

MEMORANDUM

TO: Operators of Rural General Public Transportation Systems
FROM: Mark LaBruyere, Director of Transit Programs
DATE: September 28, 2026
SUBJECT: Announcement of State 2026-2027 Formula Funding for Rural Areas (Section 5311) Program Funds

The South Carolina Department of Transportation (SCDOT) Office of Public Transit (OPT) is pleased to inform you that OPT has suballocated funding under the Federal Transit Administration's (FTA) **FFY2026 Section 5311 Formula Grants for Rural Areas Program (49 U.S.C. §5311)**.

Suballocation Summary	
<u>Item</u>	<u>Details</u>
Eligible Project Categories:	Administration/Operations/Capital Assistance
Federal Fiscal Year of Funds:	FFY 2026
FTA Program:	Section 5311 – Formula Grants for Rural Areas
Federal Allocation Amount:	\$14,741,745
State Mass Transit Funds:	\$ 3,783,764
Total Contract Amount:	\$18,525,509
Estimated Performance Period:	July 1, 2026 – June 30, 2028

* Per SCDOT Commission, March 16, 2023

Conditions of Award

This award is contingent upon compliance with all applicable federal and state regulations, including:

- FTA Master Agreement (current version)
- SCDOT Public Transit State Management Plan
- Title VI of the Civil Rights Act of 1964
- Americans with Disabilities Act (ADA) requirements
- Drug and Alcohol Testing Program (49 CFR Part 655)
- Federal Planning and Program Management (23 CFR, Part 450)



All expenditures and activities must be consistent with an approved subrecipient application, budget and executed agreement. Any scope or budget changes must receive prior written approval from SCDOT.

Next Steps

Please review the attached *General Terms for Application (Appendix B)*.

1. **Subrecipient applications must be submitted to SCDOT OPT no later than December 31, 2026. It is anticipated that applications will be reviewed for inclusion in the STIP.**
2. Fill out the 5311 Application and SMTF Application attached to the email. Return the application packages by email to OPTApplications@scdot.gov.
3. Coordinate with your local Council of Governments (COG) planning staff to ensure project funding is added to the local Transportation Improvement Program (TIP), reflecting federal, state and local shares by eligible project category (Administration, Operations, Capital).
 - Funds should be programmed in the TIP under FFY2026
 - As an SCDOT Office of Public Transit (OPT) requirement, applicants must provide a four-year projection of anticipated funding. The projection will assist SCDOT with programming projects in the STIP and with the timely administration of future funding.
4. SCDOT will initiate a project agreement following review of the application for funding, receipt of an approved grant by FTA and upon receipt of documentation indicating project has been programmed to local TIP.
5. No project should begin expending funds without a signed and executed agreement.
6. Following receipt of an executed agreement, reimbursement requests should be submitted to SCDOT in accordance with program guidelines.

Appendix C, *Project Application Requirements*, lists all items and information required for a complete application for funding agreement. No agreement will be initiated until all required items are received and reviewed by OPT.

SCDOT appreciates your continued commitment to providing safe, reliable, and accessible public transportation services across South Carolina's rural communities. If you have any questions regarding this award, please contact your assigned OPT Program Manager or Mark LaBruyere, at (803) 737-1615 or via email at labruyerem@scdot.gov.

Appendix A: Suballocation of Subrecipient 5311 and SMTF Amounts

Section 5311 Formula Grants for Rural Areas (49 U.S.C. §5311)

State Fiscal Year 2026 – 2027

(FFY 2026 Federal Funds)

The

Following formula suballocations represent the maximum amount of federal funds an applicant may apply for under this announcement given available federal and state funds. Suballocation amounts were determined as a result of the currently approved SCDOT sub-allocation formula for FTA Section 5311 funds.

	5311 Formula Suballocation*	Total SMTF Allocation	Total Contract Value
Aiken Area Council on Aging	677,183	173,813	850,996
Anderson County (rural)	550,805	141,375	692,180
Bamberg County COA	816,741	209,633	1,026,374
Berk-Char-Dorch. RTMA	1,102,705	283,031	1,385,736
Senior Services of Chester County	503,230	129,164	632,394
City of Seneca	691,758	177,553	869,311
Edgefield Seniors	443,010	113,708	556,718
Fairfield Co. Transit	392,834	100,828	493,662
Greenwood	262,839	67,463	330,302
Lancaster Area Ride Service	372,947	95,724	468,671
Lowcountry RTA	1,440,363	369,698	1,810,061
Central Midlands RTA - Lower Richland	422,996	108,571	531,567
McCormick Co. Seniors	460,697	118,247	578,944
Newberry Co COA	457,142	117,335	574,477
Orangeburg County (CCC)	528,382	135,620	664,002
Pee Dee RTA	1,850,276	474,911	2,325,187
Santee Wateree RTA	859,940	220,720	1,080,660
Spartanburg County	612,722	157,267	769,989
Waccamaw RTA	1,319,303	338,626	1,657,929
Williamsburg County	572,403	146,918	719,321
York County	403,469	103,559	507,028
Total	14,741,745	3,783,764	18,525,509

*Formula suballocation is calculated as weighted ratio for the latest published NTD data (SFY2023-2024):

(a) Section 5311 Formula Allocation (15%); Previous State Fiscal Year Section 5311 Drawdown (10%); Average Passenger Trips (15%); Average Vehicle Revenue Miles (25%); Average Cost per Passenger Trip (10%) and US Census (2020) Rural Population in Service Area (25%) Data excludes reported Medicaid contractual transit services.

Appendix B: General Terms for Application

South Carolina Department of Transportation – Office of Public Transit
Section 5311 Formula Grants for Rural Areas (49 U.S.C. §5311)
State Fiscal Year 2026 – 2027
(FFY 2026 Federal Funds)

The subrecipient agrees with the following conditions of receiving Section 5311 program funds administered by the South Carolina Department of Transportation (SCDOT):

1. Compliance with Federal and State Requirements

The Subrecipient must comply with all applicable federal statutes, regulations, executive orders, and guidance as issued by the U.S. Department of Transportation (USDOT) and the Federal Transit Administration (FTA), including, but not limited to:

- FTA Circular 9040.1H – *Formula Grants for Rural Areas Program Guidance*
- FTA Master Agreement (current version)
- 2 CFR Part 200 – *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
- SCDOT Office of Public Transit State Management Plan

2. Subrecipient Agreement

ALL TRANSIT PROJECT FUNDS MUST BE PROGRAMMED TO THE LOCAL TIP PRIOR TO AGREEMENT EXECUTION

- Funds must be programmed by project category (administration, operations and/or capital).
- Project category financial plan must include federal, state and local funding shares.
- As an SCDOT Office of Public Transit (OPT) requirement, applicants shall provide a five-year projection of anticipated funding. This information will support TIP/STIP programming and assist SCDOT with the timely administration of current and future funding.
- Copy of TIP must be forwarded to your assigned OPT Program Manager via transmittal in order for OPT to initiate the Subrecipient agreement.
- SCDOT will initiate a project agreement following review of the application for funding, receipt of an approved grant by FTA and upon receipt of documentation indicating project has been programmed to local TIP.
- No project should begin expending funds without a signed and executed agreement.
- Reimbursement requests should be submitted to SCDOT in accordance with program guidelines.

3. Eligible Expenses

Only eligible costs incurred during the approved performance period (July 1, 2026 – June 30, 2028) and expenditures consistent with the approved project budget will be reimbursed.

4. Reporting Requirements

Recipients must submit:

- Monthly Subrecipient Activity Report
- Monthly Request for Reimbursement
- Supporting documentation including General Ledger detail, invoices, and other information as requested by OPT staff.
- If no monthly reimbursement request is submitted, the subrecipient must submit a statement to that effect.
- Annual Operating Statistics including ridership, vehicle inventory, and service data

5. Audit and Record Retention

Financial and program records must be retained for a minimum of three (3) years after project closeout and be available for inspection by SCDOT, FTA, or USDOT or State auditors.

6. Civil Rights Compliance

The Recipient affirms compliance with:

- Title VI of the Civil Rights Act of 1964
- Equal Employment Opportunity (EEO) requirements
- Americans with Disabilities Act (ADA)

7. **Drug and Alcohol Testing**

The Recipient must maintain a compliant drug and alcohol testing program per 49 CFR Parts 655 and 40 for all safety-sensitive employees.

Appendix C: Project Application Requirements

South Carolina Department of Transportation – Office of Public Transit
Section 5311 Formula Grants for Rural Areas (49 U.S.C. §5311)
State Fiscal Year 2026 – 2027
(FFY 2026 Federal Funds)

Application Process

Section 5311 funds are available for reimbursement of expenditures incurred in providing public transportation services in non-urbanized areas.

The project application to SCDOT must contain the necessary project supporting documentation as outlined in the SCDOT Annual Application for Funding. Applications are submitted by filling out the 5311 Application and SMTF Application attached to the email. Return the application packages by email to OPTApplications@scdot.gov.

At a minimum, applications for Section 5311 program funding shall consist of parts:

Project Description

The project description provides general descriptive information about the applicant and outlines what the public transportation program will accomplish and how it will approach the management of resources and operations. A project description serves as the basis for the application as well as an annual program operations report. The project description should outline the public transportation program operations and finances clearly and its relationship to the local and state public transportation goals.

A project description shall include, but not be limited to the following:

- Description of agency mission, objectives, staffing and impact within the geographic area(s) to be served;
- Description of routes, service, service frequency, ridership, farebox recovery and route mileage;
- Scope of service.
- Anticipated contracts for special services.
- A description of efforts to coordinate with human or social service agencies in the service area.
- A description of the extent of private sector participation in application development and in the proposed transportation services.
- An explanation of how the proposed project compares to applicant's previous year's project.
- The impact of the proposed project (e.g., number of people benefiting, expected achievements).
- A description of public involvement in preparing the local application, including a copy of the opportunity for a public hearing notice, affidavit of publication, hearing minutes (if a public hearing is requested), and comments received.

Project Budget

The project budget identifies an anticipated budget based on line items for administrative, operating, technical assistance, and/or capital items. A detailed project budget must be included with the application. Budget information should include, but is not limited to:

- Itemization of personnel, salaries, and fringe benefits.
- Itemized budget expenditures for capital, operating, and administrative needs.
- Proposed revenues and matching funds arrangements.
- Signed commitments or documentation supporting local match.
- Four-year projection of administrative, operational, capital, and technical assistance, and planning needs.

Annual Forms and Required Certifications

All applicants must include the following legal authorization and certifications and assurances in order to receive Federal funds for the purpose of providing rural public transportation.

- Signature Authorization Form.
- Resolution of applicant's Board of Directors to apply for funding.
- Attorney's Affirmation to apply for funding.
- SF-424.
- Signed assurances including:

- Affirmation of Applicant: Acceptance of Applicable FTA Fiscal Year 2026 Certifications and Assurances
- Affirmation of Applicant's Attorney: Acceptance of Applicable FTA Fiscal Year 2026 Certifications and Assurances
- Local Match Identification for FTA Program Funding signed by Board Chair
- Signed acknowledgement of current FTA Master Agreement
- Certification for Civil Rights Complaint Status
- Certification on Restrictions on Lobbying
- Certification Regarding Debarment, Suspension, and other Responsibility Matters – Primary Covered Transactions
- Certification Regarding Debarment, Suspension, and other Responsibility Matters – Lower Tier Covered Transactions
- Title VI Program Report (July 1– June 30)
- Signed Other Provisions document

Other Required Documents

- Board Membership List
- Copy of Public Hearing verifying publication
- An updated equipment inventory printout or listing of equipment purchased with Federal and/or State funds costing \$5,000 or more
- Evidence that the proposed project is or will be included in the local Transportation Improvement Program (TIP) (e.g., letter from COG indicating anticipated date of inclusion in local TIP)