



HOUSTON-GALVESTON AREA COUNCIL

August 7, 2012

**To: Houston Urbanized Area Public Transportation Stakeholders,
Transportation Providers and Other Interested Parties**

**Re: Fall 2012 Review Cycle for the Ongoing Call for Projects for
Job Access Reverse Commute and New Freedom Grant Programs**

Dear Transportation Stakeholders:

In an effort to continue to improve the mobility options within the Houston Urbanized Area, the Houston-Galveston Area Council (H-GAC), in coordination with the Metropolitan Transit Authority of Harris County (METRO), is conducting an ongoing Call for Projects for the Job Access and Reverse Commute (JARC) and New Freedom grant programs. The purpose of the Call for Projects is to identify, select and fund sustainable projects that meet documented transportation needs of those with low-incomes, reverse commuters or disabled persons.

The JARC and New Freedom grant programs are funded through the Federal Transit Administration (FTA) and were authorized under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), enacted in 2005. The purpose of the JARC program is to provide access to jobs and training opportunities for low-income individuals and to improve access to suburban employment centers (regardless of income). The New Freedom program provides new and improved transportation services for disabled persons, beyond the requirements of the Americans with Disabilities Act (ADA). The residential end of the proposed service must be within the Houston Urbanized Area (see Figure 1).

Approximately \$ 8.4 million in grant funds are available at this time as appropriated for fiscal years 2011 and 2012. There will be some changes to how these grant programs are implemented in the near future as the new Transportation Bill, MAP- 21, will be effective for funding that starts in fiscal year 2013. MAP-21 moves the JARC program into the 5307 Transit formula program and New Freedom funding will be incorporated into the 5310 Elderly and Disabled program.

The Application Package includes the following items:

- The cover letter with the schedule and Houston UZA Map,
- The Application Form (a MS Word File),
- The Budget Worksheet (an Excel file),
- An Addendum (a PDF file). The Addendum contains information about the regional objectives, goals, performance measures, eligible activities and a list of FTA Certifications and Assurances. The FTA Certifications and Assurances are required for each agency whose project is approved for funding.

The Application Package and the Program Management Plan (PMP) which includes background information are available for downloading from the H-GAC and METRO websites at www.h-gac.com/purchasing and at www.ridemetro.org/opportunities/grantprograms.aspx, (respectively).

To assist potential grant applicants, a Pre-Application Workshop will be held on Tuesday, August 21, 2012 from 2:30 to 4:30 p.m. (CST) at the H-GAC offices, 3555 Timmons Lane, 2nd Floor Room C, Houston, Texas 77027.

Project submittals are due to H-GAC by electronic submittal on or before Monday September 25, 2012 by 4:00 p.m. (CST). Late submittals will not be accepted.

The submittals should include a scanned copy (one pdf file) that contains the signed Application Form, copies of the Budget Worksheet summary tables, copies of letters of commitments or support and auditors' summary letters for the two most recently completed Financial Audit Reports. The sample budget worksheet excel file should be renamed to include the agency name as part of the filename and submitted as a separate attachment along with the pdf file. Detailed Financial Audit Reports should be provided as separate pdf files or copied to a CD-ROM and mailed to the H-GAC offices, postmarked before **September 25, 2012**.

The scanned pdf file(s) should be emailed to Proposal@h-gac.com to the attention of Alan Clark, copy to Kari Hackett on or before 4:00 p.m. on September 25, 2012. Files larger than 13 megabytes can be uploaded to the H-GAC FTP site using the link below:

<ftp://ftp.h-gac.com/Pub/Transportation/Communications/JARC/>

Username: transupload
Password: transUpl0ad

Should you have any questions, please submit them in writing by email message to Proposals@h-gac.com. All written questions received by September 6, 2012 and the answers thereto will be posted to the H-GAC and METRO websites by September 10, 2012. The JARC and New Freedom project proposals will be evaluated by a multi-agency team, using the criteria as outlined in the Application Form (Part IV, Consistency with Selection Criteria).

H-GAC and METRO staff look forward to working with you on the JARC and New Freedom projects in our region.

Sincerely,



Alan C. Clark
Director of Transportation

Enclosures:

- Fall 2012 JARC & New Freedom Application Schedule
- Houston Urbanized Area (UZA) Map-2010 Census
- Grant Programs Budget Summary
- Regional Transit Coordination Plan – Action Plan – Potential Pilot Projects, 2012-2015

cc: Laura Wallace, FTA – Reg. 6
Michael Leary, FHWA – TX
Rakesh Tripathi, P.E. – TxDOT Houston District
Project Evaluation Team Members:
Paulette Shelton, Fort Bend County Transit
Russ Frank, METRO
Mary Fay, METRO
Travis Madison, TxDOT
Kari Hackett, Lydia Abebe, Katrina Bayer, H-GAC