



Thomas Jefferson Planning District Commission
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**RESOLUTION TO APPROVE AN FY24 TECHNICAL ASSISTANCE GRANT APPLICATION
FOR COMMUTER ASSISTANCE PROGRAM STRATEGIC PLAN**

WHEREAS, the Thomas Jefferson Planning District Commission receives annual grant funding from the Virginia Department of Rail and Public Transportation (DRPT) to operate a Commuter Assistance Plan, and

WHEREAS, the Thomas Jefferson Planning District Commission is aware of the new DRPT requirement that all Commuter Assistance Programs (CAPS) will be required to have a completed 5-year strategic plan by FY25, and

WHEREAS, funding for such activity is available through a Technical Assistance Grant through the Virginia Department of Rail and Public Transportation, and

WHEREAS, the grant requires a 50/50 local match to any grant funds received, and

NOW THEREFORE BE IT RESOLVED BY the Thomas Jefferson Planning District Commission that the Executive Director, Christine Jacobs, is authorized, by and on behalf of the Commission, hereafter referred to as THE PUBLIC BODY, to execute and file an application to the Virginia Department of Rail and Public Transportation, Commonwealth of Virginia, hereafter referred to as THE DEPARTMENT for a grant of financial assistance for the amount of \$70,000 to defray the costs borne by THE PUBLIC BODY for the development of a strategic plan for the Commuter Assistance Program, and to authorize Sara Pennington, RideShare Program Manager, to furnish to THE DEPARTMENT such documents and other information as may be required for processing the grant request.

BE IT FURTHER RESOLVED that the Commission certifies that the funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia, that THE PUBLIC BODY will provide regional per capita funds in an amount not to exceed \$35,000 which will be used to match the state funds in the ratio as required in such act, that the records of receipts of expenditures will be audited by THE DEPARTMENT and by the State Auditor of Public Accounts, and that funds granted to THE PUBLIC BODY shall be used only for such purposes as authorized in the Code of Virginia. The undersigned duly qualified and acting for the Commission of THE PUBLIC BODY certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Thomas Jefferson Planning District Commission held on the 2nd day of February 2023.

Christine Jacobs, Executive Director
Thomas Jefferson Planning District Commission

Ned Gallaway, Commission Chair
Thomas Jefferson Planning District Commission

Date

Date