

## Definitions

Alteration and Renovation means work required to change the interior arrangements or other physical characteristics of an existing facility or installed equipment so that it may be more effectively used for improvements, conversion, rehabilitation, remodeling, or modernization, but is distinguished from construction and large-scale permanent improvements.

Budget Period means the interval of time (usually 12 months) into which the project period is divided for budgetary and reporting purposes.

Charter means one or more buses “chartered” by an affinity group for a specific event. Typically a charter is for one day, but can last several days.

Cost Sharing means that portion of allowable project costs not borne by the Federal Government, including the value of in-kind contributions. Cash and in-kind contributions that are included in the budget of an award must be valued in accordance with the applicable administrative requirements and are subject to the appropriate cost principles.

Grantee means the organization designated in the grant award document as the responsible legal entity to which a grant is awarded.

Grants Officer is the sole individual authorized to modify the award document, including terms and conditions, and to obligate Federal funds for the project(s).

Over-the Road Bus means a vehicle designated for long-distance transportation of passengers, characterized by integral construction with an elevated passenger deck located over a baggage compartment. It is at least 35 feet in length with a capacity of more than 30 passengers.

Over-the-Road Bus Operator means companies that are engaged in the business of providing over-the-road bus transportation services.

Project Costs must clearly benefit the project and must be allowable, allocable, and reasonable in accordance with the applicable cost principles.

Program Manager is the individual designated by TSA who will work with the recipient to ensure that technical requirements, as detailed in the recipient’s proposal are being met. The Program Manager’s responsibilities include, but are not limited to, providing technical guidance on the project, resolving recipient questions about TSA technical standards, and coordinating schedules, project objectives, and exchange of materials. The Program Manager is Dan Commiato, Passenger Security, Maritime and Land Security, TSA.

Project Director is the individual designated by the award recipient responsible for the technical direction of the project. The Project Director cannot be changed or become substantially less involved than indicated in the approved proposal without prior written agreement of the Grants Officer.

Project Period means the total length of time, as stated in the award document and modifications thereto, if any, during which Federal sponsorship begins and ends.

Regular Route means bus carriers that operate on a published set schedule.

Tour means bus operators that transport a group of people with a set itinerary of places/events they will attend, usually lasting from one to 14 days.

Vulnerability Assessment means the process that analyzes current and potential security measures against a series of threat scenarios. The analysis uses a relative measure of risk associated with the threat (i.e., threat likelihood, vulnerability and the consequences of a successful attack).