

A man in a light blue shirt and tie is pointing towards a whiteboard. The whiteboard has handwritten text including "METHODS", "OVER", "PUBLIC VOID MODIFY GELLO (int v, int y)", and "DEAN (18".

# Presenters

- Introduction – Joe Shacter
- Grantee\PCOM Responsibilities – Dave Spacek
- Transportation Account – John Marrella

# What are the Direct Recipient Grantee's Current Contractual Responsibilities?

- Assure compliance with state and federal regulations
- Assure compliance with the FTA Master Agreement (All federal regulations get passed down to our Sub-recipients.)
- Assure compliance with the contract agreement

# How is this responsibility current achieved?

- Some grantees have relied solely on their operator(s) who has (or have) no direct responsibility to IDOT
- Some grantees provide limited oversight
- Some grantees rely on other grantees (through intergovernmental agreements)
- Some grantees have something similar to a PCOM already in place

# How is this Responsibility Going to Change?

- Grantees are going to be more involved in the provision and oversight of public transportation services and grant funds.
- Grantees will each have to have their own PCOM.

# What are the PCOM's Basic Responsibilities?

- Develop and update a Public Transportation Service Plan
- Monitor the Quantity and Quality of the public transportation service being provided
- Be knowledgeable of the basic federal and state funding compliance requirements
- Document, investigate, help resolve certain service complaints
- Attend local coordination meetings and statewide training sessions
- Monitor the Public Transportation Account
- Develop required reports

# What are the PCOM's basic qualifications?

- Be the direct recipient's employee
- Have no real or perceived conflict of interest with any of the non-direct recipient service operators
- Have a basic understanding of bookkeeping
- Can collect and analyze data
- Have good written and oral communication skills
- Can work independently
- Be able to read and understand the basic contractual and programmatic requirements

# What will the PCOM Need to Learn?

- Basic federal Section 5311 program requirements
- Basic state Downstate Operating assistance requirements
- Basic contract compliance requirements
- Program revenue sources for public transportation
- The basic chart of accounts categories and how they are defined

# What will the PCOM Need to Learn?

- Basic principles and jargon of rural public transportation
- Identification of public transit operators, specialized transportation operators, and other stakeholders in their service area
- Collection and analysis of information, data, and reports that IDOT-DPIT and local officials require
- How to collect data and information
- What are the elements of a Public Transportation Service Plan and how to collect the data



Regional Human  
Service  
Transportation Plans

Grantee's  
Transportation  
Service Plans

Service  
Operator(s)

Grantee's  
Transportation  
Service Plans

Service  
Operator(s)

# Public Transportation Account

- Separate Interest-Bearing Account
- The PCOM must identify and track all of this Account's deposits and withdrawals
- Funds received and made available to the Grantee include payments from the Department and other funds derived from the project
- All deposits and withdrawals from the Public Transportation Account must be documented on the Department's forms
- The Grantee must continuously secure the Public Transportation Account's funds

# Public Transportation Account Flow

