



MPO/RTPA Change in Grant Agreement Terms

Grants Administered through the Overall Work Program (OWP)

This form is required for administrative or formal amendments to any Sustainable Transportation Planning Grants that are administered through an MPO/RTPA's Overall Work Program (OWP). Refer to the MPO/RTPA OWP and Grant Amendment Guidelines for assistance with submitting your request.

Project Information

Project Information					
Grant Award Fiscal Year	2021-22	Work Element #	265		
Grant Category	Sustainable Communities Competitive				
MPO/RTPA Name	El Dorado County Transportation Commission				
Project Title	Greater Placerville Wildfire Evacuation Preparedness, Community Safety, and Resilien				
Original Grant Information					
Grant Award Amount	Local Match (Cash)	Local Match (In-Kind)	Total Local Match	% Local Match	Total Project Cost
\$250,000	\$32,390	\$0	\$32,390	11.47%	\$282,390
Grant Expiration Date		2/29/24	Final Invoice Due Date		4/29/24

Amendment Request

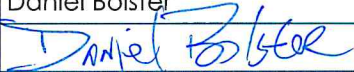

Requested Revisions to the Final Grant Application Package (select all that apply)	Amendment Type
<input type="checkbox"/> Change Source of Local Match New Source:	Administrative
<input type="checkbox"/> Tapered Local Match (varying local match amount over life of contract)	Administrative
<input type="checkbox"/> Shift Funds Between Tasks (move cost savings)	Administrative
<input type="checkbox"/> Clarify, Enhance, or Combine Already Approved Tasks (cannot add new tasks)	Administrative
<input type="checkbox"/> Change Project Manager (name/email):	Administrative
<input type="checkbox"/> Change District Contract Manager (name/email):	Administrative
<input type="checkbox"/> Use an AKA Title AKA Title:	Administrative
<input type="checkbox"/> 30-Day Extenuating Circumstances Time Extension Request (same final invoice due date) New Project End Date: New Final Invoice Due: same as original invoice due date	Administrative
<input checked="" type="checkbox"/> Over 30-Day Extenuating Circumstances Time Extension Request (up to 12 months) New Grant End Date: 5/31/2024 Final Invoice/Final Product Due (60 days after new grant end date): 7/31/24 Grant Extension Amount (amount to expend after original grant expiration date):	Administrative
<input type="checkbox"/> Increase Total Project Cost	Formal
<input type="checkbox"/> Decrease Total Project Cost (decrease local match to minimum amount) New Local Match (Cash): New Local Match (In-kind): New Total Project Cost:	

Reason/Justification (provide clear justification outlining the details of the amendment request)

NOTE: See attached Word document for Reason/Justification.

MPO/RTPA Signatures

This form is required for all amendments in lieu of a formal request letter or email request to Caltrans. This form must be signed by both the MPO/RTPA Project Manager and Financial Manager.

MPO/RTPA Project Manager			
Full Name	Daniel Bolster		
Signature		Date	12/21/23
MPO/RTPA Financial Manager			
Full Name	Karen Thompson		
Signature		Date	12/21/23

Request for Reimbursement Submittals

All subsequent Request for Reimbursement (RFR) submittals must include a copy of this signed and fully executed Change in Grant Agreement Terms. If an RFR is submitted without a copy of the Change in Grant Agreement Terms, the RFR will not be processed until it is received.

Quarterly Progress Reporting

If a grant extension due to extenuating circumstances is approved, MPO/RTPA is required to continue submitting quarterly progress reports as outlined in the Grant Application Guidelines for the grant fiscal year awarded.

Consequences of Not Satisfying the Terms of This Agreement

The Caltrans Transportation Planning Grant Program reserves the right to withhold reimbursement for the final grant invoice if the contractual local match provisions are not satisfied per this Agreement. Failure to satisfy the terms of this Agreement will be considered non-compliance and will affect future grant applications and awards.

Caltrans Use Only – Amendment Approval:

This Section is to be completed by the Caltrans District Contract Manager upon approval of the above amendment request in lieu of a formal approval letter or email to the MPO/RTPA. Refer to the template amendment approval letter.

Caltrans Approval Signatures

District Grant Contract Manager			
Full Name			
Signature		Date	
District Regional Planning Supervisor			
Full Name			
Signature		Date	

