

5.24 Federal Transit Administration Section 5311(f) Policies

5.24.1 Program Overview

The Federal Transit Administration (FTA) Section 5311(f) Intercity Bus Program provides funds on a competitive basis for transit projects that develop and support intercity bus transportation in rural areas of the state. States are required to expend at least 15 percent of their annual Section 5311 apportionment to support intercity bus transportation, unless the governor certifies that the state's intercity bus service needs are adequately met. California follows this minimum requirement. The California Department of Transportation (Caltrans) Division of Rail and Mass Transportation (DRMT) administers the program. Section 5311(f) is a reimbursement program.

Federal and state guidelines supersede these policies.

5.24.2 Eligible Applicants and Projects

Local public agencies (including SRTA), tribal governments, private nonprofit organizations, private for profit organizations and operators of public transportation services that serve rural areas are eligible to apply for the following types of projects:

- Operating assistance
- Capital assistance
 - Vehicle purchase
 - Bus related equipment
 - Transit infrastructure
 - Planning and marketing studies

5.24.3 Call for Projects

Caltrans District 2 will announce a Section 5311(f) call for projects and provide guidance and technical support to applicants and SRTA. Upon receipt, SRTA will forward the call for projects to the region's transit service providers via email, SRTA's website and/or SRTA's social media.

5.24.4 SRTA Authorization

Caltrans requires that SRTA authorize Section 5311(f) applications. Applicants should provide draft applications to SRTA for review: 1) prior to the Caltrans application deadline AND 2) at least six weeks prior to the next SRTA Board of Directors meeting. SRTA will review applications for:

- Consistency with applicable planning documents
- Budget accuracy (high level), including match validity
- Public hearing opportunity requirement (capital assistance only)
- Coordination of services

Upon review of submitted applications, SRTA may:

- Advise applicants to modify applications based on the preceding bullet points.
- Advise applicants of other grant programs or funding options that are a better fit.

SRTA staff will recommend authorizing applications whose authors heed SRTA's advice and wish to proceed with the Section 5311(f) application process. SRTA staff will present recommendations to the board of directors with resolution(s) authorizing application(s) submittal and delegating authority to the executive director to provide information as needed to Caltrans for the application to proceed. An example resolution ends this section.

5.24.5 Project Support

SRTA may choose to authorize a project with no obligation to finance or otherwise support the service in the future. Caltrans requires from SRTA documented support for regional private carrier's service routes that pass outside of Shasta County.

5.24.6 Project Selection

Caltrans is responsible for the evaluation criteria of applications. An independent selection committee comprised of Caltrans staff and external participants scores each application that meets all the program requirements. Highest scoring applications are selected for funding.

5.24.7 Post-approval Process

For projects selected by Caltrans's evaluation committee for funding, SRTA will ensure that projects are placed in the Federal Transportation Improvement Program (FTIP). Hereafter, the applicant and Caltrans work together on the standard agreement and reimbursement; SRTA has no further responsibilities.

RESOLUTION



RESOLUTION NUMBER:	XX-XX
SUBJECT:	Authorize <i>Applicant's</i> Federal Transit Administration Section 5311(f) Application for Federal Fiscal Year XXXX

WHEREAS, the US Department of Transportation provides grants to states through the Federal Transit Administration (FTA) for operating and capital assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (FTA C9040.1G); and

WHEREAS, the California Department of Transportation (Caltrans) has been designated by the Governor of the State of California to administer FTA Section 5311(f) grants in California; and

WHEREAS, the *Applicant, a public governmental authority*, desires to apply for said financial assistance to *project description*; and

WHEREAS, *Applicant* has coordinated with other transportation providers and users in the region (including social service agencies); and

WHEREAS, Caltrans requires a resolution of the Shasta Regional Transportation Agency (SRTA) authorizing submittal of the application before it can be considered for funding; and

Optional language **WHEREAS**, SRTA's authorization of the grant does not imply or impart any obligation on the part of SRTA to finance or operate the *project or applicant name* service, or limit its support of new services of a similar nature.

NOW, THEREFORE, BE IT RESOLVED that the Shasta Regional Transportation Agency Board of Directors:

1. Authorizes *Applicant* to submit a YYYY Federal Transit Administration Section 5311(f) *funding type* application to the California Department of Transportation (Caltrans) for a *brief project description/name*; and
2. Authorizes the executive director to provide any other information and assurances as needed to Caltrans for the application to proceed.

PASSED AND ADOPTED this DDth day of MMMM, YYYY, by the Shasta Regional Transportation Agency.

Chair name, Chair

Shasta Regional Transportation Agency