sub-allocate to a subrecipient? WCCA, the operator of Apple Country Transportation, is Henderson County's designated transportation provider. We participated in the stakeholder process and accepted their recommendations as to how to program the funds.	
F. 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? The last plan was completed in 1999.	No
G. If the Community Transportation System in the county has a CTSP plan that is older than five years, the county must request planning funds for a CTSP by June 30, 2011 to maintain their eligibility for ROAP Program funds. Local matching funds of 10% are required. When does the county plan to request CTSP planning funds? WCCA will supply a ten percent match for the study. The County has requested planning for the Community Transportation System every year for the last three years. We are waiting on a response from the Public Transportation Division.	
H. 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?	No
I. Does the county have other transportation plans that address public transportation needs?	Yes
If yes, list and describe these plans. Henderson County Transit Operations Analysis, completed by URS in 2009.	

Financial Management of ROAP Funds	Yes or No
J. Does the county disburse/allocate ROAP funds to any county governmental departments?	No
Financial Management of ROAP Funds (cont.)	Yes or No
K. If yes, how does the county account for these funds within the county's accounting system?	
L. Does the county pass through any ROAP funds to agencies or organizations that are not county governmental departments or agencies? WCCA is the sole recipient of funding.	Yes
M. If yes, does the county have a written agreement with these agencies that addresses the proper use and accountability of these funds? YES (Include a sample agreement with application)	Yes
N. 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: WCCA receives funding through a Community Transportation Program grant, Title III, the Sheltered Workshop, and also receive Medicaid reimbursements. WCCA also receives pass through FTA funding under contract with Henderson County to provide urban transportation services throughout the metro area of Hendersonville and Fletcher.	
O. 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
P. Are ROAP funds being deposited in an interest bearing account?	No
Q. What does the county do with the interest from the ROAP funds?	
R. 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? Henderson County is a sub-recipient to the City of Asheville for 5307 program funding. The County held a bid process four years ago and the urban program is currently contracted to WCCA.	Yes
S. Is supporting documentation maintained for all ROAP grant financial transactions for five years?	Yes
Monitoring and Oversight Responsibilities	Yes or No
T. Are there any county officials, other than the Finance Officer, who will be responsible for the oversight and evaluation of the transportation services or trips provided with the ROAP funding?	Yes
U. List the name, title and employer of the person(s) designated to monitor and evaluate ROAP funded services. Hope Bleecker, Transportation Planner Henderson County	
V. Does the county have a method and time schedule for collecting statistical data about the services and trips provided with ROAP funds?	Yes
W. If progress reports or milestone reports are required by the county, how frequently are these provided to the County? Monthly	
X. 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?	N/A
Y. Are sub-recipients of ROAP funds coordinating transportation services with other subrecipients in the county therefore reducing any duplication of effort?	N/A

Accountability to North Carolina Taxpayers	Yes or No
Z. Is the method used to sub-allocate the ROAP funds fair and equitable? Open and transparent?	Yes
AA. 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
Accountability to North Carolina Taxpayers (cont.)	Yes or No
BB. A semi-annual ROAP Report must be completed and sent to NCDOT. Who will be designated to complete these reports in FY2011? (<i>name, title, employer</i>) Hope Bleecker, Transportation Planner Henderson County	

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
A. Using the Eligible Transportation Expense Matrix, what will be the trip purposes and/or other services that will be provided using EDTAP funds. (<i>Eligible Transportation Expense Matrix is in Appendix A of the ROAP State Management Plan</i>) Medical and dental appointments, physical therapy, transportation to workplace, medical and other appointments.	
B. 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?	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 are not receiving transportation benefits from human service agencies or organizations?	Yes
C. Will any of the subrecipients use their 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
D. Will any of the subrecipients of EDTAP funds charge a fare for an EDTAP funded trip?	No
If yes, how much will the fare be? A fare is not required but donations are accepted.	
If yes, how will the fare revenue be used? Funds are credited back to the EDTAP program revenue budget and are expended only for EDTAP purposes.	
E. Do any of the subrecipients of EDTAP funds prioritize or restrict EDTAP funded services based on the purpose, origin, timing or destination of the trip?	No

<p>F. Is there a process or policy for determining when it is appropriate to transfer EDTAP funds from one sub-recipient to another in order to prevent unspent funds at the end of the period of performance? WCCA is the only sub-recipient of Henderson County funding and normally expends all funds within each line item without transferring the funds between programs.</p>	<p>N/A</p>
<p>G. 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? WCCA, the sub-recipient, pays all necessary costs of the program in the event of a shortfall.</p>	<p>Yes</p>

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
A. Using the Eligible Transportation Expense Matrix, list the trip purposes and/or other services that will be provided using EMPL funds. <i>(Eligible Transportation Expense Matrix is in Appendix A of the ROAP State Management Plan)</i> Transportation to work, job interviews, job fairs and job training.	
B. Describe the individuals who will be eligible for EMPL funded trips or services. EMPL clients are defined as persons without transportation alternatives, public or private. Most of them are unable to obtain a drivers license and do not have access to any other form of transportation. They utilize the service in order to maintain or to locate employment.	
D. Will any of the subrecipients of EMPL funds charge a fare for an EMPL funded trip?	No
If yes, how much will the fare be? There is no fare required. Donations are accepted.	
If yes, how will the fare revenue be used? The fare revenue is credited back to the program and is expended only for the purposes of EMPL transportation.	
E. Will any of the EMPL funded services be open to citizens in the county who need transportation to a job or employment-related destination but are not receiving transportation benefits from a human service agency or organization?	Yes
F. 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?	Yes
G. How will the county determine when “all the county’s employment transportation needs have been met?” The operator of the service, WCCA, typically works in close contact with Henderson County DSS Workfirst coordinators to confirm that employment transportation needs are met.	
H. Has the county transferred any EMPL funds to EDTAP or RGP in the last two years? This occurred in 2008 and 2009 but it did not occur in 2010. We do not expect to request this in 2011.	Yes
I. Will any of the subrecipients use their EMPL 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
J. 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? WCCA, the sub-recipient, pays costs in the event of a shortfall.	Yes

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
A. Is the Community Transit System assessing the transportation needs of the transportation disadvantaged citizens of ALL ages living in the county?	Yes
B. Has the Community Transit System planned how to provide the RGP funded services?	Yes
C. Will RGP services be restricted or prioritized in any way to control the expenditure of funds over time?	Yes
D. Will RGP services be provided to citizens who need transportation but don't have a human service agency or organization to pay for it?	Yes
E. Since the sub-recipient 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? The fare is \$1.50 per trip and additional donations are accepted.	
If yes, how will the fare revenue be used? Fare revenue is credited to the RGP program, is used as the match, and the remaining balance is expended on the program.	
If no, describe the source of the required matching funds?	
F. Will RGP funded trips be coordinated with human service agency trips?	Yes
G. How will the Community Transit System market the proposed RGP funded services? Print ads, radio, and electronic billboards.	
H. 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
I. Is any part of the county in an urbanized area according to the 2000 census?	Yes
J. 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? WCCA, the sub-recipient, pays the costs of the program in the event of a shortfall.	Yes

Supplemental ROAP Program

We anticipate receiving similar authorization as we did this fiscal year to move funds from the Public Transportation Division's Consolidated Rural Capital Program to the Supplemental ROAP operating assistance programs upon General Assembly adoption of the FY2011 state budget. Requesting some or all of these supplemental funds is optional.

These Supplemental ROAP funds shall be used to initiate new or expanded service or to continue services that began after July 1, 2006 with Supplemental ROAP funds as the funding source. All eligibility and restrictions that apply to the formula ROAP funds apply to the Supplemental ROAP funds.

Supplemental EDTAP Questions	Yes or No
<p>A. Which of the SuppEDTAP subrecipients in the county will be starting new or expanded services with their suballocation?</p> <p>WCCA will continue to serve disabled clients with trips to the Sheltered Workshop and to Hope Academy.</p>	
<p>B. New or expanded services might include new fixed or deviated fixed routes, the expansion of the current service area, additional days and/or hours of operation, out-of-county service or offering more out-of-county service days. Which of these describes the new or expanded service(s) the subrecipients will be providing with SuppEDTAP funds? If not in this list, please describe the new or expanded service(s) proposed.</p> <p>The need for the above-listed services has grown each year.</p>	
<p>C. Which of the SuppEDTAP subrecipients will be continuing services that began after July 6, 2006 with SuppEDTAP as the funding source?</p> <p>Services described in bullet A will continue. There are plans to supply additional hours in order to serve more clients in our 2011 activities.</p>	
<p>D. Will the SuppEDTAP funded service(s) attract passengers that have not used public transportation in the past?</p>	Yes
<p>E. Will any of the subrecipients use any of their SuppEDTAP sub-allocation as matching funds for any of the following programs? (<i>Matching funds for operating assistance only.</i>)</p> <p style="padding-left: 40px;">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>F. SuppEDTAP funded services are expected to be provided throughout the entire year. If the SuppEDTAP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation services? WCCA, the sub-recipient pays the costs of the program in the event of a shortfall.</p>	No
Supplemental EMPL Questions	Yes or No
<p>G. Which of the SuppEMPL subrecipients in the county will be starting new or expanded services with their sub-allocation?</p> <p>WCCA plans to expand services to clients needing employment transportation to the most rural areas of Henderson County.</p>	
<p>H. New or expanded services might include new fixed or deviated fixed routes, the expansion of the current service area, additional days and/or hours of operation, out-of-county service or offering more days out-of-county service days. Which of these describes the new or expanded service(s) the subrecipients will be providing with SuppEMPL funds? If not in this list, please describe the new or expanded service(s) proposed.</p> <p>We will be expanding days of service as well as hours of operation.</p>	

I.	Which of the SuppEMPL subrecipients will be continuing services that began after July 6, 2006 with SuppEMPL as the funding source? Most clients have used the services offered to get to work for the last four years.	
Supplemental EMPL Questions (cont.)		Yes or No
J.	Will the SuppEMPL funded service(s) attract passengers that have not used public transportation in the past?	Yes
K.	Will any of the subrecipients use any of their SuppRGP 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.	SuppEMPL funded services are expected to be provided throughout the entire year. If the SuppEMPL funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation services?	No
Supplemental RGP Questions		Yes or No
M.	Will the Community Transportation System be providing a new or expanded service(s) with their sub-allocation?	Yes
N.	New or expanded services might include new fixed or deviated fixed routes, the expansion of the current service area, additional days and/or hours of operation, out-of-county service or offering more days out-of-county service days. Which of these describes the new or expanded service(s) the subrecipients will be providing with SuppRGP funds? If not in this list, please describe the new or expanded service(s) proposed. The Edneyville route, operates Monday through Friday, and will be extended to operate earlier in the morning by one hour each day for all five service days. The route for rural residents near Fletcher will continue to operate twice a week into Hendersonville for classes and other personal trips.	
O.	Will the Community Transportation System be continuing a service that began after July 1, 2006 with SuppRGP as the funding source?	Yes
P.	Will the SuppRGP funded service(s) attract passengers that have not used public transportation in the past?	Yes
Q.	Will the Community Transportation System use any of their SuppRGP 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
R.	SuppRGP funded services are expected to be provided throughout the entire year. If the SuppRGP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation services? WCCA, the sub-recipient, pays the costs of the program in the event of a shortfall.	Yes

FY2011 Formula ROAP Sub-Allocation Worksheet

Agencies Receiving Sub-Allocations	Elderly and Disabled Transportation Assistance Program				Employment Transportation Assistance Program				Rural General Public Transportation			
	Proposed		Proposed		Proposed		Proposed		Proposed		Proposed	
	Amount of request to be suballocated	Number of One Way Passenger Trips	Number of Other Services	Amount of request to be suballocated	Number of One Way Passenger Trips	Number of Other Services	Amount of request to be suballocated	Number of One Way Passenger Trips	Number of Other Services	Amount of request to be suballocated	Number of One Way Passenger Trips	Number of Other Services
WCCA	\$70,294	5361		\$15,390	2040		\$62,888	3724		\$62,888	3724	
	\$0			\$0			\$0			\$0		
	\$0			\$0			\$0			\$0		
	\$0			\$0			\$0			\$0		
	\$0			\$0			\$0			\$0		
	\$0			\$0			\$0			\$0		
	\$0			\$0			\$0			\$0		
	\$0			\$0			\$0			\$0		
	\$0			\$0			\$0			\$0		
	\$0			\$0			\$0			\$0		
	\$0			\$0			\$0			\$0		
TOTAL AMOUNT	\$70,294	5361	0	\$15,390	2040	0	\$62,888	3724	0	\$62,888	3724	0

Applicant must calculate Average Cost of Trips and Other Services

Avg Cost of Trip = $\frac{\text{Suballocation}}{\text{Proposed \# of Trips}}$

Avg Cost of Other Serv = $\frac{\text{Suballocation}}{\text{Proposed \# of Serv}}$

FY2009 Statewide Averages
 \$12.98 avg cost of trip
 \$343.13 avg cost of other service

Agencies Receiving Sub-Allocations	EDTAP		EMPL		RGP	
	Avg Cost of Trip	Avg Cost of Serv	Avg Cost of Trip	Avg Cost of Serv	Avg Cost of Trip	Avg Cost of Serv
WCCA	\$13.11	\$0.00	\$7.54	\$0.00	\$16.89	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Henderson County
 Name of Applicant (County)

Signature - MDS Reviewer

FY2011 Supplemental ROAP Sub-Allocation Worksheet

Agencies Receiving Sub-Allocations	Supplemental Elderly and Disabled Transportation Assistance Program				Supplemental Employment Transportation Assistance Program				Supplemental Rural General Public Transportation				
	Proposed				Proposed				Proposed				
	Amount of request to be suballocated	Number of One Way Passenger Trips	Number of Other Services	Amount of request to be suballocated	Amount of request to be suballocated	Number of One Way Passenger Trips	Number of Other Services	Amount of request to be suballocated	Amount of request to be suballocated	Number of One Way Passenger Trips	Number of Other Services	Amount of request to be suballocated	Amount of request to be suballocated
WCCA	\$40,520	2078		\$22,047	951		\$41,719	2080					
	\$0			\$0			\$0				\$0		
	\$0			\$0			\$14,000	1480					
	\$0			\$0			\$0						
	\$0			\$0			\$0						
	\$0			\$0			\$0						
	\$0			\$0			\$0						
	\$0			\$0			\$0						
	\$0			\$0			\$0						
	\$0			\$0			\$0						
	\$0			\$0			\$0						
	\$0			\$0			\$0						
TOTAL AMOUNT	\$40,520	2078	0	\$22,047	951	0	\$55,719	3560	0	0	\$55,719	3560	0

Agencies Receiving Sub-Allocations	SuppEDTAP		SuppEMPL		SuppRGP	
	Avg Cost of Trip	Avg Cost of Serv	Avg Cost of Trip	Avg Cost of Serv	Avg Cost of Trip	Avg Cost of Serv
WCCA	\$19.50	\$0.00	\$23.18	\$0.00	\$15.65	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Applicant must calculate Average Cost of Trips and Other Services

Avg Cost of Trip = $\frac{\text{Suballocation}}{\text{Proposed \# of Trips}}$

Avg Cost of Other Serv = $\frac{\text{Suballocation}}{\text{Proposed \# of Serv}}$

FY2009 Statewide Averages
 \$12.98 avg cost of trip
 \$343.13 avg cost of other service

Henderson County
 Name of Applicant (County)

Signature - MDS Reviewer

**Notice of Public Hearing
Rural Operating Assistance Program (ROAP)
Henderson County**

This notice is to inform the public of the opportunity to attend a public hearing on the proposed Rural Operating Assistance Program (ROAP) for transportation services, which will be submitted to the North Carolina Department of Transportation by Henderson County. **The public hearing will be held on Wednesday August 18, 2010 at 11:00 a.m. during the regular meeting of the Henderson County Commissioners. The meeting will be held at the Historic Courthouse, which is located at 1 Historic Courthouse Square in Hendersonville, NC.** Henderson County will provide auxiliary aids and services as per the Americans with Disabilities Act, in order to accommodate disabled persons who wish to participate in the hearing. **Anyone requiring special services should contact Ms. Hope Bleecker, Transportation Planner at telephone (828) 697-4819 x 1059 or e-mail hbleecker@hendersoncountync.org** as soon as possible, so that arrangements can be made.

Transportation programs included in the Rural Operating Assistance Program (ROAP) application are:

1. The Elderly & Disabled Transportation Assistance (EDTAP) Program, which provides operating assistance for the transportation of elderly and disabled citizens.
2. The Employment Transportation Assistance (EMPL) Program, which provides operating assistance for the transportation of persons with employment- related transportation needs.
3. The Rural General Public (RGP) Program, which provides 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 (ROAP) funds is July 1, 2010 through June 30, 2011. The budget for Henderson County's FY 2011 ROAP program is:

PROGRAM	TOTAL
EDTAP	\$70,294
EMPL	\$17,577
RGP	\$62,888
Supplemental EDTAP	\$40,520
Supplemental EMPL	\$22,047
Supplemental RGP	\$55,719
TOTAL	\$269,045

This application may be inspected at the Henderson County Planning Department, which is located at 100 King Street in Hendersonville, NC during the hours of 8:30 a.m.- 4:30 p.m. Monday - Friday. Written comments should be directed to Ms. Hope Bleecker, Transportation Planner, via e-mail to hbleecker@hendersoncountync.org Henderson County Planning Department 213 East First Street Hendersonville, NC 28792 before August 18, 2010.

Aviso de muestra de la audiencia pública
Programa de Asistencia de Operaciones Rurales
Henderson County

Esto aviso es para informar al público de la oportunidad de asistir una audiencia pública sobre la solicitud propuesta para el programa de Asistencia de Operaciones Rurales (Rural Operating Assistance Program o ROAP) que se someterá al Departamento de Transporte de Carolina del Norte por el condado de Henderson no mas tarde del 18 de Agosto, 2010. Se llevará a cabo la audiencia pública el martes el 18 de Agosto a las 11:00 AM a la reunión de los comisarios del condado Henderson a Historic Courthouse ubicado a 1 Courthouse Square. El condado de Henderson les proporcionará ayuda y servicios auxiliares bajo el ADA a las personas discapacitadas las que quieran participar en la audiencia. Alguien que requiera servicios especiales deba ponerse en contacto con Ms. Hope Bleecker (828) 697-4819 x1059 hbleecker@hendersoncountync.org cuanto antes para que se puedan hacer los preparativos.

Los programas incluidos en la solicitud del programa de asistencia de operaciones rurales son:

1. El programa de Asistencia para el Transporte de los Ancianos y los Discapacitados (EDTAP) proporciona asistencia de operaciones para el transporte de los ciudadanos ancianos y discapacitados. Esta ayuda de transporte permite que el individuo resida por periodos más largos en su casa, y así realiza la calidad de su vida. Para el fin de EDTAP, una persona anciana es definida como una que haya cumplido 60 o más años. Una persona discapacitada es definida como una que tenga una debilitación física o mental que limite sustancialmente una o más actividades importantes de la vida, un individuo que tenga un historial de tal debilitación, o un individuo que sea considerado tener tal debilitación.
2. El programa de Asistencia de Transporte para Empleo proporciona la ayuda de operaciones para los programas de transición como Trabajo Primero y Desarrollo de la Fuerza Laboral, además de las necesidades de transporte para empleo del público en general. Se usan estos fondos para cubrir las necesidades de transporte para el empleo de los individuos que no sean elegibles recibir los beneficios del programa de Asistencia Temporal para las Familias Necesitadas (TANF).
3. Los fondos del programa del Público General Rural (RGP) les proporcionan los servicios del transporte a los individuos que no sean clientes de la agencia de los servicios humanos.
4. Los fondos suplementarios del ROAP son usados para iniciar un servicio nuevo o ampliado o para continuar un servicio que fuera financiado anteriormente por los fondos suplementarios del ROAP.

El periodo del uso de los fondos del programa de Asistencia de Operaciones Rurales es el 1 de julio, 2010 hasta el 30 de junio, 2011. Los totales de cada programa del año fiscal 2011 son:

PROGRAMA	TOTAL
EDTAP	\$70,294
EMP	\$17,577
RGP	\$62,888
Supplemental EDTAP	\$40,520
Supplemental EMPL	\$22,047
Supplemental RGP	\$55,719
TOTAL	\$269,045

Se puede examinar esta solicitud a Henderson County Planning Department ubicado a 100 King Street en Hendersonville NC entre 8:30 AM-4:30 PM lunes hasta viernes. Comentarios escritos deben ser dirigidos a Hope Bleecker, Transportation Planner, (hbleecker@hendersoncountync.org) Henderson County Planning Department, 213 East First Avenue, Hendersonville, NC, 28792 antes del 18 de agosto, 2010.

CERTIFIED STATEMENT
FY 2011
RURAL OPERATING ASSISTANCE PROGRAM
County of Henderson

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 is 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 the county 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, 2010 to June 30, 2011 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 Henderson County North Carolina certify that the following statements are true and accurate:

- The county has employed a documented methodology for sub-allocating ROAP funds which has 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 FY2011 ROAP can be generated from fares and/or provided by the subrecipient, WCCA.
- 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 or Supplemental EMPL funds. The letter will describe the process used to make this determination. Transfer of EMPL or SuppEMPL 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 2011 Rural Operating Assistance Program funds:

State-Funded Rural Operating Assistance Program	Allocated	Requested
Elderly & Disabled Transportation Assistance Program (EDTAP)	\$70,294	\$70,294
Employment Transportation Assistance Program (EMPL)	\$17,577	\$17,577
Rural General Public Program (RGP)	\$62,888	\$62,888
Supplemental EDTAP	\$40,520	\$40,520
Supplemental EMPL	\$22,047	\$22,047
Supplemental RGP	\$55,719	\$55,719
TOTAL	\$269,045	\$269,045

WITNESS my hand and county seal, this 18th day of August, 2010.

Steve Wyatt
County Manager

William Moyer
Chairman, Henderson County Board of Commissioners

Steve Wyatt
Printed Name of County Manager

William Moyer
Printed Name of Chairman

State of North Carolina County of Henderson



Carey McLelland, County Finance Officer

Carey McLelland
Printed Name of County Finance Officer