Caltrans Division of Mass Transportation
Transportation Development Credits
FAQ's

1. Will the sheet provided to us be used for all FTA funds (even though the sample project entry is 5307) or just for fund types tracked by the MPO?
The tracking sheet will be used for all transit fund types. Transportation Development Credits will not be available for use with Flex funds as this time.

2. Will your office do all of the tracking or will the MPOs assist in the tracking for 5311 funds?
DMT along with Caltrans Budgets will track 5311 funds.

3. Who will track the FTA planning, 5309, 5310, and 5313, and will we have a guideline written that specifies what fund types are eligible for toll credits and how the coordination will be handled?
The Division of Planning will track the planning related funds (5303, 5304, and 5313); DMT will track 5310 and 5309 funds.

4. Do we know if this is for internal use only, or will we be required to submit this report to FTA?
The MPOs will collect the information from the Transit Operators and provide it to Caltrans on the tracking spreadsheet.

5. How often will we be required to submit this data?
The MPO's will be required to submit this data annually. More frequent submissions may be required as the tracking becomes automated.

6. Are you looking to see what Toll Credits we have already applied for or what we plan to use?
The MPO's will receive a 1 year allocation of Transportation Development Credits for transit projects and DMT will be tracking the use of credits. Allocations will be based on need identified in the spreadsheet.

7. If the transit operators will report in TEAM, what will this look like? Will this spreadsheet be added as an attachment?
Agencies will not be reporting Transportation Development Credits in TEAM. Agencies will enter a project in TEAM using transportation development credits as shown in the example below:

Actual cost of the asset	*$500,000*
	=======
Federal Share (80%)	*$400,000*
Local Share (20%)	*$100,000 (from toll revenue credits)*
	$500,000

=======

In Transportation Electronic Award and Management (TEAM), the recipient will enter the following:

Total project cost	*$500,000*
Federal Share	*$500,000*

FTA requires the recipient to state within the comment section of TEAM that transportation development credits provide $100,000 for the local share. FTA will not approve a retroactive application of Transportation Development Credits, nor will FTA allow additional toll credits to be added to a grant after it is executed. Toll Credits can be used for "operating" projects.

8. If we are collecting the data from the transit agencies, why are they reporting the data in TEAM? They can't report until the MPO and Caltrans approve? As the MPO, we will also be looking to use Toll Credits, so does this need to be approved by Caltrans before we can report?
Agencies will not be reporting Transportation Development Credits in TEAM. Agencies will apply for funds and report financials in TEAM. Projects will show as 100% FTA funded.

9. Who in Caltrans will we be reporting to?
The Division of Mass Transportation (DMT)

10. I notice the additional ECHO information columns in the attached template. I just wanted to know if MPOs will be responsible for providing this information as well. We have never used ECHO and do not access to it. I was wondering if this information will be tracked by Caltrans.
The ECHO information should be provided by whoever within the MPO enters the ECHO Drawdowns. For Urbanized areas the transit agencies would provide to the MPO's and for rural areas and discretionary programs within MPO boundaries, Caltrans will provide this data.

11. Why is all the information on the Toll Credit Tracking sheet starting from the "Allocation Amount" column to the end of the sheet, which I believe all falls under the "TEAM Information" section necessary? Is this required by FTA or was it just suggested? This would require quite a bit of tracking and I suggest it be removed if not required by FTA.
When Caltrans submits the tracking spreadsheet to FTA for approval, we will ask FTA to verify all columns needed.

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12. Comments received from agencies by 10/1/10 deadline.

FTA:

- From the FTA standpoint, of the project/grant identifiers, the CTIP ID and the TIP ID are not required by FTA. The fund type isn't really important to us either, for this purpose, or the FY. As far as costs, we probably just need to see the total amount, federal share, and toll credit amount (or local match), as Rosemary presented it here. I think we need to know when the project starts so CALTRANS can keep track of projects that don't move and can withdraw the toll credits if they don't feel they will be used in a reasonable amount of time by the project sponsor. We also need to know when the project is completed and if there is a funds remaining that were deobligated, which would also leave a deobligated amount of toll credit that could be used again. You don't necessarily need to use the ECHO system that could also be found in TEAM when the grant is deobligated.
  The FTA identified columns required for reporting purposes, are shaded "green", on the tracking spreadsheet, for identification purposes.

SCAG:

- Attached is a revised Toll Credit worksheet for FTA Funded projects. The revisions are based on this morning's discussions with Ted Matley of FTA. The worksheet provides the information FTA deemed necessary.
- *The revisions are based discussions with Ted Matley of FTA. The worksheet provides the information FTA deemed necessary. SACG provided the same columns identified by FTA.*

SANDAG:

Below are comments from SANDAG regarding the Transportation Development Credits reporting worksheet:

1) FTA Grant Number/FTA Project Number Column
   a. This information will not be known at the time we submit this report since this report is to include amounts we want to use, not what we have already applied for. Since these forms at due October 1st of every year, the request for FTA grant numbers are about 10 months away when we're preparing the grant application. So while the submittal is forward looking, the data is current so there is a time lag for the FTA grant number.
   This will not be a problem, it is understood that not all information will be available at the time these forms are first submitted.
2) TEAM Information Column
   a. Since this information is not readily available to most MPOs, what is the need to report? Are we to report this data until the grant is closed or until the portion related to the TDCs are spent?
   We have dropped the ECHO information columns. However there is still some information from TEAM that will be required We need to know

when the project starts so CALTRANS can keep track of projects that don't move and can withdraw the toll credits if Caltrans / FTA doesn't feel they will be used in a reasonable amount of time by the project sponsor. We also need to know when the project is completed and if there are funds remaining that were de-obligated, which would also leave a de-obligated amount of toll credit that could be used again.

b. In regards to Allocation amount (Allocation is spelled wrong on the form) and Obligated Amount: is this regarding the funds which are tied to the TDCs?

The spelling error has been corrected. Yes, the Obligated Amount is referring to the Toll Credits. We will also need to know if the obligated amount is less than what was originally requested. This will allow us adjust Toll Credit usage accordingly.

3) Non Federal Match and Local Match Percentage Columns

a. If this is information pertaining only to the TDCs, why do we need these 2 columns? Are you looking for all the funding associated for this project?

It is possible a project may have other sources of funding. If not, this column can be left blank.

4) Is there certain information which is necessary and some which is optional? If we do not have certain information, will the report be accepted? If there is information which is necessary, can that be highlighted on the form?
All information will be required, however we understand that not all information will be available at the time of the initial request.

5) If this report is to be submitted annually, do you only want information on the projects we will be applying for? Or are we to continue to report on all the projects which have received TDCs and those projects we will be applying for? This could change the dynamic of the data we report.
We will be looking for information to update current projects as well as information on projects that you are applying for.