



**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



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**Public Transportation Grant Application State FY 2013 (July 1, 2012-June 30, 2013)**

For application materials visit: <http://www.nh.gov/dot/org/aerorailtransit/railandtransit/grants.htm>

These applications should be used to request funding from the following source:

**FTA Section 5310 (Elderly and Individuals with Disabilities Program)**

Applicants should complete one Summary Section (pages 1-2) and the applicable Project Section for each project type applied for. If an agency is requesting multiple vehicles for multiple locations, one application should be completed for each location so requests can be considered separately.

**Eligible recipients:** private nonprofit organizations and public entities (for 5310, public entities must be designated coordinated service providers to be eligible)

**Eligible projects:** vary by program. See program circulars online at the FTA website: [http://www.fta.dot.gov/laws/leg\\_reg\\_circulars\\_guidance.html](http://www.fta.dot.gov/laws/leg_reg_circulars_guidance.html) or call for information.

**5310:** accessible vehicles and other capital equipment (e.g. radio systems).

- *Vehicles may be eligible for 10% state match this year subject to approval of the legislative Capital Budget Overview Committee.*

**Matching fund requirements:**

Capital Grants require a 20% local match

- ✓ This year vehicle requests may be eligible for 10% State match subject to the approval of the legislative Capital Budget Overview Committee.

**Application submission:**

Format: Double-sided, signed paper copy

**Deadline:** April 6, 2012, 3:00 pm

Submit to: NHDOT-Bureau of Rail & Transit, PO Box 483, Concord, NH 03302-0483

**Evaluation and selection:** DOT staff will evaluate the applications and make selections based on the criteria spelled out in the Department's State Management Plans for FTA programs:

Selection criteria:

- The proposed service effectively addresses a demonstrated community need.
- The applicant has the fiscal and technical capacity and adequate budget to operate its service.
- The applicant has successful experience in providing transportation services.
- The application shows coordination with other transportation providers in the service area: public, nonprofit, and for-profit.
- The applicant demonstrates involvement in and support for the project, financial and otherwise, on the part of citizens and local government.
- The applicant demonstrates effort to involve the private sector in the delivery of transportation services.

- Elderly and disabled citizens have full access to the applicant's services.
- The applicant complies with relevant Federal and state regulations, and has a history of compliance with regulations and reporting requirements.

The grant selection process seeks to extend service to a wide range of geographical regions as well as minority and disadvantaged groups. Capital grants for vehicles emphasize replacement of vehicles at the end of their useful life to sustain existing service.

### **Other information:**

#### Transportation plans

Coordinated Public Transit-Human Services Transportation Plan: FTA regulations require all 5310 projects to be derived from a locally developed, coordinated public transit-human services transportation plan. Generally the development of these plans is managed by regional planning commissions. If a plan has not been adopted in a region, funds may not be granted for these programs. The planning process must include all stakeholders in a region and include a needs assessment and prioritized strategies for addressing transportation needs in the region.

Statewide Transportation Improvement Program (STIP). All USDOT-funded transportation projects must be listed in the STIP. For State-administered programs, the DOT includes a single statewide listing for each program, which fulfills this requirement. It is not necessary to request separate regional inclusion of proposed projects in the STIP.

#### Attachments

Please refer to the attachments section of the 5310 Application. Contact the Bureau of Rail & Transit with questions about required attachments.

#### Other Requirements

Certifications and Assurances: All successful applicants will be required to sign Federal Transit Administration (FTA) Certifications and Assurances prior to contract/vehicle award and annually to verify compliance with all Federal requirements.

#### Vehicle information

Purchasing. Vehicles are normally purchased by the State and titled to the receiving agency, with the State retaining a lien to protect the Federal interest. Agencies capable of adhering to FTA procurement guidelines may request permission to purchase vehicles themselves if it can be shown to be cost-effective to do so.

Vehicle types. A variety of vehicle types may be purchased under the FTA programs. The DOT has developed specifications for most of these; contact the Bureau of Rail & Transit for more information.

#### Program Measures

In addition to program-specific ridership requirements, each program has specific program goals, which must be tracked and periodically reported on. Section 5310 subrecipients are required to submit quarterly reports on vehicle usage and other annual program measures as requested by FTA.