

Memorandum

*Flex your power!
Be energy efficient!*

To: REX JACKMAN, District 1
MARK MILLER, District 2
SUSAN ZANCHI, District 3
LISA CARBONI, District 4
BRANDY RIDER, District 5
PAUL-ALBERT MARQUEZ/MICHAEL
NAVARRO, District 6
LORNA FOSTER, District 8
RYAN DERMODY, District 9
TOM DUMAS/JOHN GEDNEY, District 10
CHRIS SCHMIDT, District 11

Date: February 24, 2015

From: JAMES OGBONNA 
Branch Chief
Rural Transit and Intercity Bus Branch

Subject: Section 5311(f)- FFY 2015 Intercity Bus Program Application Guidelines and Forms

The Division of Rail and Mass Transportation, Rural Transit and Intercity Bus Branch (RTIBB), is pleased to announce the availability of the Section 5311(f) Intercity Bus Program Guidelines and Applications for fiscal year 2015.

Please review carefully and complete the application as instructed. The guidelines and applications are available on our website: <http://www.dot.ca.gov/hq/MassTrans/5311.html>.

The District's roles and responsibilities include:

- Disseminating program information and material to potential applicants.
- Providing guidance and technical support to applicant and regional agency.
- Reviewing reimbursement requests to ensure accuracy.
- Program monitoring and reporting.

For the FY 2015 grant cycle, Transportation Development Credits (Toll Credits) can be used to support 5311(f) local match for capital and operating projects. Toll Credits may be used to fulfill a project's local share requirement for eligible expenditures for new project only. In essence, this means FTA provides 100-percent of the total FY 2014 combined maximum grant award amount. Toll Credits cannot exceed the local share match percentage. For more information on Toll Credits calculation for the local share, please see attached Toll Credit Fact Sheet.

Effective FY2015, all prospective applicants must complete the 5311(f) Pre-Application Checklist on our website and submit completed checklist along with their application.

Please submit a complete project application electronically for each project bearing all **original signatures in blue ink** along with all supporting documents to Caltrans (see guidelines for details).

The application will be reviewed and scored at the HQ by a committee comprised of an independent broad-based selection committee that includes the California Department of Transportation staff, and external participants (e.g., transportation agencies, non-transit providers, and/or community-based organizations). The application submission deadline is **May 1, 2015**. Applications that do not meet program requirements will not be scored.

Technical assistance webinars will be provided as needed. Districts and successful applicants will be notified of the awards by **June 30, 2015**.

A separate Call for Projects will be forthcoming for Section 5311(f) Continued Funding Application for FY2015.

If you need technical assistance or have further questions, please do not hesitate to call my staff, Ronaldo Hu at (916) 657-3955, email: ronaldo_hu@dot.ca.gov or Kathy Pongratz at (916) 654-9955, email: Katherine.Pongratz@dot.ca.gov.