

## **Frequently Asked Questions**

### **FY26 Pilot Community-Based and Nonprofit Organizations RFP**

### **Triangle Transportation Choices Grant Program**

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**1. I have questions regarding the RFP and would like assistance. What are my options?**

No cost, one-on-one assistance is available to complete and submit your application (including budget template). You are strongly encouraged to reach out to Sean Uyehara, Grant Administrator, at (919) 558-9402 or [suyehara@centralpinesnc.gov](mailto:suyehara@centralpinesnc.gov) for assistance.

A virtual RFP information session will be held on Dec 17, from 1 to 2 p.m. ET. [Register for the session here](#). After the session is over, a link to a recording will be posted on the RFP page.

**2. What is the period of performance for the RFP?**

The period of performance is Fiscal Year 2026 (FY26):  
July 01, 2025, to June 30, 2026

**3. Do I need to provide a match as an applicant organization?**

Yes, each applicant organization must provide 20% of its total application budget as a match. For example, if your total applicant budget is \$60,000, then your organization will have to commit 20% of \$60,000, which is \$12,000. The grant funds would amount to \$48,000.

Also, your 20% required matching funds cannot be sourced from in-kind or federal dollars from another source.

**4. How are grant funds disbursed?**

Grant funds are disbursed on a reimbursement basis. In other words, awarded organizations make expenditures on previously agreed-upon activities/line items and then submit invoices for reimbursement to CPRC. Invoicing takes place quarterly.

**5. What can I utilize the grant funds for?**

At a high level, the grant funds can only be spent for education and outreach activities to promote alternate transportation modes. Staff time can be budgeted under the grant expenses.

No capital, infrastructural, food, gift cards, and/or general operating expenses are eligible for funding. A narrow and specific exception are items needed to support TDM marketing and outreach activities such as racks for educational brochures, tables for display, or necessary safety equipment such as traffic cones, bike pumps, etc. For additional questions on grant-eligible purchases, contact Sean Uyehara at [seanuyehara@centralpinesnc.gov](mailto:seanuyehara@centralpinesnc.gov).

**6. Does my organization need to create a new program or initiative to be eligible for funding?**

Not at all, but you may if you would like to. Services or activities an organization already provides for alternate transportation choices through outreach or education are eligible. If unsure whether your organization’s activities qualify, contact Sean Uyehara at [suyehara@centralpinesnc.gov](mailto:suyehara@centralpinesnc.gov).

**7. Will I be able to adjust my budget during the year if needed?**

Adjustments in expense line items: yes; Increases in the total dollar amount of the award: no.

The grant allows grantees to request budget amendments twice during the grant cycle. Essentially, this means that you may request grant staff, at scheduled times, to move money amongst your approved budget line items based on your organization’s needs. For example, you may request to shift X-amount dollars from promotional items to the printing budget. **However**, the total amount of awarded funding cannot be changed after awards have been given out.

**8. Is there a cap on the cost of promotional items (branded bike lights, etc.) given away during outreach events?**

Yes, promotional items must cost \$15 or less per item and be branded with/include the grantee’s TDM logo.

