



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Transit Finance Working Group

DATE: September 3, 2014

FR: Christina Hohorst

RE: Short-Range Transit Plan (SRTP) – Call for Applications

In the FY 2013-14 fiscal year, federal funding was provided to the seven largest operators in the Bay Area who were required to produce full SRTPs. This year, staff is recommending funding for the small to medium-sized operators to complete required SRTPs. Large operators will not be required to produce full or mini SRTPs this year.

This memo includes program information, instructions for applying for SRTP funding, a draft schedule, and information about revenue forecasts for short and long-range planning efforts.

Program Information

Eligible small and medium-sized operators may apply for Section 5303 planning funds to complete full SRTPs. Grants will be between \$20,000 and \$30,000 per operator. The federal match requirement is 11.47% of the total grant amount. The match requirement can be satisfied with local funding or in-kind services.

Consistent with the Transit Sustainability Project (TSP) recommendations included in MTC Resolution 4060, operators are encouraged to focus SRTP efforts on enhanced coordination and planning, especially between agencies with overlapping service areas, contiguous transit corridors and mutual customers. Operators should incorporate TSP recommendations and initiatives that are planned or underway to improve customer experience, interagency coordination, productivity and/or system ridership.

As was done with the last round of small and medium-sized operator SRTPs, some Section 5303 funding may be reserved for Congestion Management Agencies (CMAs) in Solano and Sonoma counties to promote enhanced coordination and planning.

Program Administration: Instructions for Applying for SRTP Funding

Small- and medium-sized operators, the Sonoma County Transportation Authority, and the Solano Transportation Authority are invited to submit a one-page letter of intent listing the amount of funds requested. Note that staff does not intend to recommend funding levels above prior year awards. **Requests should be submitted by Friday, September 19, 2014.**

Requests should include the following:

For Operators:

- Statement describing if the SRTP will pertain only to the agency submitting the request or if it will pertain to two or more agencies that share overlapping service areas, contiguous transit corridors and/or mutual customers.
- If the SRTP is for one agency, include a description of any corridor service delivery coordination with other agencies and a listing of those agencies, if applicable.
- The amount of funding requested.

For CMAs:

- Statement describing the agencies that will be included in the County/Corridor Level Coordination document
- A brief description of the service areas/corridors where coordination is planned to take place within the county.
- The amount of funding requested.

Once all requests are received, MTC will recommend Section 5303 federal funding.

Proposed Schedule

The following schedule is proposed for funding and developing SRTPs in FY2014-15:

MTC releases call for SRTP applications and instructions	September 3, 2014
SRTP and County Level Coordination funding requests due to MTC	September 19, 2014
MTC adopts FY2014-15 SRTP and County Level Coordination funding; SRTP guidelines revised to include deliverable dates	October 8, 2014
SRTP/County Level Coordination Plan funding contracts executed	November 2014
Draft SRTP/County Level Coordination Plans due to MTC	June 1, 2015
Final SRTP/County Level Coordination Plans due to MTC	September 1, 2015

Revenue Information

To assist operators in preparing their SRTPs, MTC staff plans to update the SRTP revenue forecast to cover FY 2015-16 through FY 2024-25. For consistency purposes, all operators should use the provided forecasts in preparing their SRTP financial plans. Staff intends to make the SRTP revenue forecasts available by November 1st of the current year.

In addition, transit operators should be aware that this Fall, MTC staff will launch a data collection effort for the Region's upcoming long range plan that will include surveying for information on transit operating and capital needs and revenues. Transit operators may want to consider the upcoming data collection effort when preparing information for their SRTPs, in order to make responding to the survey easier, and for maintaining an appropriate level of consistency between the SRTP and RTP information.

All requests should be submitted to Christina Hohorst in Programming and Allocations. If you have questions, please call (510) 817-5869 or send an email to chohorst@mtc.ca.gov.