



GEORGE N. CAMPBELL, JR.  
Commissioner

JEFF BRILLHART, P.E.  
Assistant Commissioner

### Public Transportation Grant Application 2010-11

This application should be used to request funding from the following sources:

FTA Section 5310 (Elderly and Individuals with Disabilities Program)  
FTA Section 5311 (Rural Transit Program)  
FTA Section 5316 (Job Access and Reverse Commute -- JARC)  
FTA Section 5317 (New Freedom)

Applicants should complete one Summary Section (pages 1-2) and a separate Project Section for each project or grant program from the list above. If an agency is requesting both 5311 and 5310 funds, or 5311 funds to continue existing service and additional funds to expand service, it should complete a separate Project Section for each.

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

**Eligible projects:** vary by program. See program circulars at [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). Purchase of service by designated human services transportation brokers.

**5311:** capital equipment, operating expenses, administrative costs for rural public transit service.

**5316 (JARC):** capital, planning, and operating expenses that support the development and maintenance of transportation services designed to transport low-income individuals to and from jobs and activities related to their employment, or reverse-commute projects.

**5317 (New Freedom):** capital or operating expenses for new transportation services or alternatives beyond the requirements of the ADA, designed to assist individuals with disabilities with accessing transportation services, e.g. expanded paratransit beyond ADA requirements, travel training, alternatives such as vouchers, shared taxi or vanpool, programs to volunteer driver, mobility management, or coordination systems.

**Matching fund requirements:** Capital Grants, 20% match required. Operating Grants, 50% match of net operating cost required. Preventive maintenance and ADA paratransit service are defined as capital within certain restrictions.

#### **Application submission**

Format: Signed paper copy. No fax or electronic (except for budget spreadsheet)

Deadline: March 13, 2009, 3:00 pm

Submit to: Bureau of Rail & Transit, 7 Hazen Drive, Concord, NH 03302  
(PO Box 483)

#### **BUREAU OF RAIL & TRANSIT**

**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 successfully demonstrates service efficiency and effectiveness, measured in ridership, service miles and hours, costs, and fare recovery. New applicants must demonstrate the ability to measure performance and achieve goals.
- The applicant complies with relevant Federal and state regulations, and has a history of compliance with regulations and reporting requirements.
- Section 5310: The extent to which the vehicle(s) requested will serve a broad base of riders; the absence of restrictions on vehicle use.

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.

Operating funds: For applicants that meet the above criteria, the Department determines funding levels based on existing funding to recipients, on anticipated funding, and on applicants' service measures such as ridership and service hours and miles. The Department does not distinguish between local revenues and funds derived from service contracts from other agencies, including those contracts paid with federal funds; both are considered local matching funds. Recipients may use in-kind contributions as local share, with the approval of the Department.

**Other information:**

Transportation plans

Coordinated transit-human services plan. FTA regulations require all 5310, 5316 and 5317 projects to be derived from a locally developed, coordinated transit-human services 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

Note that some attachments are required for certain programs only, such as requests for operating assistance. Contact the Bureau of Rail & Transit with questions about attachments.

#### Other Requirements

Certifications and Assurances: All successful applicants will be required to sign Certifications and Assurances prior to contract 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.