



**Downstate Area Programs
5316 Job Access Reverse Commute
Grant Application**

Illinois Department of Transportation

Section 5316 Job Access Reverse Commute

CY 2010 Grant Application

**All applications are to be submitted to the Metropolitan Planning Organization (MPO) or Human Services
Transportation Planning (HSTP) Regional Coordinator for your county.**

**PLEASE DO NOT SEND THIS APPLICATION TO THE ILLINOIS DEPARTMENT OF TRANSPORTATION OR THE
DIVISION OF PUBLIC AND INTERMODAL TRANSPORTATION**

SUBMITTED BY

ST. CLAIR ASSOCIATED VOCATIONAL ENTERPRISES, INC

Please Note
Do Not Substitute Sheets from any Other Application

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I. APPLICATION INSTRUCTIONS

PLEASE READ ALL THE INSTRUCTIONS BEFORE FILLING OUT THIS APPLICATION!

Your application will be reviewed to ensure all required information has been provided and that the application is complete. Incomplete applications or those submitted after the application deadline will not be considered for funding.

GENERAL

This is an interactive form and designed to be filled out in Microsoft Word. Use the Tab key to move between fields or click directly in a text box to begin entering your information. Tab fields have been added to the first seven pages of the document to improve the navigability of the form.

APPLICATION CHECKLIST

- Please make sure all items listed are included with the application. The checklist signature page should be included with all other application materials.

APPLICANT INFORMATION

- Identify if the MPO area or HSTP region where the project is proposed to be implemented.

PROPOSED PROJECT

- Please be sure to identify each component of the project for which funding is being requested (i.e., This project is requesting capital funding for a new mini-van and dispatching software for same-day reservations, and operating funding to hire a driver and run the service).
- To determine the estimated annual number of trips generated, use one of the following equations which best suits your project (please note that trip is defined as each time a passenger boards):

If estimate is based on trips per hour:

No. of trips per hour X hours of service operated per day X no. of days service is operated per year

Example: 3(trips/hour) X 13(hours/day) X 312(days/year) = 12,168 passenger trips generated per year

If estimate is based on trips per day:

No. of trips per day X no. of days service is operated per year

Example: 8(trips/day) X 220(days/year) = 3,005 passenger trips generated per year

VEHICLE INVENTORY

- This inventory is only required for applicants that are not current 5311 or 5307 recipients.

PROJECT BUDGET

- Please manually total the project budget and review the required match calculations: All numbers are to be entered manually.
- The match requirement for capital projects (including mobility management) is 80% federal / 20% local.
- The match requirement for operating projects is 50% federal / 50% local of the net project cost. Revenues are strictly based on fares generated by the project. Please note that revenues are not an eligible operating expense and should not be included in the net operating cost of the project.
- For operating projects, outline the costs for the duration of the project (1-3 years). When estimating your cost over the three-year period, be sure to factor in cost escalations. If requesting funding for less than three years, please attach documentation stating how service will operate without additional grant funds.
- Please identify all 'other expenses' (under operating budget) in the space provided.
- Total Project Costs and Local Match must be entered manually (if you are not declaring use of TRCs)

SOURCES OF LOCAL MATCH

- Indicate all sources of local match and status. Status could be noted as secured or dependant upon grant approval

SCALABILITY

- Describe whether or not the project for which you are applying can be implemented on (a) a more limited scope or if it can (b) be implemented in phases. This question will help the selection committee decide on funding amounts for the projects selected.

II. JOB ACCESS REVERSE COMMUTE GRANT APPLICATION CHECKLIST

This checklist represents all of the information and attachments you will need to submit with your application to be considered for funding and must be completed and submitted with the application. Incomplete applications and those submitted after the deadline will not be considered for funding.

1. **Signed Job Access Reverse Commute Grant Application Checklist (THIS PAGE!)**
2. **One single sided "8 1/2 x 11" copy of a completed Project Application.**
Be sure that all parts of the Project Application are submitted. (Parts IV and V, Sections A-I)
3. **Executed Resolution of the Governing Board** (sample included in Appendix A)
*If Board meeting schedule conflicts with application due date, Executed Resolutions will be accepted after filing period.
4. **Letters of Support** (if applicable)

Randolph B. Law

Name of Agency's Authorized Representative

Randolph B. Law

Signature

2/10/2010

Date

DO NOT COMPLETE THE SECTION BELOW THIS LINE – DPIT STAFF USE ONLY

MPO:	_____
Project Name	_____
Project Type	<input type="checkbox"/> Rolling Stock <input type="checkbox"/> Non-Rolling Stock <input type="checkbox"/> Mobility Mgmt. <input type="checkbox"/> Operating
Total Project Cost \$	_____
Federal Funding Request \$	_____
Toll Revenue Credits Request \$	_____
MPO Review Completed by:	_____

Signature	Date

A complete, original copy of this application is on file with the Illinois Department of Transportation Division of Public and Intermodal Transportation.

An administrative staff review was completed by :

Name	Signature	Date

III. APPLICANT INFORMATION

IV. APPLICANT INFORMATION

Legal Name of Applicant: St. Clair Associated Vocational Enterprises, Inc.
 Contact Person: Jim Schnipper
 Address: 3001 Save Road
 City/State/Zip: Belleville, IL 62221
 Telephone: (618) 234-1992
 Fax: (618) 234-1990
 Email: jschnipper@saveorg.org
 Website: www.saveorg.org

Please note that All New Freedom projects must be contained in a locally developed Coordinated Public – Transit Human Service Transportation Plan (HSTP).

MPO area or HSTP region: 11

Applicant Type: State or Local Government Private Non-Profit
 Public Transportation Provider Private Operator

Funding Requested For:

Mobility Management (80/20) Rolling Stock (80/20) Non-Rolling Stock (80/20) Operating (50/50)

Toll Revenue Credit Requested For:

Mobility Management (80/20) Rolling Stock (80/20) Non-Rolling Stock (80/20) Operating (50/50)

Project Information

Specific Area To Served: City(ies) East St. Louis, Belleville, Fairview Heights, O'Fallon, Cahokia, Centreville, Shiloh Washington Park, Millstadt, Smithton, Freeburg, Lebanon, Marisa, Lenzburg, Fayetteville, Mascoutah, New Athens, Swansea, & Caseyville

County(ies) St. Clair

Other

Service Provider (if different than above)
Use additional sheets if more than one Service Provider.

Organization Name: St. Clair Associated Vocational Enterprises, Inc.

Contact: Jim Schnipper

Title: Director of Operations

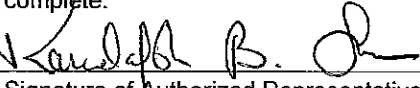
Address: 3001 Save Road

City/State/Zip: Belleville, IL 62221

Telephone: (618) 234-1992

E-mail: jschnipper@saveorg.org

I certify that the information and statements provided in this application, and all supporting documents are correct and complete.


 Signature of Authorized Representative (As Authorized by Board Resolution)

2/10/2010
 Date

Randolph B Law
 Print Name of Authorized Official

Executive Director
 Title of Authorized Official

V. PROJECT APPLICATION

A. Applicant, Existing Services, and Service Area

1. Please provide a brief description of the applicant and its background with implementing this type of service

St. Clair Associated Vocational Enterprises, Inc. (S.A.V.E.) is a private not-for-profit corporation that has been serving disabled adults since 1974. SAVE provides transportation daily on eleven (11) fixed routes transporting approximately 165 people, a demand and response service for 35 residential consumers, and is responsible for about 10 people using mass transit in the form of ATS which is part of Metro Bus Service.

Because of the lack of public transportation other than in the St. Clair County Transit District which covers a very limited number of townships and the rural nature of much of St. Clair County, SAVE has had to provide transportation to its workshop as well as into the community for jobs, shopping, doctor's appointments and recreation. We have been doing this SAVE's inception in 1974.

2. Provide a brief description of the applicant's existing services.

Monday through Friday SAVE provides transportation on 11 fixed routes to bring people to work at our workshop. SAVE also provides demand and response transportation 24 hours a day / 7 days a week to take people to jobs in the community as well as shopping, doctor's appointments and recreation activities.

3. Provide a description of the service area. Attach any maps if necessary.

SAVE serves all of St. Clair County which covers approximately 670 square miles and has a population of 256,000 people. It is most heavily populated in the areas of East St. Louis, Belleville, O'Fallon and Fairview Heights which are adjacent to St. Louis. The rest of the county is rural in nature. See the Attachment 1.

B. Proposed Project

1. Describe the proposed project, indicating the specific service to be provided, to implement, support, or maintain transportation service. This should include how service will assist low income workers with transportation options to job sites and employment related activities or serve in a reverse commute capacity. **Be sure to identify each component of the project by the funding requested.**

The proposed project would be to fund the operating costs of the SAVE transportation system. This system transports disabled adults from their homes to jobs in our workshop and to jobs in the community and then returns them home. Without this service they would be unable to access these jobs.

2. Identify the number of estimated individuals with low or limited incomes to be served and describe how this estimate was derived.

SAVE currently serves about 200 disabled adults per day

3. Identify the number and locations of employers that have been contacted to be served or how the project will increase accessibility of target population to employment / employment opportunities.

Save is the primary employer for almost all of the disabled adults served at SAVE. There are a few who work in the community at places like Wal-Mart, Bob Evans Restaurant, and Eckert's Restaurant, but SAVE provides their transportation also.

Because SAVE's primary location is outside the St. Clair County Transit District, public transportation is not available. Bus service is extremely limited to primarily major routes within the Transit District. ATS which has wheelchair lift equipped vehicles is limited to the Transit District. Most of the disabled adults served by SAVE do not have their own vehicles and would not be able to use public transportation if it were available because of their disabilities.

Those disabled adults that are served at the Belleville location, which is in the St. Clair County Transit District, would not be able to use public transportation because of their disabilities. Under Rule 119 SAVE is required to provide their transportation so SAVE either provides transportation on SAVE vehicles or pays for ATS to transport them.

4. Estimate the number of one way passenger trips per year this service will generate. A trip is defined by each time an individual passenger boards.

At least 75,000 trips

5. Identify the service area to be covered by the project (attach maps if necessary).

SAVE serves all of St. Clair County which covers approximately 670 square miles and has a population of 256,000 people. See the Attachment 1.

C. Vehicle Inventory

Describe the applicant's current paratransit vehicle inventory (attach additional pages if necessary):

YEAR	MANUFACTURER	TYPE	VIN #	CURRENT ODOMETER READING	SEATS/LIFT/ /TIEDOWN	ADA	IDOT FUNDED VEHICLE?
1996	FORD - ELDORADO/ AEROTECH 220	BUS	1FDKE30F5THB08891	280118	14 SEATS		
					LIFT /	YES	YES
					4 WC		
					TIEDOWNS		
1997	FORD - ELDORADO/ AEROTECH 220	BUS	1FDLE40F0VHB55050	165071	14 SEATS		
					LIFT /	YES	YES
					4 WC		
					TIEDOWNS		
1998	FORD - ELDORADO/ AEROTECH 220	BUS	1FDXE40F9WHB92908	141698	14 SEATS		
					LIFT /	YES	YES
					4 WC		
					TIEDOWNS		
1999	FORD - ELDORADO/ AEROTECH 220	BUS	1FDXE40F7XHA85440	180522	14 SEATS		
					LIFT /	YES	YES
					4 WC		
					TIEDOWNS		
1999	FORD - ELDORADO/ AEROTECH 220	BUS	1FDXE40F0XHA85439	164597	14 SEATS		
					LIFT /	YES	YES
					4 WC		
					TIEDOWNS		
2000	FORD - ELDORADO AEROTECH 220	VAN	1FDXE45F7YHC01200	2051445	14 SEATS		
					LIFT /	YES	YES
					4 WC		
					TIEDOWNS		

1997	MERCURY- SABLE	WAGON	1MELM55U7VA613453	116849	SEATS 5		
2001	FORD (E350)	VAN	1FBSS31L9HB28161	164056	15 SEATS		
2002	FORD- ELDORADO	VAN	1FDXE45F92HB40598	143309	14 SEATS		
	AEROTECH 220				LIFT /	YES	YES
					4 WC		
					TIEDOWNS		
2003	IHC - MIDBUS	BUS	1HVBTAFM63H585215	86444	22 SEATS		
					LIFT /	YES	YES
					5 WC		
					TIEDOWNS		
1988	CHEVY - G SERIES	VAN	1GAFG35K4J7121018	112471	15 SEATS		
2003	FORD- ELDORADO	VAN	1FDXE45F13HB88033	176831	14 SEATS		
	AEROTECH 220				LIFT /	YES	YES
					4 WC		
					TIEDOWNS		
2006	IHC - MIDBUS	BUS	1HVBTAFM56H209755	97883	22 SEATS		
					LIFT /	YES	YES
					5 WC		
					TIEDOWNS		
1995	DODGE -RAM WAGON	VAN	2B5WB35Z1SK561881	184468			
					1 W/C	YES	
					TIEDOWNS		
1998	INTERNATIONAL	BUS	1HVBBABM8WH547594	152532	28 SEATS		
					2 W/C	YES	
					TIEDOWNS		
2008	FORD- ELDORADO	VAN	1FD4E45S78DA44355	45326	14 SEATS		
	AEROTECH 220				LIFT /		
					4 WC	YES	YES
					TIEDOWNS		

2008	CHEVY - ELDORADO 290 AEROELITE	BUS	1GBE5V1938F405414	30855	22 SEATS LIFT / 5 WC TIEDOWNS	YES	YES
2009	CHEVY - ELDORADO 290 AEROELITE	BUS	1GBE5V1989F406205	5840	22 SEATS LIFT / 5 WC TIEDOWNS	YES	YES
2009	FORD- ELDORADO AEROTECH 220	VAN	1FDFF45S19DA92282	570	14 SEATS LIFT / 4 WC TIEDOWNS	YES	YES

D. Responsiveness to Project Selection Criteria

1. Describe how the project responds to one or more of the strategies identified in the regional HSTP. This includes service gaps, challenges of the project area, or other issues:

Without the SAVE transportation program the disabled adults would not be able to access the jobs at the SAVE sites or the community jobs. They do not have their own vehicles and for most public transportation is not available.

Because of the way the St. Clair County Transit District is structured only the heavily populated areas have access to public transportation. This gap in transportation for disabled adults is filled by SAVE.

2. Describe how the project demonstrates coordination among local jurisdictions, interested stakeholder organizations, and other agencies. Coordination can include activities such as joint planning or purchasing, sharing vehicles, dispatching, scheduling, training or maintenance, or coordinating client trips.

SAVE has contracts with several residential providers to provide services for their residents. SAVE transports these residents to and from the SAVE workshop on a daily basis.

- a. Indicate how other entities will be involved in coordination efforts and/or the project. Letters of support can be included as attachments to the application

There are several residential providers such as Epilepsy Foundation of Greater Southern Illinois, Specialized Living Center, Vintage Support Systems and others that have residents coming to SAVE. SAVE provides there transportation for these people. The residential providers don't have the vehicles, drivers resources to provide transportation for all the disabled adults that live in their facilities and work at SAVE.

3. Describe your agency's ability to manage the project, including its financial, human resources, and institutional capabilities. Please include a description of staff and years of experience.

SAVE has been providing transportation services since its beginning in 1974. It hs consistently worked to upgrade the transportation services provided by accessing grant monies through the 5310 Program and using agency funds to buy vehicles.

The Director of Operations who oversees the transportation program has been with SAVE for 27 years and the Transportation Coordinator who schedules the services and maintenance of the vehicles has 11 years with SAVE. All of the drivers undergo continuing training annually in several areas including First Aid, CPR, Fire Safety, Wheelchair Securement and passenger management.

4. What efforts have been undertaken to identify and obtain local funding for this project? What local funding sources have been committed to the project? (Attach documentation if necessary).

SAVE funds this program entirely out of monies from the agency's budget. There are no other funding sources available to fund any of the transportation needs of the disabled population served by SAVE.

5. Describe how this new service will be promoted / marketed to potential users.

This is not applicable. Any disabled adults accepted into the programs will be provided with transportation

6. Briefly describe the new ideas, new technologies, innovative partnerships, creative funding sources, or other characteristics of the project that make it an innovative solution that responds to unmet transportation needs, and how the idea can be replicated elsewhere in the state.

Receiving this grant would have to be considered creative funding. By receiving this grant, it will allow SAVE to continue to provide the transportation services it now does without any major cutbacks or reductions.

7. Describe your agency's involvement in the local transportation planning process.

SAVE is involved with the Gateway Council of Governance. St. Clair County is considered an urbanized area and as such has been put in with the ST. Louis Metro Transportation plan.

SAVE is also a member of the Region 11 Committee because a major portion of St. Clair County is rural. Only the cities that are immediately adjacent to St. Louis are heavily populated.

SAVE believes that without cooperation and coordination transportation in this region will be curtailed. Additional funds to expand the light rail system or any sort of public transportation will not be available. It is up to the current providers to see that transportation is available for the disabled and disadvantaged population.

E. Project Budget

Capital Equipment (Rolling Stock, Non-Rolling Stock, Mobility Management)					Total Capital Cost	
Rolling Stock						
Non-Rolling Stock						
Mobility Management						
				Total Capital Cost	(1)	
				Federal Share Capital Cost	(2)	
				Local Share Capital Cost	(3)	
Operating						
	Year 1	Year 2	Year 3	Total Operating Cost		
Labor	\$181,967	\$187,426	\$193,049			
Fringe Benefits	\$ 77,987	\$ 80,327	\$ 82,737			
Fuel and Oil	\$103,700	\$106,811	\$110,015			
Maintenance	\$ 80,100	\$ 82,503	\$ 84,978			
Vehicle Insurance	\$ 29,000	\$ 29,870	\$ 30,766			
Purchased Transportation						
Other Expenses*	\$ 34,869	\$ 35,915	\$ 36,992			
Total Operating Expenses (A)	(5) \$507,643	\$522,915	\$538,537			
Total Operating Revenue (B)	(6) -0-	-0-	-0-			
Net Operating Project Cost (A-B)	(7) \$507,643	\$522,852	\$538,537			
Note: The amount of eligible Operating expense does not include revenues.						
Federal Share Operating (50%)	(8) \$253,821.50	\$261,426	\$269,268.50			
Local Share Operating (50%)	(9) \$253,821.50	\$261,426	\$269,268.50			
PROJECT COST SUMMARY						
<i>**Enter sum of all sub-totals for entire project (capital and operating) in the boxes below:</i>						
				Total Project Cost	(1+7)	\$1,614,032
				Total Federal Share	(2+8)	\$784,516
				Total Local Share	(3+9)	\$784,516
				Total Revenue	(6)	-0-
* Please Indicate Other Expenses Here: Management , Clerical and Bookkeeping salaries, Driver Training, Building Rent and utilities,						

F. Sources of Project Funding

Capital Project Funding		
	Rolling Stock	
	Indicate Source of Local Match:	
	Status of Match	
	Non – Rolling Stock	
	Indicate Source of Local Match:	
	Status of Match	
Operating Project Funding		
	Year 1	
	Indicate Source of Match Y1:	SAVE Agency Funds
	Status of Match Y1:	Available
	Year 2	
	Indicate Source of Match Y2:	SAVE Agency Funds
	Status of Match Y2:	Available
	Year 3	
	Indicate Source of Match Y3:	SAVE Agency Funds
	Status of Match Y3:	Available
Mobility Management Project Costs		
	Indicate Source of Local Match:	
	Status of Match	

G. Project Scalability

1. Could the project be implemented on a more limited scope with less funding?

Yes No

If "Yes" please describe:

The difference between what funding is received and what is needed to operate the transportation program would have to be made up by SAVE. This is becoming increasingly more difficult because of the budget crisis in Illinois. Payments are being delayed and increases in the Agency's budget to meet increased costs have not been forthcoming from the State.

2. Could the project be implemented in phases depending upon the availability of project funding?

Yes No

If "Yes" please describe:

Again the same answer as in G.1.

I. Joint Certifications and Assurances for Grantees

Illinois Department of Transportation (“IDOT”) and Federal Transit Administration (“FTA”) Assistance Programs Joint Certifications and Assurances for Grantees

Each Grantee will execute the following applicable assurances and certifications to cover all applications and government agreements that include federal capital and operating assistance. The fifteen categories of certifications and assurances are listed by roman numerals I through XV. All Grantees must make all certifications and assurances in Category I. Categories II through XIII will apply to some, but not all Grantees. The categories correspond to the following description or circumstances mandating submission of specific certifications, assurances or agreements.

The Grantee agrees to comply with all the applicable requirements of IDOT and FTA Assurance Programs Joint Certifications and Assurances for Grantees hereinafter listed.

(The Grantee may make this selection instead of individual selections below.)

OR

The Grantee agrees to comply with the applicable requirements of the following categories it has selected:

- (1) Certifications and Assurances Required of Each Grantee
- (2) Lobbying Certification (if applicable exceeds \$100,000)
- (3) Effects on Private Mass Transportation Companies
- (4) Public hearing Certification for Projects with Substantial Impacts
- (5) Certification for the Purchase of Rolling Stock N/A
- (6) Bus Testing Certification N/A
- (7) Charter Service Agreement
- (8) School Transportation Agreement
- (9) Certification for Demand Responsive Service
- (10) Substance Abuse Certifications
- (11) Certification for a Project involving interest or Other Financing Costs N/A
- (12) Certification regarding Intelligent Transportation System Program Assistance N/A
- (13) Certifications for the Urbanized Area Formula Program, Job Access and Reverse Commute Program, and the Clean Fuels Program
- (14) Certifications and Assurances for the Elderly and Persons with Disabilities Program N/A
- (15) Certifications for the Nonurbanized Area Formula Program
- (16) Certifications and Assurances for the State Infrastructure Bank Program (Not applicable in Illinois) N/A

The last page of the Joint Certifications and Assurances as well as the Affirmation of the Grantee’s Attorney must be appropriately completed, signed and attached with this application.

1. Certifications and Assurances Required of Each Grantee

A. Authority of Grantee and Its Representatives

The authorized representative of the Grantee and legal counsel who sign these certifications, assurances, and agreements attest that both the Grantee and its authorized representative have adequate authority under state and local law and the by-laws or internal rules of the Grantee organization to:

- (1) Execute and file the applications for Federal assistance on behalf of the Grantee,
- (2) Execute and file the required certifications, assurances and agreements on behalf of the Grantee binding the Grantee; and
- (3) Execute grant agreements and cooperative agreements with FTA or IDOT on behalf of the Grantee

B. Standard Assurances

The Grantee assures that it will comply with all applicable state & federal statutes, regulations, executive orders, FTA circulars, and other federal administrative requirements in carrying out any project supported by an FTA grant or cooperative agreement. The Grantee acknowledges that it is under a continuing obligation to comply with the terms and conditions of the grant or cooperative agreement issued for its approved project with IDOT or FTA. The Grantee understands that federal laws, regulations, policies, and administrative practices might be modified from time to time and those modifications may affect project implementation. The Grantee agrees that the most recent state & Federal laws, regulations, requirements and directives will apply to the project, unless IDOT or FTA issues a written determination otherwise.

C. Debarment, Suspension, and Other Responsibility Matters for Primary Covered Transactions

Until new federal debarment and suspension regulations are promulgated that discontinue the current requirement for the Debarment and Suspension Certification and in accordance with U.S. Department of Transportation (U.S. DOT) regulations on Government wide Debarment and Suspension (Nonprocurement) at 49 CFR Part 29.510, the Grantee certifies to the best of its knowledge and belief, that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (2) Have not within a three year period preceding this Certification been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (3) Are not presently indicted for or otherwise criminally or by civil action by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (2) of the certification; and,
- (4) Have not within a three year period preceding this Agreement had one or more public transactions (Federal, state, or local) terminated for cause or default.

The Grantee certifies that if it becomes aware of any later information that contradicts the statements in paragraphs (1) through (4) above, it will promptly inform IDOT. Should the Grantee be unable to certify the statements set forth paragraphs (1) through (4) above, it shall so acknowledge with its signature and provide a written explanation to IDOT.

D. Drug-Free Workplace Certification

Until new U.S. DOT Drug-Free Workplace regulations that rescind the requirements for a Drug-Free Workplace certification are promulgated, and in accordance with Illinois and U.S. DOT regulations on Drug-

Free Workplace Requirements (Grants) at 30 ILCS 580/1 *et seq.* and 49 CFR Part 29 at Subpart F, as amended by 41 U.S.C. Section 702 the Grantee certifies that it will provide a drug-free workplace by:

- (1) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (2) Establishing an ongoing drug-free awareness program to inform employees about:
 - (a) The dangers of drug abuse in the workplace
 - (b) The Grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and,
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace
- (3) Making it a requirement that each employee to be engaged in the performance of the grant or cooperative agreement be given a copy of the statement required by paragraph (1).
- (4) Notifying the employee in the statement required by paragraph (1) that, as a condition of employment financed with federal and state assistance provided by the grant or cooperative agreement, the employee will:
 - (a) Abide by the terms of the statement, and
 - (b) Notify the employer in writing of her or her conviction of a criminal drug statute occurring in the workplace no later than 5 calendar days after such conviction.
- (5) Notifying IDOT in writing, within 10 calendar days after receiving notice under paragraph (4)(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to ever project officer or other designee on whose project activity the convicted employee was working. Notice shall include the identification number(s) of each affected grant or cooperative agreement.
- (6) Taking one of the following actions, within 30 calendar days of receiving notice number paragraph (4)(b), with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by federal, state or local health law enforcement, or other appropriate agency.
 - (c) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (1), (2), (3), (4), (5), and (6). The Grantee has or will provide to IDOT a list identifying its headquarters location and each workplace it maintains in which project activities supported by IDOT are conducted.

E. Drug-Free Workplace Certification

If required, the Grantee assures that each project application submitted to IDOT for assistance has been or will be submitted, as required by each state, for intergovernmental review to the appropriate state and local agencies. Specifically, the Grantee assures that it has fulfilled or will fulfill the obligations imposed on FTA by U.S. DOT regulations, "Intergovernmental Review of Department of Transportation Programs and Activities: 49 CFR Part 17.

F. Nondiscrimination Assurance

In accordance with 49 U.S. C. Section 5332, Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. Section 2000d, and U.S. DOT regulations, "Nondiscrimination in Federally Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act," 49CFR Part 21.7, the Grantee assures that it will comply with all requirements pursuant to 49 CFR Part 21; FTA Circular 4702.1, "Title VI Program Guidelines for Federal Transit Administration Recipients", and other applicable directives so that no person in the United States, on the bases of race, color, national origin, creed, sex or age will be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity (particularly in the level and quality of mass transportation services and mass transportation related benefits) for which the Grantee receives federal financial assistance from the U.S. DOT or the FTA.

The Grantee assures that the project or program will be conducted, property acquisitions will be undertaken, and project equipment will be operated in compliance with all requirements of 49 CFR Part 21 and 49 U.S. C. Section 5332. The Grantee understands that this assurance extends to its entire facility and to equipment operated in connection with the Project.

The Grantee assures that it will take appropriate action to ensure that any transferee receiving property financed with federal assistance derived from U.S. DOT for FTA will comply with the provisions of 49 CFR Part 21 and 49 U.S.C. Section 5332. As required by 49 CFR Part 21.7(a)(2), the Grantee will include in each third party contract, subgrant, or sub-agreement appropriate clauses to impose the requirements of 49 CFR Part 21, and 49 U.S.C. Section 5332; and include appropriate provisions imposing those requirements in deeds and instruments recording the transfer of real property, structures, improvements.

The grantee assures that it will promptly take the necessary actions to effectuate this assurance. In particular, the Grantee will notify the public that complaints pertaining to discrimination in the provision of mass transportation – related services or benefits may be filed with U.S. DOT or FTA. Upon request by U.S. DOT or FTA, the Grantee assures that it will make such changes in its 49 U.S.C Section 5332 and Title VI implementing procedures as U.S. DOT or FTA may request.

G. Assurances of Nondiscrimination on the Basis of Disability

As required by 49 U.S. C. 5332 and in accordance with U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49CFR Part 29, the Grantee assures that, as a condition to the approval or extension of any federal financial assistance from FTA or U.S. DOT to construct any facility, obtain any rolling stock or other equipment, undertake studies, conduct research, or to participate in or obtain any benefit from any program administered by FTA or IDOT, no otherwise qualified person with a disability shall be solely be reason of that disability, excluded from participation in denied the benefits of, or otherwise subjected to discrimination in any program or activity receiving or benefiting from federal financial assistance administered by the FTA or IDOT or any entity within U.S. DOT.

Specifically the Grantee assures it will implement any program or operate any facility so assisted in compliance with all applicable requirements implied by U.S. DOT regulations implementing the Rehabilitation Act of 1973, as amended, 29 U.S. C. Section 794 et seq., and the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. Section 12101 et seq. and implementing U.S. DOT regulations, 49 CFR parts 27, 37 and 38, as well as all applicable regulations and directives issued in accordance thereto by other federal departments or agencies.

H. Procurement Compliance

The grantee certifies that its procurements and procurement system that involved FTA assistance will comply with all applicable requirements imposed by federal and state laws, executive orders, or regulations and FTA directives (including the requirements of FTA circular 4220.1E, "Third Party Contracting Guidelines, "including any revisions thereto) and other requirements FTA may issue and any revisions thereto. The Grantee certifies that it will include in its contracts financed in whole or in part with FTA assistance all clauses required by federal and state laws, executive orders, or regulations, and will ensure that each subrecipient and contractor will also include in its subagreements and contracts financed in whole or in part with FTA assistance all applicable clauses required by federal laws, executive orders, or regulations.

I. Certifications Prescribed by the Office of Management and Budget (SF-424B and SF-424D)

The Grantee certifies that it:

- (1) Has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including sufficient to pay the non-federal share of project cost) to ensure proper planning, management, and completion of the project described in its application.
- (2) Will give FTA, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or

- documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (3) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
 - (4) Will initiate and complete the work within the applicable project time periods following receipt of FTA approval.
 - (5) Will comply with all statutes relating to nondiscrimination including, but not limited to:
 - (a) Title VI of the Civil Rights Act, 42 U.S.C. Section 2000d, which prohibits discrimination on the basis of race, color, or national origin;
 - (b) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. Sections 1681 through 1683, and 1685 through 1687, and U.S. DOT regulations, Nondiscrimination of the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFT Part 25, which prohibits discrimination on the basis of sex;
 - (c) Section 504 of the Rehabilitation Act of 1973, as amended 29 U.S.C. Section 794, which prohibits discrimination on the basis of handicaps;
 - (d) The Age Discrimination Act of 1975, as amended 42 U.S.C. Sections 6101 through 6107, which prohibit discrimination on the basis of age;
 - (e) The Drug Abuse Office and Treatment Act of 1972, Pub. L. 92-255, March 21 1972, and amendments thereto, 21 U.S.C Section 1174 et seq., relating to nondiscrimination on the basis of drug abuse.
 - (f) The Comprehensive Alcohol Abuse and Alcoholism Prevention Act of 1970, Pub. L. 91-616 December 31, 1970, and amendments thereto, 42 U.S.C. Section 4581 et seq., relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (g) The Public Health Service Act of 1912, as amended, 42 U.S.C Sections 290dd-3 and 290ee-3, related to confidentiality of alcohol and drug abuse patient records;
 - (h) Title VIII of the Civil Rights Act, 42 U.S.C. Sections 3601 et seq., relating to nondiscrimination in the sale, rental or financing of housing;
 - (i) Any other nondiscrimination provisions in the specific statues under which federal assistance for the project may be provided including, but no limited to 49 U.S.C Section 5332, which prohibits discrimination on the basis of race, color, creed, national origin, sex, or age, and prohibits discrimination in employment or business or business opportunity, and section 1101(b) of the Transportation Equity Act for the 21st Century, 23 U.S.C. Section 101 note, which provides for participation of disadvantaged business enterprises in FTA programs; and
 - (j) The requirements of any other nondiscrimination statute(s) that may apply to the project.
 - (6) Will comply, or has complied, with the requirements of titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (Uniform Relocation Act) 42 U.S.C. Section 4601 et seq., which among other things, provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases. As required by U.S. DOT regulations, "Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs," at 49 CFR Part 24.4, and Sections 210 and 305 for the Uniform Relocation Act, 42 U.S.C Sections 4630 and 4655, the Grantee assures that it has the requisite authority under applicable state and local law and will comply with or has complied with that Act and those U.S. DOT implementing regulations, including, but no limited to the following:
 - (a) The Grantee will adequately inform each affected person of the benefits, policies, and procedures provided for in 49 CFR Part 24;
 - (b) The Grantee will provide fair and reasonable relocation payments and assistance required by 42 U.S.C Sections 4622, 4623, and 4624; 49 CFR Part 24; and any applicable FTA procedures, to or for families, individuals, partnerships, corporations or associations displaced as a result of any project financed with FTA assistance;
 - (c) The Grantee will provide relocation payments and assistance required by 42 U.S.C. Sections 4622, 4623, and 4624; 49 CFR Part 24; and any applicable FTA procedures, to or for families, individuals, partnerships, corporations or associations in the manner provided in 49 CFR Part 24 and FTA procedures;
 - (d) Within a reasonable time before displacement, the Grantee will make available comparable placement swellings to displaced families and individuals as required by 42 U.S.C. Section 4625 (c)(3);

- (e) The Grantee will carry out the relocation process in such a manner as to provide displaced persons with uniform and consistent services, and will make available replacement housing in the same range of choices with respect to such housing to all displaced persons regardless of race, color, religion, or national origin;
 - (f) In acquiring real property, the Grantee will be guided to the greatest extent practicable under state law, by the real property acquisition policies of 42 U.S.C. Sections 4651 and 4652;
 - (g) The Grantee will pay or reimburse property owners for necessary expenses as specified in 42 U.S.C. Sections 4653 and 4653, understanding that FTA will participate in the Grantee's costs of providing those payments and that assistance for the project as required by 42 U.S.C. Section 4631;
 - (h) The Grantee will execute such amendments to third party contracts and subagreements financed with FTA assistance and execute, furnish and be bound by such additional documents as FTA may determine necessary to effectuate or implement the assurances provided herein; and
 - (i) The Grantee agrees to make these assurances part of or incorporate them by reference into any third party contract or subagreement, or any amendments thereto., relating to any project financed by FTA involving relocation or land acquisition and provide in any affected document that these relocation and land acquisition provisions shall supersede any conflicting provisions.
- (7) To the extent applicable will comply with the Davis-Bacon Act, as amended, 40 U.S.C. Section 3141 et seq., the Copeland Act, as amended, 18 U.S.C. Section 874, and the Contract Work Hours and Safety Standards Act, as amended, 40. U.S.C. Sections 3701 et seq., regarding labor standards for federally – assisted subagreements.
- (8) To the extent applicable, will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. Section 4012(a), which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (9) Will comply with environmental standards that may be prescribed to implement the following federal laws and executive orders:
- (a) Institution of environmental quality control measures under the National Environmental Policy Act of 1969, as amended, 42 U.S.C. Section 4321 et seq., and Executive Order No. 11514, as amended, 42 U.S.C. Section 4321 note;
 - (b) Notification of violating facilities pursuant to Executive Order No. 11738, 42 U.S.C. Section 7606 note;
 - (c) Protection of wetlands pursuant to Executive Order No. 11900, 42 U.S.C Section 4321 note, and the Interagency Wetland Policy Act (20 ILCS 830);
 - (d) Evaluation of flood hazards in floodplains in accordance with Executive Order No. 11988, 42 U.S.C. Section 4321 note;
 - (e) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972, as amended, 16 U.S.C. Section 1451 et seq.;
 - (f) Conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1995, as amended, 42 U.S.C. Section 7401 et seq.;
 - (g) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended 42 U.S.C. Section 300h et seq.;
 - (h) Protection of endangered species under the Endangered Species Act of 1973, as amended, Endangered Species Act of 1973 as amended, 16 U.S.C. Section 1531 et seq.;
 - (i) Environmental protections for federal transit programs, including, but not limited to protections for a park, recreation area, or wildlife or waterfowl refuge of national, state, or local significance or any land from a historic site of national, state, or local significance used in a transit project as required by 49 U.S.C. Section 303;
 - (j) Protection of the components of the national wild and scenic rivers system, as required under the Wild and Scenic Rivers Act of 1968, as amended, 15 U.S.C. Section 1271 et seq.; and
 - (k) Provision of assistance to FTA and IDOT in assuring compliance with section 106 of the national Historic Preservation Act of 1966, as mended 16 U.S.C. Section 470f, Executive Order No. 11593 9identification and protection of historic properties), 16 U.S.C. Section 470 note, and the Archaeological and historic Preservation Act of 1974, as amended, 16 U.S.C. Section 469a-1 et seq.
- (10) Will comply with the Lead-Based Paint Poisoning Prevention Act, 42 U.S.C. Section 4831(b), which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- (11) Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities on which a construction project supported with FTA assistance takes place

without permission and instructions from the awarding agency. Will record the federal interest in the title of real property in accordance with FTA directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project.

- (12) Will comply with FTA requirements concerning the drafting, review, and approval of construction plans and specifications of any construction project supported with FTA assistance. As required by U.S. DOT regulations, "Seismic Safety," 49 CFR Part 41.117(d), before accepting delivery of any building financed with FTA assistance, it will obtain a certificate of compliance with the seismic design and construction requirements of 49 CFR Part 41.
- (13) Will provide and maintain competent and adequate engineering supervision at the construction site of any project supported with FTA assistance to ensure that the complete work conforms to the approved plans and specifications and will furnish progress reports and such other information as may be required by FTA or IDOT.
- (14) Will comply with the National Research Act, Pub. L. 93-348, July 12, 1974, as amended, regarding the protection of human subjects involved in research, development, and related activities supported by the FTA assistance and DOT regulations. "Protection of Human Subjects." 49CFR Part II.
- (15) Will comply with the Laboratory Animal Welfare Act of 1966, as amended, 7 U.S.C. Section 2131 et seq.' and pertaining to the care, handling, and treatment of warm blooded animals held or research, teaching or other activities supported by FTA assistance.
- (16) Will have performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996, 31 U.S.C. Section 7501 et seq. and OMB Circular No. A-133, "Audits of States, Local governments and Non-Profit Organizations." And the most recent applicable OMB A-133.
- (17) Will comply with all applicable requirements of all other federal laws, executive orders, regulations, and policies governing the project.

2. Lobbying Certification Required for Each Application Exceeding \$100,000

In accordance with U.S. DOT regulations, "New Restrictions on Lobbying," at 49 CFT Part 20.110, for each application for federal assistance exceeding \$100,000, the Grantee's authorized representative certifies to the best of his or her knowledge and belief that:

- A. No federal appropriated funds have been paid or will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence 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 the awarding of any federal grant or cooperative agreement, and the extension continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence 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 grant or cooperative agreement, the Grantee shall complete and submit Standard Form – LLL, "Disclosure For to Report Lobbying," in accordance with its instructions as amended by "Government Wide Guidance for New Restriction on Lobbying," including the information required by the form's instructions, which may be amended to omit such information as permitted by 31 U.S.C. Section 1532.
- C. The Grantee shall require that the language of this certification be included in the award documents for each sub-award at any tiers (including subcontracts, sub-grants, sub-agreements and contract under grants and cooperative agreements financed with FTA assistance) and that each grantee shall certify and disclose accordingly.

The Grantee understands that this certification is a material representation of fact upon which reliance is placed and that the submission of this certification is a prerequisite for providing Federal assistance for a transaction covered by 31 U.S.C. Section 1352; and the Grantee also understands that 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.

3. Effects on Private Mass Transportation Companies

As required by 49 U.S.C. Section 5323(a)(1), the Grantee certifies that before it acquires property or an interest in property of a private mass transportation company or operates mass transportation equipment or a facility in competition with or in addition to transportation service provided by an existing mass transportation company it has or will have:

- A. Found that the assistance is essential to carrying out a program of projects as determined by the plans and programs of the metropolitan planning organization;
- B. Provided for the participation of private mass transportation companies to the maximum extent feasible, consistent with applicable FTA requirements and policies;
- C. Paid or will pay just compensation under state or local law to a private mass transportation company for its franchises or property acquired; and
- D. Acknowledged that assistance falls within the labor standards compliance requirements of 49 U.S.C. Section 5333(a) and 5333(b)

4. Public Hearing Certification For A Capital Project That Will Substantially Affect a Community or Its Transit Service

A Grantee seeking federal or state assistance under 49 U.S.C. Section 53 to acquire rolling stock must provide the certification detailed herein. As required by 49 U.S.C. Section 5323(b), the Grantee certifies that it has, or before submitting its application, will have:

- A. Provided an adequate opportunity for a public hearing with adequate prior notice of the proposed project published in a newspaper or general circulation in the geographic area to be served;
- B. Held that hearing and provided FTA and IDOT a transcript or detailed report summarizing the issues and responses, unless no one with a significant economic, social, or environmental interest requests a hearing;
- C. Considered the economic, social, and environmental effects of the project; and
- D. Determined the project to be consistent with official plans for developing the urban area.

5. A Grantee Seeking Federal Certification of Pre-Award and Post-Delivery Audit of Rolling Stock Required for Each Grantee That Purchases Rolling Stock

As required by 49 U.S.C. Section 5323(m), and implementing FTA regulations at 49 CFR Part 663.7, the Grantee certifies that it will that it will comply with the requirements of 49 CFR Part 663, in the course of purchasing revenue service rolling stock. Among other things, the Grantee will conduct or cause to be conducted the prescribed pre-award and post-delivery audits, and will maintain on file the certifications required by 49 CFR Part 663, Subparts B, C, and D.

6. Bus Testing Certification Required for the Acquisition of New Buses

In accordance with FTA regulations, "Bus Testing," at 49 CFR Part 665.7, the Grantee certifies that before authorizing final acceptance of the first bus of any new bus model with a major change in configuration or components (as described in 49 CFR Part 665) acquired or leased with federal assistance funds obligated by FTA, the following two conditions will have been met: (a) the model of the bus will have been tested at a bus testing facility approved by FTA; and (b) the Grantee will have received a copy of the test report prepared on the bus model.

7. Charter Service Agreement

In accordance with 49 U.S.C. Section 5323(d) and FTA regulations, "Charter Service," at 49 CFR Part 604.7, the Grantee agrees that it will provide charter service that uses equipment or equipment acquired with federal assistance authorized for 49 U.S.C. Section 53; or Title 23 U.S.C., only to the extent that there are no private charter service operators willing and able to provide the charter service that it or its recipients desire to provide unless one or more of the exceptions in 49 CFR Part 604.9 applies.

The Grantee further agrees that it will comply with the provisions of 49 CFR Part 604 before it provides any charter service using equipment or equipment provided with federal assistance authorized for the above statutes, that the requirements of 49 CFR Part 604 will apply to any such charter service that is provided, and that the definitions in 49 CFR Part 604 apply to this Agreement. The Grantee understands that a violation of this agreement may require corrective measures and the imposition of penalties, including Debarment from the receipt of further federal assistance for mass transportation.

8. School Transportation Agreement

- A. As required by 49 U.S.C. Section 5323(f) and FTA regulations, "School Bus Operations," at 49 CFR Part 605.14 the Grantee agrees that it:
- (1) Engage in school transportation operations in completion with private school transportation operators only to the extent permitted by an exception provided by 49 U.S.C. Section 5323(f) and implementing regulations, and
 - (2) Comply with the requirements of 49 CFR Part 605 before providing any school transportation using equipment or facilities acquired with federal assistance awarded by FTA and authorized by 49 U.S.C. Section 53 or Title 23 U.S.C. for transportation projects.
- B. The Grantee understands that the requirements of 49 CFR Part 605 will apply to any school transportation it provides, the definitions of 49 CFR Part 605 apply to this school transportation agreement, and a violation of this agreement may require corrective measures and the imposition of penalties, including debarment from the receipt of further federal assistance for transportation.

9. Certification Required for the Direct Award of FTA Assistance to a Grantee for its Demand Response Service

In accordance with U.S. DOT regulations, "Transportation service for Individuals with Disabilities (ADA)," AT 49 CFR Part 37.77, the Grantee certifies that its demand responsive service offered to persons with disabilities, including persons who use wheelchairs, is equivalent to the level and quality of service offered to persons without disabilities. Such service, when viewed in its entirety, is provided in the most integrated setting feasible and is equivalent with respect to: (1) response time; (2) fares; (3) geographic service area; (4) hours and days of service; (5) restrictions on trip purpose; (6) availability of information and reservation capability ; and (7) constraints on capacity or service.

10. Prevention of Alcohol Misuse and Prohibited Drug Use Certification

As applicable to the Grantee pursuant to federal regulations "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," at 49 CFR Part 665, Subpart I, the Grantee certifies that it has established and implemented an anti-drug and alcohol misuse program, and has complied with or will comply with the applicable requirements of FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," at 49 CFR Part 665"

11. Certification for a Project Involving Interest or Other Financing Costs

As required by 49 U.S.C. Section 5307(g), 49 U.S.C. Section 5309(g)(2)(B), 49 U.S.C. Section 5309(g)(3)(A), and 49 U.S.C. Section 5309(3), the Grantee certifies that it will not seek reimbursement for interest and other financing costs unless its records demonstrate it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, to the extent FTA might require.

12. Intelligent Transportation System Program Assistance

As applicable to any Intelligent Transportation System (ITS) PROJECT OF THE Grantee assures that it will comply with, and require its contractors and subcontractors to comply with, all applicable requirements imposed by Section V (Regional ITS Architecture) and Section VI (Project Implementation) of the FTA Notice, "FTA National Intelligent Transportation System Architecture Policy on Transit Projects" at 66 Fed. Reg. 1455 et seq. dated January 8, 2001 and other FTA requirements that may be issued in connection with any ITS project it undertakes financed with Highway Trust Funds (including funds from the mass transit account) or

funds made available for the ITS program authorized by TEA-21, Title V, subtitle C, 23 U.S.C. Section 502 note.

13. Certifications for the Urbanized Area Formula Program, The Job Access and Reverse Commute Program, and the Clean Fuels Program

In addition to the following certifications listed in A., B., and C., and if it has received Transit Enhancement funds under 49 U.S.C. Section 5307(k) (1), the Grantee must submit in its quarterly report for the fourth quarter of the proceeding federal fiscal year a list of the Transit Enhancement projects carried out during that federal fiscal year using those funds, and that report is incorporated by reference and made part of its certifications and assurances.

In addition to the following certifications listed in A., B., and C., and if it has received Transit Enhancement funds under 49 U.S.C. Section 5307(k) (1), the Grantee must submit in its quarterly report for the fourth quarter of the proceeding federal fiscal year a list of the Transit Enhancement projects carried out during that federal fiscal year using those funds, and that report is incorporated by reference and made part of its certifications and assurances.

A. Certifications Required by Statute

As required by 49 U.S.C. Section (d)(1)(A) through (J), the Grantee certifies that:

- (1) It has or will have the legal, and technical capacity to carry out the proposed program of projects;
- (2) It has or will have satisfactory continuing control over the use of the equipment and facilities;
- (3) It will adequately maintain the equipment and facilities;
- (4) It will ensure that the elderly and handicapped persons, or any persons presenting a Medicare card issued to himself or herself under Title II or Title XVIII of the Social Security Act (42 U.S.C. Section 401 et seq. or 42 U.S.C. Section 1395 et seq.), will be charged during non-peak hours for transportation using or involving a facility or equipment of a project financed with federal assistance authorized for 49 U.S.C. Section 5307 or Section 3037 of the Transportation Equity Act for the 21st Century (TEA-21), 49 U.S.C. Section 5309 note, not more than 50 percent of the peak hour fare;
- (5) In carrying out a procurement financed with federal assistance authorized for the Urbanized Area Formula Program at 49 U.S.C. Section 5307 or Section 3037 of TEA-21, 49 U.S.C. Section 5309 note, it will use competitive procurement (as defined or approved by the Secretary), it will not use a procurement using exclusionary or discriminatory specifications, and it will comply with applicable Buy America laws in carrying out a procurement;
- (6) It has complied or will comply with the requirements of 49 U.S.C. Section 5307, specifically, it has or before submitting its application it will: (a) make available to the public information on amounts available for the Urbanized Area Formula Program at 49 U.S.C. Section 5307 and, if applicable, the Job Access and Reverse Commute Grant Program, 49 U.S.C. Section 5309 note, and the program of projects it proposes to undertake with those funds; (b) develop, in consultation with interested parties, including private transportation providers, a proposed program of projects for activities to be financed; (c) publish a proposed program of projects in a way that affected citizens, private transportation providers, and local elected officials have the opportunity to examine the proposed program and submit comments on the proposed program and the performance of the Grantee; (d) provide an opportunity for a public hearing to obtain the views of citizens on the proposed program of projects; and (e) ensure that the proposed

- (9) It has a locally developed process to solicit and consider public comment before raising fares or implementing a major reduction of transportation; and
- (10) As required by 49 U.S.C. Section 5307 (d)(1)(J), unless the Grantee has determined that it is not necessary to expend one percent of the amount of federal assistance it receives for this transit security projects, it will expend at least one percent of the amount of that assistance for transit security projects, including increased lighting in or adjacent to a transit system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, emergency telephone line or lines to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned transit system.

B. Certification Required for Capital Leasing

As required by FTA regulations, "Capital Leases," 49 CFR Parts 639.15(b)(1) and 639.21, to the extent that the Grantee uses federal assistance authorized for 49 U.S.C. Section 5307 or Section 3037 of TEA-21, 49 U.S.C. Section 5309 note, to acquire any capital asset by lease, the Grantee certifies that:

- (1) It will not use federal assistance authorized for 49 U.S.C. Section 5307 or Section 3037 of TEA-21, 49 U.S.C. Section 5309 note, to finance the cost of leasing any capital asset until it undertakes calculations demonstrating that it is more cost-effective to lease the capital asset than to purchase or construct similar assets;
- (2) It will complete these calculations before entering into the lease or before receiving a capital grant for the asset, whichever is later; and
- (3) It will not enter into a capital lease for which FTA can only provide incremental funding unless it has the financial capacity to meet its future obligations under the lease in the event federal assistance is not available for capital projects in subsequent years.

C. Certifications Required for Sole Purchase of Associated Capital Maintenance Item

As required by 49 U.S.C. Section 5325(c), to the extent that the Grantee procures an associated capital maintenance item under the authority of 49 U.S.C. Section 5307(b)(1), the Grantee certifies that it will use competition to procure an associated capital maintenance item unless the manufacturer or supplier of that item is the only source for the item and the price of the item is no more than the price similar customers pay for the item, and maintain sufficient records pertaining to each such procurement on file easily retrievable for FTA or IDOT inspection.

D. Certification Required for Clean Fuels Program

As required by 49 U.S.C. Section 5308 (c)(2), the Grantee certifies that, in connection with any application for assistance authorized for the clean Fuels Formula Program, vehicles purchased with grant funds made available for 49 U.S.C. Section 5308 will be operated only with clean fuels.

14. Certifications and Assurances for the Elderly and Persons with Disabilities Program

Based on its own knowledge the Grantee, administering the Elderly and Persons with Disabilities Program authorized by 49 U.S.C. Section 5310, certifies and assures that the following requirements and conditions will be fulfilled:

- A. It will not enter into a capital lease for which FTA can only provide incremental funding unless it has the financial capacity to meet its future obligations under the lease in the event federal assistance is not available for capital projects in subsequent years.
- B. The Grantee assures that it either is recognized under state law as private nonprofit organization with the legal capability to contract with the state to carry out the proposed project, or is public body that has met the statutory requirements to receive federal assistance authorized for 49 U.S.C. Section 5310.
- C. The Grantee application for 49 U.S.C. Section 5310 assistance contains information for which the state concludes that the transit service provided or offered to be provided by existing public or private transit operators is unavailable, insufficient, or inappropriate to meet the special needs of the elderly and persons with disabilities.
- D. The Grantee assures that sufficient non-federal funds have been or will be committed to provide the required local share.

- E. The Grantee has, or will have by the time of delivery, sufficient funds to operate and maintain the vehicles and equipment purchased with federal assistance awarded for this project.
- F. The Grantee has, to the maximum degree feasible, coordinated with other transportation providers and users, including social service agencies authorized to purchase transit service, and have provided an opportunity for a public hearing in connection with any capital assistance.
- G. The Grantee is in compliance with all applicable civil rights requirements, and has signed the Nondiscrimination Assurance.
- H. The Grantee will comply with applicable requirements of U.S. DOT regulations on participation of disadvantaged business enterprises in U.S. DOT programs.
- I. The Grantee will comply with all existing federal requirements regarding transportation of the elderly and persons with disabilities. The Grantee has provided to the state an Assurance of Nondiscrimination on the Basis of Disability, as set forth in the Certifications and Assurances required of each Grantee for FTA assistance. If non-accessible vehicles are being purchased for use by a public entity in demand responsive service for the general public, the Grantee will provide a "Certification of Equivalent Service," which states that the public entity's demand responsive service offered to persons with disabilities, including persons who use wheelchairs, meets the standard of equivalent service set forth in 40 CFR Part 37.77.
- J. The Grantee will comply with the transit employee protective provisions of 49 U.S.C. Section 5333(b).
- K. The Grantee will comply with 49 CFR Part 604 in the provision of any charter service provided with equipment or facilities acquired with FTA funds.
- L. The Grantee has certified to the state that it will comply with applicable provisions of 49 CFR Part 605 and 20 ILCS 2705/49.19(6) pertaining to school bus operations.
- M. Unless otherwise noted, each of the Grantee's projects qualifies for a categorical exclusion and does not require further environmental approvals, as described in the joint FHWA/FTA regulations, "Environmental Impact and Related Procedures," at 23 CFR Part 771.117. The Grantee certifies that financial assistance will not be provided for any project that does not qualify for a categorical exclusion described in 23 CFR Part 771.117(c) until FTA has made the required environmental finding. The Grantee further certifies that no financial assistance will be provided for project requiring a conformity finding in accordance with the Environmental Protection Agency's Clean Air Conformity regulations at 40 CFR Parts 51 and 93, until FTA makes the required conformity finding.
- N. The Grantee has submitted (or will submit) all applicable certifications and assurances currently required, including, but not limited to: a certification that its procurements and procurement system will comply with all applicable requirements imposed by federal laws, executive orders, or regulations and requirements of FTA Circular 4220.1D, "Third Party Contracting Requirements," and other implementing requirements FTA may issue; a certification that its project provides for the participation of private mass transportation companies to the maximum extent feasible; a certification that it has paid or will pay just compensation understate or local law to each private mass transportation company for its franchise or property acquired under the project, a non-procurement suspension and debarment certification, a bus testing certification for new models; a pre-award and post-delivery review certification, and a lobbying certification for each application exceeding \$100,000.
- O. The Grantee recognizes FTA's and IDOT's authority to conduct audits to verify compliance with the foregoing requirements and stipulations.

15. Certifications and Assurances for the Nonurbanized Area Formula Program

The Grantee administering the Nonurbanized Area Formula Program authorized by 49 U.S.C. Section 5311 certifies and assures that the following requirements and conditions will be fulfilled:

- A. The Grantee will have necessary legal, financial, and managerial capability to apply for, receive and disburse federal assistance authorized for 49 U.S.C. Section 5311; and to implement and manage the project.
- B. The Grantee assures that sufficient non-federal I funds have been or will be committed to provide the required local share.
- C. The Grantee has, or will have by the time of delivery, sufficient funds to operate and maintain the vehicles and equipment purchased with federal assistance authorized for this project.
- D. The Grantee has, to the maximum extent feasible, coordinated with other transportation providers and users, including social service agencies authorized to purchase transit service.
- E. The Grantee is in compliance with all applicable civil rights requirements, and has signed the Nondiscrimination Assurance.

- F. The Grantee will comply with applicable requirements of U.S. DOT regulations on participation of disadvantaged business enterprise in U.S. DOT programs.
- G. The Grantee will comply with all existing federal requirements regarding transportation of elderly persons and persons with disabilities. The Grantee has provided to the IDOT an Assurances of Nondiscrimination on the Basis of Disability, as set forth in the Certifications and Assurances required for each Grantee for FTA assistance in Category 1 of this document. If non-accessible vehicles are being purchased for use by a public entity in demand responsive service for the general public, the state will obtain from the Grantee a "Certification of Equivalent Service," which states that the public entity's demand responsive service offered to persons with disabilities, including persons who use wheelchairs, meets the standards of equivalent service set forth in 40 CFR Part 37.77c.
- H. The Grantee has complied with the transit employee protective provisions of 49 U.S.C. Section 5333(b), by one of the following actions: (1) signing the Special Warranty for the Nonurbanized Area Formula Program, (2) agreeing to alternative comparable arrangements approved by the Department of Labor (DOL), or (3) obtaining a waiver from DOL, and the state has certified the Grantee's compliance to DOL.
- I. The Grantee has certified to the state that it will comply with 49 CFR 604 in the provision of any charter service provided with equipment or facilities acquired with FTA assistance, and will also comply with applicable provisions 49 CFR Part 605 pertaining to school transportation operations. (See Category VII, "Charter Bus Agreement" and Category VIII, "School Bus Agreement.")
- J. The Grantee has certified to the state that it will comply with 49 CFR 604 in the provision of any charter service provided with equipment or facilities acquired with FTA assistance, and will also comply with applicable provisions 49 CFR Part 605 pertaining to school transportation operations. (See Category VII, "Charter Bus Agreement" and Category VIII, "School Bus Agreement.")
- K. Unless otherwise noted, each of the Grantee's projects qualifies for a categorical exclusion and does not require further environmental approvals, as described in the joint FHWA/FTA regulations, "Environmental Impact and Related Procedures," at 23 CFR Part 771.117. The Grantee further agrees that no financial assistance will be provided for a project requiring a conformity finding in accordance with the Environmental Protection Agency's Clean Air Conformity regulations at 40 CFR Parts 51 and 93, until FTA makes the required conformity final.
- L. The Grantee has submitted (or will submit) all applicable certifications and assurances currently required, including but not limited to: a certification that its procurements and procurement system will comply with all applicable requirements imposed by federal laws, executive orders, or regulations and requirements of FTA Circular 4220.1D, "Third Party Contracting Requirements," and other implementing requirements FTA may issue; a certification that its project provides for the participation of private mass transportation companies to the maximum extent feasible; a certification that it has paid or will pay just compensation under state or local law to each private mass transportation company for its franchise or property acquired under the project; a non-procurement suspension and debarment certification, a bus testing certification for new bus models, a pre-award and post-delivery review certification, a lobbying certification for each application exceeding \$100,000, and if required by FTA, an anti-drug program certification and an alcohol testing certification, and the certification required for a project involving interest or other financial costs.
- M. The Grantee recognizes FTA's and IDOT's authority to conduct audits to verify compliance with the foregoing requirements and stipulations.

16. Certifications and Assurances for the State Infrastructure Bank Program

Name of Grantee: St. Clair Associated Vocational Enterprises, Inc.

Name of Authorized Representative: Randolph B. Law

Relationship of Authorized Representative: Executive Director

BY ENDORSING THIS SIGNATURE, I, Randolph B. Law

Declare that I am duly authorized by the Grantee to make the certifications and assurances on behalf of the Grantee and bind the Grantee to comply with them. Thus, when its authorized representative signs this document, the Grantee agrees to comply with all federal statues, regulations, executive orders, and administrative guidance required for any application it makes to the Federal Transit Administration (FTA) and Illinois Department of Transportation (IDOT)

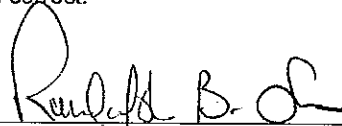
IDOT and FTA intend that the certifications and assurances apply, as required, to each project for which the Grantee seeks now, or may later seek FTA and IDOT assistance.

The Grantee affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document and any other submission made to FTA or IDOT, and acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. Section 3801 et seq., as implemented by U.S. DOT regulations, "Program Fraud Civil Remedies." 49 CFR Part 31 apply to any certification, assurance or submission made to IDOT or FTA. The criminal fraud provisions of 18 U.S.C. Section 1001 apply to any certification, assurance, or submission made in connection with the FTA and IDOT formula assistance program for urbanized areas, and may apply to any other certification, assurance, or submission made in connection with any program administered by FTA or

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Grantee are true and correct.

2/10/2010

Date




Authorized Representative of Grantee

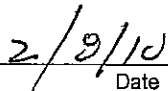
J. Affirmation of Grantee's Attorney

As the undersigned legal counsel for the above named Grantee, I hereby affirm that the Grantee has authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitutes legal and binding obligations on the Grantee.

I further affirm that, to the best of my knowledge is no legislation or litigation pending or threatened that might adversely affect the validity of these certifications and assurances, or of the performance of the project.



Grantee's Attorney



Date

BOARD RESOLUTION OF ST. CLAIR ASSOCIATED VOCATIONAL ENTERPRISES, INC.

No. 10-01

Resolution authorizing application for Public Transportation Financial Assistance under Section 5316 of the Federal Transit Act of 1991, as amended (49 U.S.C. 5311).

WHEREAS, the provision or enhancement of public transit or specialized transportation service is essential to the transportation of persons with disabilities; and

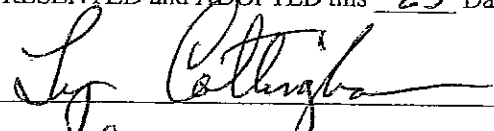
WHEREAS, Section 5316 of the Federal Transit Act of 1991, as amended (49 U.S.C. 5311), makes funds available to help offset certain eligible capital or operating expenses; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5316 of the Federal Transit Act of 1991, as amended (49 U.S.C. 5311).

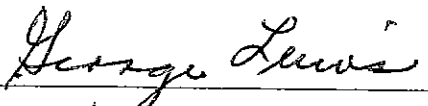
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF ST. CLAIR ASSOCIATED VOCATIONAL ENTERPRISES, INC.:

- Section 1. That an application be made to the Division of Public and Intermodal Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5316 of the Federal Transit Act of 1991, as amended (49 U.S.C. 5311), for the purpose of off-setting a portion of New Freedom grant assistance program.
- Section 2. That while participating in said assistance program St. Clair Associated Vocational Enterprises, Inc. will provide all required local matching funds or will request the use of State of Illinois Toll Revenue Credits
- Section 3. That Randolph B. Law of St. Clair Associated Vocational Enterprises, Inc is hereby authorized and directed to execute and file on behalf of the St. Clair Associated Vocational Enterprises, Inc such application
- Section 4. That Randolph B. Law of St. Clair Associated Vocational Enterprises, Inc is authorized to furnish such additional information as may be required by the Illinois Department of Transportation and the Federal Transit Administration in connection with the aforesaid application for said grant
- Section 5. That Randolph B. Law of St. Clair Associated Vocational Enterprises, Inc is hereby authorized and directed to execute and file on behalf of the St. Clair Associated Vocational Enterprises, Inc all required Grant Agreements with the Illinois Department of Transportation, in order to obtain grant assistance under the provisions of the Section 5316 of the Federal Transit Act of 1991, as amended (49 U.S.C. 5311).
- Section 6. That Randolph B. Law of St. Clair Associated Vocational Enterprises, Inc is hereby authorized to provide such information and to file such documents as may be required to perform the Grant Agreement and to receive the grant.

PRESENTED and ADOPTED this 23 Day of February, 2010



 Ty COTTINGHAM
 Print Name
 President - BOARD OF DIRECTORS
 Title

ATTEST: 

 George Lewis
 Print Name
 Secretary - BOARD OF DIRECTORS
 Title

V. Appendices

- A. Job Access Reverse Commute Evaluation Criteria
- B. Sample Quarterly Report
- C. Possible Non-DOT Federal Sources for Match
- D. Listing of Illinois Metropolitan Planning Organizations with Contacts
- E. Listing of Human Services Transportation Planning Regional Coordinators with Contact Information
- F. Map of Human Services Transportation Planning Regions
- G. Definitions

A. Job Access Reverse Commute Project Evaluation Criteria

Project Eligibility Screening Criteria		Eligible / Ineligible
Proposed Project addresses unmet transportation needs of welfare recipients, eligible low-income persons and other individuals in urbanized areas seeking employment in urbanized areas or employment-related activities in rural areas.		Eligible / Ineligible
Project application identifies and addresses one or more service gaps identified in the MPO's HSTP. The application should identify the service gap(s) addressed by the project and how the project addresses the service gap(s).		Eligible / Ineligible
Project Evaluation Criteria	Definition (possible points)	Maximum Points
Project addresses coordination strategies identified by the MPO. (Page 13, Question 5; Page 15, Question 2)	<ul style="list-style-type: none"> Multi-municipality (but intra-county) service/linkage/coordination (20) Service/linkage coordination with other transportation provider(s) within municipality. (10) No evidence of service/linkage coordination. (0) 	20
Applicant participates in local coordination process. (Page 15, Question 7)	<ul style="list-style-type: none"> Active participant/evidence of extra effort (20) Participant/evidence of some effort (10) Does not participate/little or no effort (0) 	20
Project application identifies one or more local funding sources and evidences those sources are committed to supplying the necessary local match for duration of the project. (Pages 16, 17 & 18)	<ul style="list-style-type: none"> Strong evidence of local match, no TRC requested (10) Some evidence of local match with some TRC requested (5) No evidence of local match, TRC needed to implement project (0) <p>TRC = Toll Revenue Credit</p>	10
Project increases mobility options for target population. (Page 13, Question 1)	<p>Project provides greater mobility by:</p> <ul style="list-style-type: none"> Increasing service levels (hours of a day / days of a week) (5) Introduces mobility management techniques (5) Continuing service to targeted populations (5) 	15
Projects will be operational within a reasonable timeframe. (Page 20)	<p>Project is operational (i.e., starts providing services) within a short timeframe:</p> <ul style="list-style-type: none"> Within 6 months (10) Within 6-12 months (5) Over 12 Months (0) 	10
Project provides continued operating funding for an existing project. (Page 13, Question 4)	<ul style="list-style-type: none"> Achieved projected ridership (15) Exceed projected ridership (5) Marketing plan to increase ridership to targeted groups (5) 	25
Agency personnel or contractors are qualified and have appropriate experience to implement project. (Page 12, Questions 1 & 2)	<p>Agency and/or contractor qualifications and experience (including key personnel) demonstrate that they have the technical and managerial capabilities and experience to conduct the project / operate the service.</p> <ul style="list-style-type: none"> High qualifications/experience (20) Good qualifications/experience (10) Fair qualifications/experience (5) Poor qualifications/experience (0) 	20
Project demonstrates a new or innovative idea that can be replicated elsewhere in the state. (Page 15, Question 6)	<p>Project incorporates:</p> <ul style="list-style-type: none"> Innovative use of technology (5) Creative sources of financing (5) Service Design (5) Innovative Partnership (5) 	20
Estimate number of employment centers that will be accessed by the project for the targeted population. (Page 13, Question 3)	<ul style="list-style-type: none"> 10 or more employment centers (25) 5 or more employment centers (10) 0 – 5 employment centers (5) 	25
Maximum Points Available		165

Sample Quarterly Report

Final Status Report

- A. Total Expenditures:**
- B. Sub-Recipient Share of Expenditures:**
- C. Federal Share of Expenditures:**
- D. Total Unliquidated Obligations:**
- E. Recipient Share of Unliquidated Obligations:**
- F. Federal Share of Unliquidated Obligations:**
- G. Total Federal Share:**
- H. Total Federal Funds:**
- I. Unobligated Balance of Federal Funds:**

Previous	This Period	Cumulative

Milestone Status Report				
Milestone Description	Original Est. Completion Date	Revised Est. Completion Date	Number of Revisions	Actual Completion Date

Expenditures represent all expenses incurred or total contract amounts entered into with an outside party (even if no funds have been drawn down yet).

Unobligated obligations – this represents expenditures contracted for but not spent.

A. Possible Non-DOT Federal Sources for Match

The list of suggested sources was adapted from the United We Ride website, www.unitedweride.gov. For additional ideas, see http://www.unitedweride.gov/1_1254_ENG_HTML.htm . .

U.S. Department of Agriculture

- [Food and Nutrition Service](http://www.fns.usda.gov/fns/) <http://www.fns.usda.gov/fns/>

U.S. Department of Education

- [Office of Elementary and Secondary Education](http://www.ed.gov/about/offices/list/oeese/index.html) <http://www.ed.gov/about/offices/list/oeese/index.html>
- [Office of Innovation and Improvement](http://www.ed.gov/about/offices/list/oii/index.html) <http://www.ed.gov/about/offices/list/oii/index.html>
- [Office of Special Education and Rehabilitative Services](http://www.ed.gov/about/offices/list/osers/index.html) <http://www.ed.gov/about/offices/list/osers/index.html>

U.S. Department of the Interior

- [Bureau of Indian Affairs](http://www.doi.gov/bureau-indian-affairs.html) <http://www.doi.gov/bureau-indian-affairs.html>

U.S. Department of Health and Human Services

- [Health Resources and Services Administration](http://www.hrsa.gov/) <http://www.hrsa.gov/>
- [Centers for Medicare and Medicaid Services](http://www.cms.hhs.gov/center/intergovernmental.asp) <http://www.cms.hhs.gov/center/intergovernmental.asp>
- [Administration on Aging](http://www.aoa.dhhs.gov/) <http://www.aoa.dhhs.gov/>
- [Substance Abuse and Mental Health Services](http://www.samhsa.gov/) <http://www.samhsa.gov/>
- [Administration for Children and Families](http://www.acf.dhhs.gov/) <http://www.acf.dhhs.gov/>

U.S. Department of Housing and Urban Development

- [U.S. Department of Housing and Urban Development](http://www.hud.gov/) <http://www.hud.gov/>

U.S. Department of Labor

- [Employment Standards Administration](http://www.dol.gov/esa/) <http://www.dol.gov/esa/>
- [Veteran's Employment and Training Service](http://www.dol.gov/vets/welcome.html) <http://www.dol.gov/vets/welcome.html>
- [Employment and Training Administration](http://www.doleta.gov/) <http://www.doleta.gov/>

U.S. Department of Veterans Affairs

- [Veterans Benefits Administration](http://www.vba.va.gov/) <http://www.vba.va.gov/>
- [Veterans Health Administration](http://www1.va.gov/health/index.asp) <http://www1.va.gov/health/index.asp>

B. Listing of Illinois Metropolitan Planning Organizations with Contacts**Beloit**

Mr. Robert Soltau

soltaub@ci.beloit.wi.us**State Line Area Transportation Study**

100 State Street

Beloit, WI 53511

Phone: (608) 364 - 6702

Fax: (608)364 - 6609

Bloomington - Normal

Mr. Paul Russell - Director

paul@mcplan.org

Ms. Jennifer Sicks

jsicks@mcplan.org**McLean County Regional Planning Commission**

115 East Washington Street, Suite 1

Bloomington, IL 61701

Phone: (309) 828-4331

Fax: (309)827-4773

Champaign - Urbana

Mr. Cameron Moore – Executive Director

cmoore@ccrpc.org

Ms. Rita Morocoima–Black - Transportation Engineer

rblack@ccrpc.org

Ms. Mary Cummings – Administrative Secretary

mcummings@ccrpc.org**Champaign County Regional Planning Commission**

1776 East Washington Street

P.O. Box 17760

Urbana, IL 61803-7760

Phone: (217) 328-3313

Fax: (217)328-2426

Danville

Mr. Adam Aull – Study Director

aaull@cityofdanville.org**City of Danville**

17 West Main Street

Danville, IL 61832

Phone: (217) 431-2325

Fax: (217)431-2237

Decatur

Mr. Mark Smith - Director

mismith@decaturnet.org

Ms. Joselyn Stewart – Transportation Planner

Economic and Urban Development Center

#1 Gary K. Anderson Plaza

Decatur, IL 62523

Phone: (217)424-2790

Fax: (217)424-2728

DeKalb

Mr. Brian Dickson – Transportation Planner and MPO Coordinator Brian.Dickson@CityofDeKalb.com

City of DeKalb

2235 South Fourth Street, Suite A

DeKalb, IL 60115

Phone: (815)748-2362

Fax: (815)748-2367

Dubuque

Ms. Kelley Hutton Deutmeyer – Executive Director

kdeutmeyer@ecia.org

Ms. Chandra Ravada – Co-Director/MPO Coordinator

East Central Intergovernmental Association

3999 Pennsylvania Avenue, Suite 200

Dubuque, IA 52002

Phone: (563)556-4166

Fax: (563)556-0348

Kankakee

Mr. Michael VanMill – Executive Director

Mr. Michael Lammey - Director

Kankakee County Regional Planning Commission

189 East Court Street

Kankakee, IL 60901

Phone: (815)937-2940

Fax: (815)937-2974

Springfield

Mr. Norm Sims

Ms. Susan Poludniak

susanlp@co.sangamon.il.us

Mr. Dale Schultz

dales@co.sangamon.il.us

Springfield-Sangamon County Regional Planning Commission

200 South Ninth Street, Room 212

Springfield, IL 62701

Phone: (217)535-3110

Fax: (217)535-3111

C. Listing of Human Services Transportation Planning Regional Coordinators with Contact Information

Regions 1 & 3

Jeff Joyce
North Central Illinois Council of Governments
110 North Main
Princeton IL 61356
Phone: 815/875-3396
Fax: 815/875-3397
Email: jjoyce@ncicg.org

Region 2

Chelsey Waterman
Bi-State Regional Commission
1504 3rd Avenue, P.O. Box 3368
Rock Island, IL 61204-3368
Phone: (309)793-6302, Ext. 124
Fax: (309)793-6305
Email: cwaterman@bistateonline.org

Region 5

Ryan Granata
Tri-County Regional Planning Commission
411 Hamilton Blvd, Suite 2001
Peoria, IL 61602
Phone: (309) 673-9796, x226
Fax: (309) 673-9802
Email: rgranata@tricityrpc.com

Regions 4 & 7

Tim Lobdell
Western Illinois Regional Council
223 South Randolph Street
Macomb, Illinois 61455
Phone: (309) 837-3941
Fax: (309) 836-3640
Email: timl@wirpc.org

Region 6

Jennifer Sicks
McLean County Regional Planning Commission
Government Center #M103
115 East Washington Street
Bloomington, Illinois 61701
Phone: (309) 828-4331, ext. 24
Email: jsicks@mcplan.org

Region 8

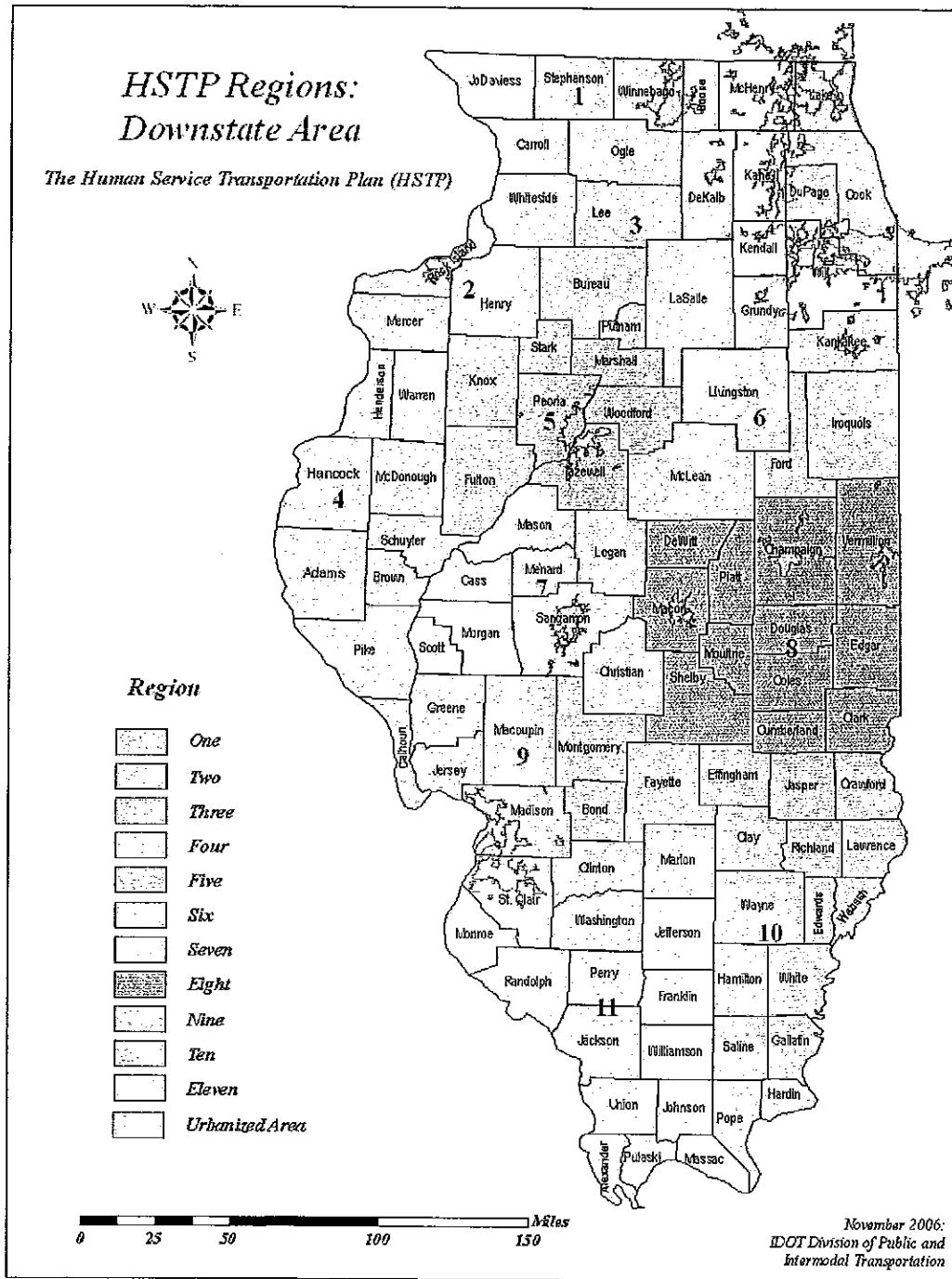
Nicole George
Champaign County Regional Planning Commission
1776 E. Washington St.
Urbana, IL 61802
Phone: (217) 328-3313
Fax: (217) 328-2426
Email: ngeorge@co.champaign.il.us

Regions 9, 10 & 11

Lindsey Holtz
South Central Illinois Regional
Planning & Development Commission
120 Delmar Avenue, Suite A
Salem, IL 62881-2002
Phone: (618) 548-4598
Fax: (618) 548-4236
Email: linseyh@scirpdc.com

Elton Trojnar
South Central Illinois Regional
Planning & Development Commission
120 Delmar Avenue, Suite A
Salem IL 62881-2002
Phone: (618) 548-4598
Fax: (618) 548-4236
Email: eltont@scirpdc.com

D. Map of Human Services Transportation Planning Regions



E. Definitions

The following definitions are provided as they relate to the Illinois Department of Transportation's implementation of the Job Access Reverse Commute Program:

1. *Accessible Taxi*: An accessible taxi is a vehicle that is used by a private provider of on-demand transportation service to the public that is regulated and licensed for such use by the municipality, county or other government entity. An accessible taxi is one which 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 meets the same requirements for lifts, ramps and securement systems specified in 49 CFR part 38, subpart B.
2. *Americans with Disabilities Act*: Public Law 336 of the 101st Congress, enacted July 26, 1990. The ADA prohibits discrimination and ensures opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation.
3. *Competitive Selection Process*: A process to choose which projects will be funded based on standard evaluation criteria applied to each project. Projects may not be guaranteed funding year to year. As the Designated Recipient of FTA funds, the process is administered by IDOT for small urban and nonurbanized areas in the State of Illinois. Project selection and ranking will be conducted by a State Oversight Committee. The projects selected must be derived from a Coordinated Public Transit-Human Services Transportation Plan.
4. *Coordinated Public Transit-Human Services Transportation Plan*: A locally developed plan that identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes, provides strategies for meeting those local needs, and prioritizes transportation services for funding and implementation. The rural plan must include an area no smaller than a county. All Job Access Reverse Commute projects must be derived from these locally developed plans.
5. *Coordinated Public Transit-Human Services Transportation Plan*: A locally developed plan that identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes, provides strategies for meeting those local needs, and prioritizes transportation services for funding and implementation. The rural plan must include an area no smaller than a county. All Job Access Reverse Commute projects must be derived from these locally developed plans.
6. *Designated Recipient*: In nonurbanized areas and urbanized areas with a population of less than 200,000, the recipient is the State agency designated by the Governor to receive and apportion amounts under JARC and Job Access Reverse Commute. In the State of Illinois, IDOT's Division of Public and Intermodal Transportation is the designated recipient.
7. *Eligible Subrecipients*: For purposes of the Job Access Reverse Commute Program, eligible sub recipients must be an existing Section 5307 designated recipient or Section 5311 grantee. For nonurbanized areas with no Section 5311 grantee, IDOT will consider new applicants
8. *Fixed Route Service*: Designated public transportation service in which a vehicle is operated along a prescribed route according to a fixed published schedule.
9. *Grantee*: An eligible agency, which submitted, and received approval to receive funding for a JARC or Job Access Reverse Commute project.
10. *Individual with a Disability*: The term "individual with a disability" means an individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use effectively, without special facilities, planning, or design, public transportation service or a public transportation services.

11. *Mobility Management*: Eligible capital expenses consisting of short-range planning and management activities and projects for improving coordination among public transportation and other transportation-service providers. Mobility management does not include the day-to-day operation of public transportation services.
12. *Nonurbanized Areas*: A rural area with a population density of less than 500 people per square mile or small urban area with a population of less than 50,000 people.
13. *Paratransit*: Comparable transportation service required by the ADA for individuals with disabilities who are unable to use fixed route transportation systems.
14. *Pass-Thru Recipient*: An entity participating in a Job Access Reverse Commute project that would receive Job Access Reverse Commute funds via pass thru from an eligible subrecipient, which would be responsible for ensuring that the pass-thru recipients comply with all State and Federal requirements required under the Job Access Reverse Commute Program.
15. *Program of Projects*: A list of projects to be funded in a grant application submitted to FTA by a designated recipient. The program of projects lists the recipients and indicates whether they are private non-profit agencies, public bodies, or private providers of transportation service, and designates the areas served (including rural counties). In addition, the program of projects includes a brief description of the projects, total project cost, and Federal share for each project.
16. *Safe, Accountable, Flexible, And Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)*: The federal transportation authorization bill that was signed into law in August 2005.
17. *Section 5316 or Job Access Reverse Commute*: The Job Access Reverse Commute initiative as described in SAFETEA-LU
18. *Small Urbanized Areas*: An area with a population between 50,000 and 200,000.
19. *State Transportation Improvement Program (STIP)*: A statewide document that includes all projects to be implemented within a four year period with federal funds.
20. *Transportation Improvement Program (TIP)*: In urbanized areas, a local approved short range transportation plan that reflects the program of publicly funded transportation improvements for the Metropolitan Planning Organization region.
21. *Urbanized Area (UZA)*: An area defined by the U.S. Census Bureau with a population of 50,000 or greater and a population density of at least 1,000 people per square mile in a central city and 500 per square mile in the surrounding area.

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ATTACHMENT 1

St. Clair
County

