

FTA's Pilot Program for Transit-Oriented Development Planning Discretionary Grant



August 17th, 2023



The contents of this webinar do not have the force and effect of law and are not meant to bind the public in any way. This webinar is intended only to provide clarity to the public regarding existing requirements under the law or agency policies. Grantees and subgrantees should refer to FTA's statutes and regulations for applicable requirements of the TOD Pilot Program.



Agenda

- Overview of the Program
- Introduction to Grants.gov
- Common Questions
- Q & A
- Survey



TOD Pilot Program

- In 2012, the Moving Ahead for Progress in the 21st Century Act (MAP-21) established a Pilot Program for Transit-Oriented Development Planning program (TOD Pilot Program).
- Grants for comprehensive or site-specific planning in new fixed guideway and core capacity improvement transit project corridors
- Since 2014, FTA has awarded 129 TOD Pilot Program grants totaling \$104M to transit agencies and other entities.
- On **August 8th**, FTA released its 8th NOFO, making \$13.4M available for TOD funding.
- Applications are due on **October 10th, 2023**

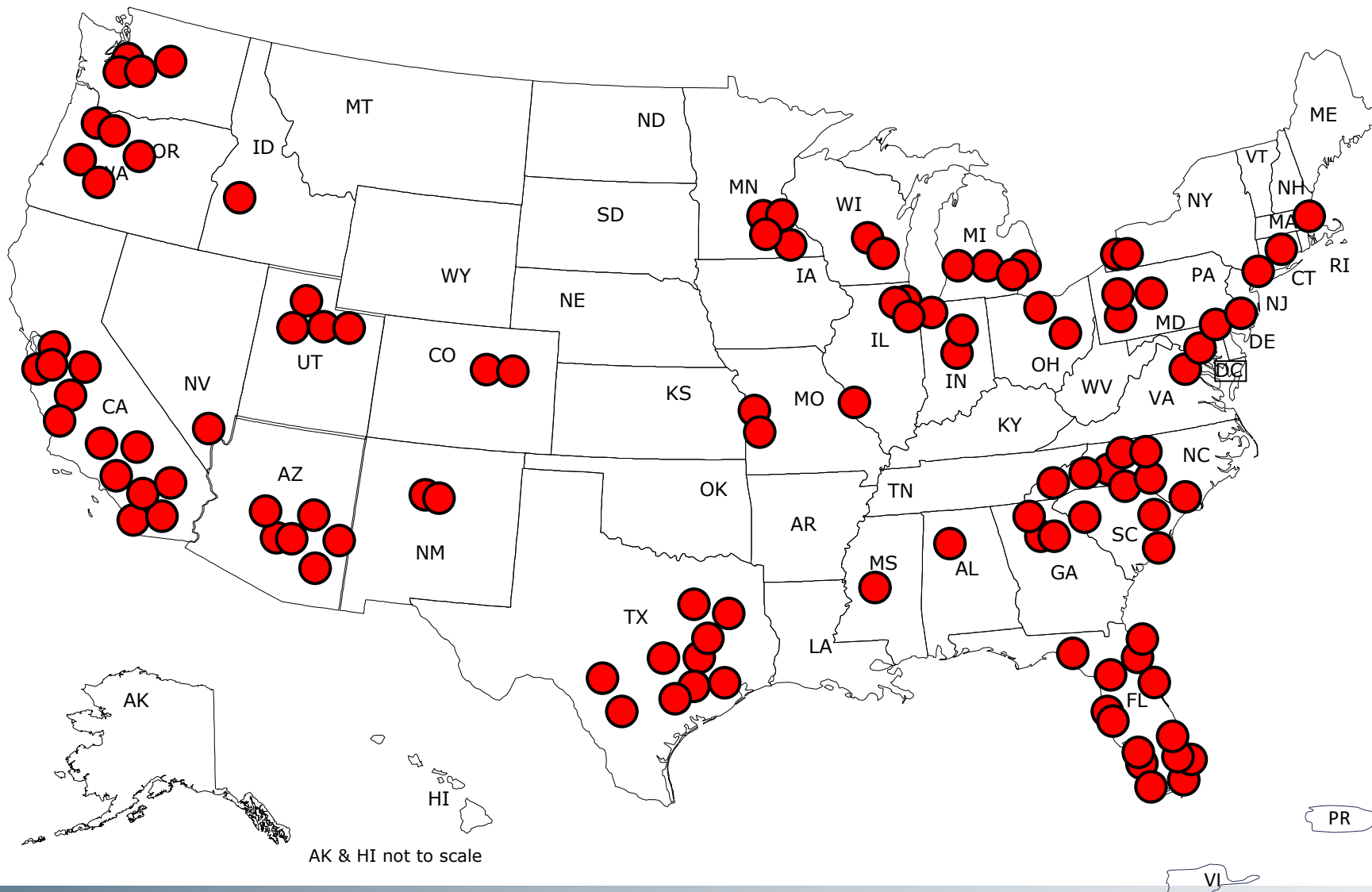
Six Grant Objectives (MAP-21)

1. Enhances economic development, ridership, and other goals established during the project development and engineering processes
2. Facilitates multimodal connectivity and accessibility
3. Increases access to transit hubs for pedestrian and bicycle traffic
4. Enables mixed-use development
5. Identifies infrastructure needs associated with the eligible project
6. Includes private sector participation

[Recipients for Pilot Program for Transit-Oriented Development \(TOD\) Planning Awards | FTA \(dot.gov\)](https://www.fta.dot.gov/development/tod-planning-awards)



Awards: 129 Projects totaling \$104M



Goals for the Program

- Encourage comprehensive or site-specific TOD planning at transit station areas in corridors containing eligible projects
- Support TOD planning work that goes beyond what local agencies would usually fund themselves
- Encourage partnerships to maximize chances for successful TOD implementations



Transit Project Requirements

TOD planning work must be associated with a new fixed guideway or core capacity improvement project as defined in the NOFO

- **Does not** need to be a candidate for or recent recipient of Capital Investment Grants Program funding (or candidate for or recent recipient of any FTA/DOT funding)
- Fixed guideway projects under construction or recently opened can be considered “new”
- Core capacity improvement projects are also “new”



Eligible Applicants

- Existing FTA grantees that meet one of the following:
 - Sponsor of an eligible transit project and partnering with an entity in the project corridor that has land use authority
 - An entity in an eligible transit project corridor that has land use authority and is partnering with the transit project sponsor
 - Sponsor of an eligible transit project and has land use authority
- Only one application per transit project corridor
- Multiple corridors allowed (but separate application needed for each)



Work Plans

Address all six aspects in NOFO section (C)(3)(ii)

- A. Enhance economic development and ridership
- B. Facilitate multimodal connectivity and accessibility
- C. Increase non-motorized access to transit hubs
- D. Enable mixed-use development
- E. Identify infrastructure needs associated with the transit project
- F. Include private sector participation

Identify final deliverables

- See NOFO section (C)(3)(ii) for examples



Grant Conditions

- Maximum 80 percent Federal funding share
- In-kind contributions permitted; transportation development credits (toll revenue credits) do not count towards the local match requirement
- Pre-award authority guidance with notice of award selections
- Section 5303 Metropolitan Planning Program requirements apply



Ineligible Activities

- Transit project development activities that would be reimbursable under an FTA capital grant
- Must be an FTA grant recipient
- Capital projects
 - See NOFO section (C)(3)(iii) for examples



Initial Application Screening Criteria

- Eligible applicant and transit project
- Evidence of partnership
- Complete application including:
 - Overview of comprehensive or site-specific TOD planning study
 - Work plan by task, including substantial deliverables
 - Schedule in terms of milestones
 - Project budget and identification of matching funds
 - Performance measures for the planning work
 - Potential impediments and how the work plan will address it



Formal Application Evaluation Criteria

Based on the information provided in the Applicant and Proposal Profile supplemental form and other attachments

- Demonstrated need for TOD planning funds
- Strength of the work plan, schedule and process
- Funding commitments for TOD planning work



Additional Considerations

FTA's strategic goals and objectives:

- Address affordable housing needs and mixed-income
- Provide equitable housing choices
- Avoid displacement of low-income households
- Address homelessness
- Geographic diversity
- Diversity in the size of the grantees receiving funding
- Applicant's receipt of other competitive awards
- Address value capture
- TIFIA/RRIF



Affordable Housing

- **New** section geared at incentivizing affordable housing:
 - 100% federal share for proposals that address 3+ activities related to affordable housing
 - Affordable housing policies may focus on, among other things:
 - Reducing regulatory barriers to the development of affordable housing through inclusionary zoning
 - Reduce parking standards,
 - Support affordable rental opportunities
 - Encourage streamlined permitting for affordable housing units
 - Encourage TOD, including actions that reduce regulatory barriers that unnecessarily raise the costs of housing development or impede the development of affordable housing;

The image shows a screenshot of a web form titled "FY 2023 Pilot Program for Transit-Oriented Development Planning" with a subtitle "Applicant and Proposal Profile". The form is divided into sections. The first section, "Section I. Applicant Information", contains a question about resubmission, input fields for organization name, FTA Recipient ID Number, and Organization Chief Executive Officer, and a question about the applicant's role. The second section, "Affordable Housing", asks for a description of affordable housing activities. The third section, "Community Development", asks for a description of planning activities supporting urbanized or rural areas. The form includes "Validate Form" buttons at the top right and bottom right.

FY 2023 Pilot Program for Transit-Oriented Development Planning
Applicant and Proposal Profile

Section I. Applicant Information

Is this a resubmission due to an invalid/error message from FTA? ☐ Yes ☒ No

Organization Legal Name:

FTA Recipient ID Number:

Organization Chief Executive Officer:

Is the applicant either the sponsor of this transit project or an entity with land use authority in the transit project corridor (or both)? ☐ Yes ☐ No

Project Location: ☐ Large Urbanized Area (200,000+ people) ☐ Small Urbanized Area (50,000-199,999 people) ☐ Rural (less than 50,000 people)

Affordable Housing

Describe the affordable housing activities for your comprehensive or site-specific planning work, and identify infrastructure needs associated with the eligible project.

Community Development

Describe how your planning proposal supports planning activities that assist urbanized or rural areas with lower population density or lower average household income levels in comparison to the adjoining areas of the project scope of work.

Validate Form



Affordable Housing Cont'

House America Initiative-

- USDOT supports the federal initiative to address the crisis of homelessness by leveraging the federal resources through a Housing First approach.
- Encourages applications to create an affordable plan that address homelessness

Additional Affordable Housing Methods-

- Encourage the inclusion of anti-displacement polices or plans
- Additionally, encourage the implementation of innovative financing methods in planning documents, such as
 - Low-Income Housing Tax Credit (LIHTC)
 - Rehabilitation Credit (Historic Preservation)

The image shows a screenshot of a web form titled "FY 2023 Pilot Program for Transit-Oriented Development Planning" with a subtitle "Applicant and Proposal Profile". A "Validate Form" button is in the top right corner. The form is divided into sections. "Section I. Applicant Information" includes a question about resubmission status with "Yes" and "No" radio buttons (the "No" button is selected). Below this are three text input fields for "Organization Legal Name", "FTA Recipient ID Number", and "Organization Chief Executive Officer". Another question asks if the applicant is the sponsor or has land use authority, also with "Yes" and "No" radio buttons. The "Project Location" section has three radio button options: "Large Urbanized Area (200,000+ people)", "Small Urbanized Area (50,000-199,999 people)", and "Rural (less than 50,000 people)". Below this is a section titled "Affordable Housing" with a text prompt and a large blue text area. The next section is "Community Development" with a similar text prompt and blue text area. A second "Validate Form" button is at the bottom right.



Build America Bureau, TIFIA/RRIF Incentive

- New departmental objective:
 - Supports projects that would qualify for TIFIA/RRIF after the completion of a planning study
 - Planning study leads to TOD implementation
 - [Build America Bureau \(transportation.gov\)](https://www.transportation.gov/build-america-bureau)



Additional Planning Considerations:

New focus on urban/rural development:

- Planning activities that are part of an urbanized area or rural area with lower population density or lower average income levels compared to the adjacent area
 - March 21, 2023, Dear Colleague Letter
- FTA may provide a federal funding share of no less than 90 percent
 - Applicants may request a share up to 100%.



Source: www.smartcitiesdive.com



Environmental Justice

- Environmental justice populations include low income and minority population(s) as defined in Executive Order 12898 “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations” and FTA’s Environmental Justice Circular 4703.1.
- Applicants are encouraged to identify any EJ populations located within the proposed service area and describe anticipated benefits to that population(s).
- The geographic unit should be appropriate to the scope of the project.

A formal EJ analysis is not requested.



Equity

Executive Order 13985:

- Advancing Racial Equity and Support for Underserved Communities Through the Federal Government
- Pursue a government-wide approach to advancing equity for all, including people of color and others who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality



Climate Change

Executive Order 14008 & 13900

- Protecting Public Health and the Environment and Restoring Science to Tackle Climate Crisis
- Tackling the Climate Crisis at Home and Abroad
- An approach to achieve net-zero emissions by no later than 2050
- Addressing the disproportionately high and adverse human health, environmental, climate-related and other cumulative impacts on disadvantaged communities



Justice40, Historically Disadvantaged Communities

Mapping Tool:

- To assist applicants in identifying whether a project is in a Historically Disadvantaged Community.
- Addresses how the project is related to housing or land use reforms.
- Describe specific and direct ways the project will mitigate or reduce climate change impacts.
 - [Climate and Economic Justice Screening Tool | U.S. Climate Resilience Toolkit](#)

Justice40

Does the project support the Justice40 Initiative? ☐ Yes ☐ No

Describe how the project supports the Justice40 Initiative and the benefits provided (see NOFO Section E.2):

Describe the methodology used to determine the project meets the Justice40 Initiative (see NOFO Section E.2):

Justice40 Population Impacted

Justice40 Disadvantaged Community Served as Identified in the NOFO Section E.2	Actual or Estimated Annual Ridership Count
<div></div>	<div></div>
<div>Insert Item</div>	

What is the percentage of Disadvantaged Communities within the project area? %

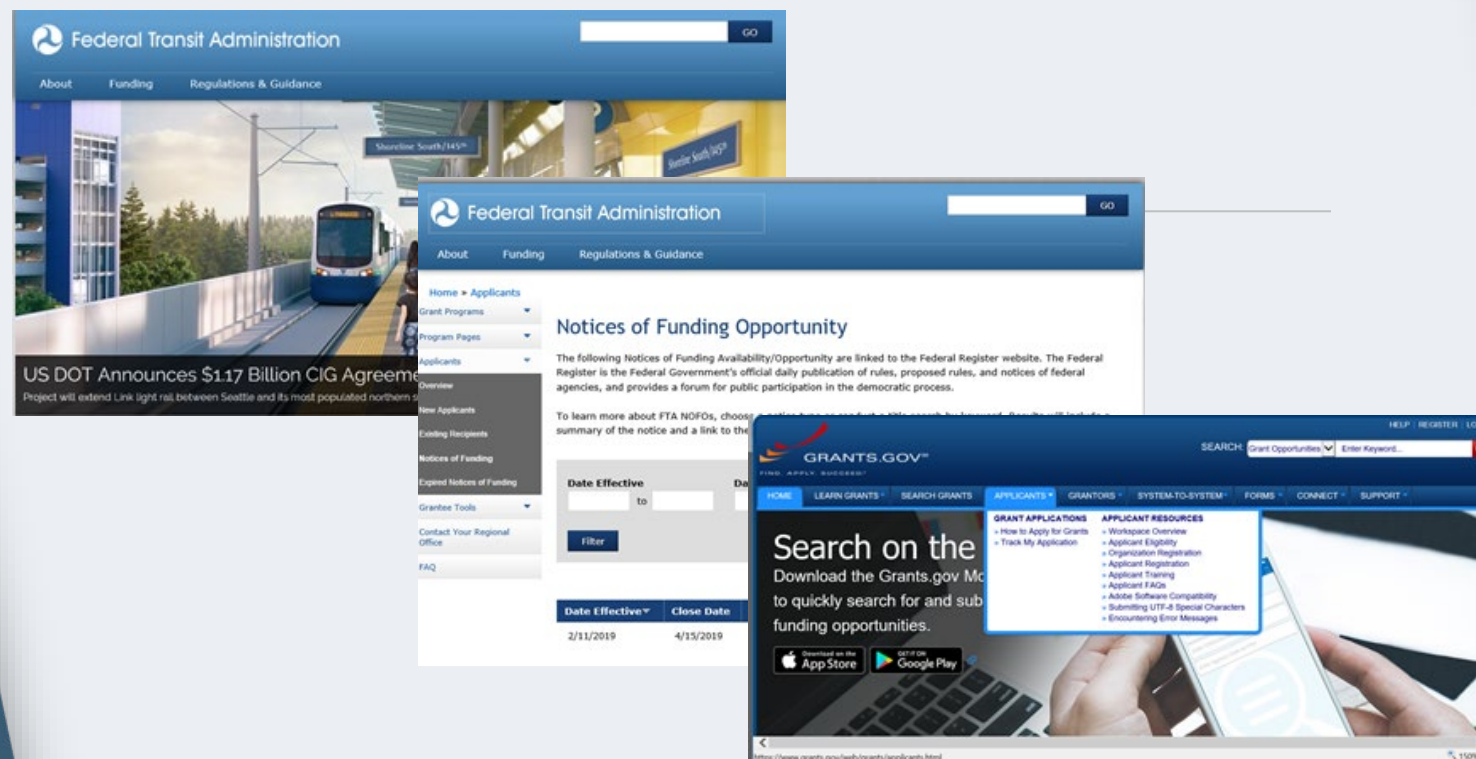
Was this estimate generated using the Climate & Economic Justice Screening Tool (CEJST)? ☐ Yes ☐ No

Was this estimate generated using the USDOT Equitable Transportation Community (ETC) Explorer? ☐ Yes ☐ No

If you did not use the annual ridership count or the mapping tool to generate the percentage, which tool(s) did you use?



Applying for FTA Grant Opportunities in Grants.gov



FTA Notice of Funding Opportunity

United States Department of Transportation

Federal Transit Administration

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Notices of Funding

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Grantee Tools

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FAQ

Notices of Funding Opportunity

The following Notices of Funding Availability/Opportunity are linked to the Federal Register website. The Federal Register is the Federal Government's official daily publication of rules, proposed rules, and notices of federal agencies, and provides a forum for public participation in the democratic process.

To learn more about FTA NOFOs, choose a notice type or conduct a title search by keyword. Results will include a summary of the notice and a link to the PDF of the appropriate Federal Register page.

From

To

Keywords

Apply

Date Effective	Close Date	Opportunity ID	Grant Program
08/08/2023	10/10/2023	FTA-2023-011-TPE-TODP	Pilot Program for Transit-Oriented Development Planning – Section 20005(b)

Grant Programs

Program Pages

Applicants

Grantee Tools

Contact Your Regional Office

FAQ

Pilot Program for Transit-Oriented Development Planning FY 2023 Notice of Funding

Date Posted: August 8, 2023

Date Closed: October 10, 2023

Opportunity ID: FTA-2023-011-TPE-TODP

Grant Program: Pilot Program for Transit-Oriented Development Planning – Section 20005(b)

Opportunity Announcement PDF: <https://www.govinfo.gov/content/pkg/FR-2023-08-08/pdf/2023-16894.pdf>

Opportunity Announcement TXT: <https://www.govinfo.gov/content/pkg/FR-2023-08-08/html/2023-16894.htm>

Details: 08/08/2023. Notice of Funding Opportunity (NOFO): Solicitation of Project Proposals for the Pilot Program for Transit-Oriented Development (TOD) Planning. The Federal Transit Administration (FTA) announces the availability of \$13,460,978 to support comprehensive or site-specific planning associated with new fixed guideway and core capacity improvement projects. The full announcement is posted on Grants.gov as opportunity FTA-2023-011-TPE-TODP. Proposals must be submitted electronically through the Grants.gov website by 11:59 p.m. Eastern Daylight Time on 10/10/2023.

Summary: The Pilot Program for TOD Planning provides funding to communities to integrate land use and transportation planning in new fixed guideway and core capacity transit project corridors. As required by statute, any comprehensive or site- specific planning funded through the pilot program must examine ways to improve economic development and ridership potential, foster multimodal connectivity and accessibility, improve transit access for

Related Links

Pilot Program for Transit-Oriented Development Planning

Federal Register :: Public Inspection: Competitive Funding Opportunity: Fiscal...

Related Documents

Pilot Program for Transit-

<https://www.transit.dot.gov/>
<https://www.transit.dot.gov/funding/grants/notices>

FEDERAL TRANSIT ADMINISTRATION

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FTA Notice of Funding Opportunity

FTA NOFO Page contains:

- Summary Description
 - Application requirements
 - Eligibility
- Supplemental Form
 - Applicants should complete and attach this to their submission
- Links to Grants.gov
- Links to Program Information
- Other references and links

Pilot Program for Transit-Oriented Development Planning FY 2023 Notice of Funding

Date Posted: August 8, 2023
Date Closed: October 10, 2023
Opportunity ID: FTA-2023-011-TPE-TODP
Grant Program: [Pilot Program for Transit-Oriented Development Planning – Section 20005\(b\)](#)
Opportunity Announcement PDF: <https://www.govinfo.gov/content/pkg/FR-2023-08-08/pdf/2023-08-08-fr-2023-011-tpe-todp.pdf>
Opportunity Announcement TXT: <https://www.govinfo.gov/content/pkg/FR-2023-08-08/pdf/2023-08-08-fr-2023-011-tpe-todp.txt>

Related Links

- [Pilot Program for Transit-Oriented Development Planning](#)
- [Federal Register :: Public Inspection: Competitive Funding Opportunity: Fiscal...](#)

Related Documents

- [Pilot Program for Transit-Oriented Development Planning FY2023 Notice of Funding Supplemental Form](#)

Details: 08/08/2023. Notice of Funding Opportunity (NOFO): Solicitation of Project Proposals for the Pilot Program for Transit-Oriented Development (TOD) Planning. The Federal Transit Administration (FTA) announces the availability of \$13,460,978 to support comprehensive or site-specific planning associated with new fixed guideway and core capacity improvement projects. The full announcement is posted on Grants.gov as opportunity **FTA-2023-011-TPE-TODP**. Proposals must be submitted electronically through the Grants.gov website by **11:59 p.m. Eastern Daylight Time on 10/10/2023**.

Summary: The [Pilot Program for TOD Planning](#) provides funding to communities to integrate land use and transportation planning in new fixed guideway and core capacity transit project corridors. As required by statute, any comprehensive or site-specific planning funded through the pilot program must examine ways to improve economic development and ridership potential, foster multimodal connectivity and accessibility, improve transit access for pedestrian and bicycle traffic, engage the private sector, identify infrastructure needs, and enable mixed-use development near transit stations. The statute also requires that the planning work be associated with a new fixed guideway or core capacity transit project as defined in federal transit statute (49 USC 5309(a); also see the NOFO f




<https://www.transit.dot.gov/funding/grants/notices>

FTA NOFO provides hyperlinks to Grants.gov opportunity notice, related documents, and application package.



Download Application



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FTA-2023-011-TPE-TODP
Pilot Program for Transit-Oriented Development (TOD) Planning
Department of Transportation
DOT/Federal Transit Administration

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NOTE: Anyone can download the application package from Grants.gov. However, only “authorized organizational representatives” can submit applications in Grants.gov.

- SYNOPSIS
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General Information

Document Type: Grants Notice

Version: Synopsis 2

Funding Opportunity Number: FTA-2023-011-TPE-TODP

Posted Date: Aug 08, 2023

Funding Opportunity Title: Pilot Program for Transit-Oriented Development (TOD) Planning

Last Updated Date: Aug 08, 2023

Opportunity Category: Discretionary

Original Closing Date for Applications: Oct 06, 2023

Opportunity Category Explanation:

Current Closing Date for Applications: Oct 10, 2023

Funding Instrument Type: Grant

Archive Date: Nov 05, 2023

Category of Funding Activity: Transportation

Estimated Total Program Funding: \$13,460,978

Category Explanation:

Award Ceiling:

Expected Number of Awards: 22

Award Floor:

CFDA Number(s): 20.500 -- Federal Transit Capital Investment Grants

Cost Sharing or Matching Requirement: Yes

Print Synopsis Details ?

- SYNOPSIS
- VERSION HISTORY
- RELATED DOCUMENTS
- PACKAGE

[Print Related Documents List](#) ?

Click on the following file link(s) to download the related document(s):

File Description	File Name	Last Updated Date/Time	File Size
Folder: Full Announcement - FTA-2023-011-TODP	FTA-2023-011-TPE-TODP-Full Announcement - FTA-2023-011-TODP.zip	Aug 08, 2023 09:07:35 AM EDT	961.6 KB
Fed Register Notice	Fed Register_TODP_2023-16894.pdf	Aug 08, 2023 09:07:35 AM EDT	254.2 KB
Supplemental Form	FY23-TOD-Supplemental-Form.pdf	Aug 08, 2023 07:43:58 AM EDT	785.1 KB

- SYNOPSIS
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Opportunity Package(s) Currently Available for this Funding Opportunity:						
CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
20.500	FTA-2023-011-TPE-TODP	Pilot Program for Transit-Oriented Development (TOD) Planning	PKG00282798	08/08/2023	10/10/2023	Preview Apply

Application Package

SYNOPSIS

VERSION HISTORY

RELATED DOCUMENTS

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Opportunity Package(s) Currently Available for this Funding Opportunity:

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
20.500	FTA-2023-011-TPE-TODP	Pilot Program for Transit-Oriented Development (TOD) Planning	PKG00282798	08/08/2023	10/10/2023	Preview Apply

Preview Opportunity Package Details

?

Opportunity Package Details:

Agency Contact Information: April.McLeanMcCoy@dot.gov

Who Can Apply: Organization Applicants

PACKAGE FORMS:

Mandatory Forms
(Click to Preview)

Optional Forms
(Click to Preview)

» SF424 Mandatory Form [V3.0]

» Grants.gov Lobbying Form [V1.1]

» Attachments [V1.2]

Download Instructions

Close

OMB Number: 4040-0002
Expiration Date: 01/31/2019

APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

1.a. Type of Submission:
☒ Application
☐ Plan
☐ Funding Request
☐ Other
Other (specify):

1.b. Frequency:
☒ Annual
☐ Quarterly
☐ Other
Other (specify):

1.d. Version:
☒ Initial ☐ Resubmission ☐ Revision ☐ Update
2. Date Received:
3. Applicant Identifier:
4a. Federal Entity Identifier:
4b. Federal Award Identifier:

STATE USE ONLY:
5. Date Received by State:
6. State Application Identifier:

1.c. Consolidated Application/Plan/Funding Request?
Yes ☐ No ☒ [Explanation](#)

7. APPLICANT INFORMATION:
a. Legal Name:
b. Employer/Taxpayer Identification Number (EIN/TIN):
c. Organizational DUNS:
d. Address:
Street1:
Street2:
City:
State:
Country:
USA: UNITED STATES
e. Organizational Unit:

Zip / Postal Code:

Please fill out the following form. [Highlight Existing Fields](#)

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1

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2) Please attach Attachment 2

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3) Please attach Attachment 3

Add Attachment

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View Attachment

4) Please attach Attachment 4

Add Attachment

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View Attachment

5) Please attach Attachment 5

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6) Please attach Attachment 6

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7) Please attach Attachment 7

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13) Please attach Attachment 13

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14) Please attach Attachment 14

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15) Please attach Attachment 15

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Application Package

Validate Form

FY 2023 Pilot Program for Transit-Oriented Development Planning

Applicant and Proposal Profile

Section I. Applicant Information

Is this a resubmission due to an invalid/error message from FTA?

No

Yes

Organization Legal Name:

FTA Recipient ID Number:

Organization Chief Executive Officer:

Is the applicant either the sponsor of this transit project or an entity with land use authority in the transit project corridor (or both)?

No

Yes

Project Location:

Large Urbanized Area (200,000+ people)

Small Urbanized Area (50,000-199,999 people)

Rural (less than 50,000 people)

Description of Service Provided and Areas Served:

The “**Attachment Form**” shown below is included in the SF-424 Grant Application Package in Grants.gov.

Please attach the **FTA Supplemental Form** to the **Attachment Form** shown below when submitting in Grants.gov.

Please fill out the following form.

Highlight Existing Fields

Authorized for Local Reproduction

Standard Form 424 Mandatory (Effective 08/2005)
Prescribed by OMB Circular A-102

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1

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2) Please attach Attachment 2

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3) Please attach Attachment 3

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4) Please attach Attachment 4

Add Attachment

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View Attachment

5) Please attach Attachment 5

Add Attachment

Delete Attachment

View Attachment

6) Please attach Attachment 6

Add Attachment

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View Attachment

7) Please attach Attachment 7

Add Attachment

Delete Attachment

View Attachment

8) Please attach Attachment 8

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9) Please attach Attachment 9

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View Attachment

CAUTION: Do not use “**Supplemental Form**” from prior years or create your own form. Please use the file provided on the FTA website.



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Applications on Grants.gov

The screenshot displays the Grants.gov website interface. At the top, there is a navigation bar with links: HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS, GRANTORS, SYSTEM-TO-SYSTEM, FORMS, CONNECT, and SUPPORT. A search bar is located on the right with the text 'SEARCH: Grant Opportunities' and a 'GO' button. Below the navigation bar, the main content area is titled 'FOR APPLICANTS'. It features a large banner image of people walking, with a blue box overlay containing the text 'FOR APPLICANTS'. Below the banner, there are eight main sections, each with an icon and a title: 'Check Your Eligibility', 'Get Registered', 'Apply for Grants', 'Track Your Application', 'Adobe Compatibility', 'Applicant Training', 'Applicant FAQs', and 'Manage Subscriptions'. Each section has a brief description and a link to the relevant page. At the bottom of the page, there is a footer with links for 'CONNECT WITH US' (Blog, Twitter, YouTube, Alerts, RSS, XML Extract, Get Adobe Reader), 'HEALTH & HUMAN SERVICES' (HHS.gov, EEOC / No Fear Act, Accessibility, Privacy, Disclaimers, Site Map), and 'COMMUNITY' (USA.gov, WhiteHouse.gov, USAspending.gov, SBA.gov, CFDA.gov, SAM.gov, DUNS Request, Report Fraud). The footer also includes contact information for Grants.gov Applicant Support: 1-800-518-4726 and support@grants.gov.

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» Applicant Eligibility
» Organization Registration
» Applicant Registration
» Applicant Training
» Applicant FAQs
» Adobe Software Compatibility
» Submitting UTF-8 Special Characters
» Encountering Error Messages

FOR APPLICANTS

Check Your Eligibility
Are you or your organization eligible for a grant? Learn how to check your eligibility here.
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Enter your Grants.gov tracking number to follow the progress of up to five applications at a time.
[Track Your Application »](#)

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[Adobe Compatibility Tip Sheet »](#)

Applicant Training
Access training materials, tips and other resources that will help you successfully navigate Grants.gov.
[Applicant Training »](#)
[Grants.gov Online User Guide »](#)

Applicant FAQs
If you have questions, you are not alone. Here are the answers to frequently asked questions.
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GRANTS.GOV Applicant Support
1-800-518-4726
[support@grants.gov](#)



<https://www.grants.gov/web/grants/applicants.html>



Applicant – Organization Registration

The screenshot shows the Grants.gov homepage with a navigation bar at the top containing links like HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS, GRANTORS, SYSTEM-TO-SYSTEM, FORMS, CONNECT, and SUPPORT. A search bar is also present. The main content area is titled 'FOR APPLICANTS' and features a large image of people walking. Below this, there are several sections: 'Check Your Eligibility', 'Get Registered', 'Apply for Grants', 'Track Your Application', 'Adobe Compatibility', 'Applicant Training', 'Applicant FAQs', and 'Manage Subscriptions'. Each section has a brief description and a link to the relevant page. A sidebar on the right lists 'GRANT APPLICATIONS' and 'APPLICANT RESOURCES'.

GRANTS.GOV™
FIND. APPLY. SUCCEED.™

HELP | REGISTER | LOGIN

SEARCH: Grant Opportunities Enter Keyword... GO

HOME | LEARN GRANTS | SEARCH GRANTS | APPLICANTS | GRANTORS | SYSTEM-TO-SYSTEM | FORMS | CONNECT | SUPPORT

FOR APPLICANTS

Check Your Eligibility
Are you or your organization eligible for a grant? Learn how to check your eligibility here.
[Check Your Applicant Eligibility »](#)

Get Registered
To apply, you need to register an account with Grants.gov. Begin registering today.
[Applicant Registration »](#)
[Organization Registration »](#)

Apply for Grants
Ready to apply? Create a workspace to apply for a grant.
[Apply for a Grant Opportunity Today »](#)
[Workspace Overview »](#)

Track Your Application
Enter your Grants.gov tracking number to follow the progress of up to five applications at a time.
[Track Your Application »](#)

Adobe Compatibility
Ensure your Adobe Reader or Acrobat software is compatible with Grants.gov.
[Adobe Compatibility Tip Sheet »](#)

Applicant Training
Access training materials, tips and other resources that will help you successfully navigate Grants.gov.
[Applicant Training »](#)
[Grants.gov Online User Guide »](#)

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The screenshot shows the 'ORGANIZATION REGISTRATION' page on Grants.gov. It includes a sidebar with navigation links and a main content area with a large image of people walking. The main content area is titled 'ORGANIZATION REGISTRATION' and contains a section 'Registering an Organization' with instructions for new organizations. Below this, there are three numbered steps: '1. Obtain a DUNS Number', '2. Register with SAM', and '3. Register with Grants.gov'. Each step includes a brief description and a link to the relevant page.

LEARN GRANTS | SEARCH GRANTS | APPLICANTS | GRANTORS | SYSTEM-TO-SYSTEM | FORMS | CONNECT | SUPPORT

APPLICANTS | Organization Registration

ORGANIZATION REGISTRATION

GRANT APPLICATIONS
» How to Apply for Grants
» Track My Application

APPLICANT RESOURCES
» Workspace Overview
» Applicant Eligibility
» Organization Registration
» Step 1: Obtain a DUNS Number
» Step 2: Register with SAM
» Step 3: Register with Grants.gov
» Applicant Registration
» Applicant Training
» Adobe Software Compatibility
» Submitting UTF-8 Special Characters
» Encountering Error Messages

Registering an Organization
The instructions below are for new organizations or organizations that have never applied for a federal grant before. Most applicants work for organizations that already completed these steps to do business with the federal government.

Before your organization can apply for a federal grant, there are several steps an organization must complete outside of Grants.gov prior to submitting an application through Grants.gov. An organization is an entity that submits grant applications on behalf of the group, such as a state government, nonprofit organization, or a private business. Once you form a legal entity with a **Employer Identification Number (EIN)**, you are ready to complete the steps below.

Below are the main steps and links to more information to complete this process. The process below can take between three business days and five weeks, so please make sure to begin early. If you do not complete these steps by the submission deadline, you are unlikely to be allowed to submit an application. Contact the federal agency point of contact listed in the grant opportunity to discuss that agency's policy.

1. Obtain a DUNS Number

How do I get a DUNS number?
Call 1-866-705-5711 or access the Dun & Bradstreet website
<http://fedgov.dnb.com/webform>

How long does this step usually take?
1-2 business days

2. Register with SAM

How do I register with the System Award Management (SAM)?
Access <https://www.sam.gov> and complete the online registration process. You also need the authorizing official of the organization to send a notarized letter to SAM and an EIN.

How long does this step usually take?
After SAM receives the notarized letter, up to 2 weeks (up to 5 more weeks to acquire EIN)

3. Register with Grants.gov

What do I register a Grants.gov account?

Organizations must register in Grants.gov in order to submit applications



Workspace in Grants.gov

GRANTS.GOV > Applicants > Workspace Overview

WORKSPACE OVERVIEW

GRANT APPLICATIONS

- » How to Apply for Grants
- » Track My Application

APPLICANT RESOURCES

- » **Workspace Overview**
 - » Workspace Basic
 - » Workspace Intermediate
 - » Workspace Advanced
 - » Workspace Process
 - » Workspace Roles
 - » Custom Roles
- » Applicant Eligibility
- » Organization Registration
- » Applicant Registration
- » Applicant Training
- » Applicant FAQs
- » Adobe Software Compatibility
- » Submitting UTF-8 Special Characters
- » Encountering Error Messages

Get Started on Your Workspace Application

Workspace is the standard way for organizations or individuals to apply for federal grants in Grants.gov. Workspace allows a grant team to simultaneously access and edit different forms within an application. Plus, the forms can be filled out online or offline—your choice.

Grants.gov Workspace also allows applicants and organizations to tailor their application workflow. Here are three approaches that applicants can take when completing a Workspace application:

Basic

- + Best for organizations with 1-2 registered Grants.gov users
- + Application forms are downloaded and emailed to collaborators before being uploaded back to the workspace

[LEARN MORE >](#)

Intermediate

- + Best for organizations with 3-5 registered Grants.gov users
- + Applicant teams are typically comprised of an AOR who submits, as well as a Workspace Owner who oversees form completion

[LEARN MORE >](#)

Advanced

- + Best for organizations with external Grants.gov users such as consultants
- + Workspace Owner manages form access
- + Workspace Owner manages subforms

[LEARN MORE >](#)

Using Custom Roles in Workspace

Organizations are also able to create custom roles and assign these roles to the users affiliated with the organization.

[LEARN MORE >](#)

GRANTS.GOV > Applicants > Workspace Overview > Workspace Roles

WORKSPACE ROLES

GRANT APPLICATIONS

- » How to Apply for Grants
- » Track My Application

APPLICANT RESOURCES

- » Workspace Overview
 - » Workspace Basic
 - » Workspace Intermediate
 - » Workspace Advanced
 - » Workspace Process
 - » **Workspace Roles**
 - » Custom Roles
- » Applicant Eligibility
- » Organization Registration
- » Applicant Registration
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Grants.gov Roles & Privileges

When an applicant organization user registers with Grants.gov, the organization E-Business Point of Contact (EBiz POC) -- or a user with the Expanded AOR role -- can assign the user a core role, a custom role, or no role.

E-Business Point of Contact

The E-Business Point of Contact (EBiz POC) works primarily at the administrative level to (among other tasks) assign roles to organization users once they register with Grants.gov.



Web Addresses

FTA Funding Opportunities:



<https://www.transit.dot.gov/funding/grants/notices>

Grants.gov:



<http://www.grants.gov/>
<http://www.grants.gov/web/grants/applicants.html>

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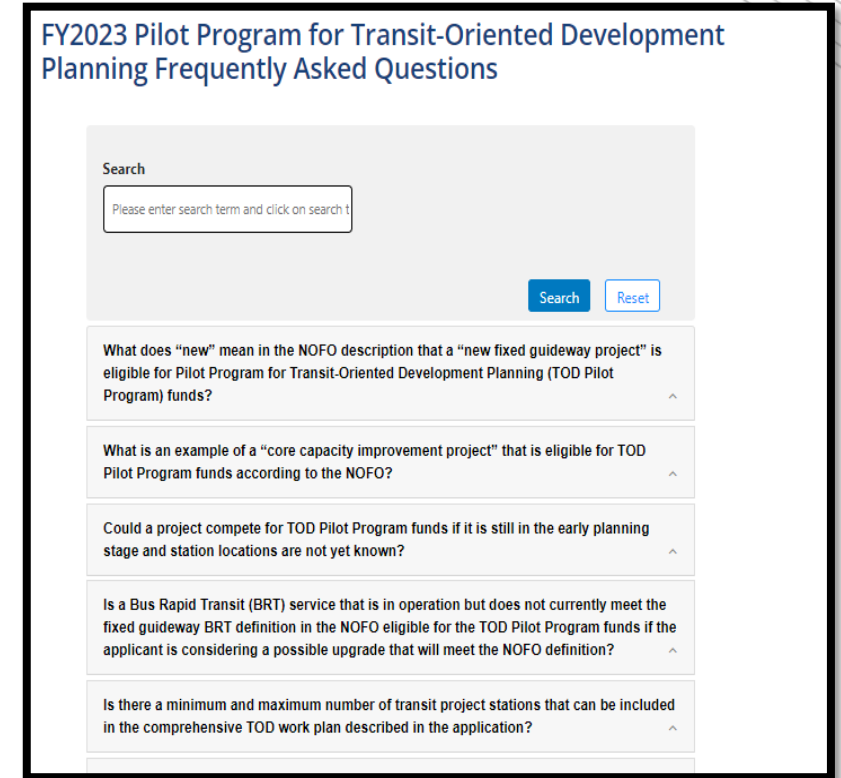
[TRANSIT.DOT.GOV](https://www.transit.dot.gov)

COMMON QUESTIONS



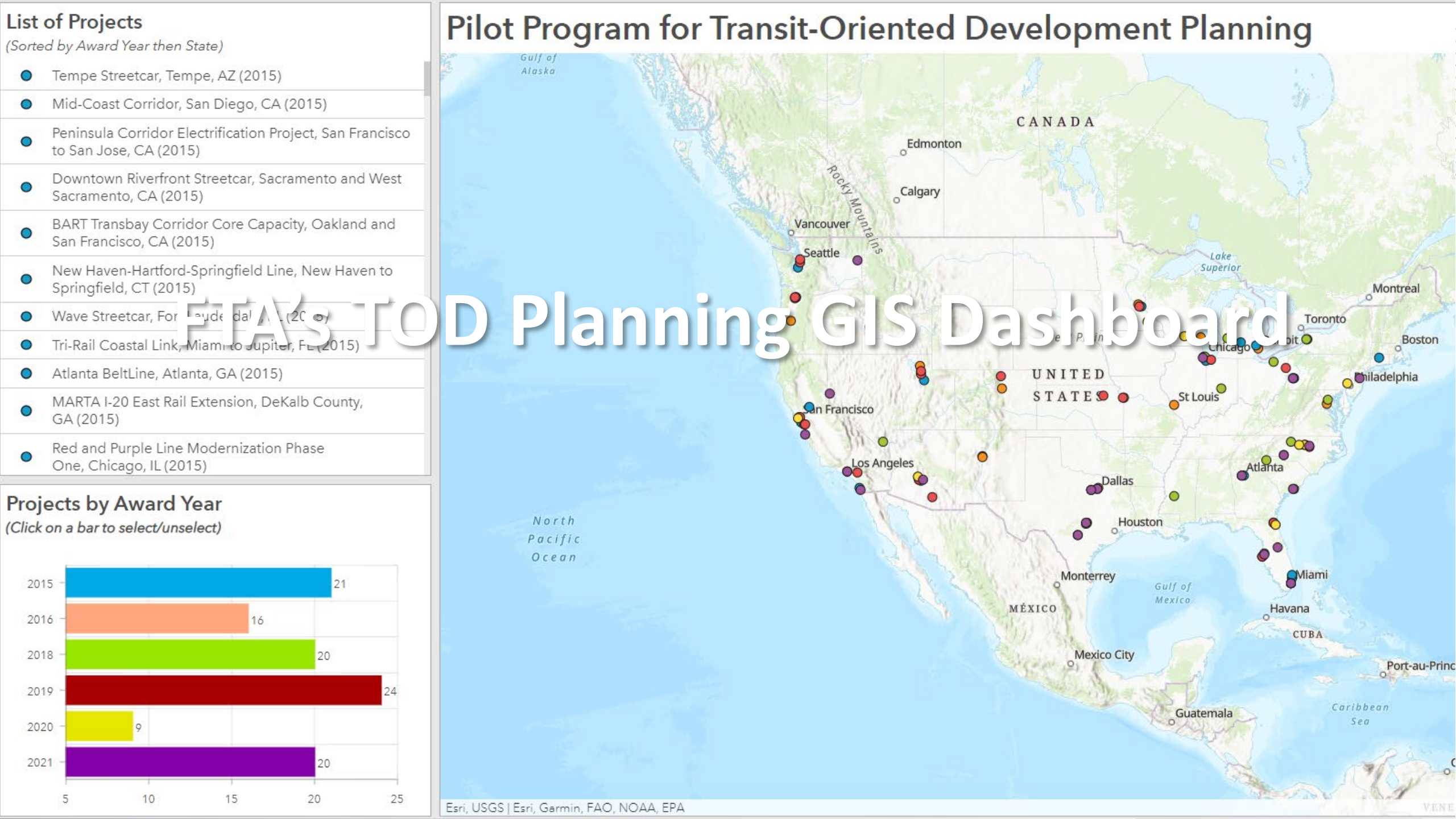
Common Questions

- If we get a TOD planning award, does this mean we must eventually pursue a Capital Investment Grants application?
- We have a BRT service in operation that does not meet the fixed guideway BRT definition in the NOFO, but are considering a possible upgrade that will meet this definition, would this project be eligible?
- My agency received TOD Pilot Program funds under a previous funding opportunity. Are we eligible for consideration of another award?

A screenshot of a web page titled "FY2023 Pilot Program for Transit-Oriented Development Planning Frequently Asked Questions". The page features a search bar with the placeholder text "Please enter search term and click on search t". Below the search bar are two buttons: "Search" and "Reset". The page lists five frequently asked questions, each with a right-pointing arrow icon to its right. The questions are: 1. "What does 'new' mean in the NOFO description that a 'new fixed guideway project' is eligible for Pilot Program for Transit-Oriented Development Planning (TOD Pilot Program) funds?" 2. "What is an example of a 'core capacity improvement project' that is eligible for TOD Pilot Program funds according to the NOFO?" 3. "Could a project compete for TOD Pilot Program funds if it is still in the early planning stage and station locations are not yet known?" 4. "Is a Bus Rapid Transit (BRT) service that is in operation but does not currently meet the fixed guideway BRT definition in the NOFO eligible for the TOD Pilot Program funds if the applicant is considering a possible upgrade that will meet the NOFO definition?" 5. "Is there a minimum and maximum number of transit project stations that can be included in the comprehensive TOD work plan described in the application?"

[FY2023 Pilot Program for Transit-Oriented Development Planning Frequently Asked Questions | FTA \(dot.gov\)](https://www.fta.dot.gov/fy2023-pilot-program-for-transit-oriented-development-planning-frequently-asked-questions)





Questions & Answers



Thank you!

For more information about the program, visit
<http://www.transit.dot.gov/TODPilot>

April McLean-McCoy,
FTA Office of Planning and Environment
April.McLeanMcCoy@dot.gov
(202) 366-7429

Please click on survey link in the Chat
<https://forms.office.com/g/iQjZMYarS0>

