### DEPARTMENT OF TRANSPORTATION

**Federal Railroad Administration** 

Notice of Funding Opportunity for FY 2018 Railroad Safety State Participation Pilot Grant Program

AGENCY: Federal Railroad Administration (FRA), Department of Transportation (DOT)

**ACTION: Notice of Funding Opportunity (NOFO or notice)** 

SUMMARY: This notice details the application requirements and procedures for states to obtain grant funding for eligible training, travel, laptop computers, and grant management administration under the FY 2018 Railroad Safety State Participation Pilot Grant program. The funding for this program was made available by the Consolidated Appropriations Act, 2018, Div. L, Tit. I, Public Law 115-141 (2018 Appropriations Act) and authorized in 49 U.S.C. 20105. The opportunity described in this notice is made available under Catalog of Federal Domestic Assistance (CFDA) number 20.301, "Rail Safety Grants."

**DATES:** Applications for funding under this solicitation are due no later than 5:00 p.m. EDT, July 27, 2018. This deadline will facilitate obligation by September 30, 2018, the obligation deadline for the available funds. See Section D of this notice for additional information on the application process.

**ADDRESSES:** Applications must be submitted via <u>www.GrantSolutions.gov</u>. Only applicants who comply with all submission requirements described in this notice and

submit applications through <a href="www.GrantSolutions.gov">www.GrantSolutions.gov</a> will be eligible for award. For any supporting application materials that an applicant is unable to submit via <a href="www.GrantSolutions.gov">www.GrantSolutions.gov</a>, an applicant may submit an original and two (2) copies to Matthew Lorah, Office of the Chief Financial Officer, Federal Railroad Administration, 1200 New Jersey Avenue SE, Room W36-103, Washington, DC 20590; email: <a href="matthew.lorah@dot.gov">matthew.lorah@dot.gov</a>; phone: 202-493-6186. However, due to delays caused by enhanced screening of mail delivered via the U.S. Postal Service, applicants are advised to use other means of conveyance (such as courier service) to assure timely receipt of materials before the application deadline.

FOR FURTHER INFORMATION CONTACT: For further information regarding project-related information in this notice, please contact Mel Strong, Office of Railroad Safety, Federal Railroad Administration, 61 Forsyth St, SW, Room 16T20, Atlanta, GA 76109; Email: <a href="mailto:melvin.strong@dot.gov">melvin.strong@dot.gov</a>; Phone: 404-562-3800. Grant application submission and processing questions should be addressed to Matthew Lorah, Office of the Chief Financial Officer, Federal Railroad Administration, 1200 New Jersey Avenue SE, Room W36-103, Washington, DC 20590; email: <a href="matthew.lorah@dot.gov">matthew.lorah@dot.gov</a>; phone: 202-493-6186.

### **SUPPLEMENTARY INFORMATION:**

**Notice to applicants:** FRA recommends that applicants read this notice in its entirety prior to preparing application materials. A list providing the definitions of key terms used throughout the NOFO are listed under the Program Description in Section A(3). These key terms are capitalized throughout the NOFO. There are several administrative and

eligibility requirements described herein that applicants must comply with to submit an application.

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# A. Program Description

# 1. Purpose

The purpose of this notice is to solicit applications for grants to assist financing eligible training, travel, laptop computers, and grant management administration to support the Railroad Safety State Participation Program and the proper certification of state inspectors in accordance with 49 U.S.C. 20105 and 49 CFR part 212. This program is authorized under 49 U.S.C. 20105 and funded by the 2018 Appropriations Act.

### 2. Overview

States are authorized to work in partnership with the Federal Railroad Administration (FRA) to enforce Federal railroad safety laws and regulations (49 U.S.C. 20105). The Congressional intent behind this authority is to establish national uniformity of railroad safety laws, rules, regulations, orders, and standards.

FRA is authorized to certify State inspectors to conduct investigative and surveillance activities to ensure the uniform application and interpretation of Federal railroad safety rules, regulations, orders, and standards. States that enter into a Federal Railroad Safety Program State Participation Agreement with FRA are delegated certain specified authority (defined in 49 CFR part 212) with respect to investigative and surveillance activities. This delegation is effective only to the extent that it is carried out by and through personnel recognized by the State and FRA as qualified to perform the particular investigative functions to which they are assigned. Accordingly, FRA has worked with States to design training programs that lead to inspector qualification, which is known as "certification."

Certification of State inspectors to independently apply and enforce Federal railroad safety regulations in a manner that is identical to FRA inspectors requires extensive field and classroom training. FRA's Technical Training Standards Division (TTSD) has developed on-the-job training (OJT) guides and classroom curricula tailored to the five specific technical inspection disciplines: track, motive power and equipment, operating practices, hazardous materials, and signal and train control.

Each year, TTSD develops a catalog of courses and a training calendar of formal classroom and/or field training. Most of these courses are delivered at the Transportation Technology Center (TTC) in Pueblo, Colorado. The equipment, railroad facilities, and training devices at TTC facilitate hands-on learning for FRA and State inspectors.

The TTSD also develops, implements, and monitors formal OJT programs for new safety inspectors and inspector trainees. OJT manuals for each discipline identify specific tasks that must be performed by inspectors during training, and specifies the proficiency level that must be attained for qualification or certification. The eight FRA regional offices are responsible for implementing the OJT program.

Prior to 2017, FRA directly reimbursed travel costs to all state employees for attendance at FRA-sponsored training pursuant to the annual State Railroad Safety Technical Training Funding Agreement between FRA and each individual participating state. State inspector travel was arranged by FRA under invitational travel rules as provided in 41 CFR parts 301-11, and Chapter 301, Federal Travel Regulations.

In FY 2017, FRA initiated the State Railroad Safety Participation Pilot Grant program and is continuing to fund it in FY 2018. Through the FY 2018 State Railroad Safety Participation Pilot Grant program, FRA will provide grants to States with Federal Railroad Safety Program State Participation Agreements to assist with funding eligible training, travel, laptop computers, and grant management administration. Specifically, the grant funding is available for FRA approved technical training, travel expenses to attend approved FRA technical training, conferences, and meetings, and laptop computers required to support inspector reporting and data analysis. Additionally, grant funding is available for costs related to FY2018 State Railroad Safety Participation Pilot grant management administration.

### 3. Key Terms

- a. Certified Inspector Inspector candidate who has completed the assigned training curriculum and has been certified by a FRA regional discipline specialist.
- b. Journeyman Inspector Inspector candidate who is experienced in railroad operations and meets the discipline-specific inspector requirements.

- c. Apprentice Inspector Inspector candidate that has less than the disciplinespecific inspector requirements, including discipline-specific and/or railroad experience.
- d. Developmental Inspector Candidate that has no railroad experience and no discipline-specific background, or less than adequate experience in either area.
- e. State Program Manager State management official responsible for managing the state inspector program and training.

### **B.** Federal Award Information

### 1. Available Award Amount

The total funding available for awards under this NOFO is \$500,000. Should FRA identify additional funds for the Program after the release of this NOFO, FRA may elect to award such additional funds to a selected project submitted under this NOFO.

### 2. Award Size

FRA anticipates awarding multiple projects for the funding made available in this notice, and is not predetermining any minimum or maximum dollar amounts for awards. However, given the limited amount of funding currently available, FRA may choose to make project selections for less than the total amount requested in the application.

## 3. Award Type

FRA will make awards for projects selected under this notice through grant agreements. Grant agreements are used when FRA does not expect to have substantial Federal involvement in carrying out the funded activity. The funding provided under these grants will be made available to grantees on a reimbursable basis. Applicants must certify that their expenditures are allowable, allocable, reasonable, and necessary to the

approved project before seeking reimbursement from FRA. See current standard terms and conditions for FRA grant awards at: <a href="https://www.fra.dot.gov/eLib/Details/L19057">https://www.fra.dot.gov/eLib/Details/L19057</a>.

## C. Eligibility Information

This section of the notice explains applicant eligibility, cost sharing and matching requirements, and project eligibility. Applications that do not meet the requirements in this section will be ineligible for funding. Instructions for submitting eligibility information to FRA are detailed in Section D of this NOFO.

# 1. Eligible Applicants

The following State authorities responsible for regulating the safety practices for railroad equipment, facilities, rolling stock, and operation in their respective states are eligible applicants for all project types permitted under this notice:

- a. Arizona Corporation Commission
- b. Maine Department of Transportation
- c. Mississippi Department of Transportation
- d. Nebraska Public Service Commission
- e. Nevada Public Utilities Commission
- f. New Mexico Public Regulation Commission
- g. New York Department of Transportation
- h. Ohio Public Utilities Commission
- i. Oregon Department of Transportation
- j. Pennsylvania Public Utility Commission
- k. Virginia Corporation Commission
- 1. Washington Utilities and Transportation Commission

See Section C(3) for project eligibility.

### 2. Cost Sharing or Matching

Neither cost sharing nor matching is a requirement for this grant program.

# 3. Other - Project Eligibility

Eligible training, travel, laptop computers, and grant management administration costs must support implementation of the Railroad State Safety Participation Program and proper certification of state inspectors in accordance with 49 U.S.C. 20105 and 49 CFR part 212, and are specified below:

- a. Training for Inspectors includes:
  - Developmental training classes Classes for Developmental Inspector candidates without adequate railroad experience;
  - ii. FRA regional training conferences Annual conference to train all
    inspectors on new regulations, enforcement, and techniques for each FRA
    discipline;
  - iii. Claims collection conference Annual conference where FRA and railroad attorneys discuss settlement of civil penalties for violations written by state and federal inspectors;
  - iv. FRA biennial inspector training Biennial conferences to train all inspectors on new regulations, enforcement, and techniques; and
  - v. Out-of-State OJT Out of State OJT that is necessary for inspector candidates' certification.
- Eligible travel activities for Certified Inspectors, Journeymen Inspectors,
   Apprentice Inspectors, Developmental Inspectors, and State Program Managers

includes travel costs associated with attending the following training and conferences/meetings:

- Technical Training Standards Division (TTSD) training classes to develop
   Certified Inspectors in each FRA discipline;
- Developmental training classes for Developmental Inspector candidates
   without adequate railroad experience;
- iii. FRA regional training or annual conferences to train all inspectors on new regulations, enforcement, and techniques for each FRA discipline;
- iv. Claims collection conference where FRA and railroad attorneys discuss settlement of civil penalties for violations written by state and federal inspectors;
- v. FRA biennial inspector training to train all inspectors on new regulations, enforcement, and techniques;
- vi. Out-of-State OJT that is necessary for inspector candidates to complete their OJT requirements;
- vii. Association of State Rail Safety Managers (ASRSM) annual and executive committee meetings; and
- viii. FRA Railroad Safety Advisory Committee (RSAC) meetings.
- c. Laptops necessary for inspectors to compile and submit inspection reports.
- d. Grant management administrative costs associated with managing and administering a Federal grant program (limited to 3% of the total grant award), may include costs associated with:
  - i. Processing required grant reports;

- ii. Purchasing laptops under grant agreement;
- iii. Processing travel and registrations;
- iv. Invoice processing to FRA; and
- v. Processing vendor invoices.

## **D.** Application and Submission Information

Required documents for the application are outlined in the following paragraphs. Applicants must complete and submit all components of the application. See Section D.7. for other submission requirements. See Section D(2) for the application checklist. FRA welcomes the submission of other relevant supporting documentation that the applicant would like to submit that will not count against the Project Narrative 10-page limit.

# 1. Address to Request Application Package

Applicants must submit all application materials, in their entirety through <a href="www.GrantSolutions.gov">www.GrantSolutions.gov</a> no later than 5:00 p.m. EDT, on July 27, 2018. FRA reserves the right to modify this deadline.

For any supporting application materials that an applicant cannot submit via GrantSolutions.gov, an applicant may submit an original and two (2) copies to Matthew Lorah, Office of the Chief Financial Officer, Federal Railroad Administration, 1200 New Jersey Avenue SE, Room W36-103, Washington, DC 20590; email: <a href="matthew.lorah@dot.gov">matthew.lorah@dot.gov</a>; phone: 202-493-6186. However, due to delays caused by enhanced screening of mail delivered via the U.S. Postal Service, FRA advises applicants to use other means of conveyance (such as courier service) to assure timely receipt of materials before the application deadline. Additionally, if

documents can be obtained online, explaining to FRA how to access files on a referenced web site may also be sufficient.

# 2. Content and Form of Application Submission

FRA strongly advises applicants to read this section carefully. Applicants must submit all required information and components of the application package to be considered for funding. Additionally, applicants selected to receive funding must generally satisfy the grant readiness checklist requirements on <a href="https://www.fra.dot.gov/Page/P0268">https://www.fra.dot.gov/Page/P0268</a> as a precondition to FRA issuing a grant award. Required documents for an application package are outlined in the checklist below.

- Project Narrative (see D(2)(a))
- Statement of Work (see D(2)(b)(i))
- SF424 (Application for Federal Assistance)
- SF 424A Budget Information for Non-Construction
- SF 424B Assurances for Non-Construction
- FRA's Additional Assurances and Certifications
- SF LLL: Disclosure of Lobbying Activities

# a. Project Narrative

This section describes the content required in the Project Narrative component of a grant application. The Project Narrative must follow the basic outline below to address the program requirements and assist evaluators in locating relevant information.

I. Cover Page	See D(2)(a)(i)
II. Project Summary	See D(2)(a)(ii)

III. Project Funding	See D(2)(a)(iii)
IV. Evaluation and Selection Criteria	See D(2)(a)(iv)

The above content must be provided in a narrative statement submitted by the applicant. The Project Narrative may not exceed 10 pages in length (excluding cover pages, table of contents, and supporting documentation). FRA will not review or consider for award applications with Project Narratives exceeding the 10-page limitation. If possible, applicants should submit supporting documents via website links rather than hard copies. If supporting documents are submitted, applicants must clearly identify the page number(s) of the relevant portion in the Project Narrative supporting documentation.

- Cover Page: Include a cover page that lists the following elements in either a table or formatted list: project title; location (i.e., city, State, Congressional district); applicant organization name; and amount of Federal funding requested.
- ii. <u>Project Summary</u>: Provide a brief 4–6 sentence summary of the proposed project and what the project will entail. Include challenges the proposed project aims to address, and summarize the intended outcomes and anticipated benefits that will result from the proposed project.
- iii. <u>Project Funding</u>: Applicants must prioritize their funding requests into a tiered system. The tiers are as follows:

# **Primary Tier**

- (A) Travel to TTSD training classes for Apprentice Inspectors, Journeyman Inspectors, and Certified Inspectors;
- (B) Laptops;
- (C) Travel to Out-of-State OJT for Apprentice and Journeyman Inspectors;
- (D) Out-of-State OJT for Apprentice and Journeyman Inspectors
- (E) Grant management administrative costs (Limited to 3% of the total grant award); and
- (F) ASRSM member travel to annual and executive committee meetings.

# Secondary Tier

- (A) Inspector and manager travel to FRA regional training conferences;
- (B) Inspector and manager travel to FRA discipline-specific regional and national conferences; and
- (C) FRA-approved training-and related travel for Developmental

  Inspectors (Training regimens must be approved by FRA TTSD

  discipline trainers. Training progress must be monitored by FRA

  regional discipline specialists.)

### **Tertiary Tier**

- (A) ASRSM representative travel to meetings of FRA's RSAC; and
- (B) FRA-approved Certified Inspector travel to regional FRA offices to attend claims collection conferences.

Indicate in table format the amount of Federal funding requested in the tiers in the following format. (Following the grant selection, this information may be modified with FRA's approval due to changes in personnel and training needs.)

<b>Laptop Description</b>	Quantity	Cost/Unit	<b>Total Cost</b>
<b>Laptops for Inspectors</b>			
		TOTAL	\$

Travel/Training Description	Cost /class	# Trips	<b>Total Cost</b>
PRIMARY TIER			
<list meeting="" of="" or<br="" title="" training,="">Conference&gt; for <list personnel="" titles=""></list></list>			
SECONDARY TIER	-		
TERTIARY TIER			
		TOTAL	\$

Grand Total \$

- iv. <u>Evaluation and Selection Criteria</u>: Include a thorough discussion of how the proposed project meets all the evaluation criteria and selection criteria, as outlined in Section E of this notice.
- b. Additional Application Elements

Applicants must submit:

- i. A Statement of Work (SOW) that addresses the scope, schedule, and budget for the proposed project. The SOW must contain sufficient detail so FRA and the applicant, can understand the expected outcomes of the proposed work to be performed and monitor progress toward completing project tasks and deliverables during a prospective grant's period of performance. FRA developed a standard SOW template that applicants must use to be considered for award. The SOW template is located at https://www.fra.dot.gov/Elib/Details/L19489;
- ii. SF424 (Application for Federal Assistance);
- iii. SF 424A Budget Information for Non-Construction;
- iv. SF 424B Assurances for Non-Construction;
- v. FRA's Additional Assurances and Certifications; and
- vi. SF LLL: Disclosure of Lobbying Activities.

Forms that are needed for the electronic application process are at www.GrantSolutions.gov.

# 3. Unique Entity Identifier, System for Award Management (SAM), and Submission Instructions

Applicants must submit all application materials through <a href="www.GrantSolutions.gov">www.GrantSolutions.gov</a>. To apply for funding through GrantSolutions.gov, if you are a first-time user of GrantSolutions, a user account will have been created and emailed to you at time of the posting of your announcement. You will be able to log in using this account and submit your completed application.

If you are an existing grantee, please log in to GrantSolutions using your existing

user account. If you do not remember your account information or have not been assigned a grantee account, please contact the GrantSolutions Help Desk at 1-800-618-0223 or by email at <a href="help@grantsolutions.gov">help@grantsolutions.gov</a> to obtain your username and password.

FRA may not make a grant award to an applicant until the applicant has complied with all applicable Data Universal Numbering System (DUNS) and SAM requirements. (Please note that if a Dun & Bradstreet DUNS number must be obtained or renewed, this may take a significant amount of time to complete.) To submit applications through GrantSolutions.gov, applicants must:

## a. Obtain a DUNS number.

A DUNS number is required for GrantSolutions.gov registration. The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS number in their applications for a new award or renewal of an existing award. A DUNS number is a unique nine-digit sequence recognized as the universal standard for the government in identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for Federal assistance applicants, recipients, and sub-recipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Applicants may obtain a DUNS number by calling 1-866-705-5711 or by applying online at <a href="http://www.dnb.com/us">http://www.dnb.com/us</a>.

### b. Register with the SAM at www.SAM.gov.

All applicants for Federal financial assistance must maintain current registrations in the SAM database. An applicant must be registered in SAM to successfully register in GrantSolutions.gov. The SAM database is the repository for standard information about

Federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via GrantSolutions.gov are already registered with SAM, as it is a requirement for GrantSolutions.gov registration. Please note, however, that applicants must update or renew their SAM registration at least once per year to maintain an active status. Therefore, it is critical to check registration status well in advance of the application deadline. If an applicant is selected for an award, the applicant must maintain an active SAM registration with current information throughout the period of the award. Information about SAM registration procedures is available at www.sam.gov.

- c. Search for the Funding Opportunities on www.GrantSolutions.gov.
  The CFDA number for this opportunity is 20.301, "Rail Safety Grants."
  Applicants must submit their application package under this funding opportunity announcement.
  - d. Submit an Application Addressing All Requirements Outlined in this NOFO.

After submitting an application through GrantSolutions, a confirmation screen will appear on the applicant's computer screen. This screen will confirm that the applicant has submitted an application and provide an application number.

If an applicant experiences difficulties at any point during this process, please call the GrantSolutions Help Desk at 1-866-577-0771 or 202-401-5282, Monday-Friday from 8:00 a.m. to 6:00 p.m., EST.

Note: Please use generally accepted formats such as .pdf, .doc, .docx, .xls, .xlsx and .ppt, when uploading attachments. While applicants may embed picture files, such as .jpg, .gif, and .bmp, in document files, applicants should not submit attachments in these

formats. Additionally, the following formats will not be accepted: .com, .bat, .exe, .vbs, .cfg, .dat, .db, .dbf, .dll, .ini, .log,.ora, .sys, and .zip.

### 4. Submission Dates and Times

Applicants must submit complete applications to <a href="www.GrantSolutions.gov">www.GrantSolutions.gov</a> no later than 5:00 p.m. EDT, on July 27, 2018. This deadline will facilitate obligation by September 30, 2018, the obligation deadline for the available funds. FRA reviews <a href="www.GrantSolutions.gov">www.GrantSolutions.gov</a> information on dates/times of applications submitted to determine timeliness of submissions. Delayed registration is not an acceptable reason for late submission. In order to apply for funding under this announcement, all applicants are expected to be registered as an organization with GrantSolutions.gov. Applicants are strongly encouraged to apply early to ensure all materials are received before this deadline.

To ensure a fair competition of limited funds, the following conditions are not valid reasons to permit late submissions: (1) failure to complete the GrantSolutions.gov registration process before the deadline; (2) failure to follow GrantSolutions.gov instructions on how to register and apply as posted on its website; (3) failure to follow all the instructions in this NOFO; and (4) technical issues experienced with the applicant's computer or information technology environment.

### 5. Intergovernmental Review

Executive Order 12372 requires applicants from State and local units of government or other organizations providing services within a State to submit a copy of the application to the State Single Point of Contact (SPOC), if one exists, and if this

program has been selected for review by the State. Applicants must contact their State SPOC to determine if the program has been selected for State review.

# **6. Funding Restrictions**

Consistent with 2 CFR 200.458, FRA will only approve pre-award costs if such costs are incurred pursuant to the negotiation and in anticipation of the grant agreement and if such costs are necessary for efficient and timely performance of the scope of work. Under 2 CFR 200.458, grant recipients must seek written approval from the administering agency for pre-award activities to be eligible for reimbursement under the grant. Activities initiated prior to the execution of a grant or without written approval may not be eligible for reimbursement or included as a grantee's matching contribution.

# 7. Other Submission Requirements

If an applicant experiences difficulties at any point during this process, please call the GrantSolutions Help Desk at 1-866-577-0771, Monday through Friday 8 AM to 6PM ET (closed on Federal holidays). For information and instructions on each of these processes, please see instructions at: <a href="https://home.grantsolutions.gov/home/recipient-training-videos/#grantsolutions-training">https://home.grantsolutions.gov/home/recipient-training-videos/#grantsolutions-training</a>.

### **E.** Application Review Information

### 1. Criteria

a. Eligibility and Completeness Review

FRA will first screen each application for applicant and project eligibility (eligibility requirements are outlined in Section C of this notice) and completeness (application documentation and submission requirements are outlined in Section D of this notice) in determining whether the application is eligible.

## b. Evaluation Criteria

FRA subject-matter experts will evaluate all eligible and complete applications using the evaluation criteria outlined in this section. FRA will consider a proposed project according to the tiers, including:

- As applicable, the application contains a satisfactory description of the benefits of accomplishing training tasks and equipping railroad safety inspectors.
- ii. As applicable, the application contains satisfactory assurances for the procurement of laptops for inspectors, consistent with State and Federal requirements.

### c. Selection Criteria

In addition to the eligibility and completeness review and the evaluation criteria outlined in this subsection, the FRA Office of Railroad Safety Associate Administrator will select projects applying the following selection criteria. If grant amounts submitted by the eligible applicants exceed the available funding, FRA may award funds based on the applicant's prioritization tiers.

### 2. Review and Selection Process

FRA will conduct a three-part application review process, as follows:

- a. Screen applications for completeness and eligibility;
- b. Evaluate eligible applications (completed by a panel applying the evaluation criteria); and
- c. Select projects for funding (completed by the FRA Administrator or his designee).

## 3. Reporting Matters Related to Integrity and Performance

Before making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold (see 2 CFR 200.88 Simplified Acquisition Threshold), FRA will review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) (see 41 U.S.C. 2313).

An applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM.

FRA will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in 2 CFR 200.205.

#### F. Federal Award Administration Information

### 1. Federal Award Notice

FRA will contact applicants with successful applications after announcement with information and instructions about the award process. This notification is not an authorization to begin proposed project activities. A formal grant agreement signed by both the grantee and the FRA, including an approved scope, schedule, and budget, is required before the award is considered complete.

### 2. Administrative and National Policy Requirements

Due to funding limitations, projects that are selected for funding may receive less than the amount originally requested. In those cases, applicants must be able to demonstrate the proposed projects are still viable and can be completed with the amount awarded. See 49 U.S.C. 20105(e) regarding additional funding requirements.

Grantees and entities receiving funding from the grantee, must comply with all applicable laws and regulations. Examples of administrative and national policy requirements that grantees must follow include: 2 CFR part 200; procurement standards; compliance with Federal civil rights laws and regulations; requirements for disadvantaged business enterprises, debarment and suspension requirements, and drugfree workplace requirements; FRA's and OMB's Assurances and Certifications; Americans with Disabilities Act; safety requirements, NEPA, environmental justice requirements, and Buy American (41 U.S.C. 8302) provisions.

# a. Progress Reporting on Grant Activity

Each applicant selected for a grant will be required to comply with all standard FRA reporting requirements, including quarterly progress reports, quarterly Federal financial reports, and interim and final performance reports, as well as all applicable auditing, monitoring and close out requirements. Reports may be submitted electronically.

## b. Additional Reporting

Applicants selected for funding are required to comply with all reporting requirements in the standard terms and conditions for FRA grant awards including 2 CFR 180.335 and 2 CFR 180.350. See an example of standard terms and conditions for FRA grant awards at: https://www.fra.dot.gov/eLib/Details/L19057.

If the Federal share of any Federal award under this NOFO may include more than \$500,000 over the period of performance, applicants are informed of the post award reporting requirements reflected in 2 CFR part 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters.

## **G.** Federal Awarding Agency Contacts

For further information regarding project-related information in this notice, please contact Mel Strong, Office of Railroad Safety, Federal Railroad Administration, 61

Forsyth St, SW, Room 16T20, Atlanta, GA 76109; Email: <a href="mailto:melvin.strong@dot.gov">melvin.strong@dot.gov</a>;

Phone: 404-562-3800. Grant application submission and processing questions should be addressed to Matthew Lorah, Office of the Chief Financial Officer, Federal Railroad Administration, 1200 New Jersey Avenue SE, Room W36-103, Washington, DC 20590; email: <a href="matthew.lorah@dot.gov">matthew.lorah@dot.gov</a>; phone: 202-493-6186.

Issued in Washington, D.C. on June 27, 2018.

Rebecca Pennington

Federal Railroad Administration

Chief Financial Officer

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