



# RAIL

*MOVING AMERICA FORWARD*

## FY 2022 Railroad Crossing Elimination Grant Program Webinar

Presented By:

Doug Gascon, Deborah Kobrin, Sergio Coronado, Lana Lau, Mariam Ouhamou, James Payne



# Welcome: FRA Deputy Administrator Jennifer Mitchell



# Presenters



**Doug Gascon**



**Deborah Kobrin**



**Sergio Coronado**



**Lana Lau**



**Mariam Ouhamou**



**James Payne**

# Agenda

- 1. Railroad Crossing Elimination Program Overview**
- 2. How to Apply**
- 3. Best Practices**
  - Project Narrative
  - Statement of Work
  - Environmental Readiness
- 4. Question and Answers**

# Railroad Crossing Elimination Program Overview

# Railroad Crossing Elimination – Program Overview

## PROGRAM PURPOSE

- To fund highway-rail or pathway-rail grade crossing improvement projects that focus on **improving the safety and mobility of people and goods.**

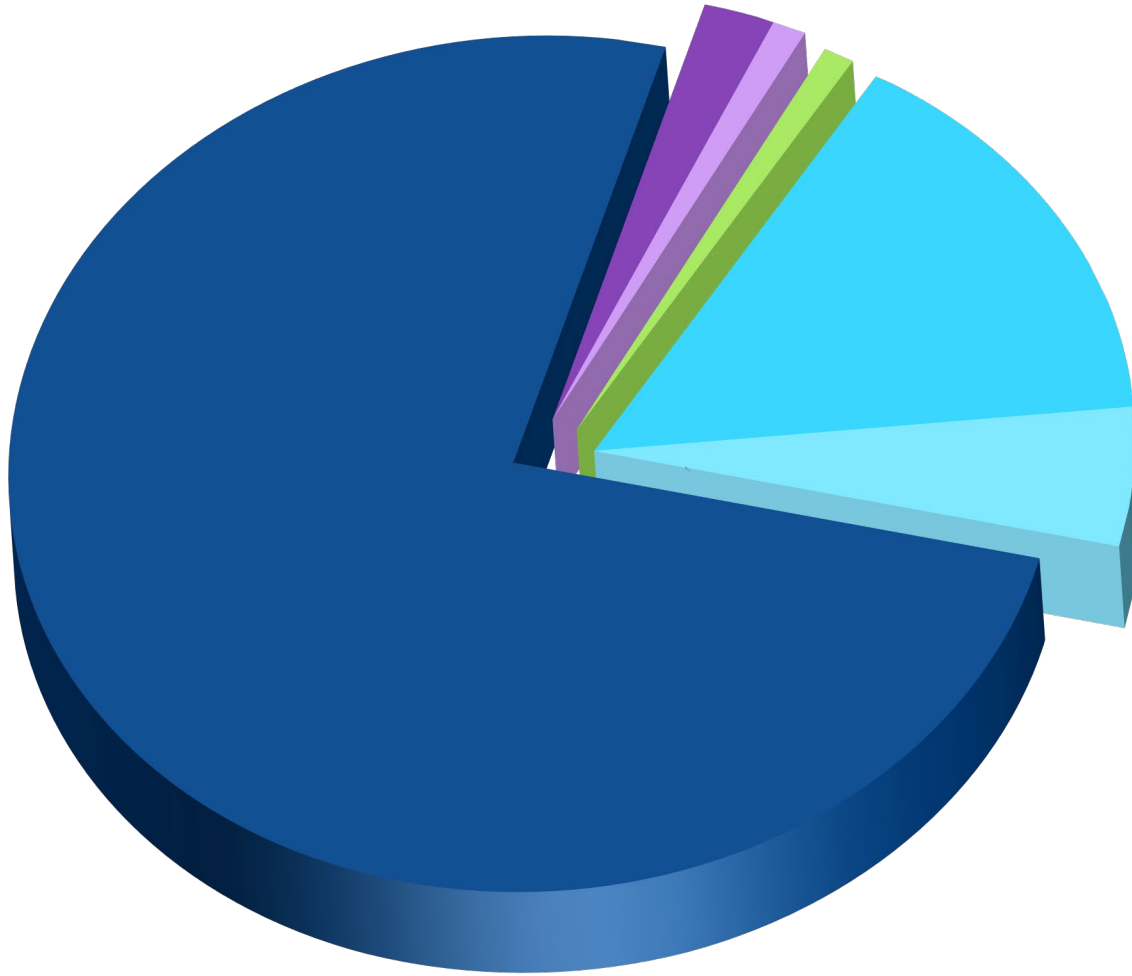
## Notice of Funding Opportunity (NOFO)

- Published in the Federal Register on July 6, 2022
  - \$573 million available
  - Applications due by 5pm EST on October 4, 2022
- Please read this NOFO carefully and follow all instructions for completing and submitting your application.
- Applications that are incomplete or received after the deadline will not be considered for funding. There are no exceptions.

CRISI: Consolidated Rail Infrastructure and Safety Improvements Grant Program

RAISE: Rebuilding American Infrastructure with Sustainability and Equity Grants

# Program Purpose and Funding Overview



## Planning

- Not less than 3% of total funding (\$18,000,000) is for planning projects.
  - Not less than 25% of these funds (\$4,500,000) is for planning projects in rural areas or on Tribal lands.

## Crossing Safety Information and Education Program

- At least \$1,500,000 will be made available for highway-rail grade crossing safety information and education programs

## Rural and Tribal Set Aside

- Not less than 20% of total funding (\$114,652,800) is reserved for projects located in rural areas or on Tribal lands.
  - Not less than 5% of these funds (\$5,732,640) are reserved for projects in counties with 20 or fewer residents per square mile.

## Grant Conditions

- No grant awarded shall be smaller than \$1M, except for planning grants.

## State Limitation

- No more than 20% of total funding (\$114,652,800) in any fiscal year may be selected for projects in a single State.

# Railroad Crossing Elimination – Program Conditions

## Differences with other FRA Programs

### Benefit-Cost Analysis (BCA)

- BCAs are not required, although applicants must at the very least provide sufficient qualitative information on the project's benefits for FRA to evaluate.
- Note that applicants would need to provide a BCA if interested in applying for CRISI for the same project.

### Pre-Award Costs

- Applicants may count costs incurred for preliminary engineering associated with an eligible project if such costs were incurred before project selection for award and no earlier than Nov. 15, 2021 (date of BIL enactment). These costs must also be compliant with 2 CFR part 200 and RCE requirements.

### Commuter Rail Projects

- Commuter rail passenger transportation projects are eligible, but commuter rail authorities are not.
- Selected projects must be transferred to FTA to administer.



# Key Program Definitions

## Grade Separation or Closure

- An underpass or overpass to eliminate level crossings between railroad and highway users at an existing highway-rail or pathway-rail grade crossing.
- The closing of a highway-rail grade crossing to vehicular or pedestrian traffic.

## Improvement Project

- A project related to an existing highway or pathway-rail crossing including:
  - installation, repair, or improvement of crossings, grade separations, railroad crossing signals, gates, bells, audible warning devices and related technologies;
  - highway traffic signalization, lighting, crossing approach signage, and roadway improvements such as medians or other barriers;
  - pathway improvements such as bollards; railroad crossing panels and surfaces; and other safety engineering improvements, or highway-rail programs to reduce risk.

# Railroad Crossing Elimination – Eligible Applicants

## ELIGIBLE APPLICANTS

- States, including the District of Columbia, Puerto Rico, and other U.S. territories and possessions.
- Political subdivision of a State.
- Federally recognized Indian Tribe.
- A unit of local government or a group of local governments.
- A public port authority.
- A metropolitan planning organization.
- A group of the entities described above.

# Railroad Crossing Elimination – Eligible Projects

## ELIGIBLE PROJECT CRITERIA

- **Grade separation or closure** including through-use of a bridge, embankment, tunnel or combination thereof.
- Track relocation.
- Improvement or installation of protective devices, signals, signs, or other measures to improve safety, **provided that such activities are related to** a separation, or relocation project.
- Other means to improve the safety and mobility of people and goods at highway-rail grade crossings (including technological solutions).
- A group of related projects, described above, that would collectively improve the mobility of people and goods.
- The planning, environmental review, and design of an eligible project type.

# Evaluation and Selection Criteria

## EVALUATION CRITERIA

### Technical Merit:

- Quality of statement of work and application materials
- readiness and completion of prerequisites
- applicant past performance, technical capacity, and financial contributions
- private-sector participation
- qualifications and experience of key personnel and organizations
- consistency with planning documents

### Project Benefits:

- improvements to safety at highway-rail or pathway rail grade crossings
- proposals to grade separate, eliminate, or close one or more highway-rail/pathway rail grade crossings
- improvements to the mobility of both people and goods
- reductions in emissions, protects the environment and provides community benefits
- improvements to access emergency services
- improvements to access communities; economic benefits
- contracting incentives to employ local labor, to the extent permissible under Federal law



# Railroad Crossing Elimination – Selection Criteria

## DEPARTMENTAL GOALS

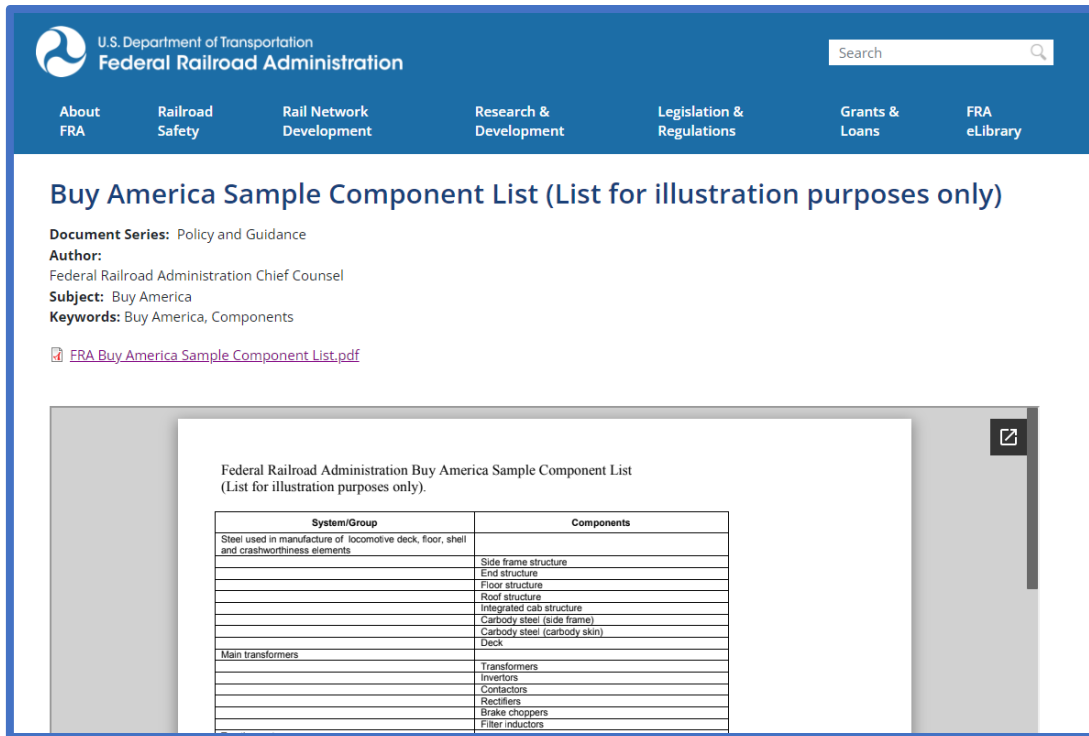
- Safety
  - Applicants are strongly encouraged to submit safety justifications for a project that relies on standardized, objective safety metrics and data, if available, including data from sources such as: GradeDec.Net; National Risk Index; safety metrics found in Appendix D of 49 C.F.R. Part 222; the FRA crossing incident dashboard (FRA Safety Data & Reporting | dot.gov); or other relevant safety data or metrics.
- Equitable Economic Strength and Improving Core Assets
- Equity and Barriers to Opportunity
- Climate Change and Sustainability
- Transformation of Our Nation's Transportation Infrastructure

## Program Preference

- Grade separations, closing crossings through track relocation, and corridor-wide grade crossing improvements

# FRA Buy America

FRA Buy America includes **new** requirements enacted by the **Build America, Buy America (BABA) Act**



The screenshot shows the FRA website's 'Buy America Sample Component List' page. It includes a header with the U.S. Department of Transportation Federal Railroad Administration logo and navigation links. The main content area features a title, document series, author, subject, and keywords. Below this is a link to the PDF document. The PDF content is displayed in a preview window, showing a table with two columns: 'System/Group' and 'Components'.

System/Group	Components
Steel used in manufacture of locomotive deck, floor, shell and crashworthiness elements	Side frame structure
	End structure
	Floor structure
	Roof structure
	Integrated cab structure
	Carbody steel (side frame)
	Carbody steel (carbody skin)
	Deck
Main transformers	Transformers
	Inverters
	Contactors
	Rectifiers
	Brake choppers
	Filter inductors

<https://railroads.dot.gov/legislation-regulations/buy-america/buy-america>



For FRA-funded Projects - the steel, iron, construction materials, and manufactured goods used in the project must be produced in the United States



FRA Buy America applies to materials purchased with FRA funds and with non-Federal funds



Consider FRA Buy America requirements in project planning, design, and budget



Include FRA Buy America requirements in all procurement documents and obtain any necessary certifications to document compliance



*Waivers are granted only in limited circumstances and can result in significant delay*

# NOFO Overview and How to Apply

# What is a NOFO

## KEY PARTS OF A NOFO

### A **Notice of Funding Opportunity (NOFO)**:

- Announces the grant opportunity
- Contains details about the application requirements and procedures to request Federal funding for eligible projects



# What information is in a NOFO?

## KEY PARTS OF A NOFO

- Program Summary
- Key Dates
- Required Documents
- Addresses
- FRA Contact Information
- Table of Contents
  - Program Description
  - Federal Award Information
  - **Eligibility Information**
  - **Application and Submission Information**
  - **Application Review Information**
  - Federal Award Administration
  - Federal Awarding Agency Contacts

# Where Do I Start?

Check the FRA Competitive Discretionary Grant Programs webpage

- <https://railroads.dot.gov/grants-loans/competitive-discretionary-grant-programs/competitive-discretionary-grant-programs>

U.S. Department of Transportation  
Federal Railroad Administration

Search

About FRA Railroad Safety Rail Network Development Research & Development Legislation & Regulations Grants & Loans FRA eLibrary

[Home](#) / [Grants & Loans](#) / [Competitive Discretionary Grant Programs](#)

Competitive Discretionary Grant Programs

Accepting Applications

Legacy and Inactive Grant Programs

## Competitive Discretionary Grant Programs

### Accepting Applications

#### [Railroad Crossing Elimination Grant Program](#)

This program makes available \$573,264,000 in funding for highway-rail or pathway-rail grade crossing improvement projects that focus on improving the safety and mobility of people and goods. For more information on the program, please see the [FY 2022 Notice of Funding Opportunity](#) for more information.

**Related Links**

- [Register for the Railroad Crossing Elimination Grant Program Notice of Funding Opportunity Webinar](#)

Click the link to access the NOFO

# Where is the FY22 RCE Program NOFO?



**FEDERAL REGISTER**  
The Daily Journal of the United States Government



Notice

## Notice of Funding Opportunity for the Railroad Crossing Elimination Program

A Notice by the Federal Railroad Administration on 07/06/2022



### PUBLISHED DOCUMENT

#### AGENCY:

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

#### ACTION:

Notice of funding opportunity.

#### SUMMARY:

This notice details the application requirements and procedures to obtain grant funding for eligible projects under the Railroad Crossing Elimination Program for Fiscal Year 2022. This notice solicits applications for the Railroad Crossing Elimination Program funds made available by the Infrastructure Investment and Jobs Act. The opportunity described in this notice is made available under

Assistance Listings Number 20.327, "Railroad Crossing Elimination."

#### DATES:

Applications for funding under this solicitation are due no later than 5:00 p.m. ET, October 4, 2022. Applications that are incomplete or received after 5:00 p.m. ET, on October 4, 2022 will not be considered for funding. See Section D of this notice for additional information on the application process.

### DOCUMENT DETAILS

Printed version:  
[PDF](#)

Publication Date:  
[07/06/2022](#)

Agencies:  
[Federal Railroad Administration](#)

Applications for funding under this solicitation are due no later than 5:00 p.m. ET, October 4, 2022. Applications that are incomplete or received after 5:00 p.m. ET, on October 4, 2022 will not be considered for funding. See Section D of this notice for additional information on the application process.

Document Type:  
Notice

Document Citation:  
87 FR 40335

Page:  
40335-40346 (12 pages)

Document Number:

# Where Do I Find “How to Apply” Information?

Search Grants tab on **Grants.gov**:

**SEARCH GRANTS** ?

**BASIC SEARCH CRITERIA:**

Keyword(s):

Opportunity Number:

CFDA:

**OPPORTUNITY STATUS:**

☒ Forecasted (0)

☒ Posted (1)

☐ Closed (0)

☐ Archived (0)

**Search Tips | Export Detailed Data |**

**SORT BY:**

**DATE RANGE:**

**1 - 1 OF 1 MATCHING RESULTS:**

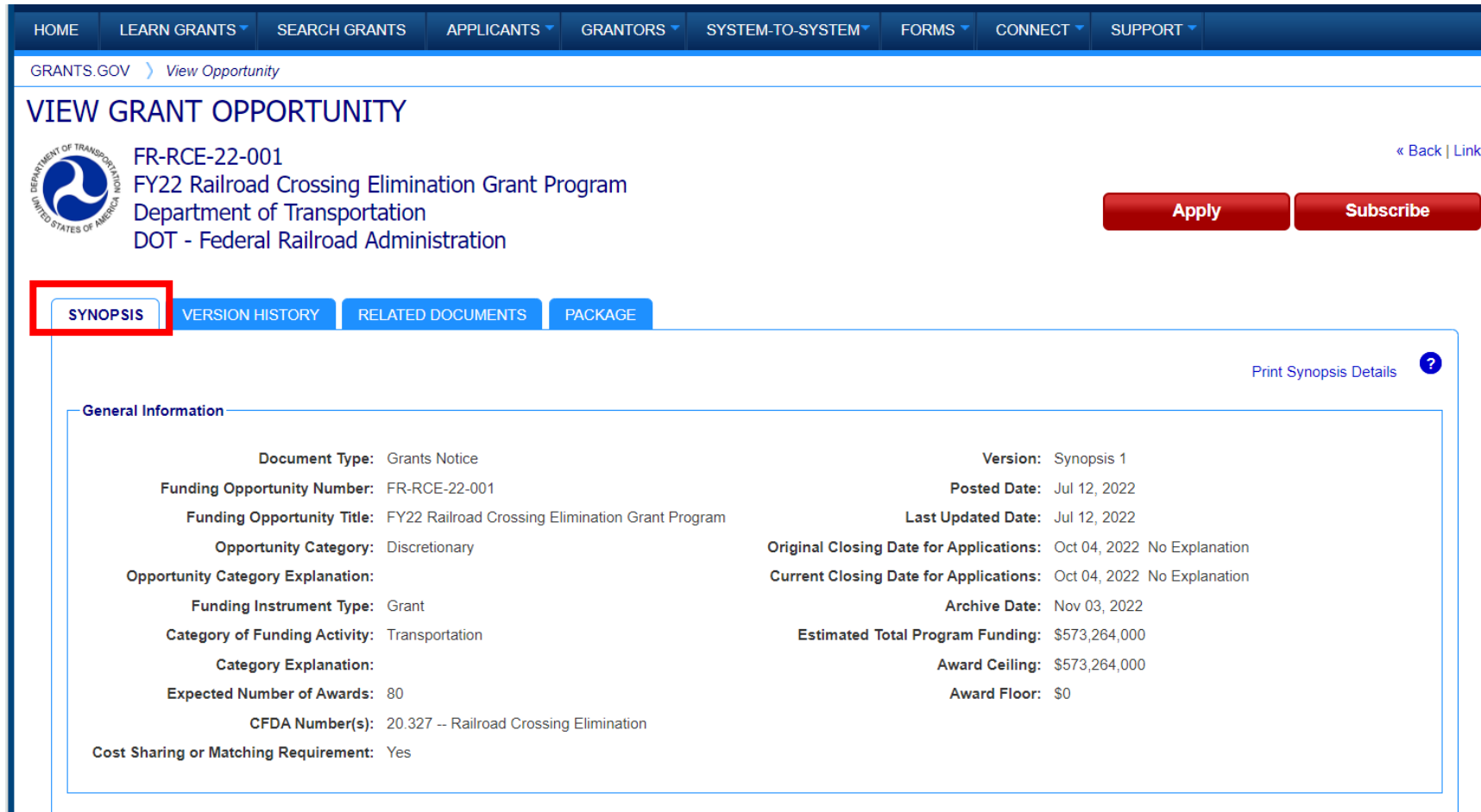
Opportunity Number	Opportunity Title	Agency	Opportunity Status	Posted Date ↓	Close Date
<a href="#">FR-RCE-22-001</a>	FY22 Railroad Crossing Elimination Grant Program	DOT-FRA	Posted	07/12/2022	10/04/2022

Click the **Opportunity Number** to see the Synopsis



# What is the Synopsis?

## Summary information about the grant opportunity in Grants.gov:



GRANTS.GOV > View Opportunity

### VIEW GRANT OPPORTUNITY

FR-RCE-22-001  
FY22 Railroad Crossing Elimination Grant Program  
Department of Transportation  
DOT - Federal Railroad Administration

« Back | Link

Apply Subscribe

**SYNOPSIS** VERSION HISTORY RELATED DOCUMENTS PACKAGE

Print Synopsis Details ?

**General Information**

<b>Document Type:</b> Grants Notice	<b>Version:</b> Synopsis 1
<b>Funding Opportunity Number:</b> FR-RCE-22-001	<b>Posted Date:</b> Jul 12, 2022
<b>Funding Opportunity Title:</b> FY22 Railroad Crossing Elimination Grant Program	<b>Last Updated Date:</b> Jul 12, 2022
<b>Opportunity Category:</b> Discretionary	<b>Original Closing Date for Applications:</b> Oct 04, 2022 No Explanation
<b>Opportunity Category Explanation:</b>	<b>Current Closing Date for Applications:</b> Oct 04, 2022 No Explanation
<b>Funding Instrument Type:</b> Grant	<b>Archive Date:</b> Nov 03, 2022
<b>Category of Funding Activity:</b> Transportation	<b>Estimated Total Program Funding:</b> \$573,264,000
<b>Category Explanation:</b>	<b>Award Ceiling:</b> \$573,264,000
<b>Expected Number of Awards:</b> 80	<b>Award Floor:</b> \$0
<b>CFDA Number(s):</b> 20.327 -- Railroad Crossing Elimination	
<b>Cost Sharing or Matching Requirement:</b> Yes	

# How Do I Apply?

## KEY STEPS

- Obtain a Unique Entity Identifier (UEI)
- **Register early** in the Federal government's System for Award Management (SAM)
  - **NOTE: SAM registration can take up to 2 weeks (longer if you do not have an Employer Identification Number)**
- For Grants.gov, complete an **Authorized Organization Representative** profile and create a username and password
- Submit an application addressing all requirements outlined in the NOFO

# What Do I Include in My Application?

## REQUIRED DOCUMENTS

- Project Narrative
- Statement of Work
- Environmental Compliance (NEPA) Documentation
  - *Note: The Applicant may include a draft document that will require development, review, and approval by FRA, or an existing completed NEPA document approved by FRA or another Federal agency that covers the proposed project scope*
- Draft Use/Ownership Agreement (*if applicable*)
  - *Note: FRA requires a written agreement exist between the applicant and the railroad regarding use and ownership consistent with 49 U.S.C. 22905(c)(1) for projects using rights-of-way owned by a railroad that is not the applicant*

# What Forms are Required?

## REQUIRED FORMS

- SF424 (Application for Federal Assistance)
  - *Either*: SF 424A or 424C – Budget info for Non-Construction OR Construction
  - *Either*: SF 424B or 424D – Assurances for Non-Construction OR for Construction
- FRA's Additional Assurances and Certifications (FRA F 30)
- FRA's Applicant Financial Capability Questionnaire (FRA F 251)
- SF LLL: Disclosure of Lobbying Activities (only required if reportable Lobbying activities exist)



# Where Do I Find Additional Information and Help?

Find Additional Information about the grant opportunity in Grants.gov at the bottom of the Synopsis page:

**Additional Information**

**Agency Name:** DOT - Federal Railroad Administration

**Description:** The purpose of the RCE Program is to provide funding for highway-rail and pathway-rail grade crossing improvement projects that focus on improving the safety and mobility of people and goods.

**Link to Additional Information:** [FY22 Railroad Crossing Elimination Grant Program](#)

**Grantor Contact Information:** If you have difficulty accessing the full announcement electronically, please contact:  
  
Grants.gov Contact Center  
Phone Number: 1-800-518-4726  
  
Hours of operation are 24 hours a day, 7 days a week. The contact center is closed on federal holidays.  
[support@grants.gov](mailto:support@grants.gov)  
  
[Grants.gov Customer Support](#)

# Application Review and Selection Process

## 1. Intake and Eligibility

Each application is reviewed for completeness and eligibility to determine which applications move to the evaluation stage

## 2. Evaluation

Each complete and eligible application is evaluated by a panel of DOT subject matter experts using criteria outlined in the NOFO

## 3. Selection

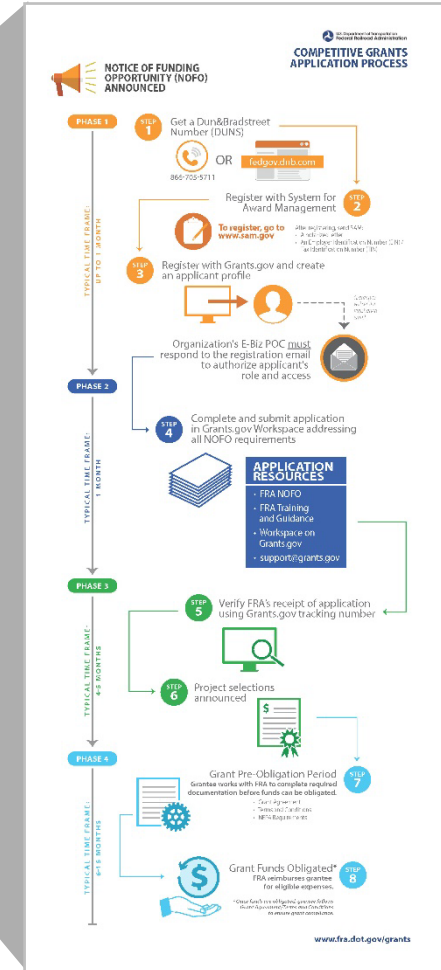
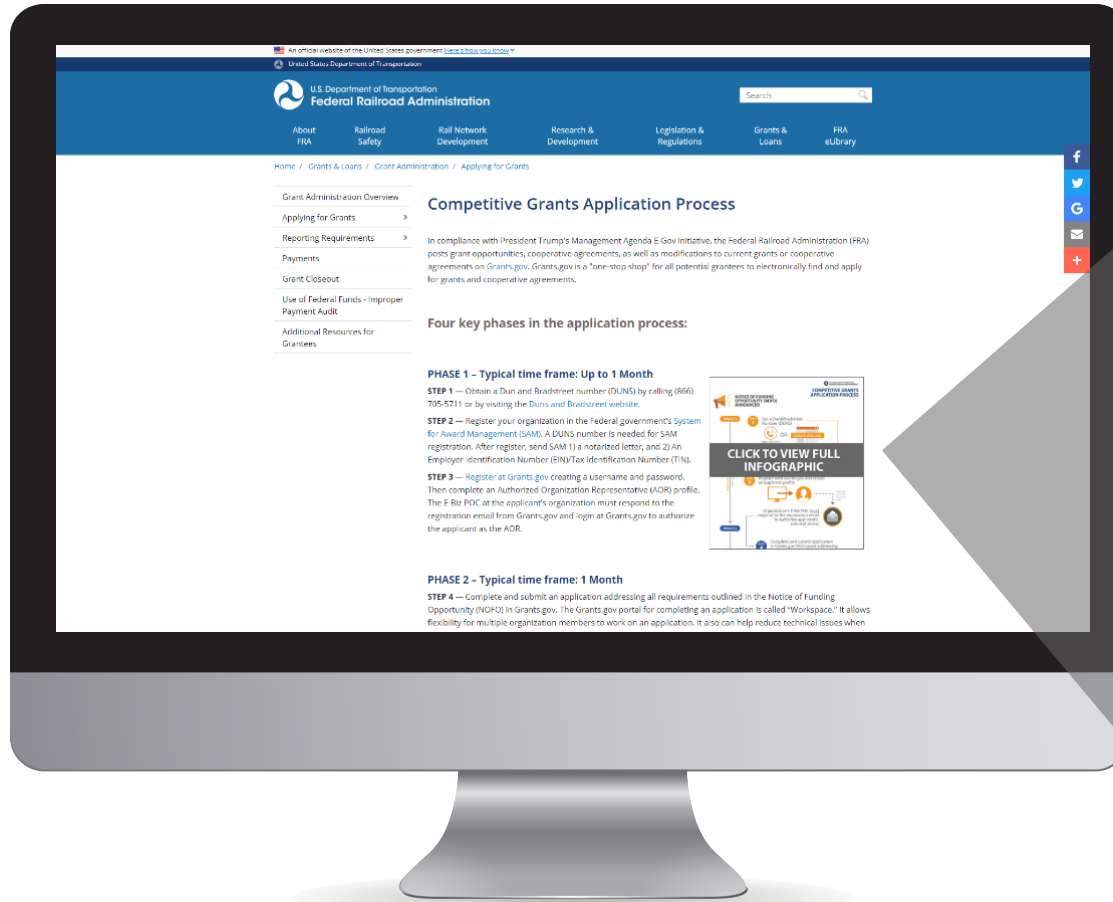
Final funding decisions are made by taking into account the evaluation and selection criteria outlined in the NOFO

## 4. Announcement

FRA press release announces selections approximately 4 to 5 months following application due date

# Grant Application Process

## FRA's [Competitive Grants Application Process](#) webpage



# Best Practices

# Best Practices and Helpful Hints

- ☑ Read the Notice of Funding Opportunity (NOFO) completely and carefully to understand the criteria for eligibility and selection, and what information each application must include
- ☑ FRA has identified several focus areas where applications that are not selected often demonstrate deficiencies:
  - Project Narrative
  - Statement of Work
  - Environmental Readiness



**FEDERAL REGISTER**  
The Daily Journal of the United States Government



Notice

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A Notice by the Federal Railroad Administration on 07/06/2022



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Publication Date:

[07/06/2022](#)

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Document Type:

Notice

Document Citation:

87 FR 40335

Page:

40335-40346 (12 pages)

Document Number:



U.S. Department of Transportation  
Federal Railroad Administration

# Best Practices – Project Narrative



# Best Practices – Project Narrative

## Project Narrative Outline

- I. Cover Page
- II. Project Summary
- III. Project Funding
- IV. Applicant Eligibility
- V. Detailed Project Description
- VI. Project Location
- VII. Grade Crossing Information
- VIII. Evaluation & Selection Criteria
- IX. Safety Benefit
- X. Project Implementation & Management
- XI. Environmental Readiness

- ✓ Structure your project narrative in accordance with the outline specified in the NOFO
- ✓ Include all elements identified in the outline
- ✓ Follow the instructions for each element
- ✓ Adhere to 25-page limit

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☑ Indicate if an application for the project has been submitted previously to another Federal grant program – include the program and year

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- ✓ Briefly describe the project in **4 to 6 sentences**, its anticipated benefits, and the transportation challenges the project will address
- ✓ Think of this section of the application **as your elevator pitch for the project** to the DOT Secretary and FRA Administrator

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- ✓ Only include eligible costs
- ✓ Specify each source of non-Federal match
- ✓ Provide details about in-kind match
- ✓ Indicate public- vs. private-sector match
- ✓ Describe the non-Federal funding arrangements
- ✓ Attach funding commitment letters
- ✓ Identify if the proposed match will not be available until a certain date or if funds must be spent by a deadline

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- ✓ Thoroughly discuss the transportation challenges and benefits
- ✓ Include data to support project benefits
- ✓ Describe how project components are related and will be sequenced
- ✓ Include photographs or diagrams
- ✓ Identify all host railroads, operators, and beneficiaries

# Best Practices – Project Narrative

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- ✓ Identify cities, counties, and states where project is located
- ✓ Include a map of the project
- ✓ Identify railroad mileposts
- ✓ Geospatial data – longitude and latitude



# Best Practices – Project Narrative

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- ☑ Cite specific DOT National Grade Crossing Inventory information, including:
  - Railroad that owns infrastructure
  - Primary railroad operator
  - DOT crossing inventory number
  - Roadway at the crossing

# Best Practices – Project Narrative

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- ✓ Include a separate section in the project narrative focused on how the project meets each of the evaluation and selection criteria
- ✓ **DO NOT** rely solely on the contents of the “detailed project description” section to satisfy this requirement — it is OK to repeat key points in this section
- ✓ Quantify benefits whenever possible

# Best Practices – Project Narrative

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☑ Strongly encouraged to submit safety justifications for the project that rely on standardized, objective safety metrics and data

# Best Practices – Project Narrative

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- ✓ Highlight applicant's past experiences managing and overseeing similar projects, including FRA- or DOT-funded projects
- ✓ Describe expected arrangements for project contracting, contract oversight, change-order management, risk management, and conformance with Federal requirements for progress reporting

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\*For more information on the NEPA process, access FRA's recent webinar, *Introduction to NEPA and FRA's Categorical Exclusions Webinar*, on FRA's [Webinars webpage](#).

- ☑ For FD/Construction Grant Application:
  - *If NEPA is **complete***: Provide copy of NEPA document or link.
  - *If NEPA is **not started***: Provide detailed project description and description of setting/land use, with visuals.
  - *If NEPA is **underway***: Provide current status, expected completion date, and type of document.

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\*For more information on the NEPA process, access FRA's recent webinar, *Introduction to NEPA and FRA's Categorical Exclusions Webinar*, on FRA's [Webinars webpage](#).

- ✓ For FD/Construction Grant Application:
  - Identify any other environmental permits or approvals that may be needed.
  - Provide current status, expected completion date, and/or copy of permit or approval.



# Best Practices – Statement of Work

☑ See FRA's Statements of Work webpage:

<https://railroads.dot.gov/grants-loans/grant-administration/statements-work>

☑ Use templates for the

- SOW (Attachment 2)
- Schedule (Attachment 3)
- Budget (Attachment 4)
- Performance Measures (Attachment 5)

The screenshot shows the Federal Railroad Administration's website. The header includes the U.S. Department of Transportation logo and the text "U.S. Department of Transportation Federal Railroad Administration". A search bar is located in the top right. The navigation menu includes links for "About FRA", "Railroad Safety", "Rail Network Development", "Research & Development", "Legislation & Regulations", "Grants & Loans", and "FRA eLibrary". The main content area is titled "Statements of Work" and contains the following text:

**Grant Administration Overview**

- Reporting Requirements
- Statements of Work
- Payments
- Grant Closeout
- Use of Federal Funds - Improper Payment Audit
- Additional Resources for Grantees

**Statements of Work**

This section provides templates for developing a Statement of Work (SOW). In essence, the SOW is a description of the work that will be completed under the grant agreement. Drafting the SOW is a key step toward receiving a grant award.

These templates are intended to assist grantees in drafting an SOW for each application selected by FRA to receive funding. The development of an SOW should be a highly collaborative process between the grantee and FRA. As such, grantees will work with FRA to create an approved SOW.

Please note: all deliverables listed in the SOW are subject to FRA approval and will require significant FRA input. Grantees should plan to work with FRA to ensure deliverables will meet all requirements.

For helpful hints on drafting an SOW, please refer to the SOW Guidance link below. This document describes how FRA uses an SOW during the grant administration phase, key items to include when drafting an SOW, and formatting guidelines. Grantees should use this guidance as a reference when drafting an SOW, but should continue to work with FRA for further guidance.

If you have questions regarding how to begin drafting your SOW, please contact your FRA Regional or Project Manager.

- [Statement of Work \(SOW\) Guidance](#)
- [Example General Grants - Attach 1 - Standard Terms and Conditions](#)
- [Example CRISI Grants - Attach 1A - Additional CRISI Terms and Conditions](#)
- [Example Federal-State Partnership Grants - Attach 1A - Additional Federal-State Partnership Terms and Conditions](#)
- [Example Restoration and Enhancement Grants - Attach 1A - Additional Restoration and Enhancement Terms and Conditions](#)
- [Example General Grants - Attach 2 - SOW](#)
- [Example General Grants - Attach 3 - Schedule](#)
- [Example General Grants - Attach 4 - Budget](#)
- [Example General Grants - Attach 5 - Performance Measures](#)

# Best Practices – Statement of Work

- ✓ Organize the scope of work into discrete and logically sequenced tasks
- ✓ Provide appropriate timing for tasks
- ✓ Identify the deliverables required to communicate progress and completion of tasks to FRA
- ✓ Check the budget to ensure numbers are consistent with cost information submitted in forms and other areas of the application

**ATTACHMENT 2**  
**STATEMENT OF WORK**  
[insert applicant/grantee name]  
[insert project name]  
[insert grant program name and fiscal year]

**I. AUTHORITY**

<b>Authorization</b>	E.g. 49 U.S.C. § 24407 For CRISI Program Insert eligibility citation (e.g. 49 U.S.C. 24407(c)(1))
<b>Funding Authority/Appropriation</b>	E.g. Contract authority in the FAST Act Sec. 1101(a)(5), Pub. L. 114-94 (December 4, 2015) E.g. Consolidated Appropriations Act, 2018, Division L, Title I (Pub. L. 115-141 (March 23, 2018))
<b>Notice of Funding Opportunity</b>	[NOFO Title] for Fiscal Year 20XX, [Federal Register citation], [Month, date, year] [volume #] FR [publication date]

**II. BACKGROUND**  
*Instructions: This section also provides high-level overview information regarding the project and applicant/grantee, and defines the term "Project" as that term is used throughout the Agreement. Approximately 3-4 paragraph in length.*

**ATTACHMENT 3**  
**DELIVERABLES AND APPROVED PROJECT SCHEDULE**  
[insert applicant/grantee name]  
[insert project name]

**I. DELIVERABLES AND APPROVED PROJECT SCHEDULE**

*Instructions: The "Project Schedule and Deliverables" section outlines the Project Performance Period for the Agreement and provides a concise table listing all of the deliverables required for the applicable tasks covered under the Agreement and their submission due date to FRA. The Grantee must list every deliverable required for each applicable task, as well as any other deliverables FRA may require. Use the guidance below to develop this section.*

The deliverables associated with this Agreement are listed below. The Grantee must complete these deliverables to FRA's satisfaction to be authorized for funding reimbursement and for the Project to be considered complete.

Unless otherwise approved, requests for extensions of the Project Performance Period must be submitted not later than 90 days before the end of the Project Performance Period, consistent with Section 4(b) of Attachment 1.

**Deliverables**

Task #	Deliverable Name	Due Date
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**ATTACHMENT 4**  
**APPROVED PROJECT BUDGET**  
[insert applicant/grantee name]  
[insert project name]

**I. APPROVED PROJECT BUDGET**

*Instructions: The "Approved Project Budget" section outlines the initial cost estimate for the project by task and by funding source. Both methods are required and necessary to access project costs. The "funding source" budget should list all funding sources contributing to the project (e.g. the FRA grant subject to this SOW, other FRA or Federal grants, the grantee's contribution, and contributions from all other project partners). Use the text and table below to develop this section.*

The total estimated cost of the Project is \$(amount), for which the FRA grant will contribute up to [percent amount] % of the total Project cost, not to exceed \$(amount). The Grantee's Non-Federal Contribution is comprised of [cash contributions only/cash in the amount of \$XX and [insert description of in-kind contribution] valued at \$XX]. Any additional expense required beyond that provided in this Agreement to complete the Project will be borne by the Grantee.

**Project Budget by Task**

Task #	Task Name	Federal (FRA) Contribution	Non-Federal Contribution	Total Cost
1		\$	\$	\$

**ATTACHMENT 5**  
**PERFORMANCE MEASUREMENTS**  
[insert applicant/grantee name]  
[insert project name]

**I. PERFORMANCE MEASUREMENTS**

The table below contains the performance measures that this Project is expected to achieve. These performance measures will enable FRA to assess Grantee's progress in achieving strategic goals and objectives. The Grantee will report on these performance measures per the frequency and duration specified in the table.

Upon Project completion, Grantee will submit reports comparing the Actual Project Performance of the new and or improved asset(s) against the Pre-Project (Baseline) Performance and Expected Post-Project Performance as described in Table 1 below. Grantee need not include any analysis in addition to the described data; however, Grantee is welcome to provide information explaining the reported data. Grantee will submit the performance measures report to the Regional Manager in accordance with Table 1 below.

**Table 1: Performance Measurement Table**

Performance Measure	Description of Measure	Measurement	Reporting
		Pre-Project (Baseline) Performance as of [Insert Date]: [Insert the performance of]	Actual Project Performance After Project Completion: Comparison of actual

# Best Practices – Environmental Readiness

## Environmental Readiness - NEPA

**Environmental review is required for all FRA grant-funded projects, including:**

- National Environmental Policy Act (NEPA)
- National Historic Preservation Act (NHPA) Section 106
- Section 4(f)
- Endangered Species Act (ESA) Section 7
- Environmental Justice
- Others, as applicable

## Environmental Readiness - NEPA

- FRA reviewers will determine environmental readiness based only on the information provided with the application.
- Provide as much known project information/documentation as possible in the grant application:
  - Project Description
  - Location
  - Project planning done to date
  - Past/present environmental studies (e.g., NEPA documentation)
  - Past or anticipated public outreach or agency meetings
  - Anticipated environmental impacts
  - Anticipated local/state/federal permits and/or coordination/consultation

## Environmental Readiness - NEPA

- Consider providing a draft categorical exclusion (CE) with your grant application
- If unable to complete a draft CE worksheet, FRA recommends, at a minimum, identifying the anticipated CE category that the project may fall under (FRA's CEs are found at [23 CFR 771.116](#))
- For certain proposals not requiring ground disturbance (e.g. training and research) simplified CE documentation may be considered

## Environmental Readiness - NEPA

- *If your project does not fit clearly within a CE category, an EA or EIS might be needed depending on potential for significant environmental impacts.*
- FRA will make the final class of action determination. We can provide assistance to grantees on determining NEPA class of action – **contact our experts** at [FRAenvironment@dot.gov](mailto:FRAenvironment@dot.gov)



# Environmental Readiness - NEPA

- FRA NEPA Procedures

<https://railroads.dot.gov/rail-network-development/environment/fra-legislation-regulations>

- FRA's Categorical Exclusion Worksheet

<https://railroads.dot.gov/elibrary/categorical-exclusion-worksheet-0>

- FRA CE Companion Guide

<https://railroads.dot.gov/elibrary/fra-categorical-exclusion-companion-guide>

- U.S.DOT NEPA Resources

<https://www.transportation.gov/policy/transportation-policy/environment>

## Environmental Readiness - NEPA

- Council on Environmental Quality Website  
<https://ceq.doe.gov>
- [A Citizen's Guide to the NEPA](#)
- AASHTO Center for Environmental Excellence Practitioner's Handbook  
<https://environment.transportation.org/resources/practitioners-handbooks/>

# Environmental Readiness - NEPA

- Section 106 Regulations (36 CFR Part 800)

<https://www.govinfo.gov/content/pkg/CFR-2021-title36-vol3/pdf/CFR-2021-title36-vol3-part800.pdf>

- Section 106 Review Process

<https://www.achp.gov/sites/default/files/2018-05/Section%20106%20Review%20Process.Handout.2017.jpg>

- A Citizen's Guide to Section 106 Review

<https://www.achp.gov/sites/default/files/documents/2019-04/CitizenGuide2015v4-spreads%20layout.pdf>

- Section 106 and Infrastructure Projects

<https://www.achp.gov/section-106-and-Infrastructure-Projects>

- Program Comment

<https://railroads.dot.gov/rail-network-development/environment/final-section-106-program-comment-rail-rights-way>

# Additional Resources

# FRA Blocked Crossing Portal

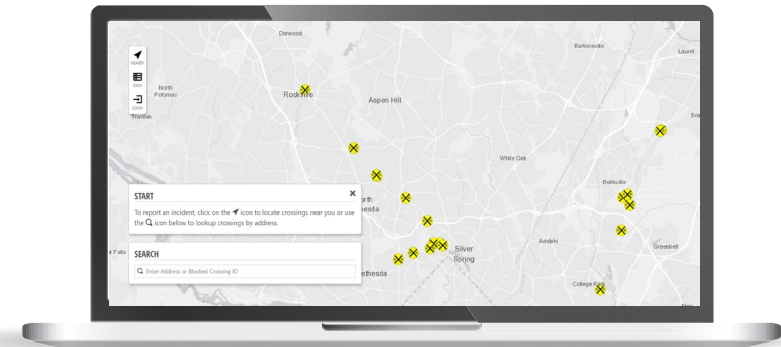
- Blocked crossings pose potential safety risks, specifically in locations where trains routinely hinder roadway and pedestrian movement for extended periods.
- To address this potential safety risk, FRA established the Blocked Crossing Portal in 2019.
- Portal requests specific information from users reporting blocked crossings—including **date**, **time**, **location** and **duration that crossing is blocked**.

- Report a Blocked Crossing:

<http://www.fra.dot.gov/blockedcrossings>

- Provide Feedback on the Portal:

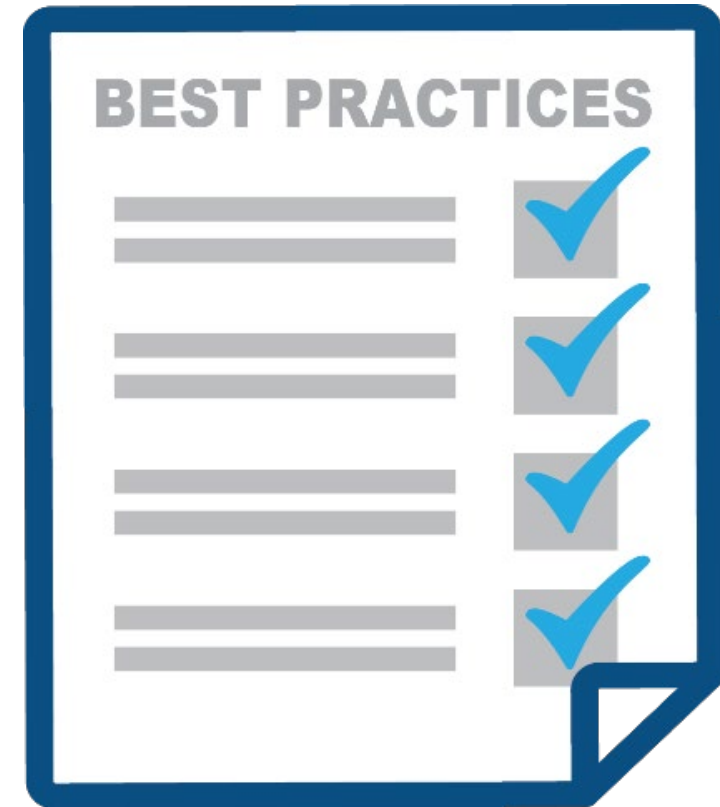
<https://www.federalregister.gov/documents/2022/06/14/2022-12785/request-for-information-regarding-fras-public-blocked-crossing-portal>



# Recap and Reminders

## Recap and Reminders

- Always **read the NOFO** carefully
- Determine what a successful project looks like
- Ensure you **submit all required documents**
- Address all of the evaluation and selection criteria on which you will be rated
  - **Be clear and direct** in responding to criteria
  - Make your application easy to read and evaluate
  - Don't bury key points!



## Recap and Reminders

- **Verify funding and budget amounts** for consistency!
  - **Ensure amounts match** in different parts of your application package (e.g., cover sheet, SOW, Project Narrative, SF-424)
  - Numbers in columns and rows should add up properly in budget tables
  - Only include project costs that are expected to be incurred after grant selection
- Name key partners, indicate in-place agreements, and **include letters of support**
- Have an objective “cold reader” — i.e., an individual unfamiliar with the grant application — review your final document before submission



# Grant Lifecycle and Approximate Time Frames



# Contact Us

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Connect with us USDOTFRA



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## Railroad Safety: James Payne

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## FRA Competitive Discretionary Grant Programs

**Webpage** <https://www.fra.dot.gov/grants>