

# Instructions: FFY25 Anticipated Application Activity (AAA) Recipient Spreadsheets

*Due not later than 2/15/2025*

*Please send completed Spreadsheets to these e-mail addresses not later than 2/15/2025*

*\*Note: AAA's only need to be transmitted once*

*Please send AAA's to the 3 e-mail addresses below & suggest also copying your pre- and post-award managers*

**FTA Region IV Anticipated Application Activity (AAA) Spreadsheet for FFY25. Send to FTATRO4@dot.gov, CC robert.sachnin@dot.gov, Aviance.Webb@dot.gov, elizabeth.orr@dot.gov**

| Recipient Information                                      |                                                                            |                             |                 |                              |
|------------------------------------------------------------|----------------------------------------------------------------------------|-----------------------------|-----------------|------------------------------|
| Recipient ID                                               | Type Recipient ID here                                                     | State                       | Type State here |                              |
| Recipient Name                                             |                                                                            | Type Recipient Name here    |                 |                              |
| Recipient Address                                          |                                                                            | Type Recipient Address here |                 |                              |
| Point of Contact Information                               |                                                                            |                             |                 |                              |
|                                                            | Full Name                                                                  | Title                       | Office Phone    | Business Cell Phone          |
| GM/CEO                                                     |                                                                            |                             |                 |                              |
| Emergency Point of Contact (natural disaster) <sup>1</sup> |                                                                            |                             |                 | Please see footnote #1 below |
| Grants Point of Contact                                    |                                                                            |                             |                 |                              |
| Civil Rights Point of Contact                              | Please add point of contact information for Title VI, DBE and EEO programs |                             |                 |                              |

*To ensure your agency receives timely information from FTA, it is important to have accurate and up to date contact info. Please also note cell phone information, especially for the emergency contact, for use only during a disaster, such as a Hurricane.*

*Note that there are important footnotes at the bottom of the spreadsheet, which may assist you in populating the spreadsheet.*

Emergency (Natural Disaster) Contact: please provide appropriate point-of-contact information for use in transit-related logistics and FTA coordination during natural disasters, such as Hurricanes.

A) If you have a carryover funds for the same program, you may combine up to 3 years of formula funding from the same FTA program into one application, however FFY21 or earlier funds must be separated from FFY22 & beyond via a different project.. B) Recipients are encouraged to consider multi-source or "Super Grants," which combine more than one source of funding in to an application. Exception: CARES and CRRSAA funds cannot be combined into a "Super Grant." Please contact your Pre- and Post-award Managers for additional details or questions.

Lapsing funds are those which will expire by 9/30/25. **Definition of Critical Application:** "A demonstrated need for funds to avoid an imminent interruption of service; pay debts/loans; maintain a bond rating; or respond to an actual emergency." Please provide sufficient detail to allow FTA to better assist your efforts.

Documentation Secured: refers to those documents required to advance a grant application. This includes, but is not limited to: 1) project programmed in the TIP/STIP (if applicable), 2) Flex funds (if applicable); a Form 1575C signed by the State DOT and FHWA division office, 3) Toll Credits (if applicable); documented approval/authorization from State DOT, 4) Ensuring Civil Rights documents are correct and current, 5) Required NEPA and/or Section 106 Documentation (as applicable).

# Instructions: FFY25 Anticipated Application Activity (AAA) Recipient Spreadsheets

*Due not later than 2/15/2025*

*Entries below should include any potential grants with proposed activity in FFY25, such as new or carryover grants, and amendments. Budget revisions do not need to be included.*

*Please only enter the federal (FTA) amount here*

*To prevent delays, early NEPA & Section 106 consultation is recommended, as applicable*

## FY25 AAA Grant Details

| Lapsing or Critical Application? (Indicate which, if applicable) <sup>3</sup> | Application Name & FTA Program (i.e. 5307 Formula)                             | FTA Program/Section of Statute <sup>2</sup> | Anticipated Federal Share | TrAMS Temporary FAIN (Required) | Anticipated Transmittal Date | If Critical <sup>3</sup> , describe the reason(s)                              | Construction Involved? (Yes/No) | If documentation is not secured, please describe process and dates for when all documentation will be in place - i.e. NEPA, TIP/STIP <sup>4</sup>                 | Notes                                    |
|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------|---------------------------------------------|---------------------------|---------------------------------|------------------------------|--------------------------------------------------------------------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| Lapsing                                                                       | 5339 Capital & Operating, XX Agency, XX UZA                                    | 5339(a) - Buses and Bus Facilities Formula  | \$2,000,000               | XXXX-2024-1                     | 2/17/2025                    |                                                                                |                                 |                                                                                                                                                                   | Application contains lapsing 5339 funds. |
| Noncritical                                                                   | Multi-source/Super Grant: 5307 & FHWA STBG Flex for Capital, XX Agency, XX UZA | Multi-source/Super Grant                    | \$10,000,000              | XXXX-2024-2                     | 2/17/2025                    |                                                                                | Yes                             | NEPA hasn't been completed - coordinating details with FTA and anticipate completion in January 2025. Project not programmed in STIP but will be by February 2025 |                                          |
| Critical                                                                      | 5307 Operating Assistance, XX Agency, XX UZA                                   | 5307 - Urbanized Area Formula               | \$700,000                 | XXXX-2024-3                     | 2/17/2025                    | A portion of the funds are needed to cover salaries due to cash flow concerns. | No                              |                                                                                                                                                                   |                                          |

*Multi-source applications are also known as "Super Grants", combining 2+ FTA programs. Please remember to include the FTA funding program (i.e. 5307 Formula).*

*Please use the dropdown option to select the appropriate FTA program/Section of Statute.*

5307 - Passenger Ferry Competiti

5307 - Urbanized Area Formula

5307 - FHWA Transfer to Urbanize

5309 - Capital Investment Grants (

5310 - Enhanced Mobility Pilot Prc

5310 - Mobility of Sr. & Indv. w/ Dis.

5311 - Rural Area Formula

5311 - Tribal Transit

Select FTA Program

Select FTA Program

Select FTA Program

Select FTA Program

*Applications without proper documentation may result in processing delays (see Footnote #4).*

Select FTA Program

Multi-source/Super Grant

3028 - Positive Train Control

5303d/5304 - Statewide Plannir

5303d/5305 - Metropolitan Plar

5307 - Passenger Ferry Compet

5307 - Urbanized Area Formula

5307 - FHWA Transfer to Urbar

# Instructions: FFY25 Anticipated Application Activity (AAA) Recipient Spreadsheets

*Due not later than 2/15/2025*

*Please note the definition of “critical” and note that follow up and/or concurrence with your agency leadership may occur.*

| FY25 AAA Grant Details                                                        |                                                                                |                                             |                           |                                 |                              |                                                                                |                                 |                                                                                                                                                                    |                                          |
|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------|---------------------------------------------|---------------------------|---------------------------------|------------------------------|--------------------------------------------------------------------------------|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| Lapsing or Critical Application? (Indicate which, if applicable) <sup>3</sup> | Application Name & FTA Program (i.e. 5307 Formula)                             | FTA Program/Section of Statute <sup>2</sup> | Anticipated Federal Share | TrAMS Temporary FAIN (Required) | Anticipated Transmittal Date | If Critical <sup>3</sup> , describe the reason(s)                              | Construction Involved? (Yes/No) | If documentation is not secured, please describe process and dates for when all documentation will be in place - i.e. NEPA, TIP/STIP <sup>4</sup>                  | Notes                                    |
| Lapsing                                                                       | 5339 Capital & Operating, XX Agency, XX UZA                                    | 5339(a) - Buses and Bus Facilities Formula  | \$2,000,000               | XXXX-2024-1                     | 2/17/2025                    |                                                                                |                                 |                                                                                                                                                                    | Application contains lapsing 5339 funds. |
| Noncritical                                                                   | Multi-source/Super Grant: 5307 & FHWA STBG Flex for Capital, XX Agency, XX UZA | Multi-source/Super Grant                    | \$10,000,000              | XXXX-2024-2                     | 2/17/2025                    |                                                                                | Yes                             | NEPA hasn't been completed - coordinating details with FTA and anticipate completion in January 2025. Project not programmed in STIP but will be by February 2025. |                                          |
| Critical                                                                      | 5307 Operating Assistance, XX Agency, XX UZA                                   | 5307 - Urbanized Area Formula               | \$700,000                 | XXXX-2024-3                     | 2/17/2025                    | A portion of the funds are needed to cover salaries due to cash flow concerns. | No                              |                                                                                                                                                                    |                                          |

*Please ensure “critical” applications align to the definition at bottom of spreadsheet (footnote #3) and provide documentation from your agency’s GM/CEO affirming this designation.*

Definition of Critical Application: “A demonstrated need for funds to avoid an imminent interruption of service; pay debts/loans; maintain a bond rating; or respond to an actual emergency.” |