



2-Year Congressional Application

YOUR *Safety*



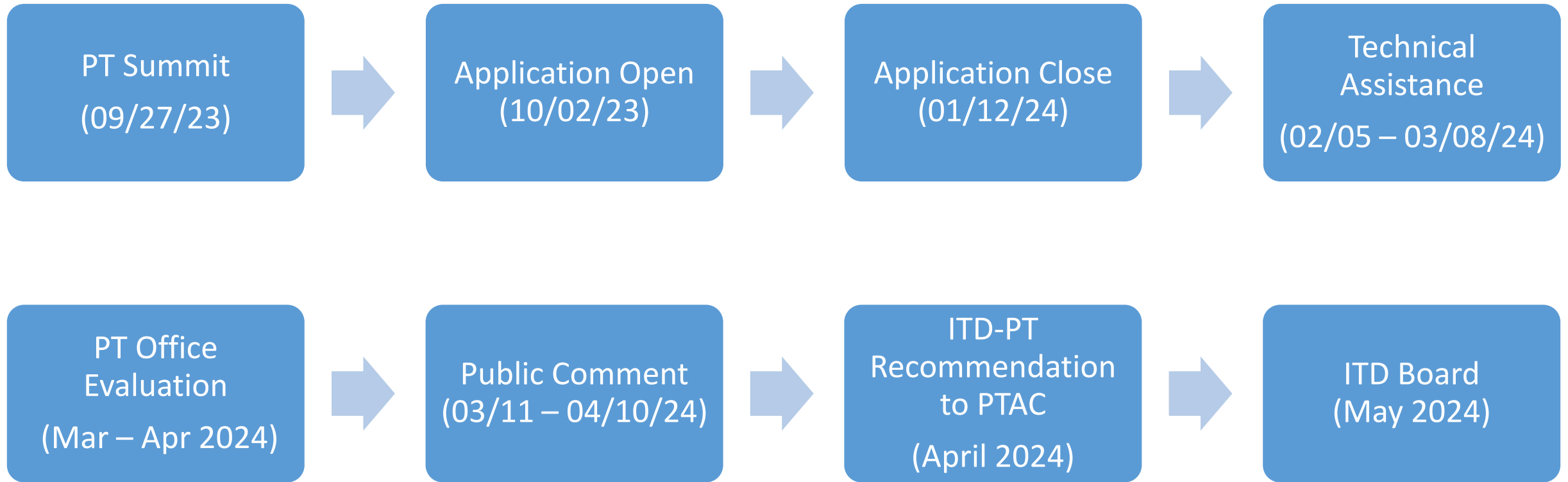
YOUR *Mobility*



YOUR *Economic Opportunity*



Application Timeline



Available Funding

FUNDING SOURCE	Estimated Available Funding
5310 Rural Elderly and Individuals with Disabilities Program	\$ 1,315,084
5311 Rural Formula Grant Program	\$17,187,506
5339 Rural Bus and Bus Facility Program	\$ 8,000,000
Vehicle Investment Program (VIP)	\$ 624,000
Total Funding	\$27,126,590



5310 Funding Application

- Program Purpose
- Program Priorities:
 - Existing 5310 Services
 - Expansion of 5310 Services
 - New 5310 Operator
- Eligible Recipients
 - Subrecipients: State or local government authorities, nonprofit organizations, operators of public transportation that receive grant funds indirectly through a recipient.
- Local Match: 20%



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5311 Funding Application

- Program Purpose
- Program Priorities:
 - Existing 5311 Services
 - Expansion of 5311 Services
 - New 5311 Operator
- Eligible Recipients
 - Subrecipients: State or local government authorities, nonprofit organizations, operators of public transportation that receive grant funds indirectly through a recipient.
- Local Match: Varies 50% to 7.34%



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5339 Funding Application

- Program Purpose
- Program Priorities:
 - Existing 5339 Services
 - Expansion of 5339 Services
 - New 5339 Operator
- Eligible Recipients
 - Subrecipients: State or local government authorities, nonprofit organizations, operators of public transportation that receive grant funds indirectly through a recipient.
- Local Match: 20%



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VIP Funding Application

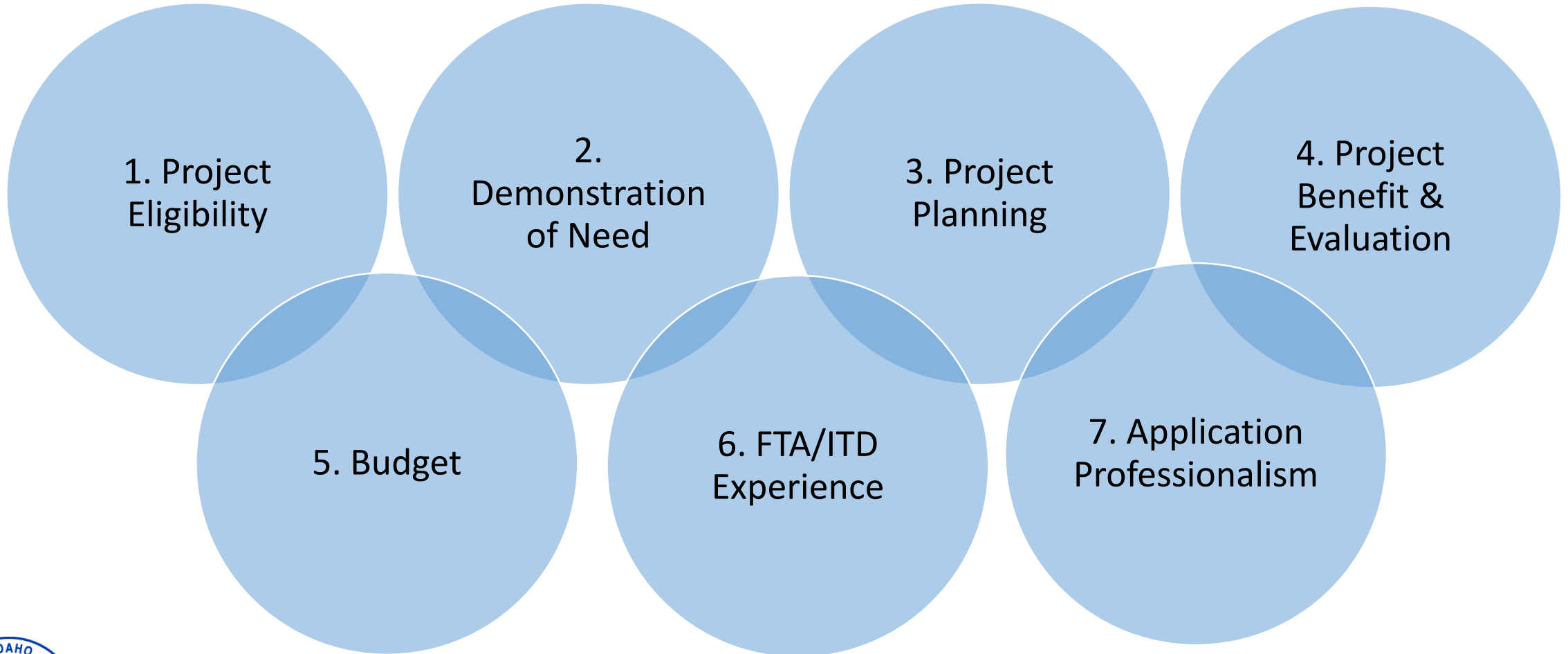
- Program Purpose
- Program Priorities:
 - Existing 5310 Services
 - Expansion of 5310 Services
 - New 5310 Operator
- Eligible Recipients
 - Subrecipients: Designated recipients and states that operate a demand response service or who allocate funding demand response bus operators. This includes private non-profits, state or local government authorities, operators of public transportation services, including private operators of public transportation services, and tribal governments.
- Local Match: 20%



Evaluation

Maximum Application Score = 100

MINIMUM APPLICATION SCORE: 50



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Section 1: Project Description

Project Description: Up to 10 points (4 page maximum, single sided) Provide a concise project description, specifically detailing the proposed project for which funds are being requested and how the project addresses the scope and objectives of the FTA grant program and ITD-PT priorities. If the project was previously funded by ITD, explain how this funding request relates to that project.

- FTA Program Eligibility: Discuss how project meets the FTA funding source program purpose
- ITD Call for Project Priorities: Discuss how the project meets the ITD-PT call for project priorities
- Application Scope of Work: Describe in detail the scope of work for the project you are proposing



Section 2: Demonstration of Need

Demonstration of Need for Public Transportation Funding: Up to 24 points (3 page maximum, single sided) Applicants should demonstrate the specific need for the service/project in their local area. Points will be assigned based on the narrative and supporting documentation provided to substantiate the degree of need as defined in the application.

Attachment D – Demonstration of Need worksheet



Section 2: Demonstration of Need Continued...

Meeting ADA Requirements

Marketing and/or Advertising

Sustaining existing services or expansion need:

- Efforts that were undertaken to determine need
- Reason for sustaining current levels or expanding
- Include any pertinent documents to supplement your answer



Section 2: Demonstration of Need Continued...

- Ridership
 - Based on the most recently published ITD-PT Annual Performance Report
- Asset Condition



Section 3: Project Planning

Project Planning and Coordination: up to 24 points (5 page maximum, single sided) In this section, the applicant should describe how the proposed project was developed and demonstrate that there is a sound basis for the project and that it is ready to implement if funded.



Section 3: Project Planning Continued...

- ITD Statewide Public Transportation Plan
- Locally Coordinated Plans (5310)
- Project Development Process
- Public Participation
- Attachment B: Milestone Reporting
- Attachment C: NEPA Worksheet



Section 4: Project Benefits/Evaluation

Project Benefits: up to 3 points (3 page maximum, single sided) In this section applicants should identify expected project benefits, including basic goals and objectives for the project. Applications should address how the project impacts the following areas:

- Safety
- Mobility
- Economic Opportunity



Section 4: Project Benefits/Evaluation Continued...

Project Evaluation: up to 13 points (3 page maximum, single sided In this section applicants should also describe the methodology that will be used to measure and evaluate the project and determine the project's value to the community.

- Describe how the applicant intends to continually evaluate success of the project.
- Include in the description what kinds of data will be collected and discuss specific measures.
- How often will data be collected, used and evaluated?



Section 5: Project Budget

Project Budget: Up to 11 points (2 page maximum, single sided) In this section applicants should describe how the project budget was determined. Applicants should detail any projections in estimates for longer-term projects. Applicants should detail all major milestones and methods to ensure on-time delivery of project.

- Budget narrative
- Itemized and broken down estimated project budget
- Attachment A



Maximum Score = 10

Section 6: Applicant Experience

Maximum Score = 5

Section 7: Applicant Professionalism



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Details, Details, Details



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Application Contact:

Sam Carroll, Grants & Contracts Officer
208 334-8139

PTOps@itd.idaho.gov



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Application Submittal Checklist

- Cover Sheet
- Sections 1-5
- Section 6-7 (ITD-PT Internal Review of Application)
- Attachments
 - Attachment A: Budget Sheet
 - Attachment B: Milestone Reporting
 - Attachment C: NEPA/SSA/Rolling Stock Worksheet
 - Attachment D: Demonstration of Need
- Back-Up Documentation
- Letters of Support (specific to the project)



YOUR Safety



YOUR Mobility



YOUR Economic Opportunity

Application Specifications

- Font: Black, Times New Roman, size 12-14
- Paper: 8 ½ x 11, drawings may be larger
- Format: pdf or word (Attachment A and budget sheets may be in excel)
- Pages must be numbered



Application Submission

Please submit all items in the submittal checklist formatted as outlined in the application specifications to:

- ITD – Public Transportation Office
Attn: Sam Carroll
PO 7129, Boise, ID 83707
- Or email to: PTOps@itd.idaho.gov



Technical Assistance Webinar

November 16, 2023

10:30 – 11:30 MT



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QUESTIONS



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