

INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION SECTION 5307/5339 PROGRAM OVERSIGHT GUIDE

CALENDAR YEAR 2025 NOTES

April 2025

National Transit Database Reporting

Every year, recipients of federal funding are required to submit reports to the National Transit Database (NTD). Reporting manuals can be found at: <https://www.transit.dot.gov/ntd>

Free training is offered by the National Transit Institute (NTI). See opportunities here: <https://www.transit.dot.gov/ntd/trainings-and-conferences>

Note that reports should be submitted based on the fiscal year of the subrecipient, which may differ from the vendor.

If there are any questions about NTD reporting, please do not hesitate to contact IndyGo or reach out to your NTD analyst.

IndyGo Triennial

The Federal Transit Administration (FTA) conducted a review of IndyGo in 2024. IndyGo's entire program, including its subrecipient program, was reviewed. IndyGo did not receive any findings. Thank you for your continued efforts. We will continue to review our program for compliance and clarity. The next triennial will be in 2027.

Drug and Alcohol Testing and Reporting

In early 2025, subrecipients and vendors submitted their reports to DAMIS for CY2024.

Subrecipients and vendors used IndyGo's program for CY2024.

Thank you for your work in submitting your programs for CY2024. If any process or procedures change for next year's reporting, IndyGo will contact you.

Group TAM

For subrecipients participating in the IndyGo Group TAM Plan:

We already met in 2025 to discuss reporting requirements and any outstanding needs. Details regarding this and any future meetings will be communicated via email.

For subrecipients not participating in IndyGo's Group TAM Plan:

Please ensure that you are completing the "Opt-Out" letter that IndyGo will send to your representatives via email. (This currently applies to Hendricks County.)

Scheduled Meetings for 2025

IndyGo has scheduled quarterly meetings, beginning in early 2025, to provide a regular forum for the vendors. These discussions will include funding, outstanding concerns, and/or ideas to improve the program. Information & updates regarding these meetings will continue to be communicated via email.

Budget for CY2026

IndyGo will receive allocations for FY2024 (CY2026) in early CY2025. Once we receive the tables, we will distribute the information to the subrecipients as soon as possible to ensure proper budgeting.

Rollover Funds

Funds awarded for a calendar year may be used for future years.

Disadvantaged Business Enterprise (DBE)

In 2025, vendors will need to provide updated DBE documentation to the IndyGo team. This will include copies of all applicable subcontractor agreements. Details regarding this will be communicated via email.

IndyGo has updated the Subrecipient DBE Reporting Form, which is included in the reimbursement documentation completed by subrecipients & vendors. This updated documentation will be distributed to subrecipients & vendors in early 2025, at which point all will be expected to begin using the updated form. Details regarding this will be communicated via email.

Administrative Fees Waived

IPTC will not charge an administrative charge for the CY2025 grant. IPTC will continue to review the staffing effort for administrative assistance (and other support) to determine if this needs to change in future years.