



§5310

Application Instructions

Project Call FY 2025

Issued: February 3, 2025

Due: March 10, 2025

Table of Contents

1.	Overview	4
1.1	Introduction	4
1.2	Program Goal.....	4
1.3	Area of Emphasis	5
1.4	Funding.....	5
1.5	§ 5310 Federal Apportionment by District, Rural and Small Urban Programs.....	7
1.6	Grant Eligibility	8
2.	Terms and Conditions	9
2.1	Period of Service	9
2.2	Project Budget.....	9
2.3	Local Share Requirements	9
2.4	Scoring.....	9
2.5	Selection of Projects	10
2.6	Negotiations	10
2.7	Award of Projects	11
2.8	Subrecipient Obligations.....	11
2.9	Eligible Capital Expenses for “Traditional” Projects	12
2.10	Mobility Management	13
2.11	Other Eligible Capital and Operating - “Non-Traditional”	14
2.12	Above and Beyond ADA.....	15
2.13	Administrative Expenses.....	16
3.	Application Submission.....	17
3.1	Schedule.....	17
3.2	Development	17
4.	Application Instructions	19
4.1	IGX.....	19
4.2	Applicant Information Form	19
4.3	Project Summary.....	19
4.4	General Information Form	21
4.5	Mobility Management, Purchase of Service and Operating.....	29
4.6	Purchase of Service (Third Party Contractor Contracted Service 11.71.13).....	30
4.7	Operating.....	32
4.8	Vehicle, and other Capital Projects	34
4.9	Other Capital	35
4.10	Above and Beyond ADA.....	35
4.11	Facilities Specific Evaluation	37

4.12 Obligation Certification..... 43
4.13 Budget and Milestones Form 44
4.14 Multi-year Budget 45
5. Glossary 47
6. Attachment A..... 50

1. Overview

1.1 Introduction

This document contains instructions on completing the application for Federal Transit Administration, 49 USC §5310 funds. This formula-based program provides funding to traditional non-profit organizations and other eligible recipients for supporting enhanced mobility of seniors and individuals with disabilities in rural and small urban areas. Eligible applicants must comply with all applicable federal, state, and local laws and regulations.

Texas Department of Transportation (TxDOT) is a recipient of 49 USC §5310 funds, which are passed through to eligible subrecipients. Eligible activities include traditional capital projects, other capital projects, operating, and Above and Beyond ADA projects.

TxDOT awards grants on a competitive basis. The recent passing of the Infrastructure Investment and Jobs Act (IIJA) or the Bipartisan Infrastructure Law (BIL) has increased 5310 funding by 44% from the previous apportionment amount. The increase provides TxDOT an opportunity to focus on additional priorities beyond the cyclical sustainability requests for current or expansion of existing services. The funds will open opportunities for funding emphasis areas detailed in section 1.3 Area of Emphasis.

Additional information regarding Section 5310 funds can be found in section 43 TAC 31.31 and FTA Circular 9070.1G or the latest edition of the FTA Circular.

Applications are due on **March 10, 2025, at 5:00 PM Central Standard Time**. Any application that does not meet any of the stated criteria may not be accepted. Late applications may not be accepted.

1.2 Program Goal

The department's goal in administering the §5310 program is to promote the availability of cost-effective, efficient, and coordinated passenger transportation services planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate or unavailable, using the most efficient combination of financial and other resources. To achieve this goal, the objectives of the department are to:

1. Promote the development and maintenance of a network of transportation services for seniors and individuals with disabilities throughout the state, in partnership with local stakeholders.
2. Fully integrate the §5310 program with other federal, state, and local resources and programs that are designed to serve similar populations.
3. Promote public transportation projects that exceed the requirements of the Americans with Disabilities Act (ADA)
4. Promote public transportation projects that decrease the reliance of individuals with disabilities on ADA complementary paratransit services.
5. Promote and encourage local participation, especially by seniors and individuals with disabilities or their advocates, in decision making;
6. Improve the efficiency, effectiveness, and safety of §5310 transit systems through the provision of technical assistance.

7. Include private-sector operators in the plan to provide transportation for seniors and individuals with disabilities.

1.3 Area of Emphasis:

Exceptional circumstances due to a large funding increase is making it possible to solicit applications for key emphasis areas of service and infrastructure related projects. These projects should focus on requests that are beyond the normal sustainability requests. TxDOT's priority is to sustain current services and expansion of service, followed by area of emphasis funding.

- Safety & Security - examples could include security camera's, wheelchair securement, and de-escalation training for operators.
- Technology - might be upgrading routing or cyber security software and hardware.
- Equipment & Pilot Project – some examples would be electric wheelchair charging accessibility, Wi-Fi connectivity. Pilot project focus needs to address service expansion and infrastructure modifications.
- Infrastructure projects - examples include ADA accessible sidewalks and ramps, bus stop enhancements, rehab, or modifications. Infrastructure activities should increase transit accessibility for seniors and individuals with disabilities. Projects must be completed within 18 months of the PGA execution date. Project proposal must demonstrate the ability to be complete in 18 months. (design and environmental clearance should be at or near completion at time of application submission).

NOTE: Project proposals for new service and/or infrastructure projects require a separate application and will be scored separately. All projects must be planned and designed to address the transit needs of the 5310 demographics (senior and individuals with disabilities.)

1.4 Funding

This project call is a biennial call for projects occurring in 2025. Projects will be funded September 1, 2025– September 30, 2027.

- First Year Project Grant Agreement (PGA): September 1, 2025– September 30, 2026
- Second Year PGA: September 1, 2026 – September 30, 2027

Second year funding amounts are not determined until spring 2024, if an applicant wants to be considered for second-year funding, they must complete a multi-year budget as part of this application. The second-year awards will be based on:

- the amount requested in the approved application's multiyear budget page.
- the demonstrated project costs based on Requests for Reimbursement (RFRs)
- the estimated remaining balance of the year one PGA

The total amount of available funding for the §5310 program is dependent upon FTA appropriations. The funding represented for each district includes a "Minimum Amount for Traditional Projects." The balance of the funds is a maximum amount for "Other Eligible Capital and Operating" Projects.

Of the total §5310 funds available, FTA apportions 60 percent to designated recipients in large Urbanized Areas (UZAs); 20 percent to the states for small UZAs; and 20 percent to the states for rural areas with less than 50,000 in population. §5310 funds are apportioned among the recipients by formula in the small UZA and rural areas. The formula is based on the ratio that the number of seniors and individuals with disabilities in each such area in relationship to the number of seniors and individuals with disabilities in all such areas.

§5310 provides that of the amounts apportioned to states and designated recipients, not less than 55% shall be available for traditional §5310 projects—those public transportation capital projects planned, designed, and carried out to meet the specific needs of seniors and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate. Notably, this 55% is a floor, not a ceiling;—recipients may use more than 55% of their apportionment for this type of project. The non-traditional ceiling is a maximum of 45% for other eligible capital and operating funding.

In accordance with the FTA guidelines §5310 is a formula grant and distribution of apportionment funds is described in the Texas Administrative Code (TAC) Title 43 §31.31 after state administrative expenses, funds will be allocated on the formula basis detailed below.

(1) For urbanized areas with a population less than 200,000, 25 percent of the available funds will be allocated equally, using department district boundaries of the districts that include such an area. To allocate the remaining 75 percent, the department will:

(A) calculate the population of seniors and individuals with disabilities in each of those urbanized areas using the latest census figures available from the United States Census Bureau; and

(B) divide each urbanized area's population of seniors and individuals with disabilities, as determined under subparagraph (A) of this paragraph, by the state's total population for urbanized areas with less than 200,000 population to determine that urbanized area's formula allocation.

(2) For rural areas, 25 percent of the available funds will be allocated equally, using department district boundaries of the districts that include such an area. To allocate the remaining 75 percent, the department will:

(A) calculate the population of seniors and individuals with disabilities in each department district using the latest census figures for counties available from the United States Census Bureau; and

(B) divide each department district's subtotal of the population of seniors and individuals with disabilities, as determined under subparagraph (A) of this paragraph, by the state total of that population in rural areas to determine the district's formula allocation.

1.5 § 5310 Federal Apportionment by District, Rural and Small Urban Programs

The table reflects the funding apportionments by District				FTA TOTAL PROGRAMS			\$10,036,409
DISTRICT	Rural Program			Small Urban Program			District Totals
	Total Rural Allocation	Rural Minimum Amt for Capital/Traditional Projects	Rural Maximum Amount for Other Projects	Total Urban Allocation	Urban Minimum Amt for Capital/Traditional Projects	Urban Maximum Amount for Other Projects	
Abilene	\$151,779	\$92,754	\$59,025	\$270,467	\$165,285	\$105,182	\$422,246
Amarillo	153,010	93,506	59,504	367,752	224,737	143,015	520,762
Atlanta	234,835	143,510	91,325	177,701	108,595	69,106	412,537
Austin	303,984	185,768	118,216	134,087	81,942	52,145	438,071
Beaumont	218,974	133,817	85,156	515,874	315,256	200,618	734,848
Brownwood	148,526	90,766	57,760	0	0	0	148,526
Bryan	219,695	134,258	85,437	262,508	160,422	102,087	482,203
Childress	82,464	50,394	32,069	0	0	0	82,464
Corpus Christi	220,462	134,727	85,735	0	0	0	220,462
Dallas	236,098	144,282	91,816	222,208	135,794	86,414	458,305
El Paso	81,208	49,627	31,581	0	0	0	81,208
Fort Worth	308,474	188,512	119,962	0	0	0	308,474
Houston	263,235	160,866	102,369	359,653	219,788	139,865	622,887
Laredo	144,315	88,192	56,122	0	0	0	144,315
Lubbock	186,185	113,780	72,405	0	0	0	186,185
Lufkin	268,365	164,001	104,364	0	0	0	268,365
Odessa	110,398	67,466	42,933	360,356	220,218	140,138	470,754
Paris	262,252	160,265	101,987	192,328	117,534	74,794	454,580
Pharr	165,334	101,038	64,297	303,982	185,767	118,215	469,316
San Angelo	98,724	60,332	38,393	238,736	145,894	92,842	337,460
San Antonio	366,208	223,794	142,414	0	0	0	366,208
Tyler	362,563	221,566	140,997	492,916	301,226	191,690	855,479
Waco	211,650	129,342	82,308	505,973	309,206	196,767	717,623
Wichita Falls	155,168	94,825	60,343	248,171	151,660	96,511	403,339
Yoakum	236,199	144,344	91,855	193,593	118,307	75,286	429,792
Project Totals	\$5,190,103	\$3,171,730	\$2,018,373	\$4,846,306	\$2,961,631	\$1,884,675	\$10,036,409

Residual Funds

Upon the completion of project selection, if any portion of the allocation is not needed, the commission or the executive director may distribute the balances, as appropriate, to satisfy unmet needs in other areas of the state. This action may require the department to transfer funds, at the state level, between small urbanized and rural areas to fully obligate the state's apportionment. TxDOT has residual funds available from the previous call and encourages all applicants to request the amount of funding needed for their proposed projects.

1.6 Grant Eligibility

Eligible recipients are:

1. A private nonprofit organization; or
2. A state or local governmental authority that:
 - a. is approved by a state to coordinate services for seniors and individuals with disabilities; or
 - b. certifies that there are no nonprofit organizations readily available in the area to provide the service.

Private taxi companies that provide shared-ride taxi service to the general public on a regular basis are eligible.

Projects selected in small urban areas *must* have a letter of support from the Metropolitan Planning Organization (MPO) director stating that the project is consistent long-range range transportation plan and will be amended into the Transportation Improvement Program (TIP) when so directed by TxDOT.

Non-profit organizations must provide proof of non-profit status and certify that proposed service does not compete with existing transit service.

Any agency selected for funding must comply with all applicable federal, state, and local laws and regulations. If an agency does not have any required document, such as (but not limited to) a Master Grant Agreement (MGA) and the FTA Certification and Assurances, the agency will be required to complete the required documents prior to issuance of funds.

A sample MGA and the FTA Certification and Assurances can be found at: <https://www.txdot.gov/business/grants-and-funding/public-transportation-grants.html>

2. Terms and Conditions

2.1 Period of Service

Applicants can request funds for a maximum of two (2) years for each application. For funds administered by TxDOT the period of service will be defined in the Project Grant Agreement (PGA) and the project shall begin upon full execution of a PGA. Agencies should assume a period of service beginning September 2025 and/or September 2026.

2.2 Project Budget

The applicant is expected to provide detailed, itemized, specific project cost information.

- The application shall be considered the sole means of presenting project costs.
- Funding obligated for a multi-year project is limited to the funding programmed for each year.
- The required match amount must be included in the project budget. Match sources should be identified, and letters of commitment must be included for funds outside the applicant's control.
- Projects requesting two years of funding must complete the Multiyear Budget Form in IGX.

2.3 Local Share Requirements

Eligible sources to satisfy local share requirements may be derived from the following:

1. An undistributed cash surplus, or a replacement or depreciation cash fund or reserve
2. A service agreement with a state or local social service agency, or a private social service organization
3. Amounts appropriated or otherwise made available to a U.S. department or agency that are eligible to be expended for transportation.
4. Funds to carry out the federal land's highway program established by 23 U.S.C. Section 204;
5. In-kind contributions, volunteer services and donations attributable to the project if the value is documented and previously approved by the department.
6. Transportation development credits, with prior department approval

Funds from any other U.S. DOT program are not eligible for use as local matching funds. Funds from other federal programs, however, are eligible.

2.4 Scoring

Based on the goals and objectives identified in the regional human services public transportation coordinated plan for the applicable planning district(s) and input provided in a series of public listening sessions.

Because this is a competitive program, projects are scored on their merits, which includes:

- Meeting the specific transportation needs of seniors and persons with disabilities
- Projects align with the locally developed coordinated public transit-human services transportation plan.
- Agency capacity to manage grant projects financially and administratively.
- Agency performance on prior §5310 program grants
- Ability to meet federal and state program requirements.

- Consistency with §5310 program goals
- Demonstrated need.

The scoring team will base evaluations on the information included in the application. Insufficient documentation will result in a lower score.

TxDOT will evaluate the applicant's past performance with Public Transportation Division grants as part of the scoring process. This includes any open Improvement Action Plans and reasons for funds not expended by the end of previous grant periods.

On receipt of the applications recommended for funding, TxDOT will review all funding requests for completeness and compliance with all statutory and program administrative requirements. This review will also take into consideration state-wide equitable distribution of §5310 funds.

Following Texas Transportation Commission (TTC) approval, the department will negotiate a contract with the selected local entities and organizations to implement the projects selected for funding.

2.5 Selection of Projects

Projects will be selected for funding based on multiple criteria and conditions for each funding program.

1. Applications will be reviewed for basic acceptability (meeting program scope, objectives, and funding requirements). A review panel will evaluate, score, and rank acceptable applications.
2. Any application that is found to be incomplete, non-responsive, or fails to meet any call for projects requirement(s), may be rejected by TxDOT at any point in the selection process.
3. In selecting projects from the ranked lists, the available funding among programs, project cost, geographic diversity of projects, project sustainability, industry initiatives, and innovative approaches in public transportation may be considered as additional criteria.
4. Projects which are prioritized, but not selected for funding solely due to the constraint of the amount of funds available, may be retained for consideration if funding becomes available during this funding cycle. Funding may be offered to these applicants without issuing an additional call for projects.
5. Projects that involve partnering pledges and/or commitments to the project from any other entity, such as providing local match or other assistance, must attach a Letter of Commitment. If not, the application may be considered incomplete and may not be considered for final selection.
6. TxDOT will be the sole judge of applications having the greatest technical merit when setting priorities for project selection. TxDOT has the right to accept or reject any or any part of an application or negotiate any application to select the projects that best serve the citizens of Texas. TxDOT has the right to limit the total amount awarded in any category and to determine the most appropriate fund source for a project.
7. TxDOT will take into consideration the applicants technical, managerial, and financial capacity as well as the agencies annual audit history when making award determinations.

2.6 Negotiations

During the evaluation review period, TxDOT reserves the right to ask for further clarification and conduct negotiations pertaining to an applicant's responses including but not limited to activities and cost. Requests for negotiations, additional meetings, and information will be at the option of and by the initiative of TxDOT.

2.7 Award of Projects

Selected projects for funds administered by TxDOT will be awarded in the form of grants made for allowable eligible expenses and defined activities/deliverables. A successful applicant will become a subrecipient of TxDOT. The actual award of grant funds will be subject to available federal funds, state funds, or transportation development credit balances. Final award of grant funds administered by TxDOT will be made by the commission. A TxDOT Public Transportation Coordinator (PTC) will administer project grant agreements (PGA's), with the option of the involvement and advice of additional persons.

2.8 Subrecipient Obligations

Once a project is selected for funding, the applicant has certain obligations to TxDOT to provide for proper and adequate project monitoring and supervision. Failure to fulfill these obligations is grounds for cancellation of the PGA at the sole discretion of TxDOT.

Specific tasks to fulfill these obligations are detailed below as follows:

1. Compliance – Compliance with all applicable federal, state, and local laws and regulations, including requirements found in the (MGA) and the FTA Certifications and Assurances. The applicant must meet all requirements pertaining to PGA's, project monitoring, safety, environment, accessibility, inclusion in the appropriate planning documents, and the specific requirements for each project type.
 - a. If, at the conclusion of a project, the subrecipient elects to continue to utilize an asset purchased with grant funds, in accordance with 43 TAC § 31.57, the following responsibilities continue:
 - i. All Federal and state requirements remain.
 - ii. The subrecipient must provide data on ridership, vehicle use, and operating costs.
 - iii. The subrecipient is subject to ongoing annual monitoring by TxDOT.
 - b. If a project includes the purchase of land, all environmental analyses, such as the finding of a Categorical Exclusion, must be completed prior to the purchase.
2. Project Management – Assure work is carried out as defined in the detailed scope of work and calendar of work.
 - a. All activities and/or deliverables will be approved according to the specifications of the scope of work. The calendar of work/timeline shall provide a minimum two-week evaluation period for each activity/deliverable.
 - b. If the project is divided into several activities/deliverables in accordance with the terms of the payment schedule, billable amounts for each activity/deliverable shall be specified.
3. Reporting – Participate in continuous, comprehensive dialogue with TxDOT throughout the life of the project. The TxDOT PTC shall be the applicant's primary point of contact with TxDOT.
 - a. The required dialogue shall include reasonable access to data for project monitoring and, as appropriate, to the physical sites of projects.

- b. A status report reflecting progress and milestones accomplished shall be sent to the TxDOT PTC at least quarterly, or more frequently as negotiated, for the duration of the PGA. Formal progress meetings may be required at the discretion of the TxDOT PTC.
- c. Each project will be reviewed routinely by the local TxDOT PTC. No changes to processes or products shall be made without the prior knowledge and written approval of TxDOT.

Additional information regarding Section 5310 funds can be found in section 43 TAC and FTA circular 9070.1G. TxDOT reserves the right to ask for further clarification and conduct negotiations pertaining to an applicant's responses including but not limited to expenses and activities. Requests for negotiations, additional meetings, and information will be at the option of and by the initiative of TxDOT.

2.9 Eligible Capital Expenses for "Traditional" Projects

Funds for the §5310 program are available for capital expenses to support public transportation capital projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate. Examples of capital expenses that meet the "Traditional" requirement, which must be carried out by an eligible recipient or subrecipient as described above include, but are not limited to:

- a. Rolling stock and related activities for §5310-funded vehicles
 - 1. Acquisition of expansion or replacement buses or vans, and related procurement, testing, inspection, and acceptance costs
 - 2. Vehicle rehabilitation or overhaul
 - 3. Preventive maintenance
 - 4. Radios and communication equipment
 - 5. Vehicle wheelchair lifts, ramps, and securement devices
- b. Passenger facilities related to §5310-funded vehicles.
 - 1. Purchase and installation of benches, shelters, and other passenger amenities.
- c. Support facilities and equipment for §5310-funded vehicles.
 - 1. Extended warranties that do not exceed the industry standard.
 - 2. Computer hardware and software
 - 3. Transit-related intelligent transportation systems (ITS)
 - 4. Dispatch systems.
 - 5. Fare collection systems.
- d. Acquisition of transportation services under a contract, lease, or other arrangement. This may include acquisition of ADA-complementary paratransit services when provided by an eligible recipient or subrecipient as defined above. Both capital and operating costs associated with contracted service are eligible capital expenses. User-side subsidies are considered one form of eligible arrangement. Funds may be requested for contracted services covering a time period of more than one year. The capital eligibility of acquisition of services as authorized in 49 U.S.C. 5310(b)(4) is limited to the § 5310 program.

- e. Capital activities (e.g., acquisition of rolling stock and related activities, acquisition of services, etc.) to support ADA-complementary paratransit service may qualify toward the “Traditional” Allocation, so long as the service is provided by an eligible recipient/subrecipient as defined above and is included in the coordinated plan.

The list of eligible activities is intended to be illustrative, not exhaustive. TxDOT encourages recipients to develop innovative solutions to meet the needs of seniors and individuals with disabilities in their communities and discuss proposed projects with TxDOT staff to confirm eligibility.

2.10 Mobility Management

Mobility management is an eligible capital cost. Mobility management techniques may enhance transportation access for populations beyond those served by one agency or organization within a community. Mobility management is intended to build coordination among existing public transportation providers and other transportation service providers with the result of expanding the availability of service. Mobility management is split into 4 categories:

1. Enabling mobility access:
 - a. Travel training.
 - b. Facilitation of access to transportation services
 - i. Ride referrals.
 - ii. Trip planning activities for customers
 - iii. Centralized information on specialized transportation services in the community
 - c. Customer-oriented travel navigator systems
 - d. Ridesharing and assistance for volunteer and community-based transportation services
2. Coordination:
 - a. Working with other agencies that serve the same population.
 - b. Sharing services provided to an agency’s own clientele with other seniors and/or individuals with disabilities and coordinate usage of vehicles with other non-profits.
 - c. Expanding the availability of service among existing public transportation providers and other transportation service providers
 - d. Support for short-term management activities to plan and implement coordinated services.
 - e. Improving transportation service efficiency and effectiveness
3. Public outreach & education
 - a. Improving information that is available about those services.
4. Technology
 - a. The development and operation of one-stop transportation traveller call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs.

- b. Operational planning for the acquisition of intelligent transportation technologies to help plan and operate coordinated systems inclusive of geographic information systems (GIS) mapping, global positioning system technology, coordinated vehicle scheduling, dispatching, and monitoring technologies, as well as technologies to track costs and billing in a coordinated system, and single smart customer payment systems. (Acquisition of technology is also eligible as a standalone capital expense).

Examples of allowable expenses:

- a. Salary and fringe for mobility management staff
- b. Prorated expense of phone service for call center
- c. Marketing and educational materials
- d. Training for staff
- e. Travel training equipment.
- f. Technology hardware and software for coordinating travel, unifying fare system (also eligible under capital purchase)

Expenses not allowed:

- a. Operating expenses: gas, repair work, utilities
- b. Indirect costs
- c. Single provider single mode dispatch
- d. Administrative expenses.

2.11 Other Eligible Capital and Operating - "Non-Traditional"

Expenses up to 45 percent of a rural, small, urbanized area, or large urbanized area's annual apportionment may be utilized for:

1. Public transportation projects (capital only) planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate;
2. Public transportation projects (capital and operating) that exceed the requirements of ADA;
3. Public transportation projects (capital and operating) that improve access to fixed-route service and decrease reliance by individuals with disabilities on ADA-complementary paratransit service;
4. Alternatives to public transportation (capital and operating) that assist seniors and individuals with disabilities with transportation.
5. Purchasing vehicles to support accessible taxi, ridesharing, and/or vanpooling programs. §5310 funds can be used to purchase and operate accessible vehicles for use in taxi, ride-sharing, and/or vanpool programs provided that the vehicle meets the same requirements for lifts, ramps, and securement systems specified in 49 CFR part 38, subpart B, at a minimum, and permits a passenger whose wheelchair can be accommodated pursuant to par 38 to remain in his/her personal mobility device inside the vehicle.
6. Supporting the administration and expenses related to voucher programs for transportation services offered by human service providers. This activity is intended to support and supplement existing transportation services by expanding the number of providers available or the number of passengers receiving transportation services. Vouchers can be used as an administrative mechanism for payment of alternative transportation services to supplement available public transportation. The §5310 program can provide vouchers to seniors and individuals with disabilities to purchase rides, including: (a) mileage reimbursement as part of a volunteer driver program; (b) a taxi trip; or (c) trips provided by a human service agency. Providers of transportation can then submit the voucher for reimbursement to the recipient for payment based on predetermined rates or contractual arrangements. Transit passes or vouchers for use on existing fixed-route or ADA complementary paratransit service are not eligible. Vouchers are an operational expense which requires a 50/50 (federal/local) match.

7. Supporting volunteer driver and aide programs. Volunteer driver programs are eligible and include support for costs associated with the administration, management of driver recruitment, safety, background checks, scheduling, coordination with passengers, other related support functions, mileage reimbursement, and insurance associated with volunteer driver programs. The costs of enhancements to increase capacity of volunteer driver programs are also eligible.
8. Limits on operating assistance. Given the requirement for “Traditional” §5310 capital projects, a recipient may allocate a percentage of its apportionment for operating assistance. However, this funding is limited to eligible projects as described in 49 U.S.C. 5310(b)(1)(B-D) .

Mobility management and ITS projects may be eligible under both categories.

2.12 Above and Beyond ADA

Above & Beyond ADA is not a common category. It applies to going above and beyond the required paratransit services associated with fixed route service and requires 50% match.

Public Transportation Projects that Exceed the Requirements of the ADA. The following activities are examples of eligible projects meeting the definition of public transportation service beyond the ADA.

1. Enhancing paratransit beyond minimum requirements of the ADA. ADA-complementary paratransit services can be eligible under the § 5310 program in several ways:
 - a) Expansion of paratransit service parameters beyond the three-fourths mile required by the ADA;
 - b) Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services;
 - c) The incremental cost of providing same day service;
 - d) The incremental cost (if any) of making door-to-door service available to all eligible ADA paratransit riders, but not on a case-by-case basis for individual riders in an otherwise curb-to-curb system;
 - e) Enhancement of the level of service by providing escorts or assisting riders through the door of their destination;
 - f) Acquisition of vehicles and equipment designed to accommodate mobility aids that exceed the dimensions and weight ratings established for wheelchairs under the ADA regulations, 49 CFR part 38 (i.e., larger than 30" × 48" and/or weighing more than 600 pounds), and labor costs of aides to help drivers assist passengers with oversized wheelchairs. This would permit the acquisition of lifts with a larger capacity, as well as modifications to lifts with a 600-pound design load, and the acquisition of heavier duty vehicles for paratransit and/or demand-response service in order to accommodate lifts with a heavier design load; and
 - g) Installation of additional securement locations in public buses beyond what is required by the ADA.
2. Feeder services. Accessible “feeder” service (transit service that provides access) to commuter rail, commuter bus, intercity rail, and intercity bus stations, for which complementary paratransit service is not required under the ADA.
3. Public Transportation Projects that Improve Accessibility. The following activities are examples of eligible projects that improve accessibility to the fixed-route system.
 - a) Making accessibility improvements to transit and intermodal stations not designated as key stations. Improvements for accessibility at existing transportation facilities that are not designated as key stations established under 49 CFR 37.47, 37.51, or 37.53, and that are not required under 49 CFR 37.43 as part of an alteration or renovation to an existing station, so long as the projects are clearly intended to remove barriers that would otherwise have remained. § 5310 funds are eligible to be used for accessibility enhancements that remove barriers to individuals with disabilities so they may access greater portions of public transportation systems, such as fixed-route bus service, commuter rail, light rail, and rapid rail. This may include:
 - 1) Building an accessible path to a bus stop that is currently inaccessible, including curb cuts, sidewalks, accessible pedestrian signals, or other accessible features;
 - 2) Adding an elevator or ramps, detectable warnings, or other accessibility improvements to a non-key station that are not otherwise required under the ADA;
 - 3) Improving signage or wayfinding technology; or

- 4) Implementation of other technology improvements that enhance accessibility for people with disabilities including ITS.

- b) Travel training. Training programs for individual users on awareness, knowledge, and skills of public and alternative transportation options available in their communities. This includes travel instruction and travel training services.

- c) Public Transportation Alternatives that Assist Seniors and Individuals with Disabilities with Transportation.

Operating assistance for required ADA complementary paratransit service is not an eligible expense.

2.13 Administrative Expenses

Administrative expenses are not reimbursable.

3. Application Submission

3.1 Schedule

The application process schedule includes major milestones and target due dates culminating in a fully executed project grant agreement (PGA). The application submission due date is set; all other dates are subject to change. Any updates to the schedule will be posted at: <https://www.txdot.gov/business/grants-and-funding/public-transportation-grants.html>

The following table outlines the call for projects schedule with tentative dates:

Activity/Milestone	Target Date
Public Involvement Workshops	
Stakeholder PI Workshops	December 3 - January 17, 2025
Summary of Listening Sessions - posted on PTN website	Monday, February 3, 2025
Submission and Training	
Notice of Opportunity Available	Monday, February 3, 2025
Application Instructions Webinars	Thursday, February 6, 2025
Recorded Webinar Posted	Monday, February 10, 2025
Submission of Written Questions to PTN	Monday, February 18, 2025
Application submissions Due	Monday, March 10, 2025 - 5PM CST
Scoring and Negotiations	
Application Scoring process	March - April, 2025
Agency Negotiations	April - May, 2025
Recommendations and Award	
Texas Transportation Commission Meeting	Thursday, July 30, 2025
Project Grant Agreements Distributed	Friday, August 8, 2025
Project Grant Agreements Start	Friday, August 29, 2025

3.2 Development

IGX Database

- Applications must be submitted via IGX by changing the status in IGX to “*Application Submitted for Review.*”
- Ensure you save often when creating your application as IGX will timeout after 15 minutes of inactivity.
- Applicants should demonstrate how their project addresses all criteria for which funds are sought.
- For help and resources regarding the IGX system contact the IGX help desk Monday - Friday, 8 a.m. - 4 p.m. (closed federal holidays) at (512) 486-5957 or by email at PTN_IGXhelp@txdot.gov. An IGX Subgrantee User Manual can be found under the “Training Materials” section in IGX.

Training and Guidance

- TxDOT will host webinars which discuss the application process, changes from previous years call for projects, and specific program guidance.
- IGX training and Basic Grant writing information links can be found <https://www.txdot.gov/business/resources/training/public-transportation-training.html>

Questions

- All application-related questions must be submitted via email to PTN_ProgramMgmt@txdot.gov . To ensure a prompt response, label the email subject line “5310 Request for Proposal Question:” followed by a specific question related topic.
- A question-and-answer document will be posted online on **February 24, 2025** <https://www.txdot.gov/business/grants-and-funding/public-transportation-grants.html>
- Telephone inquiries regarding the development of applications are not accepted.
- Please **DO NOT** contact TxDOT PTN Public Transportation Coordinators regarding questions for this call for projects.

Submission

- Grant applications must be in “*Application Submitted for Review*” status in IGX no later than **5:00 P.M. CST March 10, 2025**.
- Submitted applications cannot be returned to the applicant for modifications or changes after the due date of **March 10, 2025**.
- Applications must be submitted by the responsible entity in IGX.
- Separate documents with information pertaining to the applicant qualifications, commitment, availability of external resources, or previous public transportation or related experience may also be uploaded in IGX (or required) with the application as attachments. **Do not mail hard copies of applications or support letters to TxDOT.**
- All pertinent application documentation including Letters of Support must be uploaded in IGX.
- Failure to follow the above requirements may disqualify your application from the scoring process.

4. Application Instructions

4.1 IGX

Guidance regarding data input for each specific form is provided in this document in [blue](#). All questions must be answered thoroughly.

All items with a **red asterisk*** indicate a mandatory field and require a response. All responses need to be clear and concise and communicate how the agency will allocate and apply the funds. Also, all applicants are required to complete all appropriate sections of the application completely and thoroughly with the most current information.

4.2 Applicant Information Form

Application Instructions, to access online select the blue hyperlink [Application Instructions](#)

[Provide primary contact information in the available fields.](#)

Person to be contacted regarding this application	
First Name *	<input type="text"/>
Last Name *	<input type="text"/>
Title *	<input type="text"/>
Phone Number *	<input type="text"/>
Email Address *	<input type="text"/>

The applicant confirms that the agency Service Profile is accurate by checking the box as shown in image below. The Service Profile can be found by using the “Service Profile” link at the top of the IGX page.

By checking this box, you are indicating that the service profile for this organization is accurate. *	<input type="checkbox"/>
--	--------------------------

4.3 Project Summary

1. Provide a percentage breakdown of service area and select the planning region(s) in which this project will occur. A planning region map with numbers is found at: <https://transitplanningtx.org/texas-regions/>
Enter a brief, descriptive project name that reflects the purpose of the project.

1. Project Service Area, enter the percentage of each *

Rural: %

Urban: %

State Planning Region *

1
2
3
4
5

What is the project name? *

2. Provide a summary of the proposed project(s) for which the funds will be used. *

Provide a description of your transit service/projects that includes:

- General concept of the project. "Type of service being provided, purchase of service, operating and other activities. Also be sure to identify and describe any project activities associated with the key emphasis areas. (See section 1.3 for information)
- Project location or service area
- Milestones/Timeline for the project (examples purchasing, construction, or other performance measurements)
- Include the general history of the agency if you be a new subrecipient of the 5310 program (otherwise history is not required)

NOTE: If the key emphasis area proposal includes new service or infrastructure a separate application is required.

0 of 2000

3. Describe how the proposed project aligns with the strategic goals outlined in the Texas Transportation Commission's [Strategic Plan](#). *

Identify and explain how your project aligns with one or more of the goals:

- 1: Promote Safety
- 2: Value our Employees
- 3: Deliver the Right Projects
- 4: Focus on the Customer
- 5: Foster Stewardship
- 6: Optimize System Performance
- 7. Preserve our Assets

0 of 2000

4. Certification of Non-Profit Status *

If applying as a non-profit organization, attach documentation to certify non-profit status. Accepted documentation:

1. Proof that the Internal Revenue Service currently recognizes the applicant as an organization to which contributions are tax deductible under section 501(c)(3) of the Internal Revenue Code;

2. A statement from a state taxing body or State Attorney General certifying that:
 - a. The organization is a non-profit organization operating within the State; and
 - b. No part of its net earnings may lawfully benefit any private shareholder or individual;
3. A certified copy of the applicant's certificate of incorporation or similar document if it clearly establishes the non-profit status of the applicant; or
4. Any item described above if that item applies to a State or national parent organization, together with a statement by the State or parent organization that the applicant is a non-profit affiliate.

Certification of Non-Profit Status Choose File No file chosen

4.4 General Information Form

1. Select the district(s) included in the project. Control-Click to select multiple districts.

1. Which district(s) are included in this project? *

- Abilene
- Amarillo
- Atlanta
- Austin

2. Select if this project continues existing service.

2. Does this project continue existing service? *

Yes No

- 2a. If the service has been/will be modified, describe the changes. *

Provide an overview of how this project will be modified. Include details of how the including a description of all elements that apply:

- Reduced service times
- Reduced service area
- Service eligibility changes.
- Service restrictions.
- Public Health considerations
- Identify other features as they apply.

3. Is this an expansion project? *
Select "yes" if this project increases service times or service area.

3. Is this an expansion project? *

Yes No

3a. What type of expansion project is this?

- Increase Service Area
- Increase Service Time

Describe the increase(s). *

- Why the service is needed.
- How it will be implemented
- Who will benefit?
- Where the new service area is
- What time and days will it operate

4. Select yes if this is the only public transportation option available in the service area.

4. Is this the only public transportation option available in the service area? *

Yes No

How is this transit service different from other services in the area? *

- Provide an overview of how this service differs from other public transportation in the area. Service times.
- Access to destinations outside of other provider service areas
- Shorter timeframe to schedule trips
- Service Flexibility
- Average Cost per trip
- Other features that apply.

If it is new service identify the gap this service would address.

Note: For new service complete a separate application and attach the new service scheduled and a plan outlining the process for implementation of the service.

0 of 1000

5. Can you meet current service demands?

Yes No

Select if you are able/unable to meet service demands and explain details in the narrative box below to explain.

For current service provide an explanation of how the agency measures services demands. Can the current level of service, meet current demands for:

- Hours of Service
- Number of vehicles in service
- Availability
- Scheduling lead time

Identify number of trips declined and explain common reasons.

For new service provide an explanation of the anticipated ridership and how the agency intends on meeting the demands for service.

6. In the past calendar year how many one way 5310 trips did your agency provide through purchased trips? *

 purchased trips per year

Enter how many one way §5310-funded trips your agency provided via purchase of service from another transit operator in the past calendar year. (January 1, 2024 to December 31, 2024) This information is required to be reported to the FTA.

7. In the past calendar year how many one way 5310 trips did your agency provide in agency operated vehicles? *

 trips per year by vehicles operated by the agency

Enter how many one way §5310-funded trips your agency provided in vehicles operated by the agency itself in the past calendar year. (January 1, 2024 to December 31, 2024) This information is required to be reported to the FTA.

8. Are you currently leasing vehicles to other entities such as local governmental authorities or agencies, other private non-profit agencies, and/or private for-profit (shared ride) agencies. *

 Yes No

- 8a. Have you submitted copies of the lease agreements to your PTC for approval?

 Yes No

9. Are you using 5310 vehicles for incidental purpose such as meal delivery or non-passenger transportation? *

Yes No NA

10. Identify the goals, objectives and/or priorities in the area's most recent five year priorities identified in the area's most recent five year [Regional Public Transportation Coordination Plan](#) (RPTCP) that relate to the need for the project.

Describe how the goal, priority or objective relates to the project activities. Press the save button in the upper

Five-year plan goal, priority, or objective	How the project relates
<input type="text"/>	<input type="text"/>

press the save button for additional rows

right-hand corner for additional rows. [Five-year plan goal, priority, or objective](#): Enter one goal, priority, or objective per line and include the page number from where the goal came from in the 5-year plan.

[How the project relates](#): Briefly describe how the project relates to the five-year plan, goal, or objective.

Examples could include, how the project removes barriers to service, expands mobility options and how transportation services are planned, designed, and implemented meets the special needs of the 5310 population. Make sure you provide supportive details for the emphasis areas. For more information go to [section 1.3](#)

11. Describe the need for project activity. Specifically, identify how the project was selected and what service improvements and/or project benefits are to be addressed. *

For each line item included on the Budget and Milestone page, select the project activity. Provide the language from the 5-year plan that supports this project activity. How will you know you have successfully implemented this element of the plan? *

Use drop-down arrow to select project element, describe how and why the project element is necessary to support the implementation and how it relates to the 5 yr. plan goals identified in question 9. Describe how you will identify when the goal has been met, this needs to describe how you intend to measure the outcomes.

Project Activity	Provide the language from the 5 year plan that supports this project activity.	How will you know you have successfully implemented this element of the plan?
<input type="text"/>	<input type="text"/>	<input type="text"/>

press the save button for additional rows

Project Element: Select the appropriate project element from drop-down list. Create a new row for each project element or ALI line item.

How the project addresses the five-year plan: Explain how the project element works towards achieving the goals, objectives and/or priorities of the five-year plan, as identified in question 8.

What is the measurement of success? How do you know you met the goal? Example: If the element is Vehicles, the success could be measured in number of trips. The goal could be achieved by an increase in percentage or number of trips. The agency must determine what it means to meet that goal, whether it is by increasing a specific percentage or increasing by a certain number of trips.

12. What actions are being taken or will be taken to make this project sustainable? *

Responses to this question must be forward-looking to address transportation services planned, designed, and carried out to meet the special transportation needs of the 5310 programs. Prior funding does not establish sustainability.

Examples of sustainability include:

- Funding sources beyond grants from TxDOT
- Future commitment of time or resources to the project from other sources
- Developing partnerships
- Developing coordination
- Demonstrated response to demographic or economic trends identified in the coordinated plan

0 of 1000

13. How does the transit service integrate with other services for seniors and individuals with disabilities in the community? *

Describe how the transit service relates to other community services to remove transportation barriers. Identify interactions with other community service providers.

0 of 1000

14. How are you informing your stakeholders and the community of your services?

Explain the processes the agency uses to communicate information actively, effectively, and regularly.

0 of 1000

15. What is your communication strategy for feedback to evaluate services? *

Describe how the agency is receiving feedback and how the agency uses the information.
Explain the role of feedback in decision making and service planning.

Roles and Responsibilities of Stakeholders

Examples of local stakeholders can include, but are not limited to, the following:

- Representatives of public, private and non-profit transportation providers,
- Representatives of human services providers;
- Individuals with disabilities
- Individuals 65 and older
- Individuals with low income
- Individuals with limited English proficiency
- Veterans
- Workforce Agencies
- Local Businesses
- Local Government Officials
- Other members of the public.

16. Describe what stakeholders were consulted or assisted in the development of this specific project. Describe how they participated in the project development. *

- Identify stakeholder involvement in the development of the project using a timeline.
- List the names of organizations, entities and/or individuals who participated in the development of this project. Identify individuals by name, title, and agency where possible.
- Explain at which steps in the development of the project the stakeholders participated and what they did.

0 of 1000

17. How will stakeholders stay involved throughout the project? *

Describe what opportunities stakeholders have to stay actively involved. Explain what the agency is doing to keep the stakeholders engaged.

List names of organizations, entities and/or individuals who have committed to actively participate in proposed project activities.

- Identify individuals by name, title, and agency where possible.
- Describe their specific role and specifically what they have committed.
- The activities of the stakeholder should connect to the milestones previously identified.

18. Will this project require new procurement of goods or non-transportation services? *

Yes No

18a. Identify and describe methods to procure goods and/or non-transportation services related to the project. *

Provide details of procurement process:

- If the agency will procure goods or services identify the method of procurement and steps to be taken to procure the goods or services.
- If the contract had been previously procured and approved by PTN or FTA, provide information on the method of procurement, steps taken, and the date of PTN approval, if applicable.
 - Methods of procurement could include a State Co-Op, Joint Procurement, individual RFP. Identify specifics, for example:
 - Oklahoma State Co-Op, Georgia State Co-Op, Golden Crescent Joint Procurement, etc.

18b. Have vendors already been selected for these goods/non-transportation services? *

Yes No

If yes, List the vendors and what goods/non-transportation services they will provide (press the save button for additional rows).

Vendor Name	Description of goods/non transportation services	Documentation
<input type="text"/>	<input type="text"/>	<input type="button" value="Browse"/> <input type="text" value="Drag Files Here"/> <input type="button" value="+"/>

19. List the names of local senior organizations and individuals with disabilities organizations and/or local non-profit agencies that have provided letters of support. *

Supporter Name	Type of Entity
<input type="text"/>	<input type="text"/>

press the save button for additional rows

Note: Letters of support must be composed by the supporting organization specifically about this project and grant program. No form letters.

Note: Submit all letters through this application. Do not mail letters to PTCs or division staff in Austin.

20. List the names of local public bodies and officials who provided letters of support.

Supporter Name	Type of Entity
<input type="text"/>	<input type="text"/>

press the save button for additional rows

Note: Letters of support must be composed by the supporting organization specifically about this project and grant program. No form letters.

Note: Submit all letters through this application. Do not mail letters to PTCs or division staff in Austin.

Note: Projects selected in small urban areas must have a letter of support from the Metropolitan Planning Organization (MPO) director stating that the project is consistent with the long-range transportation plan and will be amended into the Transportation Improvement Program (TIP) when so directed by TxDOT.

Attachments

Upload letters of commitment of funding or services relevant to this application.

Upload letters of of commitment of funding or services relevant to this application.	
Description <input type="text"/>	Upload <input type="button" value="Choose File"/> No file chosen

press the save button for additional rows

Letters of Commitment: Letter by the signatory demonstrating involvement and identify the specific contributions they will make to ensure the project's success. This includes financial or in-kind contributions. A letter of commitment (as opposed to simply a letter of support) is a letter documenting an organization's, entities, or individual's pledge of resources for this proposed project. This may be a commitment of financial support, staff support, services, or other resources. A letter of commitment must describe the nature of the commitment and state exactly what the organization, entity, or individual commits. The activities should connect to the step-by-step workplan in the previous section of the application.

Note: Only upload Letters of commitment of funding or services

Upload letters of support and any additional documents relevant to this application.	
Description <input type="text"/>	Upload <input type="button" value="Choose File"/> No file chosen

press the save button for additional rows

Upload letters of support and/or additional documents relevant to this application.

Note: Only upload letters of support and/or additional relevant documents.

Note: For new service attach the new service schedule and a plan outlining the process for implementation of the service. Implementation plan should include steps to take to implement this project including a timeline and milestones.

4.5 Mobility Management, Purchase of Service and Operating

Mobility Management activities increase transportation access to health care, employment, education, and other life-sustaining activities through coordination and focus on individual needs. Eligible activities must have a direct relationship to transportation access.

1. Is Mobility Management part of the proposed project? *

Yes No

If yes, questions 2-5 are required.

2. What Mobility Management activities are included in this grant (i.e., Enabling mobility access, Coordination, Technology, and/or Public Education)? Describe the specific elements of the Mobility Management project in detail. *

Clearly describe the individual project elements for each mobility management activity:

- Project type
- Activities involved.
- Connection/partnerships to other programs or services
- Timeframe
- Who outside the agency is committing time or resources to the project.
- Project goals, suggest looking at the logic model or SMART goals for ideas.

0 of 2000

Note: Applicants MUST upload documentation below demonstrating realistic, quantifiable performance goals that result in closing the service gap (e.g., the number of additional trips that will be served) for each mobility management activity. These goals will be used as a baseline to evaluate how mobility inputs are related to outcomes. Upload Mobility Management attachments on the bottom of the form and include the word "Mobility" in the file name.

3. Which staff will work on mobility management activities? What percentage of time will these staff members spend on mobility management? Will new staff be hired? * *For new staff (to be hired) enter TBA under name and complete row. For each MM staff member upload qualifications/ experience relevant to the project*

Name	Position	What will they contribute to the project/Roles and Responsibilities	Percent of time	Qualifications/Experience
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> %	<input type="button" value="Browse"/> Drag Files Here <input type="button" value="+"/>

What will they contribute to the project/Roles and Responsibilities: Describe in detail what staff will do by listing job duties and specific functions that contribute to the project.

Percent of Time: Percentage of total hours spent on the project.

Qualifications/Experience: Upload resume or list relevant skills/experience that will be used to implement the mobility management activities on the project. Press save button to create additional rows.

4. What percentage of the mobility management budget will be used for salaries?

%

Note: Upload a detail explanation on how the agency will track MM activities/time for all individuals that that provide less than 100% of their time performing MM.

- 4.a Describe how the remaining budget will be used to implement the project (other MM expenses)

Provide specific examples of how the remaining budget will be expended on non-salaries items.

4.6 Purchase of Service (Third Party Contractor Contracted Service 11.71.13)

5. Are Purchase of Service expenses part of the proposed project description? *

 Yes No

If "yes" question 6 is required.

6. Describe the specific elements of the Purchase of Service project in detail. *

Provide specific information on acquisition of public transportation services and how it supports the project: Describe in detail services that will be contracted.

- Services that will be purchased
- Specific information to explain the value to the project.
- Project impact on the current transit service

0 of 2000

7. Will this project require new procurement of third party contracted services? *

Yes No

7a. Identify and describe methods to procure third party contracted services related to this project? *

Provide details of procurement process:

- If the agency will procure third party services identify the method of procurement and steps to be taken to procure the third party contracted service.
- If the contract had been previously procured and approved by PTN or FTA, provide information on the method of procurement, steps taken, and the date of PTN approval, if applicable.
- Methods of procurement could include a, individual RFP. Identify specifics,

0 of 2000

8. Have vendors already been selected for these third party contracted services? *

Yes No

8a. Identify and describe methods to procure third party contracted services related to this project? *

Provide details of procurement process:

- If the agency will procure third party services identify the method of procurement and steps to be taken to procure the third party contracted service.
- If the contract had been previously procured and approved by PTN or FTA, provide information on the method of procurement, steps taken, and the date of PTN approval, if applicable.
- Methods of procurement could include a, individual RFP. Identify specifics,

0 of 2000

Identify the third party contracted vendors and what services they will provide to support the project?

Vendor Name	Description of Third Party services	Documentation
<input type="text"/>	<input type="text"/> 0 of 500	<input type="button" value="Browse"/> <i>Drag Files Here</i> <input style="background-color: #0056b3; color: white; padding: 5px 10px; border: none; border-radius: 3px;" type="button" value="+"/>

Note: Press save button to create additional rows. If services are already procured, describe the services contracted.

4.7 Operating

Applicants are responsible for 50% of the net operating costs of the activity.

Note: Operating assistance for required ADA complementary paratransit service is not an eligible expense.

9. Are operating expenses part of the proposed project description? *

Yes No

9a. Describe the specific elements of the operating project in detail. *

Provide specific information on your project that includes:

- What elements of operation the project would fund
- How the project would impact the current transit service
- How project success will be measured

0 of 2000

10. What funding source(s) will provide the 50% required match? Will in kind match be used? *

Source of Funding	Amount of Funds
<input type="text"/>	<input type="text"/>
<i>(press the save button for additional rows)</i>	

Note: TDC are not eligible to be used as match for operating awards.

Attachments	
Upload letters of commitment and any additional documents relevant to this application.	
Description	Upload
<input type="text"/>	<input type="button" value="Choose File"/> No file chosen
<i>(press the save button for additional rows)</i>	

Note: upload letters of commitment, required mobility management and other relevant documentation.

Letters of Commitment: Letter by the signatory demonstrating involvement and identify the specific agreements and or/ contributions they will make to the project. This includes financial or in-kind contributions for operational match.

4.8 Vehicle, and other Capital Projects

Vehicle projects include the purchase, rebuild and overhaul of vehicles.

1. Are Expansion or Replacement Vehicle Capital expenses parts of the proposed project? *

Expansion Replacement No Vehicles

Note: If “No Vehicles” is selected, then proceed to question 7; questions 2 – 4 will be hidden as they are not applicable. If “Expansion” complete questions 2 & 4 or ‘Replacement” complete questions 2-4

2. Do you anticipate leasing any expansion or replacement vehicles to other organizations?

If yes, contact your PTC to complete PTN form 110. *

If yes, questions 2-4 are required.

Yes No NA

3. Identify the specific vehicles(s) to be replaced or rebuilt. *

If not applicable, select N/A NA

Note: vehicles must meet useful life standards to be considered for replacement. Refer to TxDOT Life Standards Enter License, VIN and mileage of vehicle(s) to be replaced/rebuilt

Note: If multiple vehicles are replacement/rebuilt options, enter all vehicles in consideration. Press the save button for additional rows.

Year	Make	Model	VIN	Mileage	Replace/Rebuild	Reason to select this vehicle
<input type="text"/>	<input type="text"/> 0 of 30	<input type="text"/> 0 of 30	<input type="text"/> 0 of 17	<input type="text"/> 0 of 7	<input type="text"/>	<input type="text"/> 0 of 2000

4. Identify the vehicle type(s) to be purchased. * (press the save button for additional rows) Refer to [TxDOT Life Standards](#) for type definitions.

Vehicle type to be purchased	Replacement or Expansion?	ADA Accessible	Reason to select this vehicle model or type?
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>
0 of 50			0 of 2000

Note: All fixed route service vehicles are required by FTA to be accessible and will not be granted waivers. A non-accessible vehicle requires a “waiver” with the Public Transportation Coordinator’s endorsement prior to entering into a grant agreement.

4.9 Other Capital

Other Capital includes, but is not limited to: shop equipment, hardware and /or software, preventive maintenance, and other miscellaneous equipment. (Program limitations may apply.)

5. Are Other Capital expenses part of the proposed project description? * If yes, questions 6 and 7 are required. *

Yes No

6. Describe the scope of the Other Capital project in detail. *

Provide the following:

- Identify type of other capital (shop equipment, communications, etc.) requested.
- Provide quantities and types; include the make and models for hardware, and titles for software.
- Requested dollar amount and any match amount

0 of 2000

4.10 Above and Beyond ADA

Note: this is for projects that exceed ADA requirements. The projects require 50% match. If the project does not exceed ADA requirements, answer questions for Mobility Management, Operating, and/or Other Capital as appropriate.

Above and Beyond ADA refers to public transportation services and public transportation alternatives designed to assist individuals with disabilities with accessing transportation services beyond those required by the Americans with Disabilities Act (ADA). The purpose of this is to provide additional resources to overcome existing barriers facing individuals with disabilities.

7. Are Above and Beyond ADA expenses part of the proposed project description? *

Yes No

If “yes” questions 7-9 are required.

Note: All items must exceed the ADA requirements. The purpose of this is to provide additional resources to overcome existing barriers facing individuals with disabilities seeking integration into the workforce and full participation in society.

8. How does the project distinguish itself from existing projects in the area to provide a service that is “above and beyond” ADA requirements? *

- Provide a clear and concise description of how the project exceeds the “above and beyond” requirements and what services are being provided.
- Describe benefits to the agency, the community, and the service that will be achieved with this project.
- Provide a project timeline and tasks.

0 of 2000

9. What funding source(s) will provide the 50% required match? *

Note: TDC are not eligible to be used as match for Above and Beyond ADA awards.

Source funding: Name of funding source.

Amount: Provided amount contributed to the project.

Source of Funding	Amount
<input type="text"/>	<input type="text"/>

(press the save button for additional rows)

Attachments

Description	Upload
<input type="text"/>	<input type="button" value="Choose File"/> No file chosen

(press the save button for additional rows)

Note: Upload any documentation(s) that support the project exceeding the ADA requirements, including funding commitments.

4.11 Facilities Specific Evaluation

Throughout this section the term “facilities” should be interpreted as infrastructure. Examples include ADA accessible sidewalks and ramps, bus stop enhancements, rehab, or modifications. Infrastructure activities should increase transit accessibility for seniors and individuals with disabilities. Eligible activities must have a direct relationship to transportation access and must be completed within 18 months. Project proposal must demonstrate the ability to be complete in 18 months. (design and environmental clearance should be at or near completion at time of application submission). Project proposals for infrastructure require a separate application and will be scored separately.

Will this project involve construction, alteration, repair or purchase of buildings, structures, or other real property? *

Yes No

If the project involves infrastructure activities as described above answer “Yes.”

If “yes” questions 1-5 are required, if “no” proceed to the next section “Obligation Certification”.

1. Provide a project schedule which identifies each phase of the project, general activities in each phase, and the cost per phase. *

Phase	Activities	Cost	Date(s) or Time Frame

- **Phase:** Fill out a row for each Transit Facility Pipeline phase and accompanying fields to the right of Phase. Reference Attachment A for phase title(s).
- **Activities:** Provide the general activities in each phase that are to be accomplished.
- **Cost:** Provide a dollar amount in terms of cost for each phase. Type in a numeric value only. Commas, dollar signs and decimal places are not required.
- **Date(s) or Time frame:** Include an attachment (Upload other attachments, per Instructions) that illustrates all the project phases and cost per phase.

2. Identify the project development life cycle(s) that are included as part of this application for funding. *

A. Planning and Scoping	<input type="checkbox"/>
B. Preliminary Engineering and Environmental Review	<input type="checkbox"/>
C. Final Design and Real Estate Acquisition	<input type="checkbox"/>
D. Procurement	<input type="checkbox"/>
E. Construction	<input type="checkbox"/>

Real Estate acquisition is not an eligible activity.

3. This question is divided into 3 subparts - 3a through 3c - for obtaining detailed information on status and funding for the various phases describe the scope of the Construction and Rehabilitation project in detail. *

3a. Identify completed phases and describe the activities that have taken place for those phases. Identify actual costs per phase and funding sources. *

Phase	Activities which have taken place	Cost	Funding Source
		Total:	

- **Phase:** Fill out a row for each completed Transit Facility/Infrastructure Pipeline phase and accompanying fields to the right of Phase. Reference Attachment A for phase title(s).
- **Activities which have taken place:** List the activities accomplished in each phase. If the application includes construction of a new facility, indicate whether a feasibility study or needs assessment has been completed.
- **Cost:** Provide a dollar amount for actual costs incurred for each phase to date and identify each funding source used to cover those expenses. Type in a numeric value only. Commas, dollar signs and decimal places are not required.
- **Funding source:** Include an attachment that outlines all funding sources for the project.

3b. Describe any current activities in progress, by project phase. Identify the cost per phase, funding sources and amounts committed. amounts committed. *

Phase	Activities in progress	Cost	Funding Source	Amount Committed
		Total:		

- **Phase:** Fill out a row for each in-progress Transit Facility/Infrastructure Pipeline phase and accompanying fields to the right of Phase. Reference Attachment A for phase title(s).
- **Activities in progress:** Provide the activities in each phase that are in progress.
- **Cost:** Provide a dollar amount for each phase in progress and funding sources. Type in a numeric value only. Commas, dollar signs and decimal places are not required.

- **Funding source:** Include an attachment that outlines all funding sources thus far for the project.
- **Amount committed:** Include an attachment that outlines the amount of funds committed to date for the project.

3c. Describe future activities, by project phase. For each phase provide the estimated cost, secured funding sources and amounts, and funds being requested. *

Phase	Activities to be accomplished	Cost	Funding Source	Amount Committed	Amount Requested
Total:					

- **Phase:** Fill out a row for each future Transit Facility/Infrastructure Pipeline phase and accompanying fields to the right of Phase. Reference Attachment A for phase title(s).
- **Activities to be accomplished:** Provide the activities in each phase that are planned.
- **Cost:** Provide a dollar amount for each phase planned. Type in a numeric value only. Commas, dollar signs and decimal places are not required.
- **Funding source(s):** List all sources of funding that have been secured for this project. Include any local, state, and federal funds. .
- **Amount committed:** Provide amount of funds committed for this call for projects.
- **Amount requested:** Provide amount of funds being requested for this call for projects.

Describe how amounts were determined

- Describe how the allocation of costs to the project was determined.
- Provide the basis for the allocation (ie square footage, itemized equipment, etc)
- If there will be incidental use, please specify the percentage breakdown anticipated for transit vs. non-transit use.

0 of 2000

Upload funding source material.

Description <input type="text"/>	Upload <input type="button" value="Choose File"/> No file chosen
--	--

Provide support documentation or letter(s) of support that outline the source(s) of committed funds for the proposed project, as applicable.

4. Provide the facility location if available. *

N/A	<input type="checkbox"/>
Address	<input type="text"/>
City	<input type="text"/>
State	<input type="text" value="v"/>
Zip	<input type="text"/>

Provide location of Infrastructure project

Maps

Provide a map showing the area of the facility if location is known or proposed. Maps should be uncrowded, clearly marked, and legibly labelled. Maps should be zoomed in enough to clearly see

Description <input type="text"/>	Upload <input type="button" value="Choose File"/> No file chosen
--	--

the location of marked features, such as the locations of safety hazards, connecting facilities, or barriers. Include important street names or landmarks.

Google Map Instructions: Google digital maps can be provided as a weblink in the application.

Minimum requirements for Google Maps include:

- Map Name must include the agency's name and the name of the project.
- Map must be made publicly accessible on the web.

Google tutorial web links are provided below for assistance:

Google Map Tutorials

Create a new map:

https://support.google.com/mymaps/answer/3024454?hl=en&ef_topic=3188329 Add places to your map:

<https://support.google.com/mymaps/answer/3024925?hl=en>

Draw lines and shapes:

https://support.google.com/mymaps/answer/3433053?hl=en&ef_topic=3024924 Add/save directions:

https://support.google.com/mymaps/answer/3502610?hl=en&ef_topic=3024924 Share, download, or print map:

<https://support.google.com/mymaps/answer/3109452?hl=en&co=GENIE.Platform=Desktop>

1. Do you own or rent the property? * If renting, upload a copy of the lease.

Own Rent/Lease Location not selected

Depending on the lease terms, a new agreement may need to be negotiated prior to project approval.

5a. Does TxDOT PTN have a lien on this property?

Yes No

5b. Are there any other liens on the property?

Yes No

If so, please describe these liens and upload a copy of each:

Description

- Provide the county clerk's recoding number for each non-TxDOT lien.
- Include the name of the grantee.
- If a lien will need to be removed prior to approval of your request for funding, include a plan of action along with a timeline for removing that lien.
- Depending on the type of lien, TxDOT PTN may require those judgments to be satisfied prior to project approval.
- TxDOT may request a Deed of Trust in favor of TxDOT for some construction projects.

1. of 2000

Lien Holder Name <input type="text"/>	Upload Copy of Lien Documents <input type="button" value="Choose File"/> No file chosen
---	---

2. Do you have an existing Categorical Exclusion (CE) that was approved by FTA for this project?

<input checked="" type="radio"/> Yes <input type="radio"/> No						
Upload Copy of CE and FTA CE Approval						
<table border="0"><tr><td>Date Approved</td><td>Description</td><td>Upload</td></tr><tr><td><input type="text"/></td><td><input type="text"/></td><td><input type="button" value="Choose File"/> No file chosen</td></tr></table>	Date Approved	Description	Upload	<input type="text"/>	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen
Date Approved	Description	Upload				
<input type="text"/>	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen				

7. Do you plan on any joint development or incidental use including leasing space to other parties? *

Definitions for joint development, incidental use and shared use are available on FTA's website at <https://www.transit.dot.gov/faq/joint-development/what-are-differences-between-fta%E2%80%99s-definitions-joint-development-disposition>

Yes No

Describe your plan for joint development or incidental use.

- Identify all parties involved in these activities.
- If joint development, incidental or shared use will create rental income for the transit agency, describe any plans for reinvesting that income in transit. Provide a documented plan that outlines the disbursement of reinvested income.
- Indicate the total square footage of the facility and the amount to be occupied by non-transit partners

8. Is the facility located within a known flood plain? *

- Yes No Location not selected

If an infrastructure project does not include a facility select "Location not selected" here and for question 8a.

Upload FEMA flood map.

- Flood maps are available at <https://msc.fema.gov/portal/home>
- Flood insurance may be required if any portion of the property is located within a 100-year flood plain.
- Coastal areas may require additional insurance.

8a. Do you have flood insurance?

- Yes No Location not selected

8b. If yes, upload a copy of your organization's flood insurance. Upload a copy of your policy's declaration page as well as information showing the property's address and legal description.

Description <input type="text"/>	Upload <input type="button" value="Choose File"/> No file chosen
--	--

4.12 Obligation Certification

As an authorized official of the *{agency name auto filled by IGX}*

I certify to the following:

1. The information presented in the application is true and accurate to the best of my knowledge.
2. I have not intentionally made any misstatements or misrepresented the facts.
3. The organization has the resources and technical capacity to support the project.
4. The organization has the resources and technical capacity to provide the required match.
5. The organization uses accepted accounting standards for its financial recordkeeping functions.
6. The organization will participate in a continuous, comprehensive dialogue throughout the life of the project.

This includes but is not limited to:

- o On-Site monitoring by TxDOT personnel
 - o Timely submission of required reports
 - o Timely written notification of events that will affect the outcome of the project.
7. The organization will comply with all applicable federal, state, and local laws and regulations. This includes but is not limited to:
 - o Annual Certifications and Assurances
 - o Master grant agreements
 - o Project grant agreements
 - o Applicable federal program circulars and similar federal and state guidance
 8. Applicant Affirmation: Compensation has not been received for participation in the preparation of the specifications for this call for projects.

By checking and completing this document I certify that the above statements are true and that I have the authority to sign this document.

Name	Title	Date
------	-------	------

NOTE: This form is required to submit the application. Only an authorized person should fill out the form. Check the box and click Save to record the name, title, and date of certification.

4.13 Budget and Milestones Form

The budget and milestones page contains information how the agency will spend the funds, on a per line item or ALLI basis.)

Agency Name
Program Type

Does this budget include indirect costs? * Yes No

If yes, please enter the Indirect Rate %

Attachments

You may upload additional documentation here.
(If this budget includes In-Kind funds you are required to upload supporting documentation.)

Description	Upload
	<input type="button" value="Choose File"/> No file chosen

Indirect cost: This is not allowable cost for 5310 projects. Select “no”

Attachments: Upload PTN-143 form plus supporting documentation when in-kind funds will be used as match.

The following table outlines the columns located in the Budget and Milestones section in IGX. *

When entering budget line items, fill out a row and then press the [save] button for additional rows. Budget line items will need to be added separately for each district. The budget should only consist of Year 1 funding request amounts. See multi-year budget section for Year 2 budget requests.

Column Heading	Comments
Description	Choose the description from the pre-populated drop-down list
Scope	Completed by grant program manager
Suffix #	Completed by grant program manager
TPN	Completed by grant program manager
Fuel Type	Fuel type required for all vehicle ALLIs. Choose type from drop-down list
# of Units	Enter the number of units for capital items as appropriate
Award Amount	Federal amount requested by subrecipient
State Match	Agency documents the amount. State match would come from the agency's formula State award. This field does not document a request for state match funds.
Local Match	Agency documents the amount
In-Kind Match	Agency documents the amount, support documents and amount entered in this field must concur.

Column Heading	Comments
Total Funds	IGX system will calculate.
TDC Requested?	Agency must check the box if requesting TDC
Match Ratio	Field is locked and does not need to be completed
TDC Amount	Completed by grant program manager
Estimated RFP/IFB Issued	Date must be entered for all capital or procured services.
Estimated Contract Award	Date must be entered for all line items.
Estimated First Vehicle Delivered	Date must be entered for all vehicle ALIs.
Estimated Last Vehicle Delivered	Date must be entered for all vehicle ALIs.
Estimated Contract Complete	Date must be entered for all line items. Date when all funds will be expended for that line item.

4.14 Multi-year Budget

This page shows Year 1 and Year 2 and the combined request for the two-year funding cycle of the application.

Year:1

Description	Urban or Rural	District	Fuel Type	# of Units	Award Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Subtotal:					\$0

Note: that the screen shots are one row IGX.

State Match	Local Match	In-Kind Match	Total Funds	TDC Requested?
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$0	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$0	<input type="checkbox"/>
\$0	\$0	\$0	\$0	

Refer to Budget and Milestone section for instructions on how to complete budget request.

Note: Year 1 multi-year budget must match the Budget portion of the “Budget and Milestones” page.

Milestones are only recorded on the “Budget and Milestones” page. IGX automatically calculates subtotals and the combined yearly totals.

Note: TDC Requested box must be checked to receive TDC match.

Year 2

Description	Urban or Rural	District	Fuel Type	# of Units	Award Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Subtotal:					\$0

State Match	Local Match	In-Kind Match	Total Funds	TDC Requested?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
\$0	\$0	\$0	\$0	

Year 2 should contain the budget requests for FY 2024 projects. This budget serves as the official request for FY 2024 funding but approval of this application does not guarantee the funding amount requested. The Year 2 funding for this project will be based on the midcycle review that occurs in the spring of 2024 and the amount of available funds. Budget line items need to be added separately for each district. TDC requested box must be checked to receive TDC match.

Note: If there is no information entered for Year 2 on this form, PTN will consider no funding is required for the second year. Requests for funding after the approval of this application may not be accepted.

5. Glossary

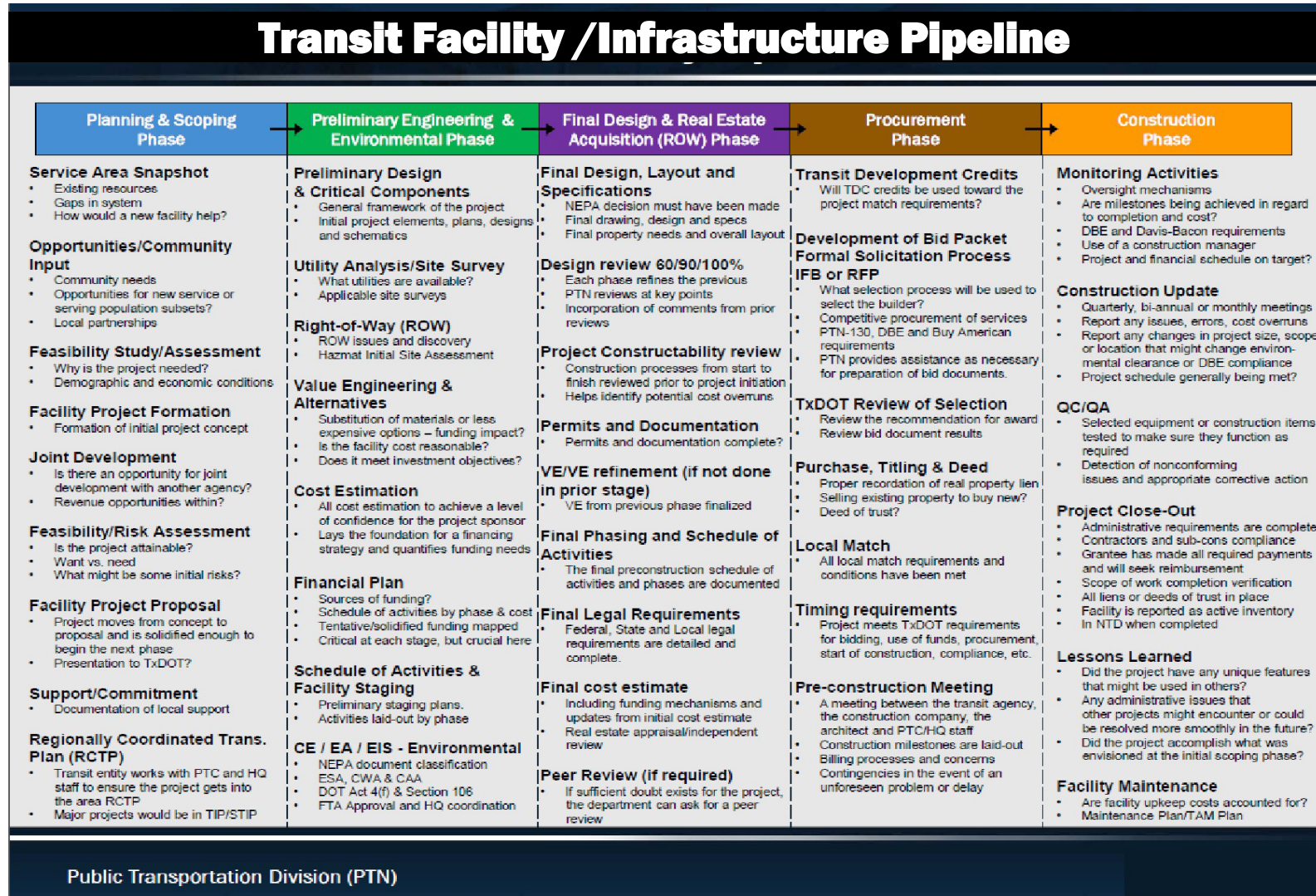
The following table outlines the terms and definitions used throughout this document and the application submission process:

Term	Definition
Americans with Disabilities Act (ADA)	Public Law 336 of the 101st Congress, enacted July 26, 1990. The ADA prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation.
Calendar of Activity / Milestone	The timelines and due dates for all aspects of the project, including any deliverables that are defined.
Commission	Texas Transportation Commission
Coordination	The cooperative development of plans, programs and projects among agencies and entities with legal standing and adjustment of such plans, programs, and projects to achieve general consistency, as appropriate.
Deliverable	A specific product, such as a report or a database, as opposed to a reimbursable expense. Deliverables for a project are defined in the scope of work. Billable amounts and due dates for each deliverable must be specified in the PGA. All deliverables are subject to review by the TxDOT PTC, with the option of assistance by a review panel at their sole discretion.
Project Grant Agreement (PGA)	The contract executed between the TxDOT and a successful applicant after its application has been selected and approved for funding by the commission. The PGA includes the scope and calendar of work, and the budget. While not part of the PGA, reporting and reimbursement request forms are established before the PGA is signed.
Eligible Expenses	Capital and/or operating expenses that will vary depending on program laws, rules and regulations, the scope of the project and the established budget.
Fixed Route	A transportation service provided on a repetitive, fixed schedule along a specific route with vehicles stopping to pick up and discharge passengers at designated locations and times.
Human Service Transportation	Transportation services provided by or on behalf of a human service agency to provide access to organization services and/or to meet the basic day-to-day mobility needs of transportation-disadvantaged populations, especially individuals with disabilities, older adults, and people with low incomes.
In-kind Match	The intrinsic value of goods and services, such as donated equipment, office space, or labor that is used to provide the required local match for grants and must support the project.

Term	Definition
Incomplete Application	An application which fails to adequately describe the project or otherwise fails to furnish required documentation and may be rejected at the sole discretion of the department.
Letter of Commitment	The mechanism for documenting when an entity/project partner actively pledges support (financial or in-kind) and/or actual participation or use in the project.
Letter of Support	The mechanism for documenting coordination or support of the project with the appropriate local public transportation providers, agencies that provide employment or human service transportation, and other appropriate agencies or individuals.
Local Governmental Entity	Any local unit of government including a city, town, village, municipality, county, city transit department, metropolitan transit authority, coordinated county transportation authority, or regional transit authority.
Mobility Management	Eligible capital expense consisting of short-range planning and management activities and projects for improving coordination among public transportation and other transportation-service providers carried out by a recipient or subrecipient through an agreement entered with a person, including a government entity. Mobility management does not include operation of public transportation services.
Milestone Report	A quarterly status report required of each project.
Net Operating Expense	Those expenses that remain after operating revenues are subtracted from operating expenses. Operating revenues must include fare box revenues; but exclude package service, freight, and charter revenue. Operating expenses may include driver labor and associated fringe benefits, fuel, vehicle maintenance, administrative costs, etc.
Rural Area	An area outside an urbanized area determined by the current United States census.
Phase	A specific aspect, part, or portion of the project.
Private For-Profit	Businesses engaged in the transportation of the public and their hand-carried packages / baggage for a fee. Includes taxicab companies and intercity bus carriers.
Private Non-Profit	A non-public agency or company that provides a service or services not conducted or maintained for making a profit.
Program Manager	A TxDOT staff person located in Austin with the primary responsibility for monitoring overall program initiatives and relaying information to the PTC.
Public Transportation Coordinator (PTC)	A TxDOT Public Transportation Division employee charged with carrying out public transportation grant management activities and providing technical assistance to transit agencies at the local level.
Review Panel	TxDOT personnel who evaluate and prioritize projects for funding.

Term	Definition
Rural Transit District	A political subdivision of the state that provides and coordinates rural public transportation within its boundaries in accordance with the provisions of Transportation Code, Chapter 458.
Scope of Work	Establishes the tasks to be performed for all aspects of the project, including any deliverables that are defined.
Service Area Map	If appropriate to the type of application, a map of the service area (within Texas) that is covered by the application. If the application comprises an expansion of the service area, maps of the existing and the proposed areas must be provided.
Significant Start of Work	Varies according to the type of project. Must be demonstrated within 90 days after the PGA is finalized. The issuance of purchase orders to subcontractors is specifically accepted as a significant start to work.
State Agency	A board, commission, council, committee, department, office, agency, or other governmental entity in the executive, legislative or judicial branch of state government. The term includes an institution of higher education, but not a public junior college or community college.
State Transit Association	A statewide association whose members are comprised of transit stakeholders.
Stop Work Order	An order issued by TxDOT to direct the subrecipient to immediately cease all work and refrain from incurring any reimbursable expenses related to the project.
Subrecipient	Refers to the legal status of applicants who enter into a project grant agreement with TxDOT under this call for projects.
TxDOT	Texas Department of Transportation
Transit Pass	Pre-paid fare media that allows the holder unlimited use of transit service either for a specified period (day, month, year) or until the value is consumed.
Transit Voucher	Authorization for a specific person to use transit service to and from specific origins and destinations at specific times.
Transportation Development Credits - TDC	Non-cash credits given to subrecipients to assist with local match needs.
University	An institution of higher education and research, which grants academic degrees in a variety of subjects.
Urbanized Area	A core area and surrounding densely populated area with a population of 50,000 or more, with boundaries fixed by the U.S. Census Bureau.
Urban Transit District	A local government entity or political subdivision of the state that provides and coordinates public transportation within an urbanized area in accordance with Transportation Code, Chapter 458. This definition includes urban transportation providers under Transportation Code, Chapter 456, that received state money through the department on September 1, 1994. The definition excludes transit authorities.

6. Attachment A



This pipeline was developed for transit facilities however most phases and activities are applicable to other infrastructure related projects.