

MEMORANDUM OF POLICY

SUBJECT: Use of Unexpended Funds on Categorical Projects

This memorandum is intended to clarify the RTA's position on the subject matter.

Background: Categorical projects are authorized based upon specific project proposals to the RTA Board, programming a specified amount of funding for the project. The RTA will provide funding to the lead agency for these projects on a reimbursement basis.

Policy: Any programmed funds which remain after the reimbursement of all eligible costs will be released for reprogramming on other, additional projects within the same category.

MEMORANDUM OF POLICY

SUBJECT: Categorical Projects with Costs that Exceed the Authorized Funding Amount

This memorandum is intended to clarify the RTA's position on the subject matter.

Background: Funding requests for categorical projects are typically made to the RTA Board prior to project bidding. This may result in projects being under funded due to higher bid prices and/or unforeseen conditions.

The proposed policy is consistent with existing TIP policies for other sources for funding.

Policy: The Executive Director is authorized to approve the reimbursement of minor increases in funding, not to exceed the lesser of 10% of the approved funding amount or \$200,000, without further RTA Board review. Projects which exceed the initially approved funding amount by more than this amount will require RTA Board approval for reimbursement beyond the approved funding amount.

MEMORANDUM OF POLICY

SUBJECT: Maintenance of Effort Reports

This memorandum is intended to clarify the RTA's position on the subject matter.

Background: ARS §48-5308 F. states that monies appropriated for transportation purposes "*... shall not be less than the total amount of general monies spent for those purposes in that municipality or county for fiscal year 2003-2004 adjusted by the annual percentage change for the previous calendar year in the GDP price deflator as defined in section 41-563.*"

Policy: Jurisdictions which expended general monies as described in ARS §48-5308 F. during fiscal year 2003-2004 shall report their general fund appropriations for transportation purposes to the RTA on an annual basis, no later than October 1 of the current fiscal year.

Failure to report these appropriations may result in with holding of reimbursements until the reports have been provided.

