

Stark County Coordinated Transportation Plan

Organizing History

On October 26, 2006, the Board of the Stark Area Regional Transit Authority (SARTA) approved a resolution designating SARTA as the recipient for funding allocated by SAFETEA-LU for projects allowable under JARC, New Freedom and 5310 federal funds. On November 27, 2006, the Stark County Area Transportation Study (SCATS) policy committee had approved a resolution designating SARTA to receive the funds under these same programs.

On January 9, 2007, a notice of public meeting was sent to 342 area agencies, transportation providers and other interested parties that a committee was forming to develop a coordinated plan for the county. A public notice was also placed in the Canton Repository. On January 23, 2007, an informational meeting was held to give an overview of the funding and requests for volunteers to assist in developing the plan were sought. Surveys were collected from the mailing that went with the notice and invitation to the first meeting, attempting to identify needs, gaps and overlaps in transportation services.

Subsequent to this meeting, on March 30, 2007, the first meeting of the volunteer committee met. The survey results were reviewed and discussion on needs and gaps were discussed. Meeting dates were also established for future meetings of the committee.

On April 27, 2007, the committee established a sub committee to develop criteria for projects and applications, as well as a rating system for such projects to be eligible for the above noted funding programs. Karl Lucas, of the Stark County Area Transportation Study (SCATS), headed this committee.

The committee has developed a list of transportation needs in the county, listed hereafter, and incorporated herein; has accepted a standard for the call for projects, attached to this plan as Addendum A; and accepted SARTA's plan for management of funds and projects awarded under this plan, and this plan is attached as Addendum B.

Program Overviews

New Freedom

New Freedom projects, defined as new public transportation services beyond those required by ADA and new public transportation alternatives beyond those required by ADA can include:

1. Enhancing public transportation services beyond minimum ADA requirements (including: hours of service; beyond the $\frac{3}{4}$ mile requirement; same day service; door to door service; acquiring vehicles and equipment with mobility aids which exceed dimensions and weight ratings for common wheelchairs; and labor costs of aides to assist with oversize wheelchairs).
2. Installing additional securement locations in public buses beyond ADA.
3. Feeder services (new).
4. Making accessibility improvements to transit and intermodal stations not designated as key stations, including, but not limited to:
 - a. Building an accessible path to a bus stop (curb cuts, sidewalks, accessible pedestrian signals).
 - b. Improved signage
 - c. Technology for persons with disabilities
5. Travel training.
6. New public transportation alternatives beyond ADA:
 - a. Vehicles: accessible taxis, ride share programs, vanpool programs.
 - b. Administrative costs for new voucher programs for HR providers.
 - c. Support of volunteer driver and aide programs.
 - d. Support of new mobility management and coordination programs among public transportation providers and human service agencies providing transportation.

5310

PLAN GOALS

1. Maximize coverage for transportation while minimizing duplicate services.
2. Attempt to include all transportation providers' input.
3. Include all projects in the Metropolitan Transportation Plan
4. ODOT is currently handling all applications for this program.
5. All applicants shall forward a copy of a "letter of intent" and/or application to the committee, care of SCATS, 201 3rd Street, NE, Canton, Ohio 44702.
6. The committee shall review the copy of the applications, determine which projects meet the goals and criteria of the Coordinated Plan and send a letter of verification to ODOT with a copy to the applicant.
7. Include the program of projects in the TIP (Transportation Improvement Plan) and STIP (State Transportation Improvement Plan).

JARC

Designated Recipient

SARTA has been named designated recipient of the funds for JARC and New Freedom funds, and has developed a plan for monitoring funding and projects, as attached in Addendum B.

The committee has accepted the process developed in the Call for Projects presented by the sub-committee, and the same has been attached hereto as Addendum A.

The committee is committed to being an on-going committee, guiding and revising procedures as necessary to ensure a fair and equitable distribution of funds through the competitive selection process outlined in Addendum A.

The committee will ensure that each project selected is derived from the plan objectives and goals.

SARTA will monitor select projects and will be in charge of certifying that the local plans developed meet the required process, and included representatives of public, private and non-profit transportation and human services providers, as well as participation by the public.

Project Screening

The committee shall issue a Call for Projects annually, in September of the fiscal year prior to the State Fiscal year beginning. (However, for the current 2008-2011 TIP, the Call for Projects for Fiscal Year 2009 beginning July 1, 2008 shall be issued December of 2007). However, for the current 2006, 2007, 2008 and 2009 shall also be issued in December 2007.

The Committee shall review said projects according to plan criteria, plan identified gaps and goals, and shall forward plan description, budget and other details to SARTA to include in the submission of TIP details to the Stark County Area Transportation Study policy committee. A Program of Projects shall also be submitted to FTA for approval and include a list of sub-recipients with the information on said sub-recipients as to whether they are non-profit, public agencies or private operators.

Applicants must be eligible for funds from the program for which they are submitting project plans. All approved projects must be implemented within year of appointment plus two years.

Needs Assessment

A preliminary needs assessment survey has been conducted and the results are itemized below:

- Emergency/'right now' transportation
- Affordable transportation
- Door-to-door
- Convenient times
- 7 days a week/24 hours a day
- Vehicle availability
- Family coverage for multiple destinations
- Frequency of service
- Rural area coverages
- Wheelchair vehicles for disabled – personal vehicles
- Single individuals service in areas where public transit unavailable
- Vehicle aids
- More flexibility
- Coordination of available transportation
- Out of county services

The committee established the following priorities as transportation coordination goals:

1. One call, one ride: many of the agencies communicated that they received multiple calls from individuals needing transportation who did not qualify under that particular agency's guidelines for assistance, but who possibly would qualify under a different agency's assistance guidelines. The need for a unified source for individuals to call and be directed to the proper agency, or even perhaps be able under this source to have the communication and application set up without further calls was high on the list of priorities for Stark County.
2. Conveyance by one cost effective source to services and agencies outside the county was another priority of the community. Many elderly clients must go to Cleveland for appointments and public transportation requires that no less than three transit agencies be involved, requiring multiple, confusing transfers. While private agencies may sometimes be called upon for transportation, the cost is prohibitive for both the agency and the individual travelers.
3. Cost effective transportation needs for individuals living in remote areas where public transportation is unavailable.
4. Cost effective transportation needs for whole families, especially those with small children, for whom it is challenging and costly to ride public transportation when they have multiple destinations.

5. Door to door transportation services which go beyond Paratransit curb to curb public transportation services for the physically challenged population.
6. Emergency/quick response needs for the elderly and physically challenged individuals for sudden illnesses, altered appointments and other same day requirements.

In addition to the priorities itemized above, the committee has committed to continue to meet at least quarterly to discuss alternatives to some of the above gaps and new challenges as they may arise.

Call for Projects

INTRODUCTION

On August 10, 2005, President George W. Bush signed the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU authorized the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009.

SAFETEA-LU requires the establishment of a locally developed, coordinated public transit-human services transportation plan in order to receive funding from FTA human service transportation programs. These programs include the Section 5310 Elderly Individuals and Individuals with Disabilities (ODOT designates this as the Specialized Transportation Program), the Section 5316 Job Access and Reverse Commute (JARC) Program and the Section 5317 New Freedom Program. The Section 5310, JARC and New Freedom grant program descriptions are as follow. Please refer to FTA Circulars FTA C 9070.1F, FTA C 9045.1 and FTA C 9050.1 for complete program details. These documents can be found on the Federal Transit Administration website under Grants and Financing-Grant Programs.

GRANT PROGRAMS

The **Specialized Transportation Program** provides Federal funds for the purchase of equipment to support transportation services for the elderly and people with disabilities where existing transportation is unavailable, inappropriate, or insufficient. The Federal Transit Administration provides 80% of the cost of capital items; the remaining 20% must be provided by local funding, which may include transportation funding from other federal programs other than U.S. Department of Transportation (DOT) programs or from DOT's Federal Lands Highway Program. ODOT writes the specifications and purchases the vehicles with costs reimbursed by FTA and the recipient. *This program is included for descriptive purposes only, ODOT administers this funding.* Please contact the ODOT Office of Transit at 614-466-8955 for questions concerning this program.

The **Job Access and Reverse Commute** (JARC) grant program assists in developing new or expanded transportation services that connect welfare recipients and other low income persons to jobs and other employment related services. Job Access projects are targeted at developing new or expanded transportation services such as shuttles, vanpools, new bus routes, connector services to mass transit, and guaranteed ride home

programs for welfare recipients and low income persons. Reverse Commute projects provide transportation services to suburban employment centers from urban, rural and other suburban locations for all populations.

The **New Freedom** formula grant program aims to provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the work force and full participation in society. Lack of adequate transportation is a primary barrier to work for individuals with disabilities. The 2000 Census showed that only 60 percent of people between the ages of 16 and 64 with disabilities are employed. The New Freedom formula grant program seeks to reduce barriers to transportation services and expand the transportation mobility options available to people with disabilities beyond the requirements of the ADA of 1990.

GRANT AMOUNTS AVAILABLE AND MATCH REQUIREMENTS

Grants for these programs are made on a reimbursement basis and cannot exceed 80 percent of the net cost for projects related to capital and planning activities (83% if the project includes ADA equipment) or 50 percent of the net cost for projects related to operating activities. ODOT administers the Specialized Transportation Program at this time and is revising their procedures, therefore details on its application and funding cycle are not known at this time.

Funding available:

1. Section 5310 Elderly Individuals and Individuals with Disabilities (ODOT designates this as the **Specialized Transportation Program**), for fiscal year 2007, approximately \$4.5 million was available. Contact the ODOT Office of Transit at 614-466-8955 concerning this program for future applications.
2. Section 5316 **Job Access and Reverse Commute Program**,
3. \$114,033 for fiscal year 2006; \$119,001 for fiscal year 2007; \$119,001 for fiscal year 2008; and \$ 119,001 for fiscal year 2009.
4. Section 5317 **New Freedom Program**, \$ 69,950 for fiscal year 2006; \$ 74,387 for fiscal year 2007; \$ 74,387 for fiscal year 2008; and \$ 74,387 for fiscal year 2009.

APPLICATION DEADLINE

Applications should be postmarked by January 19, 2008 or delivered to the office below by Noon on January 22:

**Stark County Regional Planning Commission/
Stark County Area Transportation Study
ATTN: JARC and New Freedom Grants
201 3rd Street NE, Suite 201
Canton Ohio 44702**

Future calls for projects will be made in September of calendar years with applications due within 30 days of the announcement.

DESIGNATED GRANT RECIPIENT AND ELIGIBLE SUB-RECIPIENTS

The Stark Area Regional Transit Authority (SARTA) is the designated recipient of funds in Stark County for the JARC and New Freedom grant programs. As the designated recipient, SARTA is required to conduct a competitive selection process that is open and transparent and results in a fair and equitable distribution of funds. This process will be done in coordination with the local Stark County Coordinated Public Transit-Human Services Transportation Plan Committee (Coordination Committee) and the local metropolitan planning organization, the Stark County Area Transportation Study (SCATS). This application is intended to assist in the evaluation of proposed projects. Applicants should be aware that additional information will be required in order to meet Federal requirements if their project is selected for funding. SARTA, as the designated recipient of funds, will assist awardees in meeting these requirements and in the administration of the grants.

Eligible sub-recipients for JARC and New Freedom funds include:

1. Private non-profit organizations;
2. State or local governmental authorities; and
3. Operators of public transportation services including private operators of public transportation services.

ELIGIBLE PROJECTS

The local Stark County Coordinated Public Transit-Human Services Transportation Plan Committee has identified needs and gaps in service. The proposed project must address at least one or more of these needs and/or gaps in service. Please review the Coordinated Plan (specifically

page 4) online at SCRPC/SCATS www.rpc.co.stark.oh.us or SARTA at www.sartaonline.com or contact Karl Lucas, SCATS Senior Planner at 330-451-7386 or email at kblucas@co.stark.oh.us or Carole Kuczynski, SARTA, Director of Finance and Administration at 330-454-6132 ext 521 or CKuczynski@sartaonline.com for a copy of the plan.

Grants awarded will be prioritized to meet these needs and gaps. Federal regulations list the following as eligible activities and examples of types of projects:

Eligible JARC Projects, as listed in Federal regulations, may include, but are not limited to capital, planning, and operating assistance to support activities such as:

- A. Late-night and weekend service;
- B. Guaranteed ride home service;
- C. Shuttle service;
- D. Expanding fixed-route public transit routes;
- E. Demand-responsive van service;
- F. Ridesharing and carpooling activities;
- G. Transit-related aspects of bicycling (such as adding bicycle racks to vehicles to support individuals that bicycle a portion of their commute or providing bicycle storage at transit stations);
- H. Local car loan programs that assist individuals in purchasing and maintaining vehicles for shared rides;
- I. Promotion, through marketing efforts, of the:
 - 1) use of transit by workers with non-traditional work schedules;
 - 2) use of transit voucher programs by appropriate agencies for welfare recipients and other low-income individuals;
 - 3) development of employer-provided transportation such as shuttles, ridesharing, carpooling; or
 - 4) use of transit pass programs and benefits under Section 132 of the Internal Revenue Code of 1986;
- J. Supporting the administration and expenses related to voucher programs. This activity is intended to 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 to providers of alternative transportation services. The JARC program can provide vouchers to low-income individuals to purchase rides, including (1) mileage reimbursement as part of a volunteer driver program, (2) a taxi trip, or (3) trips provided by a human service agency. Providers of transportation can then submit the voucher to the JARC project administering agency for payment based on pre-determined rates or contractual arrangements. Transit passes for use on fixed route or Americans with Disabilities Act of 1990 (ADA) complementary paratransit service are not eligible. Vouchers are an operational expense which requires a 50/50 (Federal/local) match;
- K. Acquiring Geographic Information System (GIS) tools;
- L. Implementing Intelligent Transportation Systems (ITS), including customer trip information technology;
- M. Integrating automated regional public transit and human service transportation information, scheduling and dispatch functions;
- N. Deploying vehicle position-monitoring systems;
- O. Subsidizing the costs associated with adding reverse commute bus, train, carpool van routes or service from urbanized areas and nonurbanized areas to suburban work places;

- P. Subsidizing the purchase or lease by a non-profit organization or public agency of a van or bus dedicated to shuttling employees from their residences to a suburban workplace;
- Q. Otherwise facilitating the provision of public transportation services to suburban employment opportunities;
- R. Supporting new mobility management and coordination programs among public transportation providers and other human service agencies providing transportation. 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. For example, a non-profit agency could receive JARC funding to support the administrative costs of sharing services it provides to its own clientele with other low-income individuals and coordinate usage of vehicles with other non-profits, but not the operating costs of the service. 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 activities may include:
 - 1) The promotion, enhancement, and facilitation of access to transportation services, including the integration and coordination of services for individuals with disabilities, older adults, and low-income individuals;
 - 2) Support for short term management activities to plan and implement coordinated services;
 - 3) The support of State and local coordination policy bodies and councils;
 - 4) The operation of transportation brokerages to coordinate providers, funding agencies and customers;
 - 5) The provision of coordination services, including employer-oriented Transportation Management Organizations' and Human Service Organizations' customer-oriented travel navigator systems and neighborhood travel coordination activities such as coordinating individualized travel training and trip planning activities for customers;
 - 6) The development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs; and
 - 7) 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 stand alone capital expense).

Eligible New Freedom Projects, as listed in Federal regulations, may include, but are not limited to the following types of projects, which are listed for illustrative purposes. Recipients are encouraged to develop innovative solutions to meet the needs of individuals with disabilities in their communities, and operating assistance to support activities such as:

- A. New Public Transportation Services Beyond the ADA. The following activities are examples of eligible projects meeting the definition of new public transportation.
 - 1) Enhancing paratransit beyond minimum requirements of the ADA. ADA complementary paratransit services can be eligible under New Freedom in several ways as long as the services provided meet the definition of "new:"
 - i. Expansion of paratransit service parameters beyond the three-fourths mile required by the ADA;
 - ii. Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services;
 - iii. The incremental cost of providing same day service;

- iv. The incremental cost of making door-to-door service available to all eligible ADA paratransit riders, but not as a reasonable modification for individual riders in an otherwise curb-to-curb system;
 - v. Enhancement of the level of service by providing escorts or assisting riders through the door of their destination;
 - vi. Acquisition of vehicles and equipment designed to accommodate mobility aids that exceed the dimensions and weight ratings established for common wheelchairs under the ADA and labor costs of aides to help drivers assist passengers with over-sized wheelchairs. This would permit the acquisition of lifts with a larger capacity, as well as modifications to lifts with a 600 lb design load, and the acquisition of heavier-duty vehicles for paratransit and/or demand-response service; and
 - vii. Installation of additional securement locations in public buses beyond what is required by the ADA.
- 2) Feeder services. New "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) 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. New Freedom funds are eligible to be used for new 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:
 - i. Building an accessible path to a bus stop that is currently inaccessible, including curbcuts, sidewalks, accessible pedestrian signals or other accessible features,
 - ii. Adding an elevator or ramps, detectable warnings, or other accessibility improvements to a non-key station that are not otherwise required under the ADA,
 - iii. Improving signage, or wayfinding technology, or
 - iv. Implementation of other technology improvements that enhance accessibility for people with disabilities including Intelligent Transportation Systems (ITS).
 - 4) Travel training. New 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.
- B. New Public Transportation Alternatives Beyond the ADA. The following activities are examples of projects that are eligible as new public transportation alternatives beyond the ADA under the New Freedom Program:
- 1) Purchasing vehicles to support new accessible taxi, ride sharing, and/or vanpooling programs. New Freedom funds can be used to purchase and operate accessible vehicles for use in taxi, ridesharing and/or van pool programs provided that the vehicle has the capacity to accommodate a passenger who uses a "common wheelchair" as defined under 49 CFR 37.3, at a minimum, while remaining in his/her personal mobility device inside the vehicle, and meeting the same requirements for lifts, ramps and securement systems specified in 49 CFR part 38, subpart B.
 - 2) Supporting the administration and expenses related to new 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. Only new voucher programs or expansion of

existing programs are eligible under the New Freedom Program. Vouchers can be used as an administrative mechanism for payment of alternative transportation services to supplement available public transportation. The New Freedom Program can provide vouchers to 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 pre-determined rates or contractual arrangements. Transit passes 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.

- 3) Supporting new volunteer driver and aide programs. New 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, and other related support functions, mileage reimbursement, and insurance associated with volunteer driver programs. The costs of new enhancements to increase capacity of existing volunteer driver programs are also eligible. FTA notes that any volunteer program supported by New Freedom must meet the requirements of both "new" and "beyond the ADA." FTA encourages communities to offer consideration for utilizing all available funding resources as an integrated part of the design and delivery of any volunteer driver/aide program.
- 4) Supporting new mobility management and coordination programs among public transportation providers and other human service agencies providing transportation. 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. For example, a non-profit agency could receive New Freedom funding to support the administrative costs of sharing services it provides to its own clientele with other individuals with disabilities and coordinate usage of vehicles with other non-profits, but not the operating costs of the service. 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 activities may include:
 - A. The promotion, enhancement, and facilitation of access to transportation services, including the integration and coordination of services for individuals with disabilities, older adults, and low-income individuals;
 - B. Support for short term management activities to plan and implement coordinated services;
 - C. The support of State and local coordination policy bodies and councils;
 - D. The operation of transportation brokerages to coordinate providers, funding agencies and customers;
 - E. The provision of coordination services, including employer-oriented Transportation Management Organizations' and Human Service Organizations' customer-oriented travel navigator systems and neighborhood travel coordination activities such as coordinating individualized travel training and trip planning activities for customers;
 - F. The development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs; and
 - G. 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 stand alone capital expense)

AWARDING OF GRANTS

SARTA, SCATS and the local Stark County Coordinated Public Transit-Human Services Transportation Plan Committee anticipate the review process for applications to be completed by mid-February, with adoption of the necessary transit TIP amendment by SCATS at its board meeting on March 24, 2008. This procedure must be followed so that projects awarded grants can be included in the SCATS Transportation Improvement Program and the ODOT Statewide Transportation Improvement Program, as per Federal requirements. Subsequent year's deadlines to be announced in the Call for Projects.

APPLICATION SCORING CRITERIA

The following information and scoring criteria will be used to score and rate project applications for JARC and New Freedom funding. The ODOT Office of Transit has its own application procedures and scoring methodology for the Specialized Transportation Program. Please contact the ODOT Office of Transit at 614-466-8955 for questions concerning that program.

1. Project Needs/Goals and Objectives (30 points): The project should directly address transportation needs and gaps as identified in the Stark County Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan). Other projects that are eligible under Federal regulations will be considered for funding but will necessitate amending the Coordinated Plan. The project application should clearly state the program goals and objectives, demonstrate how the project is consistent with the objectives of the JARC and New Freedom grant programs, and describe how it will meet need(s) or fill gap(s) identified in the Coordinated Plan.

2. Implementation Plan (30 points): For projects seeking funds for operating type projects, applicants should provide a well-defined operations plan, including implementation steps and a timeline for carrying out the plan. The application should indicate the number of persons expected to be served and the number of trips expected to be provided. The plan should identify key personnel assigned to the project and their qualifications. The applicant should also demonstrate their institutional capability to carry out the project.

Projects seeking funds for capital projects should demonstrate the need for the capital expenditure in relationship to a need or gap identified in the Coordinated Plan and demonstrate that no other sources of funds are available, or are insufficient, to meet the need/gap. An implementation plan and timeline for completing the capital project should also be included. Applicant should be aware that additional requirements may be required to meet Federal regulations dependent upon the type of capital project (i.e. maintenance plans are required for vehicle purchases, etc.).

3. Project Budget (15 points): The application should contain a project budget, indicating anticipated project expenditures and revenues, and include documentation of matching funds. The fee structure for clients should be clearly stated. The budget section should include a description of efforts that have been made, or will be made, to address meeting the need or gap in the long term and should identify sources where additional funding will be sought, if applicable, beyond the timeframe of this application. The applicant should demonstrate how the requested grant leverages additional resources, including possible savings by coordinating services, etc. with others.

4. Coordination/Program Outreach (10 points): Applications will be evaluated based on their ability to coordinate with other community transportation and/or social service resources. The application should clearly identify project stakeholders, additional agencies cooperating with the project and how they will be kept involved throughout the project timeline. Applicants should also describe how they will promote awareness of their proposed project.

5. Program Effectiveness and Performance Indicators (10 points): The application should include a description of how the performance and cost effectiveness of the proposed project will be measured and reported to the Coordination Committee. This should include provisions for the ongoing monitoring and evaluation of the project to ensure that stated goals and objectives are met and possible actions that will be taken if project performance does not meet expectations.

6. Innovation (5 points): Describe how the project contains new or innovative service concepts or facilities that have the potential for improving access and mobility for specified populations (and others if appropriate). Describe how the project could serve as a demonstration to assist others in implementing a similar project. This can include information such as the projects' appropriateness across a larger geographic area, a discussion of how it could apply to other target populations; how it's expanded use could improve efficiencies for others, etc.

SCORING MATRIX

This matrix is a simplified summary of how the application will be reviewed and scored. Please see the preceding section, application scoring criteria, for a more detailed explanation of the review, as well as carefully reviewing the application form that follows this matrix.

Scoring Question	Maximum Points
Project Needs/Goals/Objectives	
How well does the proposed project address identified needs/gaps	20
How well does the project establish, preserve, or improve mobility to the targeted population(s)	10
Implementation Plan	
How well is/are the targeted population(s) identified	5
What percentage of the targeted population(s), in relation to the gap in services, be served by the project	5
Does the plan identify available transportation services within the project area and address possible duplications of services	5
How well does the plan describe the gap/need for the targeted population	5
How well is/are the targeted population(s) described (demographics, income, employment status, etc.)	5
How extensive will the service period be in proportion to the identified gap/need (hours and days of operation)	5
Project Budget	
What is the proportion of the match in relation to the grant request	5
How many sources of additional funding are included in the budget	5
Does the applicant describe efforts that are/will be undertaken to extend the service/project beyond the grant period	5
Project Coordination/Outreach	
How well does the project coordinate services with other transportation providers or agencies	5
Did the application include signed letters of support from other transportation providers and/or agencies	5
Project Effectiveness/Performance Measures	
How well does the applicant describe their goals and methods that will be used to measure, report, take corrective actions (if needed), for the proposed project	5
How well does the applicant describe the methods that will be used to report the projects progress and effectiveness to the Coordination Committee	5
Innovation	
How well does the applicant describe how their project will be innovative and serve as an example	5

**FY 2006-2009 APPLICATION FOR FUNDING
Stark County Coordinated Public Transit-Human Services
Transportation Plan**

**Applications should be postmarked by January 19, 2008
or delivered by Noon, January 22nd to:**

**SCRPC/SCATS
ATTN: JARC and New Freedom Grants
201 3rd Street NE, Suite 201
Canton, Ohio 44702-1211**

Please complete each of the following sections and attach pages addressing narrative sections as needed. Narrative sections should address information requested on the following form, as well as the scoring criteria descriptions preceding the application. Complete a separate application if applying for multiple projects/grants.

Questions about the application and procedures can be directed to Karl Lucas, SCATS Senior Planner at 330-451-7386 or kblucas@co.stark.oh.us or Carole Kuczynski, SARTA, Director of Finance and Administration at 330-454-6132 ext 521 or CKuczynski@sartaonline.com

APPLICANT AGENCY: _____

PROJECT NAME: _____

PROJECT GRANT FUND YEAR: ____FY '06; ____FY '07; ____ FY '08;
____FY '09

TYPE OF PROJECT: ____ Job Access and Reverse Commute (JARC);
 ____ New Freedom;
 N/A Specialized Transportation Program*

*ODOT administers this program; however, applications are required to be consistent with the locally developed Coordinated Public Transit-Human Services Plan. Please contact the ODOT Office of Transit at 614-466-8955 for questions concerning this program.

APPLICANT INFORMATION:

1. Narrative Section 1: Attach as needed page(s) titled "Narrative Section 1" that describe your agency, provide details such as its purpose, history, staffing levels, overall budget, etc.
2. Background:
 - Type of Agency: For-profit ____, Non-profit ____, Public ____
 - Number of years operating: _____
 - Currently operates a similar service: ____ yes ____no, if yes
____number of years operating service
 - Number of staff: _____; Project will expand staff by number: _____
 - Client base: _____; Project will expand client base by: _____
3. Contact information:
 - Contact person: _____ Title: _____
 - Phone: _____ Email: _____ Fax: _____
 - Agency Address: _____
 - City, State, Zip Code: _____ Website: _____

PROJECT INFORMATION:

4. Narrative Section 2: Attach as needed page(s) titled "Narrative Section 2" that describe the proposed project, including identified needs and gaps that it will fill; an estimate of how much of the need/gap will be filled by your project and how you estimated the calculations (we realize this can be subjective); the project service area; service days and hours; clientele to be served; etc. Details should also include a budget with source of funds, a project timeline, staffing needs, a description of coordination efforts with other agencies, letters of support, a copy of your 501(c)(3) certification if applicable, and a Board resolution authorizing this application submission, if applicable. See "application scoring criteria" for additional specific information that will be reviewed.

5. Project proposal cost: \$_____ ; Match Provided _____(cash);
\$_____ (in-kind); Fund Sources: _____

6. List the need(s)/gap(s) in service(s) identified in Coordinated Plan that your project will meet. To the best of your ability, provide an estimate of how much of the need/gap that your project will meet. We realize that this can be subjective. Please provide any explanation of your calculation(s) in question 4, "narrative section 2".

a. Need/Gap: _____
Estimated percent of need/gap to be met by the proposed
project____%

b. Need/Gap: _____
Estimated percent of need/gap to be met by the proposed
project____%

c. Need/Gap: _____
Estimated percent of need/gap to be met by the proposed
project____%

d. Need/Gap: _____
Estimated percent of need/gap to be met by the proposed
project____%

e. *Unidentified Need/Gap: _____
Estimated percent of need/gap to be met by the proposed
project____%

f. *Unidentified Need/Gap: _____
Estimated percent of need/gap to be met by the proposed
project____%

*consideration of projects proposed to meet unidentified gaps would necessitate amending the coordinated plan.

7. Project is/does:

___ New service; ___ Expands existing service hours; ___ Expands service area;

___ Expands existing capacity; ___ Other: _____

8. Service Availability:

a. ___ Monday through Friday, Hours of Service: _____

b. ___ Saturday, Hours of Service: _____

c. ___ Sunday, Hours of Service: _____

9. Estimated number of persons served/passenger trips per year: _____

10. Project Time Frame (please use calendar year(s): _____

11. Demographics of clients served (estimated by percent, use "other" and describe if clients fit multiple categories):

_____ % of elderly;

_____ % of physical and/or cognitive disability;

_____ % of minorities;

_____ % of unemployed or newly employed;

_____ % of other: _____;

_____ % of other: _____;

_____ % of other: _____;

_____ % of other: _____;

_____ % of other: _____;

12. Please add any comments concerning the application that you may have, whether they are suggestions for improving the application process, or comments on particular sections of the form. Feel free to attach additional pages, with the heading, “Question 11”, if necessary.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Thank you for submitting your application.

ADDENDUM B

STARK AREA REGIONAL TRANSIT AUTHORITY

PROGRAM MANAGEMENT PLAN

FOR MANAGEMENT OF SUB-RECIPIENTS UNDER SAFETEA-LU, INCLUDING JARC, 5310, NEW FREEDOM AND OTHER PROGRAMS FOR ELDERLY INDIVIDUALS AND INDIVIDUALS WITH DISABILITIES

PROGRAM POLICIES

The administration and all program procedures are intended to follow all Federal Transit Administration, Ohio Department of Transit, and SAFETEA-LU requirements. Developing policies and requirements in the future are incorporated by reference and assumption herein, as if fully written.

REQUIRED SUBMITTAL

All projects must be submitted to the Coordinated Plan committee designated to prioritize, rate and approve projects in a timely manner, so that such projects may be listed in the TIP (Transportation Improvement Plan) and STIP (State Transportation Improvement Plan) either at formation of the plan, or by required amendment dates, by SCATS (Stark County Area Development Study) policy committee.

PROGRAM OBJECTIVES

The objectives of this program are to monitor in an approved manner any and all projects of sub-recipients, distribute funds upon approved invoicing to said sub-recipients, and approve close outs of said projects.

PROGRAM ADMINISTRATION

Program administration shall follow SARTA's normal procedures for grant draw downs. Invoicing and documentation for completed work on an approved project shall be submitted to SARTA's Grants Administrator, who shall review said documentation and submit same to the Director of Finance and Administration.

Upon the Director's approval, funds shall be requested through TEAM (FTA's online grant funding software program). Grants Administrator will notify SARTA's Accounts Payable when the funds are received from FTA,

and Accounts Payable shall issue approved check amount to the sub-recipient.

No funds shall be issued in advance of receipt by SARTA from FTA, and no funds will be approved by the Grants Administrator and the Director of Finance and Administration without proper documentation and invoicing.

PLAN ACCESSIBILITY

This plan and all forms, checklists and other documents as may be referenced or attached, shall be available upon written request to the Records Administrator, Stark Area Regional Transit Authority, 1600 Gateway Blvd., SE, Canton, Ohio 44707.

PROGRAM GOALS AND OBJECTIVES

1. Goals

To properly administer the Stark County Coordination Plan, including setting procedures and following policies of FTA and ODOT;

2. Objectives

The objectives of this plan are to provide information concerning proper documentation of any and all projects approved under the Coordinated Plan, outline processes for re-imbursement of all funds according to FTA guidelines, and provide assistance in meeting such requirements as ADA laws, Buy America, lobbying restrictions, Drug and Alcohol policies, school transportation restrictions, environmental restrictions and requirements and such other rules and guidelines to assist in maintaining good controls over sub-recipient documents.

PROGRAM PROCEDURES

1. Coordination

The Americans with Disabilities Act of 1990 (ADA) and TEA 21 set goals and mandates for insuring that persons with disabilities cannot be denied access to public transportation facilities and services and that those services must be comparable to those provided to the general public. Coordination between agencies can increase this availability to services. A goal of this document is to align with agencies and other transportation providers in order to maximize this access. As such, this document will change as the Coordination Plan for the county is refined and updated.

2. *Reporting procedures*
3. *Sub-recipient Eligibility*
4. *Local Shares*

Project Sub-recipients must demonstrate the ability to meet the local match requirements on FTA projects. Ordinarily, this is 20% of the total project cost, except if the projects are handicap accessible equipped, in which case, the project may qualify for a 17% local match.
5. *Project Selection Criteria and Requirements*

Projects will be required to meet the selection criteria and performance criteria of the Coordinated Plan. The projects must be listed in the TIP and STIP, and are required to have minimum elements such as RFP deadline dates, project start-dates, and anticipated close out dates. These dates must be as accurate as possible, in order that funding would not be withdrawn from the project by FTA.
6. *Distribution of funds*

All funds will be distributed after invoicing and documentation as required is delivered to SARTA's Grants Administrator, approved by both the Grants Administrator and the Director of Finance and Administration, and funds are acquired by normal TEAM transfer to SARTA account(s). Funds are not permitted distributed prior to work accomplished.
7. *Transfer of funds*

Funds will be transferred to the Sub-Recipient by issuance of check by the SARTA Accounts Payable Administrator, or appropriately designated persons.
8. *Annual program of projects development and approval*

No projects may be funded or developed with federal funds unless they meet the Coordinated Plan guidelines, are included in the TIP and STIP, and have been pre-approved by FTA.
9. *Administration requirements*

SARTA shall report all sub-recipient activities, including any changes in milestone dates to both FTA and ODOT.

10. *Planning Assistance*

SARTA shall, if necessary, assist in the timing and planning of sub-recipients projects so that said projects may adhere to state and federal transit guidelines.

Private sector participation

SARTA shall encourage and utilize private sector transit operators if feasible and economical.

11. *Civil rights*

All contracts in excess of \$2,500 shall contain the following requirements:

1) Nondiscrimination - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

(2) Equal Employment Opportunity - The following equal employment opportunity requirements apply to the underlying contract:

(a) Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the

Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

b) Age - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § § 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(c) Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(3) The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

12. Section 504

Congress has declared that, as a matter of national policy, individuals with disabilities have the same right as other individuals to use public transportation services and facilities; that special efforts must be made in planning and designing public transportation services and facilities to accommodate individuals with disabilities; and that this policy must be carried out through the FTA financial

assistance programs authorized at 49 U.S.C. Chapter 53. FTA's Master Agreement governs the administration of a project supported by Federal financial assistance awarded by FTA and requires recipients of Federal financial assistance to comply with the ADA, section 504 of the Rehabilitation Act, and DOT's regulations.

13. *ADA*

FTA funded facilities shall meet ADA requirements. New Freedom funds are encouraged to be used to fund projects beyond current ADA requirements.

14. *Designated recipient program management*

All approved projects and agencies in charge of said projects shall adhere to SARTA requirements as designated recipient, and complete necessary forms and reports, in order that SARTA may draw said funds and report progress of said projects in a timely manner to FTA. SARTA may, from time to time, revise deadlines or report requirements, as may be necessary to fully report progress to FTA, and to draw funds for projects.

15. *Buy America*

Contractor/vendor contracts with sub-recipients of FTA funding must contain language as follows:

The contractor agrees to comply with 49 U.S.C. 5323(j) and 49 C.F.R. Part 661, which provide that Federal funds may not be obligated unless steel, iron, and manufactured products used in FTA-funded projects are produced in the United States, unless a waiver has been granted by FTA or the product is subject to a general waiver. General waivers are listed in 49 C.F.R. 661.7, and include final assembly in the United States for 15 passenger vans and 15 passenger wagons produced by Chrysler Corporation, and microcomputer equipment and software. Separate requirements for rolling stock are set out at 49 U.S.C. 5323(j) (2) (C) and 49 C.F.R. 661.11. Rolling stock must be assembled in the United States and have a 60 percent domestic content.

A bidder or offeror must submit to the FTA recipient the appropriate Buy America certification (below) with all bids or offers on FTA-funded contracts, except those subject to a general waiver. Bids or offers that are not accompanied by a

completed Buy America certification must be rejected as non-responsive. This requirement does not apply to lower tier subcontractors.

(See attached suggested forms)

16. *Environmental requirements*

17. *Pre-award and post-delivery reviews*

Some projects, such as bus or van procurements, must follow guidelines for pre- and post-delivery reviews, and sign off on proper forms has occurred and copies supplied to SARTA as designated recipient for funds to be distributed to project owner. Per 49 U.S.C. Section 5323 (1) and FTA's implementing regulation at 49 C.F.R. Part 663, all sub-recipients must require their contracts to submit Buy America certification; submit evidence that it will be capable of meeting the bid specifications; and, if applicable, submit the manufacturer's FMVSS self-certification sticker information that the vehicle complies with, or is not subject to, FMVSS regulations.

18. *Lobbying restrictions*

The lobbying requirements for sub-recipients apply to construction/architectural and engineering/acquisition of rolling stock/professional service contracts/operational service contracts and turnkey contracts, and mandate the maximum flow down, pursuant to Byrd Anti-Lobbying Amendment, 31 U.S.C. section 1352 (b)(5), 49 CFR Part 19, Appendix A, and Section 10 of the Lobbying Disclosure Act of 1995, P.L. 104-65.

Contractors who apply or bid for an award of \$100,000 or more shall file the certification required by 49 CFR part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract,

grant or award covered under 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the recipient. (See attached form).

19. *School transportation prohibition*
No funding is permitted for any school transportation projects or school bus operations exclusively for the transportation of students and school personnel, in competition with private school bus operators, unless qualified under specified exemptions. This is pursuant to 69 U.S.C 5323 (f) and 49 CFR Part 605.
20. *Drug and Alcohol testing requirements*
All project owners must have a drug and alcohol testing policy that meets or exceeds FTA guidelines contained in 49 CFR 653 and 654 that covers any contractor who will be paid with federal funds.
21. *Public comment and review process*
Projects will be included as part of the overall public comment/review process of SCATS, and be included as part of the process on the SCATS website under their approved review process.
22. *Public hearing requirements*
Projects, which are required by their nature and by FTA rules to hold a public hearing, must do so, in order to qualify for funding.
23. *Public Review and comment on NEPA documents*
All capital projects must provide opportunities for public review and comment, and hold a public hearing on the project if it affects significant economic, social or NEPA requirements, and a public review and comment on NEPA documents.
24. *Public hearings for draft Environmental Impact statements*
A public hearing is a requirement when the project owner must have an Environmental Impact analysis. The hearing shall be required after the draft statement is prepared, and before the final version is completed. Any relevant objections must be addressed and/or mitigated.

25. *Categorical Exclusions*

Many projects may qualify for the categorical exclusion, especially within the New Freedom Funding, but coordination with regional FTA should be sought if recipient feels it may not qualify for CE. However, SAFETEA-LU has expanded the requirements for many capital projects. All capital projects must provide opportunities for public review and comment, and hold a public hearing on the project if it affects significant economic, social or NEPA requirements, and a public review and comment on NEPA documents.

Certification requirement for procurement of steel, iron, or manufactured products.

Certificate of Compliance with 49 U.S.C. 5323(j) (1)

The bidder or offeror hereby certifies that it will meet the requirements of 49 U.S.C. 5323(j) (1) and the applicable regulations in 49 CFR Part 661.5.

Date _____

Signature_____

Company Name_____

Title _____

Certificate of Non-Compliance with 49 U.S.C. 5323(j) (1)

The bidder or offeror hereby certifies that it cannot comply with the requirements of 49 U.S.C. 5323(j) (1) and 49 C.F.R. 661.5, but it may qualify for an exception pursuant to 49 U.S.C. 5323(j) (2) (A), 5323(j) (2) (B), or 5323(j) (2) (D), and 49 C.F.R. 661.7.

Date _____

Signature _____

Company Name _____

Title _____

Certification requirement for procurement of buses, other rolling stock and associated equipment

Certificate of Compliance with 49 U.S.C. 5323(j) (2) (C).

The bidder or offeror hereby certifies that it will comply with the requirements of 49 U.S.C. 5323(j) (2) (C) and the regulations at 49 C.F.R. Part 661.11.

Date _____

Signature _____

Company Name _____

Title _____

Certificate of Non-Compliance with 49 U.S.C. 5323(j) (2) (C)

The bidder or offeror hereby certifies that it cannot comply with the requirements of 49 U.S.C. 5323(j) (2) (C) and 49 C.F.R. 661.11, but may qualify for an exception pursuant to 49 U.S.C. 5323(j) (2) (A), 5323(j) (2) (B), or 5323(j) (2) (D), and 49 C.F.R. 661.7.

Date _____

Signature _____

Company Name _____

Title _____

CERTIFICATION REGARDING LOBBYING
Certification for Contracts, Grants, Loans and Cooperative Agreements

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned [Contractor] certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, *et seq.*.)]

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required

certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.*, *apply* to this certification and disclosure, if any.

Signature of Contractor's Authorized Official

Printed Name & Title

Date