



# FTA Region IV New Grantee Process

## Technical Capacity Questionnaire

### Grant Administration

3) What office/individuals will be responsible for grant administration including grant management and required FTA report submittals? Please include a description of the internal processes that will govern the oversight of specific grants, grant reporting (including, but not limited to Milestone Progress Reports (MPRs), Federal Financial Reports (FFRs)), and grant closeout.

4) Include a description of any capital grant projects the potential new grantee has, and include the estimated cost for the projects. Will the potential new grantee use its own workforce for the capital grant projects?

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5) Please provide a description of the processes the potential new grantee will or has instituted to ensure adequate technical oversight of capital projects such as construction, rolling stock and technology projects.

6) How will the new grantee monitor subrecipients, transit management or service contractors, and/or lessees to ensure compliance with FTA requirements (refer to Triennial Review Workbook)?

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## **Technical Capacity Questionnaire**

### **Satisfactory Continuing Control**

- 7) How will the new grantee ensure the satisfactory continuing control of FTA funded real property and capital assets?

### **Maintenance**

- 8) Please describe in detail the maintenance plans for capital assets. A copy of the written maintenance program/plan should be provided as well.

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- 9) If applicable, how will the new grantee conduct maintenance oversight of subrecipients, contractors, or lessees?

### **Procurement**

- 10) Please describe in detail the new grantee's procurement policies and procedures required when utilizing FTA funding. A copy of the written policies and procedures should also be provided.

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11) Will the new grantee utilize FTA funds to support contracts for transit operations and/or management services? If yes, please describe the procurement process for these contracts.