

**2017 SENATE TRANSPORTATION**

**SCR 4005**

# 2017 SENATE STANDING COMMITTEE MINUTES

Transportation Committee  
Lewis and Clark Room, State Capitol

SCR 4005  
1/12/2017  
26838

- Subcommittee  
 Conference Committee

Committee Clerk Signature

*Mary Munder*

## Explanation or reason for introduction of bill/resolution:

Management to study the state's public transportation funding for individuals with disabilities.

Minutes:

Attachment #1

**Chairman Laffen:** Opened the hearing on SCR 4005.

**Senator Oley Larsen:** See Attachment #1 for testimony in favor. Souris Basin Transportation is the one in Minot for disabled riders and other cities across the state. We are starting to access taxi cabs to see if they couldn't help out also. In Minot if you have 5 or more taxi cabs you have to have one for wheel chair access. It passed and is working out great.

**Senator Nelson:** We do have public transportation for this. Cabs tend to be private. Do you want it for public and private?

**Senator Larsen:** Yes. We need to make it easier for motorized wheelchairs to get around the city.

**Senator Rust:** The way I am reading this, the bill is for the public, not public transportation.

**Senator Larsen:** Yes, it is for the public to use. Cabs or other means. I did find out that if a cab does take a handicapped person to a clinic or doctor's appointment they will get reimbursed for that fare.

**Chairman Laffen:** Any other testimony in favor of SCR 4005?

**Senator Larsen:** Scott Burlingame will be coming to testify on the attachment I handed out. The roads were just too bad for him to get here.

**Senator Laffen:** Any Opposition to SCR 4005?

**Chairman Laffen:** We are going to close the hearing for today and will find a time to work with Senator Larsen and the people absent from today's hearing.

**Senator Nelson:** There are handicapped vans that people can access to get to appointments, but if there is a group then they have to wait for the whole group. There is a lot going on, just not communicated well.

**Chairman Laffen:** Yes, it might be a fine line to work with the smaller towns to get it implemented compared to the bigger cities already using it, but it is just a study and not suggesting any action. Any other questions? If not, we are adjourned for the morning.

# 2017 SENATE STANDING COMMITTEE MINUTES

Transportation Committee  
Lewis and Clark Room, State Capitol

SCR 4005  
1/19/2017  
27125

- Subcommittee  
 Conference Committee

Committee Clerk Signature

*Mary Munder*

## Explanation or reason for introduction of bill/resolution:

A concurrent resolution urging the Legislative Management to study the state's public transportation funding for individuals with disabilities.

Minutes:

No Attachments.

**Chairman Laffen:** Called hearing of SCR 4005 to order.

**Senator Ole Larsen:** Introduced Brandon Rowenhorst, who was instrumental in making sure that taxi cab drivers in Minot, if they have over five cabs, have to be able to get him to and from off the vine.

**Brandon Rowenhorst from Rowenhorst Law P.C.:** When we look at disabled transit systems and disabled services in general, under ADA and under federal laws it calls for reasonable accommodations, and people, as in my situation, get confused between reasonable versus perfect accommodations. What you typically run into, for example in the city of Minot, you had disabled transit systems but they run under limited conditions and limited hours. In the case in Minot, they started services at 7:30 in the morning and ran until 8 or 9 in the evening, depending upon how busy they were, but they would not go beyond that. However, the city would still license cab companies and they were free to operate 24 hours a day for any individual. During the evening if you wanted to go to a late night movie or go to the state fair or a tree lighting ceremony you could not use disabled transit because they would not be able to pick you up, but yet non-disabled individuals could. Basically they could argue that they were running but after they were shut down there was nothing for the disabled. Sioux Falls, which is where I am from, is having such a problem with transit that they are now making disabled people have to be so far away from a bus stop before they can use a disabled service, and I am about to challenge that because we all know with this lovely weather we are having, is it really safe for individuals to ride in the street if the sidewalk is not clear.

**Chairman Laffen:** Brandon if I could just ask a question. Disabled transit that you are talking about, is that city run in these towns?

**Brandon Rowenhorst:** Yes. Most of them have paid for individual management companies to run them. Some of them do tie them in with the transit authority directly itself. A good example to follow is St. Cloud, MN. They tied it directly in their transit system rather than contract out an independent manager. I see some benefits to that as it allows for quicker response time. Typically, in St. Cloud all you have to do is call an hour in advance. Under the model that St. Cloud is using and Minot was also until my ordinance, if you had to schedule a ride, you had to schedule 24 hours in advance. There is only one exception to that and that is medical appointments. You have a drop off at your appointment, and as Doctors typically do if they run behind, they wouldn't abandon you there but you go on what is called a call back status, whenever they have an opening during the day they would come pick you up. That sometimes meant you would sit and wait for hours. How many busy people can schedule rides 24 hours in advance? On Fridays you would have to schedule any rides for Monday. Now you're talking 72 hours. Another example is, when you are coming in on a plane and it lands in the evening, how are you supposed to get home? I went to Law school and did my trial techniques with a judge that held night classes after the class. I forced the University there to get a shuttle as I had no way to get to and from the class. This is where I have spent a large part of my life trying to help disabled with services, because I do strongly believe we have to find a middle ground and you can't be so one-sided. You have to acknowledge the opposition. In Minot the transit system gets their vehicles paid for by the federal government through federal subsidies. And the federal government pays for those conversions, which is nice as you can do a manual conversion or an electronic conversion if you want to get a little fancier. Those conversions can weigh in from a few thousand dollars to ten thousand dollars or more. Senator Larsen found out all the arguments against this. I had multiple hearings on this and heard, oh we can't afford this, this is cracking down on business, conversions cost too much, you can't force us; I said that's not true. The federal government already pays for the conversions, then because they are paid for by the government, you can't sell them for profit but eventually you have to replace them for public safety reasons, on so much mileage. What Minot typically does for a passenger vehicle, that holds less than 8 people, they put it out for public auction at about 75,000 miles. When you're putting a bus that holds more than 8 people up for auction, it is about 150,000 miles. A lot of those vehicles went between \$3000. to \$6000. And that included everything. High mileage isn't the greatest but they are functional. After the ordinance got passed we gave Minot 8 months to prepare for it.

**Chairman Laffen:** Brandon can you back up and tell us what happened in Minot? What did you have, what did you change, how are you operating now.

**Brandon Rowenhorst:** Our system is called Basin transit. Before you had to schedule your rides 24 hours in advance and they had to be scheduled by 2:00. Now some of the drivers have retired so they only have so many routes. They need to make more routes.

**Chairman Laffen:** So is this a bus service?

**Brandon Rowenhorst:** You have the city buses and this is independent and parrell from the city buses. It's all part of the transit system but it is one that allows anybody that qualifies with a disability to ride it. What makes it distinguished from city buses is if you get on this system, because they are federally funded, they limit the cost per rider. It is \$2.50 per way. That is

the big difference between public fare and that system. You have to meet the medical qualifications to get on which is the ADA 3-part test.

**Chairman Laffen:** This is different than a regular city bus. Does Minot have a city bus system and can you ride on them?

**Brandon Rowenhorst:** Yes, and yes you can but with the transit you have door to door service which is good with all the snow we have had this winter. The public buses do not provide this service and you have to get to the bus stops. It is only a matter of time before someone gets injured riding in the streets because of uncleared sidewalks.

**Chairman Laffen:** So Minot has a separate vehicle that you can dial ahead of time, 24 hours ahead of time. The issue is that ours won't work.

**Brandon Rowenhorst:** Yes. That is the biggest part because it doesn't meet the reasonable commendation standards of federal law and it didn't because reasonable commendation in its simplest form says that there has to be some alternative. During the night hours there was no alternative at all. You could not go to any evening attraction.

**Chairman Laffen:** Was that the same for everyone then? Did the city bus system shut down at that time or was it just the vehicle that you needed?

**Brandon Rowenhorst:** I don't know what the bus system hours were but they were limited too. That would not solve the problem anyway as the bus service does not do door to door service and typically when you deal with disabled riders you will have medical issues. You may not have wheelchairs like myself but you will have mobility problems. You don't want to put them out a mile or two from where they have to go. Since you are allowing the businesses to get a disabled operating license, they can run 24 hours a day and it is public access to everybody. The old disability law said in access to cabs they got a partial exemption to the extent that they could not charge extra for picking up a disabled rider and what that meant was if you're in a wheelchair the driver had to provide assistance in folding up your chair and helping you get in the vehicle and you could not charge for that extra work to transfer as then you were taking advantage of the situation. My point on this is that technology has advanced and we want to encourage independence to people who belong in society. Why would you have an employee picking up wheelchairs and risking them getting injured or if they would break the chair.

**Chairman Laffen:** So Brandon, you were able to make the change in Minot and it did something to the cab companies and what did you change.

**Brandon Rowenhorst:** Any cab company that was licensed to the city, regardless of size, had to have one vehicle at all times that was available for power chair access. I said power chair because of the weight component. There is a big difference between a regular wheelchair and a power chair and you will need the ramp to get it loaded. There is also no proof in the cab companies that at all times all the cabs are fully loaded for each ride and the power chair takes up only two spots. So there would be no economic detriment to the cab company as they can't prove that. My biggest complaint right now is that even after the 8 month grace period for the cabs to come into compliance, I ended up getting stranded at my

office one night. I had called 4 cab companies and not one had a trained personnel on duty. Cab drivers have to be trained for tie downs.

**Chairman Laffen:** So Brandon, it got passed in Minot?

**Brandon Rowenhorst:** Yes.

**Chairman Laffen:** Now the cabs have a vehicle? How many cab companies are there in Minot?

**Brandon Rowenhorst:** When I started this there were 8 or 9 and now I think they are down to 5 or 6. One of the things I think the record should reflect is with some of the cab companies doing some creative maneuvering, the city had passed an ordinance limiting the number of cabs for a company that could be at the airport. So what the bigger cab companies did was break apart and registered under their own taxi corporations so they could park another vehicle there. It was the same people but it was another way around the ordinance.

**Chairman Laffen:** So there are 4 or 5 companies in Minot and did they all go and get a vehicle to comply with this?

**Brandon Rowenhorst:** I have been working with Chief Olson on this and there are two places where you can rent for handicapped. My big concern is the training of personnel weather you are off duty or not. When we held the training sessions 10 signed up and 1 showed up because they hadn't even considered it. It was slightly hurtful because as we all get older we are going to need those services and I am willing to help out anywhere I can so these people can learn this stuff.

**Chairman Laffen:** Have any of the cabs talked about pooling together and having one vehicle handle that for everybody.

**Brandon Rowenhorst:** I want more flexibility than that because the waiting time will increase if we just have one Cab handle all of it. I am already running into trouble in Minot as they don't want to run a vehicle without a direct call for it. I have had to wait up to 2 hours waiting for a cab after calling. I called for a cab 6 hours in advance and still had to wait 45 minutes past my scheduled pick up time.

**Chairman Laffen:** So what happens when cabs are gone?

**Brandon Rowenhorst:** Uber wants to move in but there have been insurance nightmares and how do you know what kind of a car are you getting into without some background checks done.

**Chairman Laffen:** So the bill, SCR 4005, asks for the state study it's funding for transportation systems. That's all it does and then we report back to the next session. Obviously you would be in favor of having that done.

**Brandon Rowenhorst:** I think you will find that it will work because of two reasons, 1. Minot was my example because I dealt directly with it. 2. It is only being done here in Bismarck

because the city has a contract with our cab company already here. It's already being done in Grand Forks. Fargo right now does not have it and I want it bad but we are going around there. If it is already in part of the cities there is a way to make it functional and compliant so why not just bring everybody on board? We are all citizens of the state and of the country and numerous studies have shown that dealing with the elderly, people with a medical impairment, and the disabled is a large workforce.

**Senator Laffen:** So if you were king for the day what would you want the state to do?

I have my own business and people often tell me I should sit home and collect the benefits. Why would I want to do that? I don't want to just sit home. I want to contribute and do something with my life. That's why I have gone on to law school, graduate school and would like to get a whole bunch more degrees that I can decorate my walls with. People often get fearful when they have to accommodate costs but I tell them the cost is not the concern and look at the creative thinking because one of the biggest concerns with the ADA when it first passed was cost. When you start looking around a lot of the costs are under \$1000. if that on several things. What you really need is creative thinking in trying to find a solution that is effective for everyone. That is what it requires. I try to help people like you look at the options.

**Chairman Laffen:** Any questions for Brandon? None. We will close the hearing on SCR 4005 and discuss it further next week.

# 2017 SENATE STANDING COMMITTEE MINUTES

Transportation Committee  
Lewis and Clark Room, State Capitol

SCR 4005  
2/9/17  
28107

- Subcommittee  
 Conference Committee

Committee Clerk Signature

*Mary Thundt*

## Explanation or reason for introduction of bill/resolution:

A concurrent resolution urging the Legislative Management to study the state's public transportation funding for individuals with disabilities.

Minutes:

Attachment #1

**Chairman Laffen:** Called hearing SCR 4005 to order. Attachment #1. This bill is asking for a study of the state's public transportation funding for individuals with disabilities. Most of the testimony we heard was about Minot and as I understand it, Minot has taxi cab companies, none of them provided service after hours. The public transportation was providing rides from 8-5 or close to that. After that the disabled had no way to get around. It got resolved with City Council action. What this study is asking us to do is for the state to study this issue broadly across the whole state. I have no issue with the service but I am struggling with getting the state involved. I think it got handled correctly in Minot, with the City Council being the local governing body that would deal with this.

**Senator Nelson:** I am reading this a little differently. He is asking them to study the state's funding and there is no funding. There is local funding. Putting a study in doesn't guarantee they will choose it anyway. It doesn't do any harm to pass this bill but I don't see what good it is going to do.

**Chairman Laffen:** That's kind of where I am at, too. You are correct, it is just a study.

**Senator Clemens:** The beginning of the bill makes it look like we do have state funding.

**Senator Casper:** Looking it up, it seems like there is a mechanism in place for funding. The DOT has a 48-page Transit study from 2015.

**Chairman Laffen:** Brady can you make a copy of that for us and we can read it. Thank you. We will read this and have counties come talk to us about it. Closed the hearing on SCR 4005.

**Chairman Laffen:** The only other Senate bill we have left to discuss is the mud flap bill. SB 2341. Discussion followed (10:55) through (14:20) making points on the debris on flat trailers,

which should be swept off, debris on the edges of the trailer, flying debris when the trucks drive over the bridge, Etc. Senator Casper and Campbell are opposed to this bill stating the tarps won't cover the debris flying around, and sometimes the tarps are not large enough to cover the whole load.

**Chairman Laffen:** Back to SCR 4005.

**Terry Traynor, Association of Counties:** On the SCR 4005, the Highway Distribution Fund has five recipients that 66% goes to the highway department and there are counties, townships, and then transportation that takes care of transit where the money goes to the transit authorities around the state.

**Chairman Laffen:** So there is money going to those transportations.

**Terry Traynor:** There is also a federal highway bill that through the highway department of transportation where the money is allocated out to those groups. DOT could tell you how it is divided out. Also, in addition, there is some support coming from the senior groups around the state.

**Chairman Laffen:** The bill originally came from the Minot where they have solved it. But this bill says we are to look at the funding to see if this is an issue.

**Aaron Birst, Association of Counties:** In the past they were thinking of changing out the percentage but nothing has been agreed upon.

**Chairman Laffen:** We just didn't know if there was any money going into the funding of this and you have filled us in on that. Thank you.

**Senator Casper:** I don't see myself supporting this but it will be very helpful for someone to get on the floor and carry a do not pass on this bill and to say; one, we don't need a study, we've already done that, two, we do have a system for the funding in place right now and three if the Senator who brought this legislation wants to change the funding, he should have brought a bill to put more money in it.

**Chairman Laffen:** Let's get the study and we will work on this another time. Discussion closed.

# 2017 SENATE STANDING COMMITTEE MINUTES

Transportation Committee  
Lewis and Clark Room, State Capitol

SCR 4005  
2/10/2017  
28209

- Subcommittee  
 Conference Committee

Committee Clerk Signature

*Mary Meender*

## Explanation or reason for introduction of bill/resolution:

A concurrent resolution urging the Legislative Management to study the state's public transportation funding for individuals with disabilities.

Minutes:

**Chairman Laffen:** Opened the discussion on SCR 4005. Explained the bill to Steve Salwei and asked how often do they do a study, as we have one from 2015 and one from 2016, so we are interested in the kind of studies you have ongoing for this.

**Steve Salwei, Director of Transportation Programs for the Department of Transportation:** The study you are referring to was actually a part of HB 1012 from the 64<sup>th</sup> Legislative Assembly. It had required that the DOT study the transportation and report back to Legislative Management. Basically what they were looking for was funding for public transportation providers across the state. We compiled all the information that we already have and presented it to Legislative Management. We don't always do a study, prior to that we did a mead study that we had Upper Great Plains Institute do for us to determine the needs of the transportation providers. Part of the study we did this past season does include some of the information you were looking for in SCR 4005. I do have some questions as to clarity as to what you would be looking for exactly for this Resolution. Are you looking at the public transportation or are you looking at the private providers? We only have the public transportation information for the elderly and disabled.

**Chairman Laffen:** I can fill you in on where the bill came from. A Senator from Minot or in that area turned it in. There was public transportation and they have accessible vehicles and operate between 7-7 or something like that, but after hours there are taxi cabs, the disabled have no way of getting around as the cabs do not provide for disabled. Minot fixed it, passing some sort of an ordinance, that said thou shalt meet the disability rule and the taxi cab companies are now getting vehicles to handle that. So he thought we should study this for state wide and we are struggling with what we can do, what is our role in this issue?

**Steve:** After doing some research, the one thing public transportation doesn't do and I don't believe they can afford to do is a 24/7 ridership. Right now they are strapped for funds and a 24/7 would strap them even more. I know in Minot they did run into some issues with that,

because you have to meet the ADA requirements, meaning that you not only need the vehicle you also need the driver to be trained in operating the equipment. I believe they ended up having a call in the evening and the vehicle was available but they had no driver available that evening that was trained, so therefore they weren't able to provide the ride in a timely matter. I am sure the taxi cabs are in the same situation and I don't know if there is a regulation out there that requires them to have accessible vehicles at all times. My concern with how this is written is I don't know how we would find that information from the private companies. We need to find out the needs of the community.

**Senator Casper:** The heart of the issue is we have studied, specifically, public transportation for the disabled people? Can you provide me with specifics, this is the ridership we have and this is the ridership we need?

**Steve Salwei:** We have done needs studies as far as financial wise. I don't know if we have gone down into the ADA needs to address the concern. We assume we are taking care of the needs during the core working hours but beyond those hours I don't know if we have studied for ADA needs.

**Senator Casper:** Do you have any information on what is available in the private sector and what they are required to do and whether or not if they are complying with that? What we decide here as a committee is the issue that someone has to be looking at this and determining whether or not the communities are complying with that.

**Steve Salwei:** I don't know if all communities have an ordinance that the private cab companies have to have ADA vehicles. Minot took it one step further and implemented it to require their cab companies to provide at least one ADA vehicle 24/7 if they had a fleet of five or more. If you receive any federal aid you will comply with the ADA requirements. Unfortunately, there is no federal aid coming to the private companies, therefore I don't know if they are bound to the same ADA requirements. The thing that comes to my mind is Uber. It's not being used widely across the state but it is being used in the Fargo Metro area. I don't know if there are any requirements that requires them to have ADA vehicles

**Senator Clemens:** The regulation is only asking for a study of public transportation; it is not asking for a study for private transportation. In my opinion we just decide if the last study done in the last session would be sufficient and I don't think we need to go into the private as the resolution is only asking for a public study.

**Chairman Laffen:** We have public transportation systems around the state and they are publically funded. Do most of those public transportation vehicles have accessibility to disabled?

**Steve Salwei:** Yes, they all have at least one accessible vehicle to accommodate the disabled.

**Chairman Laffen:** So from a public transportation side, the only thing we could affect is if we could find more money and have them operate longer.

**Senator Nelson:** Aren't a number of these run by Social Services in different counties?

**Steve Salwei:** A lot of the transit providers in the state are non-profits. They qualify for the state and federal aid, pieces of it, because they are the non-profit and they are providing transportation for the general public. If they want to receive state and federal aid they have to work through our department and they have to follow all the federal and state rules and regulations. If they so choose not to take state or federal aid, they don't deal with us and are on their own, like a private cab company so to speak.

**Senator Nelson:** Do the people that drive these smaller vehicles need a special driver's license. No Just the regular license.

**Chairman Laffen:** Any other questions? None. Thank you. Committee any thoughts? I am personally having a struggle as to understand what we could accomplish by studying this. There are a lot of the public transports out there and they do provide accessibility for the disabled and I think the issue we are hearing is that they are not open 24/7. So then it defaults to taxi cabs and we don't regulate them. Where to go?

**Senator Casper:** After a cursory view of the reports and the discussion with the Department of Transportation today, my thinking is that the resolution of the issue is that there should have been a bill introduced to the Legislature to increase the money so they could increase the hours of public transportation. Legislation should have been brought to do a study regarding whether the state should play a role in regulating our cab companies around the state and the services they should provide. I think this is the study they are asking for.

**Senator Nelson:** Every county has a transportation system and seems to me if they were to get a memo saying, if they had handicapped they should be able to accommodate them, it would be enough.

**Chairman Laffen:** I agree. I think the real issue here is the hours.

**Senator Nelson: Motion for a Do Not Pass.**

**Senator Casper: Seconded.**

**Chairman Laffen:** Any other discussion?

**Senator Clemens:** We have an extensive study here already so I don't see the need for another one.

**Chairman Laffen:** Any other comments? Discussion done.

**Roll Call taken. Yeas-5, Nays-0, Absent-1.**

**Chairman Laffen: Motion passes 5 to 0. Senator Casper will carry the bill. Thank you!**

Date: 2/10/17  
Roll Call Vote #: 1

**2017 SENATE STANDING COMMITTEE  
ROLL CALL VOTES**  
**BILL/RESOLUTION NO. "Enter Bill/Resolution No." SCR 4005**

Senate Transportation Committee

Subcommittee

Amendment LC# or Description:

Recommendation:	<input type="checkbox"/> Adopt Amendment <input type="checkbox"/> Do Pass <input checked="" type="checkbox"/> Do Not Pass <input type="checkbox"/> As Amended <input type="checkbox"/> Place on Consent Calendar <input type="checkbox"/> Reconsider	<input type="checkbox"/> Without Committee Recommendation <input type="checkbox"/> Rerrefer to Appropriations
Other Actions:	<input type="checkbox"/> _____	

Motion Made By Nelson Seconded By Casper

Total (Yes) 5 No 0

Absent  |

Floor Assignment Senator Casper

If the vote is on an amendment, briefly indicate intent:

**REPORT OF STANDING COMMITTEE**

**SCR 4005: Transportation Committee (Sen. Laffen, Chairman)** recommends **DO NOT PASS** (5 YEAS, 0 NAYS, 1 ABSENT AND NOT VOTING). SCR 4005 was placed on the Eleventh order on the calendar.

**2017 TESTIMONY**

**SCR 4005**

## Testimony

### Senate Concurrent Resolution No. 4005

### Study on Transportation Funding for Individuals with Disabilities

Senator Lonnie J. Laffen, (Chairman)

January 12, 2017

Chairman Laffen and members of the Transportation committee. My name is Scott Burlingame, and I am the Executive Director of Independence, Inc. in Minot.

Independence, Inc. is a disability rights organization. Our mission is to advocate for the freedom of choice for people with disabilities to live independently through the removal of all barriers.

Independence, Inc. supports efforts to increase transportation options for people with disabilities. This has traditionally included efforts to expand transit service areas and routes. We believe that transportation, along with housing and employment, are the keys to people with disabilities becoming active parts of our communities, and leaving a life of poverty, pity and dependence behind.

Over the past few years, we have worked a lot with local advocates, taxi providers and the City of Minot to find a way to improve the availability of accessible transportation services. The primary reason we formed our group was because the options at that time did not work. The hours were too limited for the fixed route system, and the curb to curb service required a 24 hour notice and, as a result of staffing shortages was consistently stopping services early.

The end result of our efforts was on November, 2<sup>nd</sup> 2015, Minot's City Council passed ordinance requiring every cab company to have at least one vehicle be accessible for a passenger who uses a power wheelchair. Though we are still working out some of the kinks in the system, the people in Minot are now able to request an accessible taxi by calling the local taxi company of their choice and paying the same fare as everybody else.

I am not here to tell you if the Minot ordinance is the exact answer in every community in North Dakota. However, I do think it can be used as an example of changing the way we think about providing transportation for people with disabilities.

Yesterday I spoke with a friend of mine who is very tuned into national transportation priorities. He feels the incoming Trump administration will be providing states with increased flexibility in how they spend federal transportation money. If this happens, my hope is that we can use that new flexibility to change how we do things. For example, I

talked to a transportation provider who told me he provided rides to people to and from Medical appointments. He said his rides have to be scheduled 24 hours in advance, and people have to plan their pick up and leave time within a ½ hour. If they are late for pick up, they can be penalized for it, and possibly lose the right to ride.

If they are given a prescription at the appointment, they need to schedule another ride, 24 hrs later.

There is a huge cost to this, both to the taxpayers who end up funding two trips, and to the person, who ends up blocking off a big part of two days for transportation. Not to mention he cannot start his meds for at least 24 hrs.

Calling a taxicab would be so much easier.

My hope is that by conducting this study, we can identify the barriers to accessible taxi cab service across the state, and seek out ways we can be more creative in spending our limited public transportation dollars.

We know people with disabilities need rides, and we know Taxi companies need fares. I hope this study can find a way to help both groups out.

I would be glad to answer any questions you may have.

**CHAPTER 39-04.2  
PUBLIC TRANSPORTATION**

Attachment #1 pg 1  
SCR 4005 2/9/17

**39-04.2-01. Definitions.**

In this chapter, unless the context or subject matter otherwise requires:

1. "Public transportation" means the vehicular transportation of persons from place to place within this state, but does not include the provision of transportation facilities otherwise provided by public funds, such as roads, streets, highways, bridges, lighting equipment, or signs.
2. "Ridership" means a one-way trip provided to any one person in a motorized vehicle designed to carry eight or more persons in an enclosed area with separate seating for each person.
3. "Transportation provider" means a political subdivision, tribal agency, or any nonprofit corporation that provides transportation to the public, especially to elderly and handicapped citizens.

**39-04.2-02. Public transportation fund - Administration of the fund.**

The director shall administer the public transportation fund. Payments disbursed under this chapter must be paid from moneys deposited in the fund. The expenses arising from administration of the fund must be paid from the fund within the limits of legislative appropriations.

**39-04.2-03. Additional registration fee - Deposit in fund.**

Repealed by S.L. 2009, ch. 40, § 26.

**39-04.2-04. Distribution of funds - Continuing appropriation.**

1. Moneys in the public transportation fund must be disbursed under guidelines issued by the director. The funds must be used by transportation providers to establish and maintain public transportation, especially for the elderly and handicapped, and may be used to contract to provide public transportation, as matching funds to procure money from other sources for public transportation and for other expenditures authorized by the director. Moneys in the public transportation fund are appropriated to the department of transportation on a continuing basis for distributions authorized under this section.
2. Each county shall receive a base amount of four-tenths of one percent of the appropriation for the program plus one dollar and fifty cents per capita of population in the county, based upon the latest regular or special official federal census. Each year the director shall increase or decrease the one dollar and fifty cents per capita amount in order to distribute all funds appropriated for the biennium. If there are multiple transportation providers in one county, then the base amount must be divided equally among the providers and the additional per capita amount must be based upon the percentage of elderly and handicapped ridership provided by each transportation provider within the county. Funds not expended by a county during a contract period, or previous contract periods, may be redistributed under guidelines established by the director. In addition, unexpended funds may also be used by the director for transit coordination purposes.



# State Management Plan For Public Transportation

Prepared by

North Dakota Department of Transportation

Local Government Division, Transit Section

In Cooperation with

The U.S. Department of Transportation

Federal Transit Administration

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Jack Dalrymple  
Governor

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Director

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## INTRODUCTION

The North Dakota Transit State Management Plan (SMP) is a document which describes the state policies and procedures for administering the Federal Transit Administration's (FTA) Section 5311 program of transit assistance for rural areas, Section 5311(f) intercity bus program, Rural Transit Assistance Program (RTAP), Section 5310 capital assistance program for Enhanced Mobility of Seniors and Persons with Disabilities and Section 5339, Bus and Bus Facilities Program.

In addition, this document explains in detail the various transit funding programs available in North Dakota and will also serve as an information source for disseminating transit information to the general public and all other interested parties.

This Transit State Management Plan explains the policies and procedures used by the North Dakota Department of Transportation (hereafter referred to as NDDOT) in administering the various federal and state transit program funds available for supporting and improving public transit services in North Dakota.

It should be noted that the state transit program guidelines and regulations contained herein closely parallel the Federal Transit Administration's (FTA) program guidelines and regulations with some variations to provide for state policies and procedures pursuant to North Dakota transit goals and objectives. State requirements in the SMP may be more restrictive, but not less restrictive than Federal requirements. FTA regulations can be found at FTA's website at [www.fta.gov](http://www.fta.gov), for more specific information click on "legislation, regulations and guidance" or "Grants and Financing."

Re-evaluation of policies will be considered on an ongoing basis. If you have comments or a request for revision, please forward it to the NDDOT Transit staff. The SMP is intended to facilitate both state management and FTA oversight by documenting the state's procedures and policies for administering these programs in a single reference.

NDDOT is issuing its revised SMP for the programs listed below in a single document. NDDOT administers the following FTA grant programs with "older" funding appropriated under P.L 111-68 Safe, Accountable and Flexible Efficient Transportation Equity Act: a Legacy for Users (SAFETEA-LU) as well as any cross cutting requirements under P.L 112-141, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21):

- Capital Assistance for the Elderly persons and Persons with Disability (49 USC 5310) – provides funding to states for the purpose of assisting non-profits and others in meeting the transportation needs of the elderly persons and persons with disabilities;
- Formula Grant for Rural Areas (49 USC 5311) – provides funding to states for the purpose of supporting transportation in rural areas with a population of less than 50,000;
- Formula Grant (49 USC 5339) – provides capital funding to address capital replacement challenges for both rural and small urban areas.

## **PROGRAM GOALS**

The goal of the state transit programs (both federal and state funding programs) is to provide a safe, efficient, environmentally sound and fiscally responsible transportation system that promotes economic growth and enhances the quality of life in North Dakota. By increasing the mobility of the transportation disadvantaged persons and the general population in all areas and localities of North Dakota, access to health care, shopping, education, recreation, public services and employment is increased. This will be accomplished by establishing and supporting public and special needs transportation systems wherever needed and appropriate throughout the state.

## **PROGRAM OBJECTIVES**

The NDDOT objectives are consistent with the FTA program goals. The FTA program goals and objectives of the individual programs are to continue growth in all areas of North Dakota by utilizing the available federal and state funding programs to:

- Provide operating funds to support and maintain existing transit services and also assist in establishing new services, so that transportation disadvantaged persons and the general population in all areas of the state will have access to at least a minimum level of public or special needs transportation services;
- Provide capital funds to the existing public as well as special needs transportation systems to upgrade their buses and related transit equipment to ensure the continued viability of these systems and the transit services they provide;
- Provide grant funds to maintain and promote coordination of transportation systems and services in the state;
- Provide technical assistance to existing, special needs and new public transportation systems to increase the effectiveness and efficiency of their transit services;
- Work with all state agencies involved in providing transportation services to coordinate state and federal transportation programs.

## **ROLES AND RESPONSIBILITIES**

In 1975, when the first annual apportionment of federal transit funds became available to the state of North Dakota under the FTA Section 5310 Program (Transportation Assistance for the elderly persons and persons with disability), the Governor of North Dakota designated the State Department of Transportation to administer all other federal transit programs in North Dakota funded under the Urban Mass Transportation Assistance Act of 1964, as amended. Reaffirmation of this designation for the Section 5310 program was made on January 28, 1985.

In 1979, when the Section 5311 Rural Transit Assistance Program was implemented by FTA, the Governor once again designated the State Department of Transportation to administer this program.

The designation of Rural Transit Assistance Program was dated January 5, 1979. Documentation of these designations is on file with the FTA Region VIII office.

Specifically, the NDDOT Transit is responsible for:

- Developing all administrative procedures, processing all financial documents for reimbursement of operative deficits and maintaining local financial accountability through standard audit practices;
- Monitoring the expenditures of funds in all contracts that have been awarded to the providers;
- Managing subrecipient selection process, notifying eligible subrecipients of the availability of programs, developing selection criteria, soliciting applications, reviewing and recommending projects for approval by NDDOT Management as part of a committee
- Managing grant agreements, amending grant agreements, developing and executing grant agreements with eligible subrecipients;
- Managing data, collecting financial reports, operating statistics and vehicle data, maintaining databases, monitoring and evaluating transit system performance;
- Managing federal grants, program of projects, reporting and grant closeouts;
- Monitoring subrecipient compliance with federal requirements;
- Engaging in planning and research activities, transit plans and studies;
- Providing technical assistance, training and workshops for subrecipients;
- Submitting an annual report to the National Transit Database that contains the information required to be stated in all Section 5311 transit programs in North Dakota;
- Submitting a Federal Financial Report, final budget and final Program of Projects through the FTA system, within 30 days of final expenditure of all funds in a federal grant;
- Compliance reviews and site visits (facility and vehicle inspections) to those transit providers in North Dakota that receive FTA Section 5310 and/or 5311 funding for their programs. If the transit staff finds that a transit provider is non-compliant, the staff may implement more frequent reviews.

Other divisions who assist the Transit section are;

- Finance Division – assists in grant management, subrecipient requested payments, Milestone Progress Report (MPR's), Federal Financial Reports (FFR's), etc.;
- Civil Rights Division – assists with Title VI, Limited English Proficiency (LEP), and Disadvantaged Business Enterprise (DBE);
- Communication Division – assists with press releases, advertisement, and other public communications
- Programming Division – assists with STIP and TIP programs.

## **PROGRAM YEAR**

The program year for Section 5310, 5311, 5339 and State Aid funding is the North Dakota state fiscal year (July 1 to June 30). The grant funds are available to the local transit providers from July 1st of the current year until June 30th of the following year. All grant applicants are due April 1<sup>st</sup> of each calendar year.

Section 5310 includes capital and operating funding, Section 5339 is capital funding only, and Section 5311 includes capital, operating and administration funding.

## **APPLICATION REVIEW AND APPROVAL SCHEDULE**

The State's annual announcements shall provide a schedule of dates for application submittals and review by NDDOT's Grant committee.

The general application review and approval schedule for applications are:

April	Receipt of all applications;
April/May	Proposals reviewed by NDDOT's grant committee;
May	Grant Committee recommendations are submitted to Director of Office of Transportation Programs for review; approved by Deputy Director
June	Contract preparation and notification.

## **NORTH DAKOTA STATE AID FOR PUBLIC TRANSIT PROGRAM**

In 1989, the North Dakota State Legislature enacted House Bill 1337 which initiated State Aid Funding for Public Transit in North Dakota. This state legislation established a State Public Transportation Fund to provide transportation aid payments to political subdivisions and nonprofit transit providers in each county for the purpose of establishing and supporting public transit services. The State Aid for Public Transit program is listed in the North Dakota Century Code (NDOC) in Section 39-04.2-04.

In 2009, Senate Bill 2012 established a new formula for the public transportation fund and authorized the Director of the State Department of Transportation to administer this program. The Department of Transportation will disburse the funds according to specific guidelines established by the legislation. The funds must be used by transportation providers to establish and maintain public transportation, especially for the elderly persons and persons with disability. Funds may be used to contract public transportation as matching funds in order to procure money from other sources for public transportation and for other expenditures authorized by the Director.

Recipients for State Aid funding must comply with the same regulations as required for Section 5311 funding.

## **PLANNING ASSISTANCE**

Sections 5303 Metropolitan Planning and 5304 Statewide Planning Funds and Research grant funds are provided to the urbanized areas of the state for various transit related planning activities.

## **FTA SECTION 5303 AND FTA SECTION 5304 – STATEWIDE PLANNING AND METROPOLITAN PLANNING**

Section 5304 is a companion program to the Section 5303 program and provides an annual apportionment of federal transit planning funds to North Dakota for a variety of statewide planning activities. The state can use these funds for a variety of transit related purposes such as planning, technical studies and assistance, demonstrations, management training and cooperative research. Currently, these funds are combined with the Section 5303 funds and disbursed to the urbanized areas in the state for metropolitan planning activities.

Funding for rural transit studies is generally funded with FHWA State Planning and Research funds (SPR). Requests for planning needs can be made to the NDDOT, Local Government Division at any time.

Section 5304 funds shifted to the metropolitan areas are rolled into the Consolidated Planning Grant. The combining of FTA and FHWA planning funds allows flexibility in transportation, urban street and highway planning activities. Budget tracking and cost billing are also greatly simplified. Section 5304 and Section 5303 funds are distributed to the three MPOs by means of a distribution formula developed by the MPOs.

Two of North Dakota's urbanized areas (Fargo-West Fargo, and Grand Forks/East Grand Forks) are located at the North Dakota state line with Minnesota and have neighboring state line cities of Moorhead, Minnesota and East Grand Forks, Minnesota respectively. Minnesota planning funds allocated annually to these two Minnesota cities by FTA and FHWA are also pooled into the CPG to facilitate administration of these funds to these state line urbanized areas. The NDDOT is the lead agency and administers the combined CPG funds for both state line urbanized areas.

The MPOs

submit invoices for reimbursement monthly to NDDOT, Local Government Division.

## FTA SECTION 5307 – URBANIZED AREA FORMULA PROGRAM

The section 5307 Urbanized Area Formula Program, was initiated by the Congressional passage of the 1974 Urban Mass Transportation Administration (UMTA) Act and subsequent federal transit legislation. This program provides federal funds to the Governors for transit capital, operating and planning assistance to urbanized areas having populations between 50,000 and 200,000 as designated by the U.S Department of Commerce, Bureau of the Census. This program provides an annual apportionment of federal transit funds for North Dakota to support and improve public transit services in urbanized areas. The funds (which can be expended for capital, operating, administration and planning needs) are administered directly by FTA Region VII and are made available to North Dakota's three urbanized areas of Bismarck-Mandan, Fargo-West Fargo and Grand Forks.

NDDOT provides limited oversight of this program. The Department has the option of moving or reassigning the program funds among the three urbanized areas, as well as between the other FTA transit programs. The funds lapse four years after the time of apportionment if not obligated by the urbanized areas within the time frame.

## METROPOLITAN AREA PARTICIPATION

Urban areas larger than 50,000 in population commonly form a Metropolitan Planning Organization (MPO) with Fargo-West Fargo, Bismarck-Mandan and Grand Forks/East Grand Forks fitting this designation. NDDOT has partnered with the MPOs through Memorandums of Understanding. The MPO is the lead agency in transportation planning for their respective area. The MPO solicits reviews and prioritizes transit projects in each area. Projects are then submitted to NDDOT.

Each MPO leads the coordination efforts in their area and all projects must be consistent with the MPOs Long Range Transportation Plan (LRTP), included in their Transportation Improvement Program (TIP) and be contained within the locally derived human services public transportation coordination plan. The MPO also has private sector planning that must be followed within the MPO study area. Changes to each plan must be made thru the appropriate process in each area.

Contact the MPO in your area for further details.

Bismarck/Mandan MPO	Steve Saunders	<a href="mailto:ssaunder@bismarcknd.gov">ssaunder@bismarcknd.gov</a>
Fargo/Moorhead Metro COG	William Christian	<a href="mailto:christian@fmmetrocog.org">christian@fmmetrocog.org</a>
Grand Forks/East Grand Forks MPO	Earl Haugen	<a href="mailto:earl.haugen@theforksmopo.org">earl.haugen@theforksmopo.org</a>

FTA Funding Section Number →	5339	5310	5311
FTA Circular Number →	FTA C9300.1B	FTA C9070.1G	FTA C9040.1F
Eligible Subrecipients			
State and local governments	X	X	X
Public agencies	X		
Private companies engaged in public transportation under governmental organization	X	X	X
Non-profit organizations	X	X	X
Governmental authorities in areas with no non-profit organizations	X	X	X
Native American tribe	X	x	X
Intercity bus service			X

## ELIGIBLE RECIPIENTS

Transportation service shall be for the general public. The geographical boundaries defined in the approved provider application will be the service area. This may include regular or periodic trips into a regional center or urbanized area. Trips into urbanized areas shall not be for the purpose of providing transportation services to persons within the urbanized area.

In order to be reimbursable, service must be open to the public. Service must be advertised as open to the public in all advertising, brochures, websites and posters.

## FTA SECTION 5310 – TRANSPORTATION FOR THE ELDERLY PERSONS AND PERSONS WITH DISABILITIES

Section 5310 program funds may be used for capital and operating expenses in rural and urban areas to support transportation services to meet the special needs of the elderly persons and persons with disabilities. These funds are generally used to purchase vehicles.

Projects selected for funding under Section 5310 must be derived from a locally developed, coordinated public transit/ human services transportation plan. These plans identify the transportation needs of persons with disabilities, elderly persons and people with low incomes and provide strategies for meeting these needs. Eligible subrecipients are private nonprofit organizations, governmental authorities where no non-profit organizations are available to provide service and intercity carriers, provided all federal qualifications are met.

Section 5310 grant funding is available for the year in which it is appropriated plus an additional two years (for a total of three years).

Examples of capital expenses include, but are not limited to:

- Buses and vans;
- Radios and communication equipment;
- Vehicle shelters;
- Wheelchair lifts and restraints;
- Vehicle rehabilitation or overhaul;
- Extended warranties which do not exceed the industry standard;
- Computer hardware and software;
- Initial component installation costs;
- Introduction of new technology into public transportation;
- Transit related intelligent transportation systems (ITSs);
- Supporting new mobility management and coordination.

## STATE COORDINATION AND TECHNICAL ASSISTANCE

SAFETEA-LU requires projects under Section 5310 be derived from a locally developed, coordinated public transit-human services transportation plan for all FTA programs on behalf of underserved populations: Elderly Persons and Persons with Disabilities (Section 5310). The provisions of SAFETEA-LU aim to improve transportation services for persons with disabilities, elderly Americans and individuals with low incomes. The provisions ensure that communities coordinate transportation resources provided through multiple Federal programs.

NDDOT is working together with multiple areas to develop coordinated plans. Plans are to achieve the most cost-effective and efficient documents in delivering high quality transportation service. Each plan for coordinating transportation services will need to be developed to each community's needs, skills and resources. NDDOT will help to provide the tools, support the plan in funding and give guidance throughout the planning stages.

As our population ages and increases in size, changes need to happen in Public and Human Service Transportation to better service the changing community needs. NDDOT is moving forward to coordinate North Dakota's 53 counties so to better serve the communities' transportation needs.

### 4 (Four) Main Points of Plan

- An assessment of available services that identifies current transportation providers;
- An assessment of transportation needs of individuals to be served with the funding sought, that is, persons with disabilities, elderly persons and people with low incomes;
- Strategies, activities and/or projects to address the identified gaps between current services and needs, as well as opportunities to improve efficiencies in service delivery;

- Priorities for implementation based on resources (from multiple program sources), time and feasibility for implementing specific strategies and/or activities.

## Process for Public Involvement

- Identified Stakeholders;
  - Local Officials, Community Based Organizations, Public Transit Providers, State & Local Human Service Agencies, Transportation Consumers and State & Local Transportation Planning Agencies
- Initial Meeting;
  - Date and Other Meeting(s)
- Establish Commitments and Form Partnerships;
  - Formal Agreements among Participants
- Specify Goals, Objectives, Constraints and Priorities;
  - For 5310
- Jointly Identify Client Needs;
  - Elderly Persons, Persons with disability and Persons with low income/welfare recipients
- Identify Transportation Resources (list shared resources);
- Design Detailed Service and Financial Options;
- Select and Recommend a Plan of Action;
- Describe Competitive Selection Process;
- Documented Confirm Agency and Community Commitments;
- Develop Implementation and Funding Plan Selected Alternative;
- Ranking/Funding Criteria Included;
- Project Budget Included;
- Executed Plan Executed Date(s), Signature Page and Board/ Committee;

Through a coordinated planning effort NDDOT has implemented a uniform application and selection process for the Section 5310 program.

Once NDDOT receives the coordinated plan and application they are reviewed for compliance with NDDOT/FTA rules and regulations. After the review process is complete, the committee ranks all plans and applications. The committee will look at past performance measures, funding availability and long range feasibility and sustainability. This will ensure a fair and competitive process.

Coordination between the grant programs is maintained by comparing the Program of Projects (POP) of all projects together and not as individual programs. Best use of the funding is maintained by balancing the programs together and using appropriate funds for each grant request.

Interagency coordination is accomplished with regular meetings with the Department of Health Services Aging Services. Continual communication with this agency, subrecipients and any other comments received by the NDDOT are actively pursued.

Subrecipients actively communicate with the Human Services agencies in their area to ensure service to those in need.

## FTA SECTION 5311 – RURAL AND SMALL URBAN AREAS

Section 5311 provides an annual apportionment of federal transit funds to North Dakota to support and improve public transit service in the rural areas (areas and localities under 50,000 in population). The funds may be used for capital, operating and administrative assistance to local public bodies, Native American tribes, nonprofit organizations and operators of public transportation services. Section 5311 funds are administered by this Department and are used to support public transit in the small cities and rural areas of the state.

Section 5311 grant funding is available for the year in which it is appropriated plus an additional two years (for a total of three years).

1. Operating Expenses are considered those costs directly related to system operations. At a minimum, the following items must be considered operating expenses:

- Fuel/oil;
- Vehicle and building insurance;
- Drivers' and maintenance salaries and fringe benefits;
- Rent and utilities;
- Licenses and fees;
- Maintenance, repairs and parts;
- Advertising/marketing;
- Training and Development;
- Drug & Alcohol Testing;
- Office Supplies and postage.

Net operating expenses are those expenses that remain after operating revenues are subtracted from eligible operating expenses.

At a minimum, operating revenues must include fare box revenues. Fare box revenues do not include payments made directly to the transit provider by human service agencies.

A cost allocation plan must be submitted and approved before indirect costs can be reimbursed. This plan can be one prepared for a different federal agency or one prepared for the FTA program. (OMB Circular A-87, FTA C6100.1C Page IV-5, DHHSbrochure ASMB C-10 and A-87 are references you may use in preparing the cost allocation plan.)

2. Administrative Expenses are those eligible project administrative expenses including general administrative expenses such as:

- Salaries and fringe benefits of the director, secretary and bookkeeper;
- Audit expenses;
- Legal;
- Travel.

3. Capital Expenses are the same as those listed under the Section 5310 program, with the addition of these capital items such as:

- Paratransit vehicles;
- Vehicle rehabilitation, remanufacture or overhaul.

The above list is by no means comprehensive as additional small capital items are also eligible.

4. State Administration is available to the state for use in transit administration such as consultant services.

## FTA SECTION 5311(B) – RURAL TRANSIT ASSISTANCE PROGRAM (RTAP)

Section 5311(b) (3) RTAP is administered in conjunction with the Section 5311 program. It was established under the Federal Mass Transportation Act of 1987. RTAP provides an annual apportionment of federal funds to the state for transit training, technical assistance and other support activities to enhance transit operations and services in the state's rural areas. These are 100% federal funds with no local match required.

Any subrecipients receiving 5311 funds are eligible to request RTAP funds.

RTAP funds may be used to support transit activities in the following categories:

- National, regional and state conferences and workshops;
- Technical assistance;
- Training;
- Research;
- Related support services;
- Purchase of equipment to support any of the above activities

## **FTA SECTION 5311 (F) – INTERCITY BUS PROGRAM**

NDDOT administers 5311(f) program funds in accordance with the federal Intercity Bus Program. According to the Intercity Bus Assistance Program, NDDOT may contract with private providers of the intercity bus service to support intercity bus routes for the provider, or make grants to political subdivisions to support intercity bus service routes. Intercity bus service is defined as, “regularly scheduled public bus services that operates with limited stops between two urbanized areas or connects rural areas to an urbanized area.”

Through this program, NDDOT conducts outreach with the goal of obligating 15 percent of all annual 5311 funds for intercity bus projects. Service is requested through a grant application process with the intent of funding projects that meet the following objectives:

- The service has meaningful intermodal connections;
- The service project improves connectivity to or between major metropolitan areas that currently lack convenient or direct intercity bus service;
- The contractor demonstrates that they have the technical capacity, financial stability, marketing plan and requisite experience to be recipients of federal funds.

The reporting of financial information and reimbursement for services will be performed on a quarterly basis using the same provider controls and procedures as the 5311 program.

## **SERVICES AND SERVICE AREA**

Public transportation services to be provided under 5311 funding program shall be available to all persons within the service area. The transportation service may either be provided by the applicant, by a private-non-profit provider or private-for-profit provider under contract to the applicant.

Public transportation programs must:

- Operate a minimum of 16-20 hours per week to receive 5311 funding (effective July 1, 2015);
- Charge a set fare – minimum of \$1.00 per boarding in town to receive 5311 funding (effective July 1, 2015);
- Participate in shared rides defined as such that transit may transport two or more passengers in the same vehicle who are otherwise not traveling together.

## **NATIONAL TRANSIT DATABASE**

Section 5311 subrecipients are required to report revenues, expenses, service hours, service miles, ridership, and accident data each quarter. Additional data (e.g., vehicle and facility data) is collected directly from subrecipients. As required by 49 CFR Part 630, National Transit Database (NTD) mandated reports, due each year, are comprised of all data gathered based on the State of North Dakota fiscal year which runs from July 1 through June 30. NDDOT reports the data on behalf of its subrecipients. Urban and Tribal subrecipients report their data directly to the NTD.

## **ON-SITE REVIEWS AND COMPLIANCE REVIEWS**

NDDOT Transit Section conducts compliance and on-site reviews of Section 5310 and 5311 subrecipients. Capital equipment purchased with FTA funds (primarily vehicles and facilities) is inspected by the NDDOT at least once every two years. This continues over the useful life of land, vehicles, facilities, and equipment to ensure it is well-maintained and continues to be utilized for the purpose intended. A copy of the vehicle inspection form is included (exhibit B).

In addition to the property and equipment inspections, the NDDOT Transit Section will conduct compliance reviews of each 5311 subrecipient in order to ensure the subrecipient is following FTA mandates.

The compliance review consists of monitoring the subrecipient's Drug & Alcohol policy, Vehicle and Facilities maintenance plan, Title VI and LEP plans, fiscal management procedures, and general operation procedures for their transit program.

If a subrecipient is determined to be noncompliant with FTA regulations following the compliance review, they will be notified and given a timeline to rectify all findings. Failure to resolve noncompliance issues may result in diminished or elimination of federal funding.

## **FTA SECTION 5339 – BUS AND BUS FACILITIES**

Section 5339 is a program used to provide capital assistance for new and replacement buses, related equipment and facilities. Federal funds under this program are annually apportioned to the states. The program requirements under the Capital Investment Grant (49U.S.C.5339) were not changed under the SAFETEA-LU legislation.

Section 5339 grant funding is available for the year in which it is appropriated plus an additional two years (for a total of three years).

Section 5339 program funds may be used for capital projects in both rural and urban areas of the state. Examples of capital expenses include but are not limited to:

- Acquisition of vehicles for fleet and service expansion;
- Rehabilitation of buses (requires bus to be kept in service for 24 additional months beyond renovation date);
- Construction and renovation of bus maintenance and administrative facilities;
- Transfer facilities, transportation centers, intermodal terminals and park-and-ride stations;
- Purchase of replacement vehicles, vehicle rebuilds and vehicle preventive maintenance;
- Purchase of passenger amenities such as passenger shelters and bus stop signs;
- Purchase of accessories and miscellaneous equipment such as mobile radio units, fare boxes, computers, shop and garage equipment.

## **LOCAL SHARE AND LOCAL FUNDING REQUIREMENTS**

The local applicant will provide the required local matching share for capital and operating assistance projects. The local matching share shall be cash from sources other than the U.S. Department of Transportation funds. All transit providers must provide proof that local match funds are from an allowable source to match federal funds and are not being obligated in another way.

The matching share for project administration, capital and operating costs may be from a source that includes state, local government, unrestricted federal or private funds. Applicants eligible for public transportation assistance may receive state funds to match their federal funds up to 50% of the deficit after the allotted federal funds. Applicants not eligible to receive state funds may provide the local match with a combination of unrestricted federal funds and local cash funds. Examples of local match that may be used for the local share include local appropriations, other non-federal DOT funds, dedicated tax revenues, private donations, revenue from human service contracts and the net income generated from advertising and donations.

Note: The following sources may NOT be included in local match funds:

- Federal USDOT funding;
- Farebox revenue;
- Other Federal Funds

## **METHOD FOR DISTRIBUTING FUNDS AND PROJECT EVALUATION CRITERIA**

Through the annual application process, due to the state on April 1 of every year, eligible subrecipients prepare and submit application materials. Annual applications are then reviewed by the NDDOT grant review committee. The committee reviews eligible applications with consideration given to the amount of funding available and the amount of requests received. The committee will also consider the following when reviewing and awarding funds:

- Records/ Claims submitted on time;
- Completeness and compliance with state and federal regulations/ requirements;
- Financial plan that demonstrates fiscal capacity and reasonableness;
- Coordination relationships with other organizations and agencies;
- Demonstrated needs, past performance, vehicle maintenance, history of reliable service, cost per mile, technical capacity, technology and willingness to participate in training.

Penalties may apply for tardy or incomplete applications.

The grant committee is made up of 3 NDDOT employees and 4 non-NDDOT employees. The non-NDDOT committee members will serve a 3 year term and will be appointed by the transit staff.

Distribution of Section 5311 funds shall be allocated on the following basis:

- Up to 10% of the total allocation may be used by the NDDOT transit section for program administration and technical assistance;
- Up to 10% of the funds may be retained for emergency purposes and contingencies;

The balance will be available to existing systems for operating, administration, and capital assistance purposes.

The division of funds between operating, administration and capital purposes will be discretionary on a year-by-year basis. In general, emphasis will be given to operating assistance.

If necessary, preference in the allocation of funds shall be given to the transit provider that is best suited to serve areas which do not currently have access to public transportation, as well as to providers serving the needs of the general public, seniors and persons with disabilities. NDDOT does not allocate Section 5311 funding for construction, renovation or similar projects due to the need for capital purchase of buses, vans and associated equipment. It is the intent of NDDOT to fund operating, administration, Intercity, RTAP and capital in the 5311 program. It is the intent of NDDOT to fund vehicle purchases with the 5339 and 5310 grants.

#### Capital Funds Distribution

Capital fund requests are completed with the same annual application that is reviewed by the committee. The committee will review the capital requests with the same consideration for 5311 operating and administration funds.

FTA program funds for vehicles are allocated based on need, with the following considerations

- Vehicle age, mileage and condition;
- Vehicle replacement versus expansion;
- Service to new areas;
- Service on additional days;
- Service with increased hours.

NDDOT maintains records in the transit database for vehicles, facilities and other substantial assets purchased with FTA funds. The database is updated through the following:

- Self-certification – using forms provided by NDDOT, subrecipient verifies the presence and status of vehicles, facilities and other substantial assets;
- On-site reviews and during compliance reviews.

Requests for capital assistance are made available in the following order of priority:

- Projects to replace vehicles operated by existing systems;
- Projects to initiate a public transit service;
- Projects to replace maintenance and storage facilities of existing systems;

- Projects to expand the number of vehicles operated by existing systems;
- Projects to expand and rehabilitate maintenance and storage facilities of existing systems;
- Projects to purchase and install passenger amenities for existing systems such as shelters and bus stop signs.

## ANNUAL PROGRAM DEVELOPMENT AND PROJECT APPROVAL PROCESS

The application submission and approval process for each of the grant programs results in approved subrecipient budgets and sub-grant agreements. This forms the basis for the program of projects.

An email announcing grant availability is sent to all current applicants as well as potential new applicants who have contacted NDDOT throughout the year. Selected projects and corresponding award amounts are based on criteria for Section 5310, 5311 and 5339 applications. Once the awards are determined, the details of each award are included in a program of projects that is submitted to the FTA as part of the TEAM/ TRAM Application process.

Further, the program of projects for each program is incorporated into the State Transportation Improvement Program (STIP). Any projects and awards that may take place within boundaries of a Metropolitan Planning Organization (MPO) are incorporated into their respective Transportation Improvement Programs (TIPs). TIPs are further incorporated into the STIP by reference. A completed STIP is available on the NDDOT website.

The NDDOT annual grant cycle requires completed applications to be returned to the NDDOT transit section no later than April 1<sup>st</sup>. The application is used for requesting federal operating, capital and administration assistance funds.

The data from these applications is compiled and summarized into a summary sheet for the grant review committee.

After Executive Management has approved the review committee recommendations, the annual Program of Projects is started. The Program of Projects (POP) includes: name of recipient, project description, total dollar amount of the project and the federal dollar share for both operating and capital assistance funds. The following major areas of concern are checked in the NDDOT review of individual applications:

- Documented budget figures;
- Service area;
- Fare structure;
- Coordination with other public, private-nonprofit and private-for-profit transportation organizations;

- No duplication of service;
- Past service history;
- Compliance;
- Technology capacity;
- Reliable service and meeting attendance.

## **ANNUAL PROGRAM OF PROJECTS (POP) DEVELOPMENT AND APPROVAL PROCESS**

The annual Program of Projects for each program is developed from the grants awarded. The Program of Projects is then reviewed by the NDDOT transit team. Upon agreement, the POP is uploaded into TEAM/TRAMS and uploaded onto the NDDOT Transit website.

## **ANNUAL STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) REQUIREMENT**

All subrecipients funded under the Sections 5310, 5311, RTAP (5311(b)) and State Aid programs are included in the NDDOT's annual Statewide Transportation Improvement Program (STIP).

All subrecipients funded with the Sections 5307 and 5339 programs in the state's three urbanized areas are included in the local metropolitan area Transportation Improvement Program (TIP) and these also become a part of the STIP.

Sections 5303 and 5304 planning projects under any funding program can be, but are not required to be, listed in the local TIPs or STIP.

Any increase in funding during the program year must be included in the STIP by revision or amendment. Amendments in MPO areas may also need a TIP amendment. Contact the local MPO for policies and procedures for amendment.

## **FUNDS TRANSFER**

Although it is the intent that all funds remain in their original grants, NDDOT may transfer Section 5310, 5311 and FHWA flexible funds to other programs as specified in the respective FTA circulars of these programs. Notice of the transfers is forwarded to FTA.

## MEAL DELIVERY SERVICE

Meal delivery service must be incidental to the transit service. It must not interfere with transit. FTA must not pay for the meal delivery system. Reporting number of trips and miles for meal delivery should be kept separate, but can be reported to the transit section each quarter as information only.

## ASSET MANAGEMENT

NDDOT ensures that all equipment acquired by subrecipients (for transit use) with federal funds is monitored as follows:

- NDDOT Transit staff visit facilities and inspect vehicles to confirm usage during on-site visits and compliance reviews;
- NDDOT Transit staff review operations and ridership reports to look for changing patterns.

Capital items are funded to provide general public transportation service in a specific area. If a subrecipient becomes unable or unwilling to continue the service, any equipment with useful life reverts back to NDDOT.

Subrecipients are permitted to use vehicles for administrative purposes under the following guidelines:

- Federally funded vehicles may be used for occasional travel of administrative staff trips where mileage would normally have been paid for the use of a personal vehicle. Travel to and from work is prohibited and/or weekend use for other than strictly business purposes is prohibited.
- Federally funded vehicles are not to be used by board members for their travel, unless they're on transit board business only.
- Use of all vehicles must be documented in a log that includes:
  - Name of the user;
  - Date;
  - Destination;
  - Initial odometer reading;
  - Ending odometer reading;
  - Trip purpose.

Inspection of vehicle logs are part of NDDOT routine site-visits inspections/compliance reviews.

Federally funded vehicles for incidental use (meal delivery, etc.) must be documented and the wholly allocated costs associated with that incidental use must be recovered by the Section 5311 provider and cannot be charged as an operating assistance expense.

NDDOT maintains a vehicle inventory which includes a detailed description of vehicle information and history. The NDDOT tracks vehicles by agency and per the following data:

- Vehicle year and year vehicle was first put in use;
- Vin number;
- Miles and condition;
  - Updated throughout fiscal year
- NDDOT as lien holder of vehicle;
- License plate and unit number;
- Make and model;
- Capacity;
- Purchase price;
- Type of vehicle;
- Program and grant number;
- If vehicle has a lift or ramp.

The inventory is kept current through reports and periodic physical inspection.

When other equipment is purchased locally, subrecipients are required to follow OMB and FTA grant requirements, FTA Circular 4220.1F and state law. Transit staff will review subrecipients' procurement policies before the purchase is made locally.

When a vehicle purchased with federal funds is sold or disposed of for more than \$5,000.00, the federal share of that amount must be returned to NDDOT either for future use in the program or returned to FTA.

All recipients are required to maintain an equipment file on each capital item having an original cost over \$5,000.00. This file inventory records will include:

- Description;
- Acquisition Date;
- Federal Participation Percentage;
- Condition;
- Disposition;
  - Method
  - Selling Price
  - Date of Sale
- Serial Number;
- Title;
- Source of Property;
- Location;
- NDDOT grant number;
- Cost.

In July 2012, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP21) established that all FTA grantees and their subrecipients will be required to develop transit asset management plans that include, at a minimum:

- Capital asset inventories and condition assessments; and
- Investment prioritization

With this in mind, the NDDOT applied for FTA funding to work with a software company to develop a Transit Asset Management (TAM) Plan and electronic program. The NDDOT has begun working with RouteMatch Software on this program. This project is moving along and the NDDOT has established three pilot transit agencies to test the program and offer suggestions as it is being designed.

As a condition of receiving federal funds, transit agencies will be required to submit an asset management plan to the NDDOT for review and approval. The plan must inventory all transportation system assets and provide a preservation plan based on lowest life cycle (LLOC) methodologies. For the purposes of the TAM Plan LLOC is defined as: "Lowest life cycle cost methodology is demonstrated by a cost model that reflects each agency's policies and standards in a planned preventative/preservation maintenance program resulting in the lowest maintenance costs over the life of the asset. This methodology ensures that an asset is maintained at an acceptable condition maximizing safety and useful life."

This means that incremental preventative maintenance activities are conducted to preserve the life of the asset. In addition to preserving the assets life, this approach results in lower maintenance costs over the life of the asset. When using LLOC methodology, transit agencies assess the cost of an asset over its projected useful life and take the preventative maintenance measures needed to avoid more costly repairs.

The NDDOT initial TAM Plan will address rolling stock and facilities, as follows:

- All rolling stock (Buses, plus other state-owned/funded vehicles)
- Facilities with a replacement value of \$5,000 or greater
- Other equipment with a replacement value of \$5,000 or greater

Changes and adjustments will be made to the project as it is being designed to address FTAs, NDDOT, and the Transit Agency's needs. This project is on track to be completed in spring of 2016.

## MAINTENANCE

Consistent with Federal requirements and NDDOT subrecipient's agreement, each subrecipient must maintain its vehicles and other substantial assets purchased with federal or state funds. Transit agencies are required to have a documented maintenance plan along with preventative forms and checklists on file. Requirements in the plan include pre-trip inspections, wheelchair lift inspections and maintenance. Post-trip inspections are recommended but not required at this time.

Subrecipients are required to develop a maintenance plan covering their federally funded vehicles and to provide NDDOT with a copy of their plan. NDDOT will provide samples of plans upon request. Once adopted by the transit board, subrecipients are requested to submit the plans to NDDOT for approval.

Subrecipients must maintain all federally-funded property in good operating order and maintain ADA accessibility features. All maintenance performed on these vehicles must be documented and must be available for inspection by NDDOT or FTA staff or their representatives.

Each subrecipient is responsible for ensuring that each vehicle is maintained in accordance with vehicle manufacturers' standards and any neglect or misuse of equipment will be the responsibility of the local organization.

All property purchased with FTA funds shall have a written maintenance policy.

Vehicle maintenance plans must be adopted by the agency and copies distributed to appropriate personnel. ADA features such as lifts, ramps and tie downs must be maintained as recommended by the manufacturer. Documentation of maintenance must be maintained for 3 years beyond vehicle disposition.

Changes to the maintenance plans and process may be revised as the NDDOT TAM Plan and software program is implemented statewide.

## USEFUL LIFE OF VEHICLES

The state and federal vested interest in vans, buses, 2-way radios and other transportation related hardware and equipment purchased with government grant funds shall extend over the useful life of such property. However, regardless of useful life having been met, federal interest remains until the value of the vehicle or equipment falls below \$5,000. The useful life of the equipment is established by the department and is listed below. This useful life criterion is also used by the Department in determining eligibility of local transit agencies for replacement vehicle and equipment grants.

### Duration of Useful Life:

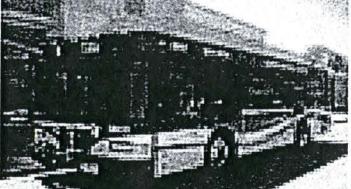
- For vans (up to 12 passenger and sold modified vans), the useful life is 100,000 miles or 4 years;
- For modified minis and light duty cutaway (up to 14 passenger and under 20 feet long), the useful life is 4 years or 100,000 miles;
- For medium size light duty cutaways (up to 16 passengers and under 25 feet long), the useful life is 5 years or 150,000 miles;

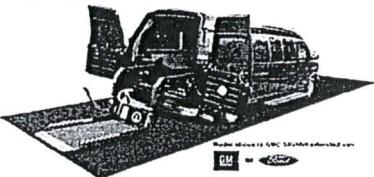
- For medium size medium duty transit cutaway (up to 30 passengers and under 30 feet long), the useful is 7 years or 200,000 miles. Cutaways will not be replaced with less than 200,000 miles;
- For medium size heavy duty transit bus (up to 35 passengers and under 35 feet long), the useful is 10 years or 350,000 miles. Buses will not be replaced with less than 350,000 miles.

Vehicles and equipment not covered by the above, the useful life will be established by the NDDOT Transit Section on a case-by-case basis at the time of purchase.

There is a special provision to allow for replacement of a bus or van before its useful life is spent, if it can be documented that the vehicle to be replaced is a lemon (i.e., has required extraordinary maintenance and repairs and has given service problems since being placed into service). In this case, the vehicle is to be traded-in for a replacement vehicle with the trade-in value deducted from the new bus grant.

After the useful life of a vehicle or related transit equipment is spent (as defined above), the Department will relinquish all interest and will no longer inspect such property nor require property insurance (collision/damage) to protect the government's interest in the property. Liability insurance and other coverage as required by state law must still be maintained. The NDDOT reserves the right to deviate from or make exceptions to the above inspection and useful life policy as may be necessary or appropriate in special cases or circumstances.

North Dakota DOT Category	Approx. GVWR in lbs.	No. Seats	Approx. Length	Useful Life Minimum
A. Large, Heavy-Duty Transit Bus 	33,000 - 40,000	35-40+	35 ft. - 40 ft. or greater	12 years or 500,000 miles
B. Medium-Size, Heavy-Duty Transit Bus 	26,000 – 33,000	24-35	30 ft. - 35 ft.	10 years or 350,000 miles
C. Medium-Size Duty Chassis Cutaway 	10,000 – 26,000	16-30	25 ft. – 30 ft.	7 years or 200,000 miles

D. Medium-Size Light Duty Chassis Cutaway		10,000 – 16,000	8-16	20 ft. – 25 ft.	5 years or 150,000 miles
E 1. Small Cutaway E 2. Modified Van E 3. Modified Minivan		6,000 – 14,000	3-14	E1 20-22 ft. E2 < 20ft. E3 < 20ft.	4 years or 100,000 miles
E 4. Vans		6,000 – 14,000	3-12	<12	4 years or 100,000 miles
E 5. Minivans					

## DISPOSITION AND TRANSFER OF EQUIPMENT

### Vehicle Title and Salvage Ownership

NDDOT will have a lien on the title to all federally and state funded transit vehicles until useful life is met. The Department reserves the right to protect the NDDOT, state and federal interest in the vehicle for the duration of the vehicle's useful life. The NDDOT arranges for regular inspection of vehicles to ensure proper maintenance.

Subrecipients will be required to dispose of all FTA funded items under the conditions of the FTA grant contracts (49 CFR 18.32). NDDOT will permit the transfer of used FTA and State Aid funded vehicles from one subrecipient to another. Transfer of vehicles will be in accordance with FTA and State policy on transferring capital equipment.

Subrecipients are required to submit a written request for disposal of the vehicle(s) or equipment they wish to dispose of to the NDDOT transit staff. The subrecipient must receive written authorization before disposing of the vehicle(s) or equipment.

A subrecipient may dispose of a vehicle at the end of its useful life in either of three ways:

- A vehicle may be sold to a third party through a variety of approved processes, including advertised sealed bids, auto auction or the average of two competent appraisals.

- A vehicle may be sold by the subrecipient to itself. In this case the implicit price to be paid by the subrecipient will be the average wholesale value of the vehicles as specified in the most recent National Automobile Dealers Association (NADA) Official Used Car Guide or The Bus Blue Book – Used Bus Values Guide.
- Relocation (transfer of vehicle) - the preferred option is the used vehicle or equipment be relocated to another similar, eligible organization for a maximum charge of 20 percent of the current market value. The 20 percent proceeds can be retained by the donor provider as a partial return on its initial 20 percent grant match. The new subrecipient organization shall pay the 20 percent and use the relocated vehicle or equipment for the same purpose as specified in the original grant program. The NDDOT will assist in finding subrecipient organizations for relocating used vehicles and equipment, as appropriate.

If a vehicle, having useful life, is sold to a third party, the subrecipient may retain the local share percentage contained in the agreement.

If a subrecipient sells a vehicle to itself, the subrecipient must pay 80% of the NADA wholesale value to NDDOT within 10 working days. When the disposition of the funded vehicle results in a gross sales proceeds exceeding \$5,000.00, the federal interest must be returned to NDDOT then FTA.

### Satisfactory Continuing Control

Federal interest in real property exists until the property is disposed of. The amount of real property received from disposal of property must be used for transit use. The NDDOT ensures effective inventory controls through the establishment of vehicle useful life standards, a vehicle and facility inspection process and a transit vehicle inventory. Anytime a vehicle has met its useful life and is ready for disposition, subrecipients must notify NDDOT to get written consent to proceed with the removal of FTA property.

### Disposition or Change of Use Property/ Change of use of vehicles, equipment or property

NDDOT must be notified immediately of any vehicle, equipment or property whose purpose has changed from its original intended purpose. Insurance proceeds collected from vehicle damage will reduce the reimbursement allowable for repairs or a new vehicle. If insurance proceeds were collected and the repairs or replacement were not made, the amount must be subtracted (similar to fares) on the next request for operating reimbursement. Contact with NDDOT and FTA staff is required for disposal of real property.

## **MAINTENANCE AND INSPECTION**

Inspections on buildings and vehicles will be conducted every other year to assure that the vehicles and buildings are being used for their intended use. The inspection will include reviewing maintenance records of vehicles and buildings to ensure that they are being maintained and fulfill their useful life.

## **BUILDING MAINTENANCE REQUIREMENTS**

All buildings constructed with FTA grant funding must have and adhere to a written maintenance program. The goals and objectives of a maintenance program are to ensure that the facility is well-maintained, reducing the need for repairs that would be unnecessary if best practices for ongoing care and preventive maintenance had been accomplished on schedule.

In addition to standard building features, particular care is to be taken to ensure that accessible features of the facility are maintained in good working order. For example, ramps must be cleared and de-iced during the winter, automatic doors must operate properly, handrails must be firmly affixed, etc.

In addition, facilities constructed, renovated or remodeled using Section 5339 or other federal grant funds are required to record and enforce warranty claims for all components and equipment that are covered. This may include, but is not limited to, siding, HVAC components, flooring, windows, countertops, plumbing fixtures, bus storage bay doors, etc.

Facilities with state or FTA interest must have a building maintenance plan in place. All systems such as, but not limited to HVAC, roof, floor or plumbing shall be inspected according to manufacturer recommendations or monthly if there is no manufacturer recommendation. ADA features must be maintained as recommended by the manufacturer. Building maintenance checklists should be posted in a conspicuous area of the building.

## **VEHICLE MAINTENANCE REQUIREMENTS**

All vehicles purchased using federal grant funding must have written maintenance procedures in place and these procedures must be followed. The purpose for this requirement is to ensure vehicles are in the best possible working order at all times and are safe for use in public transit service. Maintenance of ADA features must be included in the maintenance policy.

NDDOT recommends rural transit agencies adopt a policy of adhering to each individual vehicle's respective maintenance manual within a reasonable mileage number for the transit agency. For instance, if a transit agency finds their vehicle 50 miles from base at the recommended service interval, they may consider "within 150 miles of the vehicle's recommended service interval" to be a reasonable policy for ease of compliance.

The “within [how many miles] of” number will vary, both from agency to agency and within a multi-county organization, depending on where vehicles are based. Each transit agency must consider its own circumstances when developing a policy to ensure the policy is able to adhere to their vehicle maintenance requirements once the policy is in place.

## FACILITIES, INCLUDING ENVIRONMENTAL CHECKLIST AND FACILITY MAINTENANCE PLAN

All facilities that are purchased or constructed with federal assistance must follow the federal guidelines for procurement in Circular C4220.1F (as amended). A feasibility study must be completed for all facility projects, whether they are funded through the Section 5311 program or the Section 5339 Capital Program.

A feasibility study will evaluate the project cost effectiveness and its effect on the environment, including noise, water quality, impacts on wetlands, flooding, navigable waters, endangered species and ecologically sensitive areas.

All new construction or rehabilitation of an existing structure must meet requirements for local land use planning and zoning, relocation, traffic and parking, energy conservation, consideration of historic properties and will place an emphasis on safety and security. All facilities must be constructed to meet current ADA accessibility requirements.

Transit Facility Process:

- Subrecipients contact NDDOT to determine if federal funding is available for transit facility projects;
- If funding is available, the system determines the type of facility needs, based on feasibility study in environmental process;
- Once type of facility needs is determined, the system needs to determine whether to build (new building) or rehab (existing building), again based on feasibility study in environmental process;
- Prior to being able to include a facility project in a Federal Transit Administration (FTA) grant, there is an environmental process including a feasibility study that needs to be completed. The system must complete that process and receive an environmental clearance (Documented Categorical Exclusion, or DCE) from FTA. Typically during this process, FTA makes a visit to the proposed facility location;
- The amount of federal dollars being requested must be included with this request;
- NDDOT will assign the project number for the facility project and include it in a Statewide Transportation Improvement Program (STIP) or STIP revision;
- Once the environmental process has been completed and FTA issues the DCE or other environmental clearance, NDDOT can submit a grant to FTA requesting federal funding or an

- existing grant can be amended to request federal funding for the project. Once the grant or grant amendment has been approved, the system can proceed with the project;
- The system then proceeds with RFP's and bids for architectural and engineering services and construction/ rehab.

## FINANCIAL MANAGEMENT

The NDDOT transit section is responsible for managing grants, contracts and interagency agreements to ensure that expenditures comply with federal rules and regulations for all FTA grant programs. Financial management responsibilities include:

- Investigating and resolving accounting problems to ensure compliance with state and federal rules;
- Managing the documentation entered into NDDOT's transit database relative to individual grants, contracts and interagency agreements;
- Submitting Milestone reports in TEAM/TRAMS;
- Rectifying and closing out FTA grants when projects are complete.

The NDDOT Finance Division is responsible for submitting federal financial reports in TEAM/TRAMS and manages the ECHO process between FTA and NDDOT. This is done so that transactions are processed in a timely manner and the accounts are balanced and well documented. The Finance Division is also responsible for receipt of FTA funds, for processing claims for payment (to reimburse subrecipients for expenses), for initiating grant draw downs and for disbursing funds to subrecipients. Most of these tasks are performed with the transit section.

The NDDOT Audit Division may conduct and perform audits on all Sections 5310, 5311 and 5339 subrecipients.

Subrecipients expending more than \$500,000 in a fiscal year from ALL federal sources must file an A-133 audit. All other agencies will be asked to provide a financial statement audit or a financial report, i.e. such as submitted to their governing board or internal auditor on a yearly basis.

The NDDOT provides technical assistance to its subrecipients on an as, "needed basis" to ensure that they comply with federal and state financial management requirements.

NDDOT does a random pull of subrecipients using an online generator to pick the appropriate number of subrecipients to provide receipts for one quarter's claim for payment. This random generator will pull each subrecipient to provide receipts once in a fiscal year. If a subrecipient is not drawn for providing receipts in the quarter transit staff visits their agency, the transit staff will review two+/- various line item requests from a past quarterly reimbursement. Receipts must match what the subrecipients requested on that reimbursement. When an error is detected by the transit staff, a full quarterly review of receipts may be conducted. If major errors are detected, NDDOT reserves the right to require receipt documentation for additional quarters. Billing adjustments may occur.

The transit staff will also verify all sources of local match. This will ensure the agency is giving NDDOT accurate information. The transit staff will verify close out procedures on grants when the final drawdown has been processed. The process will look at local match and earmark money to make sure it balances.

## **UNEXPENDED GRANT FUNDS**

In general, any Section 5311 and/or State Aid funds not expended by the local transit agency recipients during the current state fiscal year (July 1 to June 30) will revert to the respective grant program fund. Section 5311 funds are reallocated as needs arise during the next state fiscal year. Appropriate revisions are made to the annual Program of Projects and budget revisions are made to the POP to balance with the budget in TEAM/TRAMS as needed for submission to FTA Region VIII.

State Aid funds revert to the State Aid for Public Transportation fund and, at the DOT Director's discretion, can be funded for state coordination or to subrecipients that have used all their current state aid funding in the previous year's disbursement and meet state and federal compliance standards.

Unexpended grant funds from Sections 5339, 5310 and/or programs that occur when a transit agency fails to implement a project or make a requested purchase require a written request for additional time before the contract expiration date and it must state the reason for requesting the action. If the contract period ends, without written request, the funds are forfeited. If the request is for additional time, the NDDOT may accept or deny the request depending on the reason provided. Once a transit agency has relinquished funds, the NDDOT is free to reallocate the funds for another purpose.

Any grant funding remaining after a transit agency has fully completed implementation of a funded project or capital purchase, automatically reverts to the grant program for reallocation.

## **COST ALLOCATION PLANS**

Each transit provider that is a multi-service provider or a larger agency will be required to provide NDDOT- Transit Section with a cost allocation plan. When the plan is received by the Transit Section it will be reviewed by staff and forwarded to NDDOT audit division for review. The transit provider will receive a formal letter from the Transit Section approving or rejecting the cost allocation plan and may include recommendations that would strengthen the transit provider plan.

## **ACCOUNTING SYSTEMS, AUDIT AND CLOSEOUT**

The Transit Fiscal plan is based on the Accrual Basis of Accounting, the accounting method where income is recognized when earned instead of when received and expenses are recognized when incurred instead of when paid.

All recipients shall comply with the single Audit Act Amendments of 1996 and OMB Circular A-133. Each recipient must submit a copy of an annual audit or an annual financial statement review to NDDOT each year or thirty days after completion of the OMB Circular A-133 Audit or financial statement review.

Grant projects are closed at the end of the contract period. NDDOT staff will determine at what point a project is ready to close. When a capital project has reached the end of the contract period and there is a balance of funds, those funds will be forfeited. In some instances capital contracts may be extended. If a capital project is not expected to be complete when the contract period ends, the subrecipient may request an extension in writing prior to the termination of the contract period.

## **PROCUREMENT**

All grant agreements require subrecipients to:

- Comply with all relevant federal and state procurement laws and regulations;
- Submit all third party contracts to NDDOT for review.

NDDOT and 5310, 5311 and 5339 subrecipients must comply with all federal and state laws, ordinances, regulations and policies regarding procurement. Subrecipients that are public entities will follow the requirements that apply to states, called the Common Rule (CFR Part 18), plus will comply with the following requirements:

- Follow the appropriate procurement requirements: For public agencies, comply with the Common Rule (CFR Part 18), plus five basic federal requirements for procurements defined by FTA C4220.1F3. For private nonprofits, comply with the provisions of FTA C4220.1F and 49 CFR Part 19;
- Provide for full and open competition;
- Exclude the use of in-state or local geographic preference;
- Do not enter into any contract for rolling stock with a period of performance exceeding five years, exclusive of options without FTA approval;
- Contracts executed using federal funds includes all clauses required by statutes, executive orders and implementing regulations; and
- Use competitive procurement procedures based on the Brooks Act when contracting for architectural and engineering services if the state has not adopted a statute governing procurement of such services.

Circular 4220.1F applies to all subrecipients that are nonprofit agencies and that contract with outside sources under FTA assistance programs.

Additional requirements for the state and all subrecipients include:

- Have a Cost Analysis;
- Have written selection procedures;
- Use the appropriated method of procurement;
- Make awards only to responsible contractors who will perform the project under the defined terms and conditions;
- System for Award Management (SAM) - Prior to award of any contract \$25,000 and over, the subrecipient must identify if the contractor/vendor is debarred or suspended from participation in federally assisted transactions or procurements. A screen print with the results of the search MUST be included in the procurement file kept in the subrecipients office and a copy MUST be submitted to the Transit Section for approval prior to award of contract.  
To begin the search visit [www.sams.gov](http://www.sams.gov) ;
- Use competitive selection processes;
- Conduct and document an Independent Cost Estimate for each procurement;
- Develop written procurement policies and procedures, including a process for handling protests regarding procurements;
- Include all federally-required certifications, assurances and clauses for procurements as appropriate to the type of purchase and price;
- Contract will have sufficient provisions to ensure a complete agreement. Provisions will include a description of the use of the funds; a beginning and end date; termination and suspension clauses; other applicable requirements pertaining to the type of funds and purpose of project; and sanctions for failure to comply with the requirements of the agreement, including and not limited to, withholding and repayment of funds for cause. All contracts shall include a clause allowing for inspection of records and projects;
- Maintain a complete record of procurement history.
- All subrecipients must follow State of North Dakota laws, regulations and procedures regarding procurements thresholds (dollar amounts) unless federal requirements are more restrictive when federal requirements would apply.
  - Up to \$2,500 – use adequate procedures to ensure the price is fair and reasonable (1 quote)
  - \$2,501 - \$25,000 – obtain a minimum of 3 informal bids or proposals
  - \$25,001 and over – you must solicit formal sealed bids or proposals
- If subrecipients would like technical assistance, including review of RFP's prior to advertising, they may request help.

#### NDDOT Responsibilities:

- Comply with state and federal procurement requirements;
- Include in grant agreements all federally-required certifications, assurances and clauses for procurements as appropriate to the type of purchase and price;
- Review subrecipient procurement procedures and spot check procurements during compliance reviews and review the System for Award Management (SAM) procedures;
- Provide technical assistance in the preparation of requests for proposals, vehicle and construction specifications, bid documents, subcontracts, review System for Award Management (SAM) results prior to award of any contract \$25,000 and over.
- Respond within 30 days of request.

To assist local grant projects in vehicle procurement, the NDDOT provides specifications for the subrecipient to use in purchasing vehicles and equipment funded with FTA or State Aid grant funds. The NDDOT provides technical assistance, reviews and approves the final bid specifications. They also oversee the procurement process in order to ensure compliance with state and federal procurement regulations. NDDOT has incorporated an instruction sheet along with a checklist that has the required documentation.

The NDDOT as needed will procure vehicles on a State Bid Contract complying with all the applicable requirements. The subrecipient must submit a written request to the Transit Section requesting approval to contact a vendor and order a vehicle. The State Bid Contracts are all listed on the ND Procurement Office website at:

<https://apps.nd.gov/csd/spo/services/bidder/listCurrentContracts.htm>

All procurement of vehicles, other than unmodified vans, purchased with FTA funds through the NDDOT, will comply with applicable requirements of 49 U.S.C. 323(m) and FTA regulations that pertain to Pre-Award and Post Delivery Audits of rolling stock purchases set forth in 49 CFR Part 663 including any later revisions.

"One dollar "contaminates" all" rule: When federal funds are used to maintain or improve a property, FTA automatically retains 80% of the value. If you use FTA funds to maintain a city building, FTA gains 80% ownership. If you use FTA funds to add a ramp to a city building, FTA gains 80% ownership.

#### Facilities

The NDDOT will approve funding to construct new or alter current facilities to be used in providing public transportation services. These facilities must meet the appropriate accessibility requirements under ADA standards 49 CFR Part 37. In addition the NDDOT Transit Section will approve all procurement documents, DBE Special Provisions, FTA clauses and documents included in the procurement.

## Sole Source

In rural areas of North Dakota and in the case of certain specialized transit equipment, transit agencies are not always able to obtain competitive quotes. In cases where a single source is all that is available, the transit agency director must submit a letter or email to the NDDOT that documents all efforts made to obtain competitive quotes or, in cases where the sole source is apparent, provide rationale that validates the use of the sole source.

NDDOT review and notice to proceed is required for all cases where purchase from a sole source is requested. Omission of information, provision of false information, or other intentional inaccuracies designed to allow purchase from a preferred vendor while bypassing the competitive purchase process is grounds for the NDDOT to cease distribution of federal and state grant funding.

## PROCUREMENT PROTEST PROCEDURES

The NDDOT encourages local transportation providers to have their own transit procurement protest procedures for resolving procurement disputes at the local level.

FTA's policy is not to consider grievances, complaints, protests or appeals until after settlement attempts have been submitted through local and state dispute resolution processes. According to FTA Circular C4220.1F Bid Protest, FTA will only review protests regarding the alleged failure of the grantee (state or local grant recipient) to have written protest procedures or alleged failure to follow such procedures. Alleged violations on other grounds are under the jurisdiction of the state or local administrative or judicial authorities.

The FTA Disputes Clause is included by reference in all bid specification packages. The full text of the clause is available upon request (as noted in the bid specification packages) and it is also available to view online or download from the NDDOT website.

### Subrecipients Responsibilities:

- Review the manufacturer's Buy America certification and supporting documentation before a contract is awarded to purchase vehicles (pre-award audit). The documentation review should include vehicle sub-components (place of origin, cost and place of final assembly);
- Subrecipients must determine to their own satisfaction that the manufacturer can meet the Buy America requirements;
- Perform a post-delivery audit after vehicles have been delivered. This post-delivery audit ensures that the manufacturer complied with Buy America, the Federal Motor Vehicle Safety Standards and the subrecipients' specifications. The transit provider must complete the post-delivery audits before they accept the vehicles and pay the vendor;
- Submit all documentation and certifications to NDDOT. Documentation must be received by

- the Transit Section at DOT prior to final payment to the grantee;
- Contact the Transit Section for technical assistance if needed.

Reimbursement for capital items will not be made until all required documentation is submitted to NDDOT Transit Section and has been reviewed and approved by staff.

## LOCAL COORDINATION AND PUBLIC INPUT

NDDOT suggests public involvement in conformance with federal regulations. Long-range and statewide planning associated with the development of the STIP is managed by the Programming Division. The Transit Section submits program and funding information to the Programming Division for inclusion in the STIP.

When public involvement is needed it will be proactive and provide complete information, timely public notice, full public access to key decisions and opportunities for early and continuing involvement.

NDDOT actively encourages agencies who are, or who represent, minorities; people with low income; and people with limited English proficiency to participate.

## PRIVATE SECTION PARTICIPATION

It is the Department's policy when a newly proposed transportation service (or substantially altered service) is planned for an area that is presently served by an operator, the private operator will be contacted and encouraged to participate in providing the new service under a service agreement with the sponsoring non-profit transit agency or the government agency in the county or area that is a current grant recipient.

In the event of two existing providers, one private for-profit and one nonprofit organization; the private for-profit operator will be encouraged to participate in providing the new transportation service that is being proposed. In all cases, reasonable efforts will be made to minimize the adverse effects that government subsidized transportation projects may have on private transit operations.

In keeping with FTA's continued emphasis on participation of private, for-profit transportation providers in the planning and delivery of federally funded transit services (privatization), the NDDOT encourages joint participation with transit services. Coordination and consolidation in the state is requested if new eligible providers/ applicants request funds. Before new funds are approved the new service must be administered through the existing funded subrecipient.

## Section 5311

Private operators, both for-profit and non-profit, are involved in public transit in several ways:

- When a subrecipient chooses to engage a third party operator to provide public transit service there is full and open competition. The qualified private bidder is chosen and a contract is executed;
- Private operators are able to participate on local transit advisory committees;
- The private sector is encouraged to participate on other NDDOT efforts (e.g., statewide plans, local transit development plans and technical assistance to subrecipients).

## Section 5310

FTA requires that applicants afford private, for-profit, transit and paratransit operators a fair and timely opportunity to participate to the maximum extent feasible in the planning and provision of proposed transportation services. Accordingly, each applicant for Section 5310 funds must comply with this policy and document such efforts in its application.

The NDDOT will publish a notice in the major newspapers serving the state and proposed service area, describing the project and soliciting interest from private parties to provide the service. The notice must provide 30 days for response and provide a publisher affidavit with its grant package for review to FTA. Further, Section 5310 applicants must send notification letters to all known transportation providers in their area and provide at least ten days for response. If public hearings are held they must take place in an accessible location.

Non-profit corporations are eligible applicants under 5310. All eligible applicants are invited to apply for Section 5310 funds and awards are made based on fair evaluation of project merits. Potential applicants are informed of program solicitations through both email notifications to past and current awardees and website postings.

Lists of private transportation providers are used to inform public agencies and non-profit organizations about the statewide coordination planning process.

## PERSON WITH DISABILITY INPUT (SECTION 504//ADA)

The annual Federal Certification and Assurances for FTA Assistance, which is signed by all subrecipients, contains the ADA certification. City of Minot Busing is the only Section 5311 subrecipient operating fixed route and contracting for complementary paratransit service. Their

respective paratransit plans are reviewed by NDDOT Transit Staff to conform to 49 CFR Part 37 Subpart F.

## CIVIL RIGHTS REQUIREMENTS

### TITLE VI

NDDOT annually signs the FTA Annual List of Certifications and Assurances for Federal Transit Administration Grants and Cooperative Agreements, which binds NDDOT to all civil rights requirements.

NDDOT prepares a Transit Title VI Program Report, for submission to the FTA every three years. This report is approved by the NDDOT Director. The elements of the program are determined by FTA Circular 4702.1B and include, but are limited to:

- A copy of NDDOT Title VI notice to the public that indicated that NDDOT complies with Title VI and informs members of the public of the protections against discrimination afforded to them by Title VI as well as a list of the locations where the notice is posted;
- A copy of NDDOT instructions to the public regarding how to file a Title VI discrimination complaint, including a copy of the complaint form;
- A list of any public transportation-related Title VI investigations, complaints, or lawsuits filed with the NDDOT since the time of the last Title VI Program submission;
- A public participation plan that includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach efforts made since the last Title VI program submission;
- A copy of the NDDOT's plan for providing language assistance to persons with limited English proficiency (LEP), based on the U.S Department of Transportation's LEP guidance;
- A narrative or description of efforts that NDDOT, as the primary recipient, used to ensure subrecipients are complying with Title VI, as well as a schedule of subrecipient Title VI program submissions.

### Program Administration

NDDOT maintains the following:

- A record of funding requests received from private non-profit organizations, state or local governmental authorities and Native American tribes. The record shall identify those applicants that would use grant program funds to provide assistance to predominantly minority populations. The record shall also indicate which applications were rejected and accepted for funding;

- Description of NDDOT's criteria for selecting entities to participate in an FTA grant program, which are found in current grant applications. This description shall emphasize the method used to ensure the equitable distribution of funds to subrecipients that serve predominantly minority populations, including Native American tribes, where present.

## Subrecipients

Through annual grant agreements, subrecipients agree to comply with all applicable civil rights statutes and regulations. These include Title VI of the Civil Rights Act, Equal Employment Opportunity and Americans with Disabilities Act. Section 5310, 5311 and 5339 subrecipients annually sign FTA's Certifications and Assurances in their grant agreements with the State. Section 5310, 5311 and 5339 subrecipients must submit their Title VI programs to NDDOT. NDDOT will develop a schedule that outlines the frequency with which subrecipients must submit their Title VI programs. A subrecipients Title VI program must be approved by the subrecipient's appropriate governing entity or official responsible for policy decision body (e.g., board of directors, mayor, tribal executive, city administrator, etc.). Subrecipients must submit a copy of the board resolution, meeting minutes or similar documentation as evidence of approval. The contents of the subrecipients' Title VI program are also determined by FTA Circular 4702.1B. It includes all of the following elements:

- A copy of the Title VI notice to the public that indicates the subrecipient complies with Title VI and informs members of the public of the protections against discrimination afforded to them by Title VI as well as a list of the locations where the notice is posted;
- A copy of instructions to the public regarding how to file a Title VI discrimination complaint, including a copy of the complaint form;
- A list of any public transportation-related Title VI investigations, complaints, or lawsuits filed with the NDDOT since the time of the last Title VI Program submission;
- A public participation plan that includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach efforts made since the last Title VI program submission;
- A copy of the NDDOT's plan for providing language assistance to persons with limited English proficiency (LEP), based on the U.S Department of Transportation's LEP guidance;
- Subrecipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar bodies, must provide a table depicting the racial breakdown of the membership of those committees and a description of efforts made to encourage the participation of minorities on such committees or councils;
- Additional information is required depending on whether or not the subrecipient is a fixed route transit provider or has received funding to construct a facility.

## NDDOT Oversight

NDDOT transit section oversees subrecipient compliance with Title VI as follows:

- Grant Agreements – Through annual grant agreements, subrecipient agrees to comply with applicable civil rights statutes and regulations, including, Title VI of the Civil Rights Act, Equal Employment Opportunity (EEO) and Disadvantaged Business Enterprise (DBE). The annual Federal Certifications and Assurances for Federal Transit Administration Assistance signed by all subrecipients contain the Title VI, EEO and DBE certification;
- Review of Subrecipients Title VI Program – NDDOT reviews the contents of Title VI programs materials as submitted by subrecipients, including public notification language, LEP, complaint procedures and complaint forms and public participation and outreach. NDDOT provides sample materials and technical assistance to subrecipients in developing a compliant Title VI program;
- Investigation/Monitoring of Title VI Complaints – (or potential complaints and/or lawsuits) – As part of their annual applications, NDDOT requires subrecipients to report on any Title VI complaints or lawsuits. Subrecipients may contact NDDOT at any time during the year to report Title VI complaints, potential complaints and/or lawsuits. NDDOT may also receive complaints regarding subrecipients or their contractors directly from the public. When a complaint is deemed a civil rights issue, NDDOT transit staff will consult with the NDDOT Title VI Coordinator as appropriate;
- Review of Service Standards for Fixed Route Systems and Equity Analysis – NDDOT reviews the service standards for fixed route systems. In addition, in the case of the construction of a transit facility, NDDOT will review the equity analysis;
- Annual Application/On-Site Compliance Visit – During the compliance reviews or the application review, NDDOT staff will verify the physical location of the public notification language (and/ or web site, promotional materials, etc.) as stated in the subrecipients Title VI program. During this time, NDDOT also discusses with the subrecipient any new or potential opportunities for public participation and public outreach that may present themselves since the previous submission of the sub recipient's Title VI program. Many transit systems have transportation advisory committees consisting of seniors, persons with disability, general users and organizations that work with people who are transit depended. County boards, village, town and city councils also address transit issues.

NDDOT assists subrecipients with compliance as follows:

- NDDOT provides sample notification language, sample Title VI compliant form and sample Title VI complaint procedures to subrecipients;
- NDDOT helps provide demographic data to assist subrecipients in conducting their four-factor analysis and subsequently developing their LEP plan.

Contractors and subcontractors are not required to submit a Title VI report. However, they are responsible for complying with the Title VI program of the recipient with whom they are contracting. Recipients and subrecipients are responsible for ensuring that their contractors are complying with their Title VI program and Title VI regulations.

## DISADVANTAGED BUSINESS ENTERPRISE (DBE)

The objective of the US Department of Transportation's (DOT) DBE regulations, as specified in 49 CFR Part 26, are to,

- Ensure nondiscrimination in the award and the administration of DOT-assisted contracts in the Department's transit financial assistance program;
- Create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
- Ensure that the Department's DBE program is narrowly tailored in accordance with applicable law;
- Ensure that only firms that fully meet this part's eligibility standards are permitted to participate as DBEs;
- Help remove barriers to the participation of DBEs in DOT-assisted contracts;
- Assist the development of firms that can compete successfully in the marketplace outside the DBE program;
- Provide appropriate flexibility to recipients of federal financial assistance in establishing and providing opportunities for DBEs.

A DBE is defined by 49 CFR Part 26 as a for-profit business that is at least 51 percent owned by one or more individuals who are in a group that is considered to be socially and economically disadvantaged and whose management and daily operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

The NDDOT Civil Rights Division (CRD) has the primary responsibility to administer the DBE program for NDDOT. This includes the development of the department-wide DBE Program Plan and formulation and distribution of the DBE Policy. In addition, the CRD works with the Transit Section to develop the FTA tri-annual goal.

NDDOT Transit Section regularly receives FTA funds which generate in excess of \$250,000 in contracting opportunities in a federal fiscal year. This obligates NDDOT Transit Section to develop and submit transit-specific overall three-year agency goals to FTA. NDDOT Transit assists NDDOT CRD in the administration of the program of FTA funded projects. The primary activities conducted by NDDOT Transit staff include assistance with transit goal setting and contract monitoring and reporting.

NDDOT Transit staff work closely with subrecipients in addressing DBE requirements. In goal setting, three-year goals are established based on anticipated FTA contracting opportunities by both subrecipients and NDDOT Transit. Contract-specific goals may also be established and require a

greater amount of subrecipient technical assistance from NDDOT Transit Section. Work with subrecipients also includes the ongoing collection of data for contract monitoring and reporting on FTA funded contracts.

NDDOT Transit Section completes a non-discrimination assurance for DBE with each FTA grant application. As with other civil rights areas, subrecipients agree to comply with all applicable civil rights statutes and regulations in annual grant agreements. Section 5310, 5311 and 5339 subrecipients annually sign FTA's Certifications and Assurances in their grant agreements with the state. In addition, each contract signed with a contractor (and each subcontract the prime contractor signs with a subcontractor) includes a similar assurance of non-discrimination.

During compliance reviews, subrecipients are asked to identify potential contracting opportunities. NDDOT Transit staff work with subrecipients to identify potential DBE participation for those contracting opportunities. NDDOT Transit staff also ensures that subrecipients use appropriate DBE contract language in their solicitations. DOT's Civil Rights Division provides assistance to potential DBEs to become certified and maintains the Unified Certification Program Directory.

The Section 5311 quarterly reimbursement request includes a form for transit agencies to list DBE expenditures made during the quarter. The information listed on this form is collected by the NDDOT to use in its annual DBE goal setting process. This form may be revised as Transit related DBEs are added or removed from the list of certified companies. This list is managed by the CRD of the NDDOT.

### Uniform Report of DBE Commitments/ Awards and Payments

The Uniform Report of DBE Commitments/ Awards and Payments report must be submitted in TEAM-Web DBE Reporting Module on December 1 and June 30 of every year. The information is collected from each transit agency on a quarterly basis. The transit agency must list all expenditures they made to a DBE during that quarter. The Transit Section tracks the contract and payment data for the reporting period in the NDDOT's Contract Management software.

## EQUAL EMPLOYMENT OPPORTUNITY

The state must ensure that no person in the United States shall on the grounds of race, color, religion, national origin, sex, age, or disability be excluded from participating in, or denied the benefits, or be subject to discrimination in employment under any project, program, or activity receiving Federal financial assistance under the Federal transit law. The NDDOT EEO program is administered by NDDOT CRD who also maintains the EEO program plan.

Since NDDOT does not operate a mass transit system or meet the threshold or employ 50 or more transit related employees, it is not required to submit an EEO Program Plan to FTA.

Currently, none of NDDOT's 5310, 5311 and 5339 subrecipients receive capital or operating assistance in excess of \$1 million or planning assistance greater than \$250,000 and also employ 50 or more transit related employees.

Section 5307 NDDOT subrecipients who are also direct recipients of FTA funding (i.e., urban bus systems) that receive capital or operating assistance in excess of \$1 million or planning assistance greater than \$250,000 and also employ 50 or more transit related employees submit their EEO plans directly to FTA for review and approval.

NDDOT annually signs the FTA List of Certifications and Assurances for FTA grants and cooperative agreements, which binds NDDOT to EEO regulations.

### Subrecipient Oversight

Subrecipients sign and return, as part of their application for federally-assisted funding, the current nondiscrimination assurance form(s) provided as part of their application or contacting materials. If the form is not currently on file at NDDOT, the subrecipient shall, upon request, sign and return such a form on a timely basis. Subrecipients shall also maintain a copy of this form in their civil rights file kept at their place of business that will be available for inspection.

Each contract between NDDOT and subrecipients for the provision of FTA funding shall contain language that requires the subrecipient to comply with FTA regulations related to EEO. In addition, private providers under contract with a subrecipient are required to comply with these regulations.

The only NDDOT subrecipients that meet or exceed the receive capital and operating threshold for assistance above are 5311 subrecipients. As part of annual application review of 5311 applicants, NDDOT reviews the list of transit employees of each applicant by job type including a total number of transit-related employees. Currently none of NDDOT's current subrecipients have more than 50 transit-related employees. If upon this annual review, the number of transit related staff reached 50 or more and the dollar threshold for capital, operating or planning assistance was met, NDDOT would require the subrecipient to submit a formal EEO program to NDDOT for review and approval. NDDOT would withhold the approval of future grants until such time as it receives the required EEO plan from the subrecipient. The Equal Employment Opportunity Act by definition explicitly exempts Native American tribes from its provisions.

## LOBBYING

Subrecipients that submit, or intend to submit, an application for Federal assistance exceeding \$100,000 must provide the following certification.

- As required by U.S. DOT regulations, "New Restrictions on Lobbying," at 49 CFR 20.110, Applicant's authorized representative certifies to the best of his or her knowledge and belief that for each application for a Federal assistance exceeding \$100,000: (1) No Federal appropriated funds have been or will be paid, by or on behalf of the Applicant, 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 pertaining to the award of any Federal assistance, or the extension, continuation, renewal, amendment, or modification of any Federal assistance agreement; and (2) if any funds other than Federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any 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 any application to FTA for Federal assistance, the Applicant assures that it will complete and submit Standard Form-LLL, "Disclosure Form to Report 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. 1352;
- The Applicant understands that this certification is a material representation of fact upon which reliance is placed and that submission of this certification is a prerequisite for providing Federal assistance for a transaction covered by 31 U.S.C. 1352. The Applicant also understands that any person who fails to file a 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.

## CHARTER

49 CFR Part 604 (applies to all programs) places limits on the charter services that Federally-funded public transportation operators may provide. (FTA C9040.1G page XI-1(2))  
[http://www.fta.dot.gov/documents/FTA\\_C\\_9040.1F.pdf](http://www.fta.dot.gov/documents/FTA_C_9040.1F.pdf)

The annual Federal Certification and Assurances for FTA assistance signed by all subrecipients contains the charter certification. NDDOT assists subrecipients with use of the FTA charter registration web site as requested. NDDOT transit staff verifies compliance with charter regulations while conducting annual compliance reviews and receiving quarterly reports of charter service.

"Charter service" means, (but does not include demand response service to individuals):

- Transportation provided by a recipient at the request of a third party for the exclusive use of a bus or van for a negotiated price. The following features may be characteristic of charter service:
  - A third party pays the transit provider a negotiated price for the group;
  - Any fares charged to members of the group are collected by a third party;
  - The service is not part of the transit provider's regularly scheduled service, or is offered for a limited period of time; or
  - A third party determines the origin and destination of the trip as well as scheduling; or
- Transportation provided by a recipient to the public for events or functions that occur on an irregular basis or for a limited duration and:
  - A premium fare is charged that is greater than the usual or customary fixed route fare;
  - The service is paid for in whole or in part by a third party.

There are charter service exemptions that allow recipients to provide community-based charter services under these limited exceptions:

- Government officials on official government business;
- Qualified Human Service Organizations (QHSO);
- Leasing FTA funded equipment and drivers;
- When no registered charter provider responds to notice from a recipient;
- Agreement with registered charter provider, petition to administrator.

If one or more of these exceptions are performed by any of our subrecipients you must report the charter service to NDDOT and FTA through TEAM/TRAMS. There is a spreadsheet available to assist when reporting charter service that can be found on the NDDOT website.

Charter service may be offered when the following conditions are met:

- Charter service is any of the 5 exemptions listed above; or attain the list of eligible charter providers from <http://www.fta.dot.gov/charterregistration.com>;
- Advertise to everyone off the email list from the FTA's website and email [bhanson@nd.gov](mailto:bhanson@nd.gov) at least 60 days prior to the trip;
- If no response is received back from any willing or able charter provider the service can be provided;
- Expenses related to the trip are paid for by independent funds. FTA must not be billed for charter related expenses.

## SCHOOL TRANSPORTATION (FTA C9040.1G)

Section 5323(f) prohibits the use of FTA funds for exclusive school bus transportation for school students and school personnel. Regulation, 49 CFR Part 605 does permit regular service to be modified to accommodate school students along with the general public and does apply to all programs.

NDDOT oversees compliance with the prohibition by monitoring route schedules submitted with application materials, web sites and/or promotional materials with route schedules. Further, during vehicle inspections and compliance reviews, Transit Staff look for signs and discuss indications that exclusive school bus service has been offered (e.g., School route only).

## DRUG AND ALCOHOL PROGRAM COMPLIANCE

FTA requires the testing of employees performing safety sensitive functions as defined in 49 CFR 655.4. The following six types of testing are required: pre-employment, random, post-accident, return to duty, reasonable suspicion testing and follow-up. All subrecipients test for marijuana, cocaine, opiates, phencyclidine, amphetamines and alcohol. Currently, testing is required at a minimum rate of 25 percent of the safety sensitive pool for drugs and 10 percent for alcohol.

Subrecipients that receive Section 5311 funds are required to have a drug and alcohol testing program for safety-sensitive employees.

Subrecipients that receive only Section 5310 are not subject to FTA's drug and alcohol testing rules, but must comply with the Federal Motor Carrier Safety Administration (FMCSA) rule for employees who hold commercial driver's license (49 CFR Part 382).

Subrecipients that also receive funding from one of the covered FTA programs (i.e., Section 5311) should include any safety sensitive employees funded under Section 5310 projects in their testing program.

### Program Oversight

NDDOT annually signs FTA Annual List of Certifications and Assurances for FTA grants and cooperative agreements which binds NDDOT to all drug and alcohol regulations per 49 CFR Part 655.

NDDOT requires that all subrecipients must formally adopt a substance abuse policy. A signed and dated copy of the adoption must be a part of the transit system's file, noting drug and alcohol program compliance. NDDOT oversight is ensured through monitoring of reports. The reports require compliance based on elements mandated by USDOT and FTA drug and alcohol regulations.

Failure to comply with a drug and alcohol policy by a subrecipient could find their transit agency non-compliant with federal regulation and may result in suspension of federal transit funding.

### Subrecipient Oversight

With each application for FTA funding for transit services assistance, subrecipients are required to certify that their proposed service will comply with regulations regarding 49 CFR Part 655, Prevention of Alcohol Misuse and Prohibited Drug use in Transit Operations.

Each contract between NDDOT and subrecipient for the provision of FTA funding shall contain language that requires the subrecipient to comply with FTA regulations related to drug and alcohol testing. In addition, private providers under contract with subrecipients are required to comply with these regulations.

NDDOT reviews and approves the written drug and alcohol policy of subrecipients operating transit service. Each policy details the procedures and provisions of a drug and alcohol testing program. At a

minimum, all policies will include the policy content requirements of 49 CFR Part 655 Subpart E  
NDDOT's drug and alcohol consultant will review these policies.

## Reporting

Drug and Alcohol Management Information System Report: The submittal of annual FTA Drug and Alcohol Management Information System (DAMIS) reports is a requirement of acceptance of FTA grant funding. MISreports are filed electronically by March 15<sup>th</sup> of each year through FTA Drug and Alcohol Management System (DAMIS) reporting system administered by the MISProject Office at the Volpe National Transportation Systems Center.

NDDOT requires mandatory training courses for subrecipients and their employees. The required training is a minimum of one time 60 minutes of driving training and 2 hours of supervisor training (reasonable suspension).

## SUBRECIPIENT MONITORING

NDDOT Transit Section uses the annual applications, budget review cycle and compliance review as a basis for monitoring financial and operational performance. Proposed changes from the previous year, for example, change of service hours or routes, should be brought to the attention of the transit program manager. NDDOT Transit approves all annual estimated budgets.

### Subrecipient monitoring and reporting requirements

Subrecipient monitoring is an ongoing process undertaken by NDDOT Transit staff. Subrecipients are required to report expenses, revenues and operating via quarterly reports. Requested data includes:

- Expenses;
- Revenues;
- Number of passenger trips;
- Number of miles;
- Number of hours;
- Fuel consumption.

The agency directors use the information contained in the quarterly reports to monitor subrecipients' fiscal and operational activities. Requests for reimbursement are approved by the NDDOT Transit program managers before payment can be processed.

# **STATE PROGRAM MANAGEMENT/ DESIGNATED RECIPIENT PROGRAM MANAGEMENT<sup>1</sup>**

NDDOT is the designated recipient for all FTA funding.

## **PROGRAM MEASURES**

### **Section 5310**

NDDOT uses subrecipients applications (including budgets), quarterly and annual reports to monitor and evaluate performance. Quarterly reports quantify – on a vehicle specific basis – one way trips provided by passenger type, expenses, trip miles and service time. Annual reports indicate – on a fleet aggregated basis, number of one-way trips, number of eligible riders in the awardees service area and county(s) served.

The federal program year is October 1<sup>st</sup>-September 31. Reports are due October 15.

The two measures established for the Section 5310 (per FTA C9070.1G page II-2), program are:

- Gaps in Service Filled. Provisions of transportation options that would not otherwise be available for the elderly persons and persons with disabilities. Measured in numbers of the elderly persons and persons with disabilities afforded mobility they would not have without program support;
- Ridership. Actual or estimated number of rides (as measured by one way trips) provided annually for persons with disabilities and the elderly persons on Section 5310 – supported vehicles and services and number of rides provided during the lifetime of all 5310 vehicles currently in service.

Program managers use these reports to perform operational management over subrecipients and to satisfy federal reporting requirements.

Program managers schedule compliance reviews with subrecipients on an annual basis to review operations and maintenance records. Program managers may request and review records and documentation if the initial review uncovers any concerns or unresolved questions. NDDOT inspector will call and schedule on-site inspections of all FTA funded vehicles and FTA funded facilities. This on-site inspection occurs every other year.

## **RECORD RETENTION**

All documentation relating to federal or state contracts must be retained according to federal and state regulations. This generally means 6 years beyond the close of the contract, or 3 years past the vehicle disposal date, whichever is longest. This includes pre-trip inspection reports. Documentation retention for buildings is 35 years of useful life and permanent retention for documentation of land property.

SCR 4005

APPENDIX K

2016

# Transit Legislative Study



prepared by

**NORTH DAKOTA DEPARTMENT OF TRANSPORTATION**

Bismarck, North Dakota

dot.nd.gov

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## Executive Summary

House Bill No. 1012, as enacted by the 2015 North Dakota Legislature, directed that the North Dakota Department of Transportation (NDDOT) shall study state funding distributions and allocations to public transportation providers. The study must include a review of distributions and allocations, including contingent funding provided, a review of distributions and allocation formulas, and the public transportation providers use of the funds received from the distributions, allocations, and contingent funding, including uses for operating costs and capital asset purchases. The NDDOT shall report to legislative management regarding the results of its study by June 30, 2016.

There are currently 34 public transportation providers statewide, including rural, urban, tribal, and intercity services. NDDOT currently supports transit agencies that provide service to the general public, elderly, and individuals with a disability in all 53 counties within North Dakota.

The NDDOT collected the enclosed study data for two bienniums, FY 2011-2013 and FY 2013-2015. In FY 2011-2013 the NDDOT received approximately \$16,493,000 in federal funds and \$6,300,000 in state funds, and in FY 2013-2015 approximately \$14,991,000 in federal funds and \$11,746,000 in state funds. In FY 2011-2013, public transportation provided 7,140,838 rides, and in FY 2013-2015, 6,325,653 rides were provided.

Qualifying public transportation providers receive federal funding annually through an application process. Eligible applications are reviewed by a committee based on availability of funding, the number of requests received and other established criteria outlined under the Federal Transit Funding Program in this report ([page 6](#)). Any federal funds not expended during the contract period are returned and redistributed the following year through the same process.

State funding is provided to NDDOT for administration of the Public Transportation Fund 39-04.2-02. The director of the NDDOT administers these funds and distributes funding to qualifying public transportation providers based on 39-04.2-04 Distribution of funds ([page 4](#)). The distribution formula (according to Chapter 39-04.2 NDCC 2007 Legislative Session and October 1, 2007 letter from ND Legislative Council's office) is as follows: Each county shall receive a base amount of four-tenths of one percent of the appropriation for the program plus one dollar and fifty cents per capita of population in the county, based upon the latest regular or special official federal census. Each year the director shall increase or decrease the one dollar and fifty cents per capita amount in order to distribute all funds appropriated for the biennium. If there are multiple transportation providers in one county, then the base amount must be divided equally among the providers and the additional per capita amount must be based upon the percentage of elderly and handicapped ridership provided by each transportation provider within the county. Funds not expended by a county during a contract period, or previous contract periods, may be redistributed under guidelines established by the director. In addition, unexpended funds may also be used by the director for transit coordination purposes.

Public transportation providers use the federal and state funds they receive for operating costs, (Examples: salary, fuel, insurance, maintenance, and training), and capital costs (Examples: vans, cutaway buses, and large urban buses). Over the last two bienniums (FY 2011-2013 and FY 2013-2015) \$40,304,369 was reimbursed to transit providers (\$19,499,415 State Aid and \$20,804,954 federal funding). A total of \$34,666,368 or 86% of the funding received is used for costs associated with operating expenses (\$18,328,113 State Aid and \$16,338,255 Federal funding), see Table 12-14 ([pages 28-31](#)). The remaining \$5,638,001 or 14% of funding received is used for costs associated with capital purchases (\$1,171,302 State Aid and \$4,466,699 Federal funding). The NDDOT reimburses transportation providers on a quarterly basis for operating and capital expenses incurred.

## Introduction

NDDOT oversees the Transit Program within North Dakota and has been designated by the Governor of North Dakota to administer federal and state funded transit programs in the state. There are 34 transit providers statewide, including rural, urban, tribal, and intercity services. NDDOT currently supports transit agencies that provide service to the general public, elderly, and individuals with a disability in all 53 counties within North Dakota. North Dakota public transit providers, both rural and urban, provided over 3.1 million rides in 2015. Collectively, these systems operate approximately 316 buses and vans.

North Dakota covers 69,000 square miles and is mostly a rural state. There are three urban areas that have the largest concentration of the population: Bismarck-Mandan, Fargo-West Fargo, and Grand Forks-East Grand Forks. The population of North Dakota, as of the 2010 Census, was 672,591 people.

Of NDDOT's Federal Transit Administration (FTA) funded subrecipients, twenty-eight provide demand response services in rural areas, one provides fixed route service in a rural area, three provide fixed route and paratransit services in urban areas, and two provide intercity service. See Appendix A: Public Transit Provider Services Areas 2016 (page 12).

Transit Services in rural and urban areas is defined as:

- **Fixed-Route System.** Public transportation service provided in vehicles operated along predetermined routes according to a fixed schedule.

- **Paratransit.** All public entities who operate a fixed route system are required to provide paratransit service that is both comparable and complementary to the fixed route services. This is a curb-to-curb or door-to-door accessible service for qualifying individuals who cannot use the fixed route system.
- **Demand/Response.** Any non-fixed route system of transporting individuals that requires advanced scheduling by the customer, including services provided by public entities, nonprofits, and private providers. (Generally is curb-to-destination service).
- **Intercity.** Is a regularly scheduled bus service for the general public which operates with limited stops over fixed routes connecting two or more urban areas not close in proximity, which has the capacity for transporting baggage carried by passengers, and which makes meaningful connections with scheduled intercity bus service to more distant points, if such service is available.



## Program Goals

The goal of the state transit programs (both federal and state funded programs) is to provide a safe, efficient, and environmentally sound transportation system that promotes economic growth and enhances the quality of life in North Dakota. Through transportation, an individual with a disability, the elderly, and the general

population in all areas and localities of North Dakota, are able to have access to health care, shopping, education, recreation, public services, and employment. This is accomplished by establishing and supporting public and special needs transportation systems wherever needed and appropriate throughout the state.

## Program Objectives

NDDOT objectives are consistent with the FTA program goals. The FTA program goals and objectives of the individual programs are to continue growth in all areas of North Dakota by utilizing the available federal and state funding programs to:

- Provide operating funds to support and maintain existing transit services.
- Assist in establishing new services, so that transportation disadvantaged persons and the general population in all areas of the state will have access to at least a minimum level of public or special needs transportation services.
- Provide capital funds to the existing public transportation systems as well as special needs transportation systems to upgrade or replace their buses and related transit equipment to ensure the continued viability of these systems and the transit services they provide.
- Provide grant funds to maintain and promote coordination of transportation systems and

services in the state.

- Provide technical assistance to existing, special needs, and new public transportation systems to increase the effectiveness and efficiency of their transit services.



- Work with all state agencies involved in providing transportation services to coordinate state and federal transportation programs.

## Roles and Responsibilities

NDDOT is responsible for:

- Developing all administrative procedures, processing all financial documents for reimbursement of operative deficits and maintaining local financial accountability through standard audit practices.
- Monitoring the expenditures of funds in all contracts that have been awarded to the providers.
- Managing subrecipient selection process, notifying eligible subrecipients of the availability of programs, developing selection criteria, soliciting applications, reviewing, and recommending projects for approval by NDDOT management as part of a committee.
- Managing grant agreements, amending grant agreements, developing, and executing grant agreements with eligible subrecipients.
- Managing data, collecting financial reports, operating statistics, and vehicle data, maintaining databases, monitoring and evaluating transit system performance.
- Managing federal grants, program of projects,

reporting, and grant closeouts.

- Monitoring subrecipient compliance with federal requirements.
- Engaging in planning and research activities, transit plans, and studies.
- Providing technical assistance, training and workshops for subrecipients.
- Submitting an annual report to the National Transit Database (NTD) that contains the information required to be stated in all Section 5311 transit programs in North Dakota.
- Submitting a Federal Financial Report, final budget and final Program of Projects through the FTA system within 30 days of final expenditure of all funds in a federal grant.
- Compliance reviews and site visits (facility and vehicle inspections) to those transit providers in North Dakota that receive State Aid, FTA Section 5310, 5311, and/or 5339 funding for their programs.

Other divisions who assist the Transit section are:

- **Financial Management Division** assists in grant management, subrecipient requested payments, Milestone Progress Report (MPR's), Federal Financial Reports (FFR's), etc.
- **Civil Rights Division** assists with Title VI, Limited English Proficiency (LEP), and Disadvantaged Business Enterprise (DBE).
- **Communication Division** assists with press releases, advertisement, and other public communications.

- **Planning Division** assists with Statewide transit maps.
- **Programming Division** assists with State Transportation Improvement Plan (STIP) and Transportation Improvement Plan (TIP) programs.

## Ridership

Over the past three years, 33 to 35 transit agencies have been operating in the state. Ridership

is shown by agency in Table 1 (pages 14-15) and by county in Table 2 (pages 16-17).

## North Dakota State Aid for Public Transit Program

In 1989, the North Dakota State Legislature enacted House Bill 1337 which initiated State Aid Funding for Public Transit in North Dakota. This state legislation established a State Public Transportation Fund to provide transportation aid payments to political subdivisions and nonprofit transit providers in each county for the purpose of establishing and supporting public transit services.

The State Aid for Public Transit program is listed in the North Dakota Century Code (NDCC) in Section 39-04.2.

**39-04.2-01. Definitions.** In this chapter, unless the context or subject matter otherwise requires:

1. "Public transportation" means the vehicular transportation of persons from place to place within this state, but does not include the provision of transportation facilities otherwise provided by public funds, such as roads, streets, highways, bridges, lighting equipment, or signs.
2. "Ridership" means a one-way trip provided to any one person in a motorized vehicle designed to carry eight or more persons in an enclosed area with separate seating for each person.
3. "Transportation provider" means a political subdivision, tribal agency, or any nonprofit corporation that provides transportation to the public, especially to elderly and handicapped citizens.

**39-04.2-02. Public Transportation Fund – Administration of the fund.** The director shall administer the public transportation fund. Payments disbursed under this chapter must be paid from moneys deposited in the fund. The expenses arising from administration of the fund must be paid from the fund within the limits of legislative appropriations.

**39-04.2-03. Additional registration fee – Deposit in fund.** Repealed by S.L. 2009, ch. 40, § 26.

**39-04.2-04. Distribution of funds – Continuing appropriation.**

1. Moneys appropriated by legislative assembly to the public transportation fund must be disbursed under guidelines issued by the director. The funds must be used by transportation providers to establish and maintain public transportation, especially for the elderly and handicapped, and may be used to contract to provide public transportation, as matching funds to procure money from other sources for public transportation and for other expenditures authorized by the director. Moneys in the public transportation fund are appropriate to the Department of Transportation on a continuing basis for distributions authorized under this section.
2. Each county shall receive a base amount of four-tenths of one percent of the appropriation for the program plus one dollar and fifty cents per capita of population in the county, based

upon the latest regular or special official federal census. Each year the director shall increase or decrease the one dollar and fifty cents per capita amount in order to distribute all funds appropriated for the biennium. If there are multiple transportation providers in one county, then the base amount must be divided equally among the providers and the additional per capita amount must be based upon the percentage of elderly and handicapped ridership provided by each transportation provider within the county. Funds not expended by a county during a contract period or previous contract periods, may be redistributed under guidelines established by the director. In addition, unexpended funds may also be used by the director for transit coordination purposes.

**NOTE:** The county does not receive the funding for distribution for transit services. The funding is awarded to the Transit Agency(s) who provide services in that county.

In 2009, Senate Bill 2012, established a new formula for the public transportation fund and authorized the director of the State Department of Transportation to administer this program. The Department of Transportation will disburse the funds according to specific guidelines established by the legislation. The funds must be used by transportation providers to establish and maintain public transportation, especially for the elderly persons and individuals with disability. Funds may be used to contract public transportation as matching funds in order to procure money from other sources for public transportation and for other expenditures authorized by the director.

In 2013, Senate Bill No. 2012, the department's distribution was given continuing appropriation of the Transit Funding. The department has a base amount in its budget for each biennium and that budgeted amount will be used to calculate the base amount for each transit provider.

Recipients for State Aid funding must comply with the same regulations as required for federal funding. For a list of State Aid awarded see Table 3 (pages 18-19) and Table 4 (pages 20-21).

### Unexpended State Aid by Agency

Each year all transit agencies are required to submit quarterly reimbursement requests. The

State Aid not spent is calculated and kept to be redistributed. Any transit agency that has used all their available State Aid in the current year is eligible to apply for the Unexpended State Aid. In Table 5 (page 22), it shows the State Aid not spent for each year by agency.



### Disbursement of Unspent State Aid

In 2012, the unspent State Aid was not dispersed. In 2013, all to-date unspent State Aid was distributed using the State Aid formula to eligible Transit Agencies who were in operation the previous year. The unspent State Aid funds from 2014 and 2015 were distributed to eligible transit agencies who were compliant with federal and state requirements, completed an application, and had expended all their State Aid funding that year. Those qualifying transit agencies were funded through a modified calculation of the State Aid funds. Table 6 (pages 23-24) shows the distribution of funds.

## Federal Transit Funding Program

### Federal Funding Amounts

The Transit Section receives federal funds annually from FTA to distribute through an application process to qualifying Transit Agencies. The total amounts of federal funding received from FY 2012-2015 are shown in Table 7, Transit Federal Funding Breakdown ([page 25](#)).

### Method for Distributing Funds and Committee Evaluation

Through the annual application process due to the state on April 1 of every year, eligible subrecipients prepare and submit application materials. Annual applications are then reviewed by the NDDOT grant review committee. The grant committee is made up of three NDDOT employees and three non-NDDOT employees, currently a representative from Aging Services, Veterans Affairs, and Medicaid Services.

The committee reviews eligible applications with consideration given to the amount of funding available and the amount of requests received. The committee will also consider the following when reviewing and awarding funds:

- Records/Claims submitted on time.
- Completeness and compliance with state and federal regulations/requirements.
- Financial plan that demonstrates fiscal capacity and reasonableness.
- Coordination relationships with other organizations and agencies.
- Demonstrated needs, past performance, vehicle maintenance, history of reliable service, cost per mile, technical capacity, technology, and willingness to participate in training.

If necessary, preference in the allocation of funds shall be given to the transit provider that is best suited to serve areas which do not currently have access to public transportation, as well as to providers serving the needs of the general public, seniors and individuals with disabilities. NDDOT does not allocate Section 5311 funding for construction, renovation, or similar projects due to the need for capital purchase of buses, vans, and associated equipment. It is the intent of NDDOT to fund operating, administration, Intercity Transit

Systems, RTAP and capital maintenance in the 5311 program. It is the intent of NDDOT to fund vehicle purchases with the 5339 and 5310 grants.

North Dakota's three urbanized areas of Bismarck-Mandan, Fargo-West Fargo, and Grand Forks-East Grand Forks receive funding through the Section 5307 Urbanized Area Formula Program and provide fixed route/paratransit services.

Capital fund requests are completed with an annual application process that is reviewed by the grant review committee.

FTA program funds for vehicles are allocated based on need, with the following considerations:

- Vehicle age, mileage and condition based on FTA Useful Life Standards in Appendix B ([page 13](#)).
- Vehicle replacement versus expansion.
- Service to new areas.

FTA program funds requested for facilities, facility improvements, mobility manager's salary, and other substantial capital items are allocated based on the documentation of need by the agency.

### FTA Section 5310 – Transportation for the Elderly Persons and Persons With Disabilities



Section 5310 program funds may be used for capital and operating expenses in rural and urban areas to support transportation services to meet the special needs of the elderly persons

and persons with disabilities. These funds are generally used to purchase vehicles and to fund Mobility Manager positions. These are 80% federal funds requiring a 20% local match.

Projects selected for funding under Section 5310 must be derived from a locally developed, coordinated public transit/human services transportation plan. These plans identify the transportation needs of individuals with disabilities, elderly persons and individuals with low incomes to provide strategies for meeting these needs.

Section 5310 grant funding is available for the year in which it is appropriated plus an additional two years (for a total of three years).

Examples of capital expenses include, but are not limited to:

- Buses and vans.
- Radios and communication equipment.
- Vehicle shelters.
- Wheelchair lifts and restraints.
- Vehicle rehabilitation or overhaul.
- Extended warranties which do not exceed the industry standard.
- Computer hardware and software.
- Initial component installation costs.
- Introduction of new technology into public transportation.
- Transit related intelligent transportation systems (ITSs).
- Supporting new mobility management and coordination.

## FTA Section 5311 – Rural and Small Urban Areas

Section 5311 provides an annual apportionment of federal transit funds to North Dakota to support and improve public transit service in the rural areas (areas and localities under 50,000 in population). The funds may be used for capital, operating and administrative assistance to local public bodies, Native American tribes, nonprofit organizations and operators of public transportation services. Section 5311 funds are administered by NDDOT and are used to support public transit in the small cities and rural areas of

the state.

Section 5311 grant funding is available for the year in which it is appropriated plus an additional two years (for a total of three years).

Operating expenses are 50% federal funds requiring a 50% local match and are considered those costs directly related to system operations. At a minimum, the following items must be considered operating expenses:

- Fuel/oil.
- Drivers' and maintenance salaries and fringe benefits.
- Rent and utilities.
- Licenses and fees.
- Maintenance, repairs and parts.
- Advertising/marketing.
- Training and development.
- Office supplies and postage.
- At a minimum, operating revenues must include fare box revenues. Fare box revenues do not include payments made directly to the transit provider by human service agencies.

A cost allocation plan must be submitted and approved before indirect costs can be reimbursed. This plan can be one prepared for a different federal agency or one prepared for the FTA program. (OMB Circular 2 CFR 225, FTA C 6100.1C Page IV-5, DHHS brochure ASMB C-10 are references you may use in preparing the cost allocation plan.)

Administrative expenses are 80% federal funds requiring a 20% local match and are eligible project administrative expenses including general administrative expenses such as:

- Salaries and fringe benefits of the director, secretary and bookkeeper.
- Vehicle and building insurance.
- Audit expenses.
- Drug and alcohol testing.
- Legal.
- Travel.

Capital Expenses are 80% federal funds requiring

a 20% local match and are the same as those listed under the Section 5310 program, with the addition of these capital items such as.

- Paratransit vehicles.
- Vehicle rehabilitation, remanufacture or overhaul.

The above list is by no means comprehensive as additional small capital items are also eligible.

State administration is available to the state for use in transit administration such as consultant services.

### **FTA Section 5311(B) – Rural Transit Assistance Program (RTAP)**

Section 5311(b) (3) RTAP is administered in conjunction with the Section 5311 program. It was established under the Federal Mass Transportation Act of 1987. RTAP provides an annual apportionment of federal funds to the state for transit training, technical assistance and other support activities to enhance transit operations and services in the state's rural areas. These are 100% federal funds with no local match required.

The NDDOT uses RTAP funds to deliver training and technical assistance needed by all rural providers of public transportation, and not only to subrecipients of the Section 5311 program.

RTAP funds may be used to support transit activities in the following categories:

- National, regional and state conferences and workshops.
- Technical assistance.
- Training.
- Research.
- Related support services.
- Purchase of equipment to support any of the above activities.

### **FTA Section 5311 (F) – Intercity Bus Program**

NDDOT administers 5311(f) program funds in accordance with the Federal Intercity Bus Program. According to the Intercity Bus Assistance Program, NDDOT may contract with private providers of the intercity bus service to

support intercity bus routes for the provider, or make grants to political subdivisions to support intercity bus service routes. Intercity bus service is defined as, "regularly scheduled public bus services that operate with limited stops between two urbanized areas or connects rural areas to an urbanized area."

NDDOT awards funding for operating at 50% federal funds with 50% local match, and administration and capital funds at 80% federal funds and 20% local match.

Through this program, NDDOT conducts outreach with the FTA required goal of obligating 15% of all annual 5311 funds for intercity bus projects. Service is requested through a grant application process with the intent of funding projects that meet the following objectives:

- The service has meaningful intermodal connections.
- The service project improves connectivity to or between major metropolitan areas that currently lack convenient or direct intercity bus service.
- The contractor demonstrates that they have the technical capacity, financial stability, marketing plan and requisite experience to be recipients of federal funds.

The reporting of financial information and reimbursement for services will be performed on a quarterly basis using the same provider controls and procedures as the 5311 program. The NDDOT has two intercity operators in North Dakota, Jefferson Lines and Standing Rock Public Transit.

### **FTA Section 5339 – Bus and Bus Facilities**

Section 5339 is a program used to provide capital assistance for new and replacement buses, related equipment and facilities. Federal funds under this program are annually apportioned to the states. These are 80% federal funds requiring a 20% local match. Section 5339 grant funding is available for the year in which it is appropriated plus an additional two years (for a total of three years).

Section 5339 program funds may be used for capital projects in both rural and urban areas of the state. Examples of capital expenses include,

but are not limited to:

- Acquisition of vehicles for fleet.
- Rehabilitation of buses (requires bus to be kept in service for 24 additional months beyond renovation date).
- Construction and renovation of bus maintenance and administrative facilities.
- Transfer facilities, transportation centers, inter-modal terminals and park-and-ride stations.
- Purchase of replacement vehicles, vehicle rebuilds and vehicle preventive maintenance.
- Purchase of passenger amenities such as passenger shelters and bus stop signs.
- Purchase of accessories and miscellaneous equipment such as mobile radio units, fare box-

## Unexpended Federal Grant Funds

Section 5311 funds not expended by the local transit agency recipients during the current state fiscal year (July 1 to June 30) will revert to the respective grant program fund.

Sections 5339, 5310 and/or programs that occur when a transit agency fails to implement a project or make a requested vehicle purchase require a written request for additional time before the contract expiration date and it must state the reason for requesting the action. If the contract

period ends without written request, the funds are forfeited. If the request is for additional time, NDDOT may accept or deny the request depending on the reason provided. Once a transit agency has relinquished funds, NDDOT is free to reallocate the funds for another purpose.

Any grant funding remaining after a transit agency has fully completed implementation of a funded project or capital purchase, automatically reverts to the grant program for reallocation.

## Local Share and Local Funding Requirements

The local applicant will provide the required local matching share for capital and operating assistance projects. The local matching share shall be cash from sources other than the U.S. Department of Transportation funds. All transit providers must provide proof that local match funds are from an allowable source to match federal funds and are not being obligated in another way.

The matching share for project administration, capital and operating costs may be from a source that includes state, local government, unrestricted federal or private funds. Applicants eligible for public transportation assistance may

receive NDDOT awarded transit state aid funds to match their federal funds up to 50% of the deficit after the allotted federal funds. Applicants not eligible to receive NDDOT awarded transit state aid funds may provide the local match with a combination of unrestricted federal funds and local cash funds. Examples of local match that may be used for the local share include local appropriations, other non-federal Department of Transportation funds, dedicated tax revenues, private donations, revenue from human service contracts, and the net income generated from advertising and donations.

## Conclusion

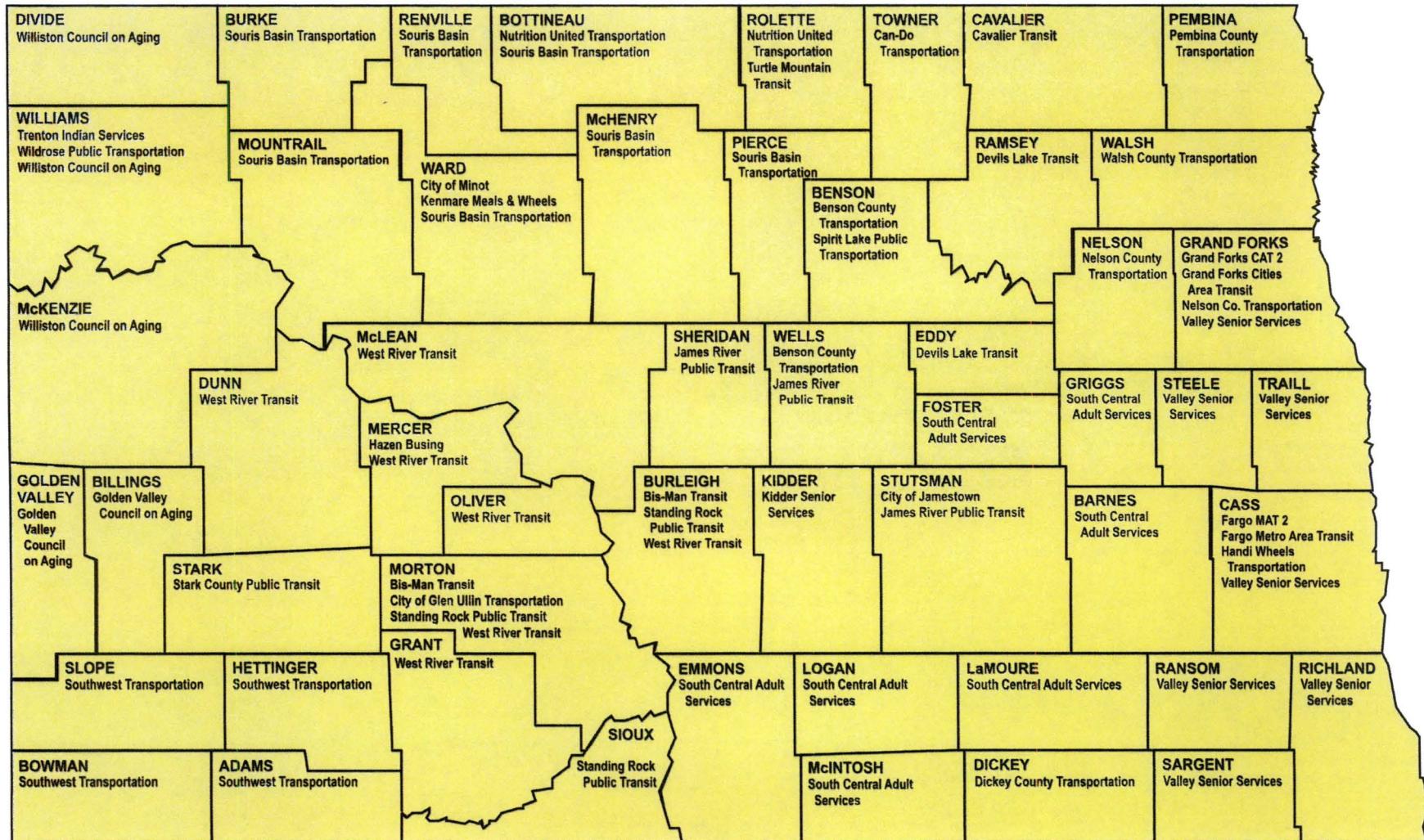
NDDOT along with the Transit Agencies work together to provide statewide public transportation that is accessible and affordable to the general public, elderly, and people with disabilities

throughout the state. Federal and state funding is essential to maintain current services and allow for future system improvements.

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# **Appendices and Tables**

## Appendix A. Transit Provider Services



## Appendix B. FTA Useful Life Standards

North Dakota DOT Category	Approx. GVWR in lbs.	No. of Seats	Approx. Length	Useful Life Minimum
A. Large, Heavy-Duty Transit Bus 	33,000 - 40,000	35-40+	35-40 ft. or greater	12 yrs. or 500,000 miles
B. Medium-Size, Heavy-Duty Transit Bus 	26,000-33,000	24-35	30-65 ft.	10 yrs. or 350,000 miles
C. Medium-Size Duty Chassis Cutaway 	10,000-26,000	16-30	25-30 ft.	7 yrs. or 200,000 miles
D. Medium-Size Light Duty Chassis Cutaway 	10,000-16,000	18-16	20-25 ft.	5 yrs. or 150,000 miles
E. 1. Small Cutaway E. 2. Modified Van E. 3. Modified Minivan 	6,000-14,000	3-14	E 1 20-22 ft. E 2 < 20 ft. E 3 < 20 ft.	4 yrs. or 100,000 miles
E. 4. Vans E. 5. Minivans 	6,000-14,000	3-12	< 12 ft.	4 yrs or 100,000 miles

**Table 1. Ridership by Agency**

Transit Agency	County Served	2012 Total Elderly & Disabled	2012 Total Rides	2013 Total Elderly & Disabled	2013 Total Rides	2014 Total Elderly & Disabled	2014 Total Rides	2015 Total Elderly & Disabled	2015 Total Rides
Benson County Transportation	Benson	2,723	3,025	2,867	3,247	2,504	2,996	2,683	3,278
Bis-Man Transit	Burleigh	151,000	324,701	112,880	439,368	129,936	302,012	96,748	290,316
	Morton	43,000		57,120		14,429		64,498	
CANDO	Towner	4,160	4,160	3,550	4,000	4,665	5,321	3,999	6,332
Cavalier County Sr. Meals	Cavalier Co	3,311	3,727	3,726	4,229	4,088	5,069	4,941	6,474
City of Glen Ullin	Morton	1,077	1,081	1,245	1,081	756	791	855	905
City of Jamestown (Taxi)	Stutsman	1,580	8,055	1,650	7,060	-	-	1,891	8,560
City of Minot	Ward	30,617	126,437	26,153	126,037	25,971	131,568	19,108	131,640
Dickey County Senior Citizens	Dickey	5,750	5,800	5,600	6,095	4,708	5,224	4,691	5,138
Dickinson Public Transit (Stark County Council on Aging/Eldercare)	Stark	22,170	60,110	9,846	33,822	24,985	46,093	16,610	42,110
Fargo Metro Transit	Cass	476,822	2,092,299	476,822	2,092,299	212,133	1,709,481	218,565	1,794,640
Golden Valley Council on Aging	Billings	-	3,149	53	3,592	190	2,929	199	3,261
	GoldenValley	3,090		747		2,512		2,158	
Grand Forks Public Transit	Grand Forks	122,472	360,401	122,472	360,401	199,537	397,791	81,881	371,067
Handi-Wheels Transportation	Cass	11,896	15,380	9,276	13,405	8,388	12,806	7,656	10,266
Hazen Busing	Mercer	3,076	20,726	3,750	20,750	4,111	26,724	3,203	23,298
James River Sr Citizens	Sheridan	58	79,994	25	75,017	10	68,925	5	69,157
	Stutsman	37,630		33,144		32,923		32,904	
	Wells	3,994		2,539		3,227		3,158	
Kenmare Meals & Wheels	Ward	4,108	6,008	2,016	4,390	2,835	7,457	5,586	8,470
Kidder/Emmons Senior Services	Kidder	9,845	9,998	6,805	6,590	7,077	8,665	5,907	7,199
Nelson County Transportation	Grand Forks	155	888	439	1,154	308	4,695	749	4,981
	Nelson	-		-		3,252		3,161	
Nutrition United	Rolette	3,653	4,639	3,661	3,639	3,013	5,353	5,680	10,025
Pembina County Meals & Transportation	Pembina	5,350	7,400	4,924	6,330	3,299	6,722	4,227	6,101
Royal Coach	Ramsey	3,400	4,300	5,200	7,600	-	-	-	-
Devils Lake Transit / Senior Meals and Services	Eddy County	4,046	8,297	3,706	8,982	3,656	11,233	2,934	10,743
	Ramsey	14,231	18,461	12,850	17,950	12,445	18,752	14,583	20,449
Sitting Bull College	Burleigh	8	17,773	138	17,663	263	9,184	218	7,657
	Morton	-		28		349		453	
	Sioux	1,020		912		1,053		1,194	
Souris Basin Transportation	Bottineau	6,460	84,315	5,840	80,225	5,116	80,824	3,118	86,707
	Burke	1,556		966		820		528	
	McHenry	2,420		1,540		847		742	
	Mountrail	1,590		685		293		233	
	Pierce	11,100		8,275		8,272		4,010	
	Renville	1,344		897		420		251	
	Ward	44,350		44,350		53,407		65,423	

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**Table 1. Ridership by Agency (cont.)**

Transit Agency	County Served	2012 Total Elderly & Disabled	2012 Total Rides	2013 Total Elderly & Disabled	2013 Total Rides	2014 Total Elderly & Disabled	2014 Total Rides	2015 Total Elderly & Disabled	2015 Total Rides
South Central Adult Services	Barnes	21,188	92,898	22,236	102,274	19,059	104,758	21,911	117,829
	Emmons	9,892		10,214		7,747		5,434	
	Foster	4,525		4,340		2,175		5,237	
	Griggs	3,408		3,196		3,571		3,165	
	LaMoure	3,727		2,238		1,020		1,171	
	Logan	6,224		4,670		3,383		1,979	
	McIntosh	9,958		11,924		11,771		11,144	
Southwest Transportation Services	Adams	12,979	25,000	8,550	19,250	5,705	15,814	2,394	7,810
	Bowman	10,575		6,890		4,037		2,509	
	Hettinger	996		263		261		161	
	Slope	50		47		48		21	
Spirit Lake Nation	Benson	326	4,841	321	5,434	600	3,635	691	899
Tioga Senior Citizens Public Transit	Williams	-	816	-	-	-	-	-	-
Trenton Indian Services Area	Williams	3,380	3,380	2,515	2,815	3,803	4,060	2,417	4,443
Turtle Mountain Transit	Rolette	6,038	11,202	2,551	5,353	1,572	2,303	1,802	3,035
Valley Senior Services (Fargo)	Cass - r/u	42,075	57,890	2,112	23,030	38,452	44,821	43,447	66,078
	Grand Forks	210		181		302		361	
	Ransom	5,850		5,624		3,542		4,319	
	Richland	5,850		6,860		3,859		6,321	
	Sargent	632		1,096		476		643	
	Steele	1,158		1,101		778		812	
	Traill	2,090		1,606		1,426		1,725	
Walsh Co Transportation	Walsh	7,556	9,500	7,754	9,324	6,600	8,717	6,120	7,356
West River Transit	Burleigh	2,556	33,979	2,054	30,554	2,527	29,420	2,398	24,676
	Dunn	154		2,240		613		1,054	
	Grant	2,114		1,700		1,723		1,673	
	McLean	10,959		10,470		9,347		7,452	
	Mercer	2,930		2,930		3,137		2,419	
	Morton	4,865		4,374		4,235		3,013	
	Oliver	5,004		4,726		5,444		3,361	
Wildrose Senior Transportation	Divide	243	243	131	120	203	203	-	216
	Williams	-		-		-		187	
N/W Dakota Public Transit - Williston	Divide	3,831	40,041	3,891	46,844	3,897	44,083	1,391	36,108
	McKenzie	4,389		6,013		3,192		2,563	
	Williams	19,190		20,345		10,337		13,248	
<b>TOTAL RIDERSHIP</b>		<b>1,253,984</b>	<b>3,550,914</b>	<b>1,141,860</b>	<b>3,589,924</b>	<b>946,640</b>	<b>3,128,429</b>	<b>847,293</b>	<b>3,197,224</b>

## Table 2. Ridership by County

Transit Agency	County	2012 Total Rides Per County	2013 Total Rides Per County	2014 Total Rides Per County	2015 Total Rides Per County
Southwest Transportation Services	Adams	13,225	8,980	6,577	3,032
South Central Adult Services	Barnes	49,156	54,434	52,223	66,631
Benson County Transportation	Benson				
Spirit Lake Nation	Benson	7,866	8,681	6,631	4,177
Golden Valley Council on Aging	Billings	8	56	201	352
Souris Basin Transportation	Bottineau	7,869	7,100	6,060	5,506
Southwest Transportation Services	Bowman	10,725	9,950	8,848	4,554
Souris Basin Transportation	Burke	1,820	1,150	892	711
Bis-Man Transit	Burleigh				
West River Transit	Burleigh	256,590	222,889	239,784	179,743
Sitting Bull College	Burleigh				
Fargo Metro Transit	Cass				
Handi-Wheels Transportation	Cass				
Nelson County	Cass				
South Central Adult Services	Cass				
Valley Senior Services (Fargo)	Cass				
Cavalier County Sr. Meals	Cavalier	3,727	4,229	5,069	6,474
Dickey County Senior Citizens	Dickey	5,800	6,095	5,224	5,138
Wildrose Senior Transportation	Divide				
N/W Dakota Public Transit - Williston	Divide	5,029	5,796	6,674	3,273
West River Transit	Dunn	174	2,752	640	1,202
Devils Lake Transit / Senior Meals and Services	Eddy	8,297	8,982	11,233	10,743
South Central Adult Services	Emmons	17,204	15,280	17,009	13,320
South Central Adult Services	Foster	832	5,006	4,697	7,355
Golden Valley Council on Aging	Golden Valley	3,141	3,536	2,728	2,909
Grand Forks Public Transit	Grand Forks				
Nelson County	Grand Forks	361,413	361,741	398,868	372,457
Valley Senior Services (Fargo)	Grand Forks				
West River Transit	Grant	2,266	1,910	2,281	2,216
South Central Adult Services	Griggs	3,853	3,416	3,771	3,554
Southwest Transportation Services	Hettinger	1,000	271	341	203
Kidder/Emmons Senior Services	Kidder	9,998	6,590	8,665	7,199
South Central Adult Services	LaMoure	5,795	4,302	4,165	4,280
South Central Adult Services	Logan	937	5,230	5,148	5,918
Souris Basin Transportation	McHenry	2,900	2,100	1,117	1,398
South Central Adult Services	McIntosh	15,041	14,556	17,745	16,437
N/W Dakota Public Transit - Williston	McKenzie	4,794	8,283	7,816	5,543
West River Transit	McLean	11,987	10,866	9,931	8,582
Hazen Busing	Mercer				
West River Transit	Mercer	24,120	24,144	30,305	26,404

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## Table 2. Ridership by County (cont.)

Transit Agency	County	2012 Total Rides Per County	2013 Total Rides Per County	2014 Total Rides Per County	2015 Total Rides Per County
Bis-Man Transit	Morton				
City of Glen Ullin	Morton				
Sitting Bull College	Morton				
West River Transit	Morton				
Souris Basin Transportation	Mountrail	1,871	900	407	316
Nelson County	Nelson	72	6	3,920	3,960
West River Transit	Oliver	5,257	5,068	5,745	3,749
Pembina County Meals & Transportation	Pembina	7,400	6,330	6,722	6,101
Souris Basin Transportation	Pierce	13,750	13,150	9,931	9,042
Royal Coach	Ramsey				
Devils Lake Transit / Senior Meals and Services	Ramsey	22,761	25,550	18,752	20,449
Valley Senior Services (Fargo)	Ransom	5,850	6,624	4,842	5,583
Souris Basin Transportation	Renville	1,555	1,275	440	393
Valley Senior Services (Fargo)	Richland	5,850	9,784	7,253	11,951
Nutrition United	Rolette				
Turtle Mountain Transit	Rolette	15,841	8,992	7,656	13,060
Valley Senior Services (Fargo)	Sargent	632	1,448	715	967
James River Sr Citizens	Sheridan	58	2	10	8
Sitting Bull College	Sioux	13,510	13,981	4,856	4,732
Southwest Transportation Services	Slope	50	49	48	21
Dickinson Public Transit (Stark County Council on Aging/Eldercare)	Stark	60,110	33,822	46,093	42,110
Valley Senior Services (Fargo)	Steele	1,158	1,151	1,151	1,107
City of Jamestown (Taxi)	Stutsman				
James River Sr Citizens	Stutsman	79,578	74,254	60,595	68,799
South Central Adult Services	Stutsman				
CANDO	Towner	4,160	4,000	5,321	6,332
Valley Senior Services (Fargo)	Traill	2,090	1,710	1,710	1,805
Walsh Co Transportation	Walsh	9,500	9,324	8,717	7,356
City of Minot	Ward				
Kenmare Meals & Wheels	Ward	186,995	184,977	201,002	209,451
Souris Basin Transportation	Ward				
James River Sr Citizens	Wells	8,493	7,871	8,320	8,910
Mercy Rides	Williams				
Tioga Senior Citizens Public Transit	Williams				
Trenton Indian Services Area	Williams				
Wildrose Senior Transportation	Williams				
N/W Dakota Public Transit - Williston	Williams				
<b>TOTAL RIDERSHIP</b>		<b>3,550,914</b>	<b>3,589,924</b>	<b>3,128,429</b>	<b>3,197,224</b>

### Table 3. State Funding Awarded

Transit Agency	County	FY2012 Total Award per Agency	FY2013 Total Award per Agency	FY2014 Total Award per Agency	FY 2015 Total Award per Agency
Benson County Transportation	Benson	\$ 28,659	\$ 28,771	\$ 45,039	\$ 54,091
Bis-Man Transit	Burleigh	\$ 295,733	\$ 297,548	\$ 525,989	\$ 698,662
	Morton				
CANDO	Towner	\$ 31,264	\$ 31,264	\$ 46,987	\$ 54,458
Cavalier County Sr. Meals	Cavalier Co	\$ 35,981	\$ 35,981	\$ 55,845	\$ 65,703
City of Glen Ullin	Morton	\$ 7,932	\$ 6,363	\$ 14,226	\$ 12,197
City of Jamestown (Taxi)	Stutsman	\$ 10,696	\$ 11,102	\$ 21,453	\$ 27,381
City of Minot	Ward	\$ 72,876	\$ 68,454	\$ 110,646	\$ 97,512
Dickey County Senior Citizens	Dickey	\$ 39,480	\$ 39,480	\$ 62,415	\$ 74,045
Dickinson Public Transit (Stark County Council on Aging/Eldercare)	Stark	\$ 90,537	\$ 90,537	\$ 158,289	\$ 195,769
Fargo Metro Transit	Cass	\$ 369,581	\$ 401,268	\$ 657,874	\$ 791,417
Golden Valley Council on Aging	Billings	\$ 57,050	\$ 57,050	\$ 83,687	\$ 95,854
	Golden Valley				
Grand Forks Public Transit	Grand Forks	\$ 188,388	\$ 188,015	\$ 343,790	\$ 437,961
Handi-Wheels Transportation	Cass	\$ 15,363	\$ 13,984	\$ 37,411	\$ 37,372
Hazen Busing	Mercer	\$ 24,249	\$ 25,368	\$ 42,025	\$ 50,894
James River Sr Citizens	Sheridan				
	Stutsman	\$ 128,400	\$ 127,994	\$ 220,351	\$ 264,023
	Wells				
Kenmare Meals & Wheels	Ward	\$ 17,051	\$ 13,029	\$ 22,649	\$ 37,942
Kidder/Emmons Senior Services	Kidder	\$ 31,775	\$ 31,775	\$ 47,945	\$ 55,674
Nelson County	Grand Forks				
	Nelson	\$ 61,168	\$ 61,584	\$ 63,837	\$ 77,340
Nutrition United	Rolette	\$ 30,278	\$ 37,388	\$ 64,234	\$ 88,106
Pembina County Meals & Transportation	Pembina	\$ 45,215	\$ 45,215	\$ 73,184	\$ 87,717
Devils Lake Transit / Senior Meals & Services	Eddy County	\$ 87,757	\$ 87,757	\$ 141,349	\$ 169,062
	Ramsey				
Sitting Bull College	Burleigh				
	Morton	\$ 51,125	\$ 51,409	\$ 80,698	\$ 92,378
	Sioux				
Souris Basin Transportation	Bottineau				
	Burke				
	McHenry				
	Mountrail	\$ 329,384	\$ 337,828	\$ 572,037	\$ 723,664
	Pierce				
	Renville				
	Ward				

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### Table 3. State Funding Awarded (cont.)

Transit Agency	County	FY2012 Total Award per Agency	FY2013 Total Award per Agency	FY2014 Total Award per Agency	FY 2015 Total Award per Agency
South Central Adult Services	Barnes	\$ 251,356	\$ 251,356	\$ 398,837	\$ 478,714
	Emmons				
	Foster				
	Griggs				
	LaMoure				
	Logan				
	Cass				
	McIntosh				
Southwest Transportation Services	Adams	\$ 124,285	\$ 124,285	\$ 186,499	\$ 215,989
	Bowman				
	Hettinger				
	Slope				
Spirit Lake Nation	Benson	\$ 14,523	\$ 14,411	\$ 24,327	\$ 28,780
Tioga Senior Citizens Public Transit	Williams	\$ 8,400	\$ -	\$ -	\$ -
Trenton Indian Services Area	Williams	\$ 17,456	\$ 15,053	\$ 42,408	\$ 35,316
Turtle Mountain Transit	Rolette	\$ 32,552	\$ 25,442	\$ 42,026	\$ 41,607
Valley Senior Services (Fargo)	Cass - r/u	\$ 269,463	\$ 239,113	\$ 496,010	\$ 610,358
	Grand Forks				
	Ransom				
	Richland				
	Sargent				
	Steele				
	Traill				
Walsh Co Transportation	Walsh	\$ 55,221	\$ 55,221	\$ 91,973	\$ 111,573
West River Transit	Burleigh	\$ 195,415	\$ 192,356	\$ 321,999	\$ 354,780
	Dunn				
	Grant				
	McLean				
	Mercer				
	Morton				
	Oliver				
Wildrose Senior Transportation	Williams	\$ 12,934	\$ 12,782	\$ 18,320	\$ 15,034
N/W Dakota Public Transit - Williston	Divide	\$ 120,048	\$ 131,004	\$ 170,746	\$ 268,096
	McKenzie				
	Williams				
<b>TOTAL AWARDED PER YEAR</b>		<b>\$ 3,151,595</b>	<b>\$ 3,150,188</b>	<b>\$ 5,285,105</b>	<b>\$ 6,449,468</b>

**Table 4. State Aid Awarded to Transit Agencies**

Transit Agency	County Served	FY2012 Total Award per Agency	FY2012 Total Award per County	FY2013 Total Award per Agency	FY2013 Total Award per County	FY2014 Total Award per Agency	FY2014 Total Award per County	FY 2015 Total Award per Agency	FY 2015 Total Award per County
Southwest Transportation Services	Adams	\$ 31,526	\$ 31,526	\$ 31,526	\$ 31,526	\$ 47,479	\$ 47,479	\$ 55,082	\$ 55,082
South Central Adult Services	Barnes	\$ 55,078	\$ 55,078	\$ 55,078	\$ 55,078	\$ 91,705	\$ 91,705	\$ 111,232	\$ 111,232
Benson County Transportation	Benson	\$ 28,659	\$ 43,182	\$ 28,771	\$ 43,182	\$ 45,039	\$ 69,366	\$ 54,090	\$ 82,870
Spirit Lake Nation	Benson	\$ 14,523		\$ 14,411		\$ 24,327		\$ 28,780	
Golden Valley Council on Aging	Billings	\$ 27,314	\$ 27,314	\$ 27,314	\$ 27,314	\$ 39,570	\$ 39,570	\$ 45,040	\$ 45,040
Souris Basin Transportation	Bottineau	\$ 42,558	\$ 42,558	\$ 42,558	\$ 42,558	\$ 68,195	\$ 68,195	\$ 81,383	\$ 81,383
Southwest Transportation Services	Bowman	\$ 33,708	\$ 33,708	\$ 33,708	\$ 33,708	\$ 51,576	\$ 51,576	\$ 60,283	\$ 60,283
Souris Basin Transportation	Burke	\$ 30,514	\$ 30,514	\$ 30,514	\$ 30,514	\$ 45,578	\$ 45,578	\$ 52,668	\$ 52,668
Bis-Man Transit	Burleigh	\$ 224,266		\$ 223,750		\$ 415,433		\$ 522,934	
West River Transit	Burleigh	\$ 12,054	\$ 244,732	\$ 12,319	\$ 244,732	\$ 19,715	\$ 447,832	\$ 25,964	\$ 563,380
Sitting Bull College	Burleigh	\$ 8,411		\$ 8,663		\$ 12,684		\$ 14,482	
Fargo Metro Transit	Cass	\$ 369,581		\$ 401,268		\$ 657,874		\$ 791,417	
Handi-Wheels Transportation	Cass	\$ 15,363		\$ 13,984		\$ 37,411		\$ 37,372	
Nelson County	Cass	\$ 6,300	\$ 429,601	\$ 6,300	\$ 429,601	\$ -	\$ 819,903	\$ -	\$ 1,004,121
South Central Adult Services	Cass	\$ -		\$ -		\$ -		\$ 10,000	
Valley Senior Services (Fargo)	Cass - r/u	\$ 38,356		\$ 8,049		\$ 124,618		\$ 165,332	
Cavalier County Sr. Meals	Cavalier	\$ 35,981	\$ 35,981	\$ 35,981	\$ 35,981	\$ 55,845	\$ 55,845	\$ 65,703	\$ 65,703
Dickey County Senior Citizens	Dickey	\$ 39,480	\$ 39,480	\$ 39,480	\$ 39,480	\$ 62,415	\$ 62,415	\$ 74,045	\$ 74,045
N/W Dakota Public Transit - Williston	Divide	\$ 12,934	\$ 30,792	\$ 12,782	\$ 30,792	\$ 18,320	\$ 46,100	\$ 53,331	\$ 53,331
Wildrose Senior Transportation	Divide	\$ 17,858		\$ 18,010		\$ 27,780		\$ -	
West River Transit	Dunn	\$ 34,747	\$ 34,747	\$ 34,747	\$ 34,747	\$ 53,528	\$ 53,528	\$ 62,761	\$ 62,761
Devils Lake Transit / Senior Meals & Services	Eddy	\$ 31,640	\$ 31,640	\$ 31,640	\$ 31,640	\$ 47,692	\$ 47,692	\$ 55,352	\$ 55,352
South Central Adult Services	Emmons	\$ 34,785	\$ 34,785	\$ 34,785	\$ 34,785	\$ 53,599	\$ 53,599	\$ 62,851	\$ 62,851
South Central Adult Services	Foster	\$ 34,226	\$ 34,226	\$ 34,226	\$ 34,226	\$ 52,549	\$ 52,549	\$ 61,519	\$ 61,519
Golden Valley Council on Aging	Golden Valley	\$ 29,736	\$ 29,736	\$ 29,736	\$ 29,736	\$ 44,118	\$ 44,118	\$ 50,814	\$ 50,814
Grand Forks Public Transit	Grand Forks	\$ 188,388		\$ 188,015		\$ 343,790		\$ 437,961	
Nelson County	Grand Forks	\$ 8,628	\$ 205,725	\$ 9,044	\$ 205,725	\$ 12,388	\$ 368,556	\$ 17,218	\$ 470,384
Valley Senior Services (Fargo)	Grand Forks	\$ 8,709		\$ 8,665		\$ 12,378		\$ 15,205	
West River Transit	Grant	\$ 31,664	\$ 31,664	\$ 31,664	\$ 31,664	\$ 47,738	\$ 47,738	\$ 55,410	\$ 55,410
Nelson County	Griggs	\$ 12,600	\$ 31,734	\$ 12,600	\$ 31,734	\$ -	\$ 48,869	\$ -	\$ 55,578
South Central Adult Services	Griggs	\$ 19,134		\$ 19,134		\$ 48,869		\$ 55,578	
Southwest Transportation Services	Hettinger	\$ 31,888	\$ 31,888	\$ 31,888	\$ 31,888	\$ 48,158	\$ 48,158	\$ 55,944	\$ 55,944
Kidder/Emmons Senior Services	Kidder	\$ 31,775	\$ 31,775	\$ 31,775	\$ 31,775	\$ 47,945	\$ 47,945	\$ 55,674	\$ 55,674
South Central Adult Services	LaMoure	\$ 36,375	\$ 36,375	\$ 36,375	\$ 36,375	\$ 56,585	\$ 56,585	\$ 66,643	\$ 66,643
South Central Adult Services	Logan	\$ 30,573	\$ 30,573	\$ 30,573	\$ 30,573	\$ 45,689	\$ 45,689	\$ 52,810	\$ 52,810
Souris Basin Transportation	McHenry	\$ 39,767	\$ 39,767	\$ 39,767	\$ 39,767	\$ 62,953	\$ 62,953	\$ 74,728	\$ 74,728
South Central Adult Services	McIntosh	\$ 32,784	\$ 32,784	\$ 32,784	\$ 32,784	\$ 49,842	\$ 49,842	\$ 58,082	\$ 58,082
N/W Dakota Public Transit - Williston	McKenzie	\$ 42,372	\$ 42,372	\$ 42,372	\$ 42,372	\$ 67,845	\$ 67,845	\$ 80,939	\$ 80,939
West River Transit	McLean	\$ 49,397	\$ 49,397	\$ 49,397	\$ 49,397	\$ 81,037	\$ 81,037	\$ 97,688	\$ 97,688

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**Table 4. State Aid Awarded to Transit Agencies (cont.)**

Transit Agency	County Served	FY2012 Total Award per Agency	FY2012 Total Award per County	FY2013 Total Award per Agency	FY2013 Total Award per County	FY2014 Total Award per Agency	FY2014 Total Award per County	FY 2015 Total Award per Agency	FY 2015 Total Award per County
Hazen Busing	Mercer	\$ 24,249	\$ 47,945	\$ 25,368	\$ 47,945	\$ 42,025	\$ 78,310	\$ 50,894	\$ 94,225
West River Transit	Mercer	\$ 23,696		\$ 22,576		\$ 36,285		\$ 43,332	
Bis-Man Transit	Morton	\$ 71,467		\$ 73,799		\$ 110,556		\$ 175,728	
City of Glen Ullin	Morton	\$ 7,932	\$ 99,372	\$ 6,363	\$ 97,964	\$ 14,226	\$ 174,878	\$ 12,197	\$ 216,831
Sitting Bull College	Morton	\$ 6,300		\$ 6,333		\$ 11,359		\$ 11,164	
West River Transit	Morton	\$ 13,673		\$ 11,469		\$ 38,737		\$ 17,742	
Souris Basin Transportation	Mountrail	\$ 45,917	\$ 45,917	\$ 45,917	\$ 45,917	\$ 74,502	\$ 74,502	\$ 89,391	\$ 89,391
Nelson County	Nelson	\$ 33,640	\$ 33,640	\$ 33,640	\$ 33,640	\$ 51,449	\$ 51,449	\$ 60,122	\$ 60,122
West River Transit	Oliver	\$ 30,184	\$ 30,184	\$ 30,184	\$ 30,184	\$ 44,959	\$ 44,959	\$ 51,883	\$ 51,883
Pembina County Meals & Transportation	Pembina	\$ 45,215	\$ 45,215	\$ 45,215	\$ 45,215	\$ 73,184	\$ 73,184	\$ 87,717	\$ 87,717
Souris Basin Transportation	Pierce	\$ 36,964	\$ 36,964	\$ 36,964	\$ 36,964	\$ 57,690	\$ 57,690	\$ 68,046	\$ 68,046
Devils Lake Transit / Senior Meals and Services	Ramsey	\$ 56,118	\$ 56,118	\$ 56,118	\$ 56,118	\$ 93,657	\$ 93,657	\$ 113,710	\$ 113,710
Valley Senior Services (Fargo)	Ransom	\$ 39,934	\$ 39,934	\$ 39,934	\$ 39,934	\$ 63,267	\$ 63,267	\$ 75,127	\$ 75,127
Souris Basin Transportation	Renville	\$ 31,869	\$ 31,869	\$ 31,869	\$ 31,869	\$ 48,123	\$ 48,123	\$ 55,899	\$ 55,899
Valley Senior Services (Fargo)	Richland	\$ 69,267	\$ 69,267	\$ 69,267	\$ 69,267	\$ 118,347	\$ 118,347	\$ 145,058	\$ 145,058
Nutrition United	Rolette	\$ 30,278	\$ 62,830	\$ 37,388	\$ 62,830	\$ 64,234		\$ 88,106	
Turtle Mountain Transit	Rolette	\$ 32,552		\$ 25,442		\$ 42,026		\$ 41,607	
Valley Senior Services (Fargo)	Sargent	\$ 35,538	\$ 35,538	\$ 35,538	\$ 35,538	\$ 55,013	\$ 55,013	\$ 64,647	\$ 64,647
James River Sr Citizens	Sheridan	\$ 28,767	\$ 28,767	\$ 28,767	\$ 28,767	\$ 42,297	\$ 42,297	\$ 48,503	\$ 48,503
Sitting Bull College	Sioux	\$ 36,413	\$ 36,413	\$ 36,413	\$ 36,413	\$ 56,656	\$ 56,656	\$ 66,733	\$ 66,733
Southwest Transportation Services	Slope	\$ 27,163	\$ 27,163	\$ 27,163	\$ 27,163	\$ 39,286	\$ 39,286	\$ 44,680	\$ 44,680
Dickinson Public Transit (Stark County Council on Aging/Eldercare)	Stark	\$ 90,537	\$ 90,537	\$ 90,537	\$ 90,537	\$ 158,289	\$ 158,289	\$ 195,769	\$ 195,769
Valley Senior Services (Fargo)	Steele	\$ 30,533	\$ 30,533	\$ 30,533	\$ 30,533	\$ 45,613	\$ 45,613	\$ 52,713	\$ 52,713
City of Jamestown (Taxi)	Stutsman	\$ 10,696		\$ 11,102		\$ 121,124		\$ 148,439	
James River Sr Citizens	Stutsman	\$ 63,074	\$ 82,170	\$ 62,668	\$ 82,170	\$ 21,453	\$ 142,577	\$ 27,381	\$ 175,820
South Central Adult Services	Stutsman	\$ 8,400		\$ 8,400		\$ -		\$ -	
CANDO	Towner	\$ 31,264	\$ 31,264	\$ 31,264	\$ 31,264	\$ 46,987	\$ 46,987	\$ 54,458	\$ 54,458
Valley Senior Services (Fargo)	Traill	\$ 47,127	\$ 47,127	\$ 47,127	\$ 47,127	\$ 76,773	\$ 76,773	\$ 92,275	\$ 92,275
Walsh Co Transportation	Walsh	\$ 55,221	\$ 55,221	\$ 55,221	\$ 55,221	\$ 91,973	\$ 91,973	\$ 111,573	\$ 111,573
City of Minot	Ward	\$ 72,876		\$ 68,454		\$ 110,646		\$ 97,512	
Kenmare Meals & Wheels	Ward	\$ 17,051	\$ 191,723	\$ 13,029	\$ 191,723	\$ 22,649	\$ 348,292	\$ 37,942	\$ 437,002
Souris Basin Transportation	Ward	\$ 101,796		\$ 110,239		\$ 214,997		\$ 301,548	
James River Sr Citizens	Wells	\$ 36,559	\$ 36,559	\$ 36,559	\$ 36,559	\$ 56,929	\$ 56,929	\$ 67,080	\$ 67,080
N/W Dakota Public Transit - Williston	Williams	\$ 59,818		\$ 70,622		\$ 75,121		\$ 133,826	
Tioga Senior Citizens Public Transit	Williams	\$ 8,400	\$ 85,675	\$ -	\$ 85,675	\$ -	\$ 117,529	\$ -	\$ 184,176
Trenton Indian Services Area	Williams	\$ 17,456		\$ 15,053		\$ 42,408		\$ 35,316	
Wildrose Senior Transportation	Williams	\$ -		\$ -		\$ -		\$ 15,034	
<b>TOTAL AWARDED PER YEAR</b>		<b>\$ 3,151,596</b>	<b>\$ 3,151,596</b>	<b>\$ 3,150,188</b>	<b>\$ 3,150,188</b>	<b>\$ 5,285,105</b>	<b>\$ 5,285,105</b>	<b>\$ 6,449,468</b>	<b>\$ 6,449,468</b>

## Table 5. Unexpended State Aid Totals by Agency

Transit Agency	SFY 2012 Unexpended	SFY 2013 Unexpended	2013 Unexpended Addl SA	SFY 2014 Unexpended	SFY 2015 Unexpended	Total per Agency
Benson County Transportation					\$ 122.28	\$ 122.28
CANDO				\$ 11,944.24	\$ 21,276.93	\$ 33,221.17
Cavalier County Sr. Meals	\$ 25,410.85		\$ 17,344.00	\$ 10,411.00		\$ 53,165.85
City of Glen Ullin			\$ 1,768.08	\$ 1,963.00		\$ 3,731.08
Dickey County Senior Citizens				\$ 6,604.00		\$ 6,604.00
Golden Valley Council on Aging	\$ 12,725.50			\$ 21,139.00	\$ 28,118.33	\$ 61,982.83
Hazen Busing					\$ 7,810.56	\$ 7,810.56
James River Sr Citizens					\$ 118.91	\$ 118.91
Nelson County				\$ 11,693.00		\$ 11,693.00
Nutrition United	\$ 3,016.77	\$ 1,879.55				\$ 4,896.32
Devils Lake Transit / Senior Meals and Services	\$ 2,757.00	\$ 34,799.63		\$ 33,844.72	\$ 37,269.45	\$ 108,670.80
Sitting Bull College			\$ 4,767.00			\$ 4,767.00
Southwest Transportation Services				\$ 2,120.20	\$ 23,828.28	\$ 25,948.48
Tioga Senior Citizens Public Transit	\$ 521.28					\$ 521.28
Trenton Indian Services Area			\$ 1,523.00			\$ 1,523.00
Turtle Mountain Transit	\$ 11,183.00		\$ 21,291.00		\$ 1,259.77	\$ 33,733.77
Walsh Co Transportation		\$ 7,948.05		\$ 5,266.59	\$ 2,661.50	\$ 15,876.14
West River Transit	\$ 2,133.22					\$ 2,133.22
Wildrose Senior Transportation	\$ 6,769.87		\$ 4,289.00			\$ 11,058.87
N/W Dakota Public Transit - Williston					\$ 100,070.77	\$ 100,070.77
<b>TOTAL AWARDED PER YEAR</b>	<b>\$ 64,517.49</b>	<b>\$ 44,627.23</b>	<b>\$ 50,982.08</b>	<b>\$ 104,985.75</b>	<b>\$ 222,536.78</b>	<b>\$ 487,649.33</b>

## Table 6. Distribution of Unspent State Aid by Agency

Transit Agency	County	Unspent SA Distributed SFY 2013	Unspent SA Distributed SFY 2014	Unspent SA Distributed SFY 2015	Total per Agency From 2013-2015
Benson County Transportation	Benson	\$ 17,918	\$ 1,429		\$ 19,347
Bis-Man Transit	Burleigh	\$ 248,229	\$ 15,494	\$ 34,999	\$ 298,722
	Morton				
CANDO	Towner	\$ 13,256			\$ 13,256
Cavalier County Sr. Meals	Cavalier Co	\$ 17,344		\$ 2,258	\$ 19,602
City of Glen Ullin	Morton	\$ 3,415			\$ 3,415
City of Jamestown (Taxi)	Stutsman	\$ 4,656			\$ 4,656
City of Minot	Ward	\$ 58,546	\$ 3,266	\$ 6,970	\$ 68,782
Dickey County Senior Citizens	Dickey	\$ 20,376			\$ 20,376
Dickinson Public Transit (Stark County Council on Aging/Eldercare)	Stark	\$ 64,626	\$ 4,085	\$ 9,179	\$ 77,890
Fargo Metro Transit	Cass	\$ 316,844	\$ 18,722	\$ 42,321	\$ 377,887
Golden Valley Council on Aging	Billings	\$ 21,763			\$ 21,763
	Golden Valley				
Grand Forks Public Transit	Grand Forks	\$ 158,657	\$ 10,321	\$ 23,312	\$ 192,290
Handi-Wheels Transportation	Cass	\$ 9,855	\$ 875	\$ 1,958	\$ 12,688
Hazen Busing	Mercer	\$ 14,096	\$ 934		\$ 15,030
James River Sr Citizens	Sheridan				
	Stutsman	\$ 78,987	\$ 5,293		\$ 84,280
	Wells				
Kenmare Meals & Wheels	Ward	\$ 10,164		\$ 1,025	\$ 11,189
Kidder/Emmons Senior Services	Kidder	\$ 13,698			\$ 13,698
Nelson County Transportation	Cass				
	Grand Forks	\$ 24,179			\$ 24,179
	Nelson				
Nutrition United	Rolette	\$ 19,321	\$ 2,531	\$ 5,664	\$ 27,516
Pembina County Meals & Transportation	Pembina	\$ 25,346	\$ 1,543	\$ 3,429	\$ 30,318
Devils Lake Transit / Senior Meals and Services	Eddy County	\$ 48,376			\$ 48,376
	Ramsey				
Sitting Bull College	Burleigh				
	Morton	\$ 22,395	\$ 1,429	\$ 3,134	\$ 26,958
	Sioux				
	Bottineau				
Souris Basin Transportation	Burke				
	McHenry				
	Mountrail				
	Pierce				
	Renville				
	Ward				
	\$ 197,813	\$ 13,300	\$ 29,052	\$ 240,165	

**Table 6. Distribution of Unspent State Aid  
by Agency (cont.)**

Transit Agency	County	Unspent SA Distributed SFY 2013	Unspent SA Distributed SFY 2014	Unspent SA Distributed SFY 2015	Total per Agency From 2013-2015
South Central Adult Services	Barnes	\$ 123,268	\$ 7,380	\$ 16,273	\$ 146,921
	Emmons				
	Foster				
	Griggs				
	LaMoure				
	Logan				
	McIntosh				
Southwest Transportation Services	Stutsman				
	Adams	\$ 52,353		\$ 52,353	\$ 52,353
	Bowman				
	Hettinger				
Spirit Lake Nation	Slope				
	Benson	\$ 5,666			\$ 5,666
	Tioga Senior Citizens Public Transit	\$ 2,667			\$ 2,667
Trenton Indian Services Area	Williams	\$ 10,516			\$ 10,516
Turtle Mountain Transit	Rolette	\$ 21,291			\$ 21,291
Valley Senior Services (Fargo)	Cass - r/u	\$ 156,261	\$ 11,240	\$ 25,074.00	\$ 192,575
	Grand Forks				
	Ransom				
	Richland				
	Sargent				
	Steele				
	Traill				
Walsh Co Transportation	Walsh	\$ 34,018			\$ 34,018
West River Transit	Burleigh	\$ 99,007	\$ 6,419	\$ 16,289.00	\$ 121,715
	Dunn				
	Grant				
	McLean				
	Mercer				
	Morton				
	Oliver				
Wildrose Senior Transportation	Williams		\$ 734	\$ 1,600	\$ 6,623
	Divide	\$ 4,289			
N/W Dakota Public Transit - Williston	Divide	\$ 78,669		\$ 78,669	\$ 78,669
	McKenzie				
	Williams				
<b>TOTAL AWARDED PER YEAR</b>		<b>\$ 1,997,865</b>	<b>\$ 104,995</b>	<b>\$ 222,537</b>	<b>\$ 2,325,397</b>

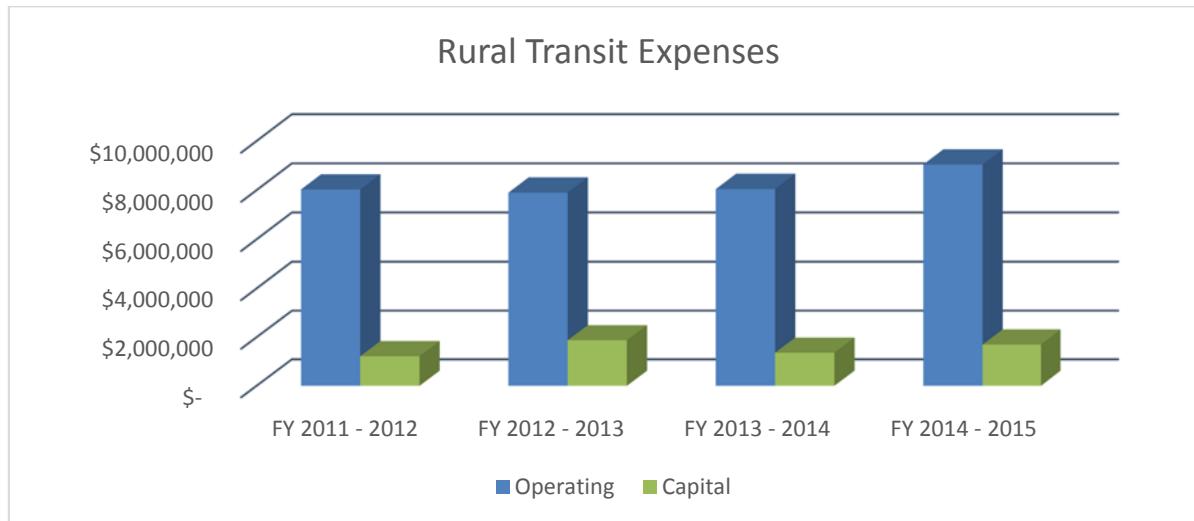
## Table 7. Awarded Transit Federal Funding Breakdown

<b><u>5311 Funds</u></b>					
	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	
Rural	\$ 4,011,786	\$ 5,003,801	\$ 5,112,158	\$ 5,098,273	
RTAP	\$ 86,659	\$ 97,168	\$ 97,798	\$ 96,527	
	\$ 4,098,445	\$ 5,100,969	\$ 5,209,956	\$ 5,194,800	
<b><u>5310 Funds</u></b>					
	<u>FY2012*</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	
Rural	\$ 405,621	\$ 229,083	\$ 218,389	\$ 218,002	
Urban	\$ -	\$ 363,829	\$ 359,004	\$ 358,408	
	\$ 405,621	\$ 592,912	\$ 577,393	\$ 576,410	
<b><u>5339 Funds</u></b>					
	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	
Statewide	\$ 302,076	\$ 1,247,500	\$ 1,250,000	\$ 1,250,000	
Urban	\$ -	\$ 460,713	\$ 466,605	\$ 466,604	
	\$ 302,076	\$ 1,708,213	\$ 1,716,605	\$ 1,716,604	
<b><u>JARC 5316 Funds</u></b>					
	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	
Rural	\$ 162,540	N/A	N/A	N/A	
Urban	\$ 213,849	N/A	N/A	N/A	
	\$ 376,389				
<b><u>New Freedom 5317 Funds</u></b>					
	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	
Rural	\$ 78,237	N/A	N/A	N/A	
Urban	\$ 125,918	N/A	N/A	N/A	
	\$ 204,155				
<b><u>SOGR 5309 Funds</u></b>					
	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	
Statewide	\$ 3,704,453	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>\$ 9,091,139</b>	<b>\$ 7,402,094</b>	<b>\$ 7,503,954</b>	<b>\$ 7,487,814</b>	

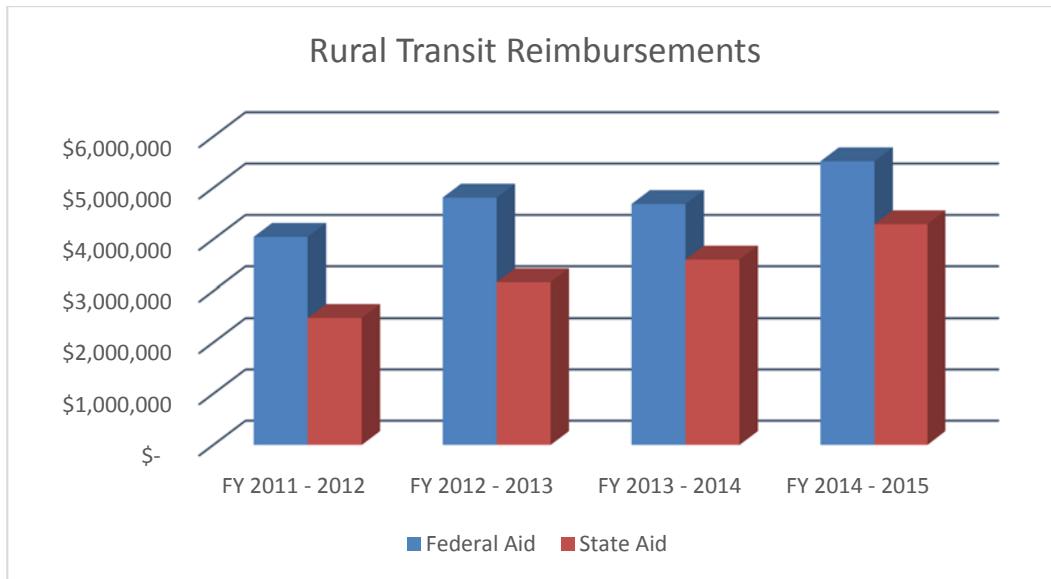
\* The 5311, 5310 and 5339 funds have remained consistent throughout the study years. However due to funding changes in 2013, 5317 funding was rolled into 5310 and 5316 funds were rolled into 5311 funding. State of Good Repair (SOGR 5309) funds are discretionary funds awarded directly from FTA through an application process.

**Table 8. Rural Transit Expenses**

Expenses	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	FY 2014 - 2015
Operating	\$ 8,028,898	\$ 7,899,000	\$ 8,046,209	\$ 9,043,967
Capital	\$ 1,220,105	\$ 1,876,456	\$ 1,363,717	\$ 1,697,749
Total Expenses	\$ 9,249,004	\$ 9,775,456	\$ 9,409,925	\$ 10,741,716

**Table 9. Rural Transit Reimbursements**

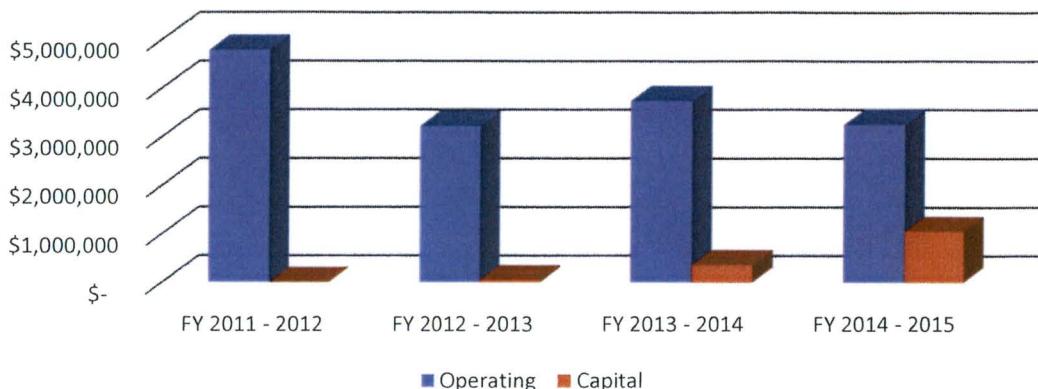
Reimbursements	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	FY 2014 - 2015
Federal Aid	\$ 4,048,188	\$ 4,812,076	\$ 4,687,254	\$ 5,519,577
State Aid	\$ 2,478,630	\$ 3,166,437	\$ 3,605,603	\$ 4,294,004
Total Reimbursements	\$ 6,526,818	\$ 7,978,513	\$ 8,292,857	\$ 9,813,581



## Table 10. Urban Transit Expenses

Expenses	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	FY 2014 - 2015
Operating	\$ 4,778,444	\$ 3,215,622	\$ 3,737,445	\$ 3,249,377
Capital	\$ -	\$ 49,532	\$ 362,639	\$ 1,059,522
Total Expenses	\$ 4,778,444	\$ 3,265,153	\$ 4,100,084	\$ 4,308,898

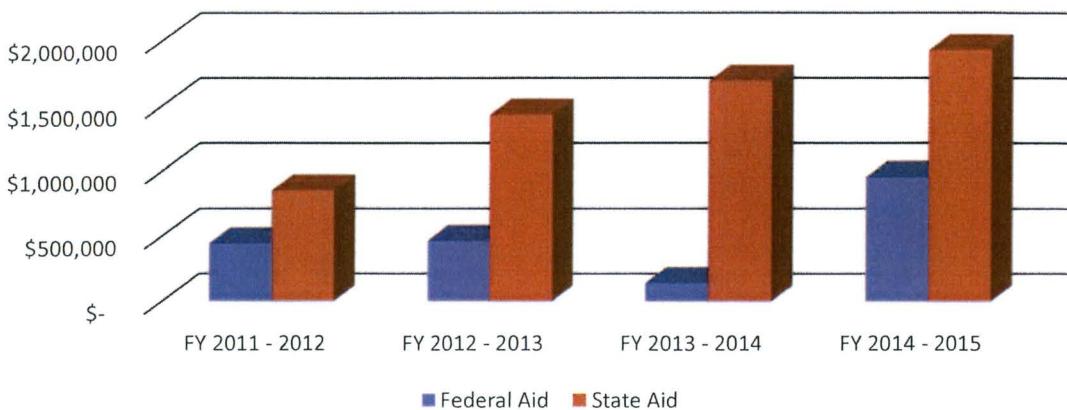
Urban Transit Expenses



## Table 11. Urban Transit Reimbursements

Reimbursements	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	FY 2014 - 2015
Federal Aid	\$ 447,416	\$ 465,505	\$ 143,127	\$ 955,076
State Aid	\$ 853,700	\$ 1,429,467	\$ 1,689,457	\$ 1,928,040
Total Reimbursements	\$ 1,301,116	\$ 1,894,972	\$ 1,832,584	\$ 2,883,116

Urban Transit Reimbursements



**See pull-outs for:**

**Table 12. Transit Agency Operating and Capital Costs**

**Table 13. Transit Agency Operating and Capital Costs -  
Federal Funding**

**Tabel 14. Transit Agency Operating and Capital Costs -  
Total Funding**

**Table 12. Transit Agency Operating and Capital Costs - State Funding**

AGENCY	2012					2013					2014					2015				
	STATE FUNDS	STATE AID OPERATING COSTS	STATE AID CAPITAL COSTS	COMMITTED ADDLSA EXPENDITURES	TOTAL COSTS COMMITTED/ SUBMITTED	STATE FUNDS	STATE AID OPERATING COSTS	STATE AID CAPITAL COSTS	COMMITTED ADDLSA EXPENDITURES	TOTAL COSTS COMMITTED/ SUBMITTED	STATE FUNDS	STATE AID OPERATING COSTS	STATE AID CAPITAL COSTS	COMMITTED ADDLSA EXPENDITURES	TOTAL COSTS COMMITTED/ SUBMITTED	STATE FUNDS	STATE AID OPERATING COSTS	STATE AID CAPITAL COSTS	COMMITTED ADDLSA EXPENDITURES	TOTAL COSTS COMMITTED/ SUBMITTED
Benson County Transportation	\$ 46,577	\$ 31,946	\$ 352	\$ 14,279	\$ 46,577	\$ 43,402	\$ 35,800	\$ 7,602	\$ -	\$ 43,402	\$ 45,039	\$ 28,579	\$ 16,460	\$ 45,039	\$ 54,091	\$ 44,703	\$ 9,265	\$ 53,868		
Bis-Man Transit	\$ 295,733	\$ 295,731	\$ -	\$ 295,731	\$ 545,776	\$ 545,776	\$ -	\$ -	\$ 545,776	\$ 525,989	\$ 525,989	\$ -	\$ 525,988	\$ 698,662	\$ 698,662	\$ -	\$ 698,662			
CANDO	\$ 44,520	\$ 38,241	\$ 2,986	\$ 9,963	\$ 51,190	\$ 31,264	\$ 30,072	\$ 92	\$ 30,164	\$ 46,987	\$ 32,148	\$ 2,895	\$ 35,043	\$ 54,458	\$ 33,180	\$ -	\$ 33,180			
Cavalier County Sr. Meals	\$ 10,570	\$ 10,570	\$ -	\$ -	\$ 10,570	\$ 53,325	\$ 21,844	\$ -	\$ 21,844	\$ 55,845	\$ 28,256	\$ 17,178	\$ 45,434	\$ 65,703	\$ 65,348	\$ 355	\$ 65,703			
City of Glen Ullin	\$ 7,932	\$ 7,932	\$ -	\$ -	\$ 7,932	\$ 9,778	\$ 7,442	\$ -	\$ -	\$ 7,442	\$ 14,226	\$ 12,263	\$ -	\$ 12,263	\$ 12,197	\$ 12,197	\$ -	\$ 12,197		
City of Jamestown (Tax)	\$ 10,696	\$ 10,696	\$ -	\$ -	\$ 10,696	\$ 15,758	\$ 15,758	\$ -	\$ -	\$ 15,758	\$ 21,453	\$ 21,453	\$ -	\$ 21,453	\$ 27,381	\$ 27,381	\$ -	\$ 27,381		
City of Minot	\$ 72,876	\$ 72,876	\$ -	\$ -	\$ 72,876	\$ 127,000	\$ 127,000	\$ -	\$ -	\$ 127,000	\$ 110,646	\$ 110,646	\$ -	\$ 110,646	\$ 97,512	\$ 97,512	\$ -	\$ 97,512		
Community Action	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Dickey Senior Citizens	\$ 59,856	\$ 42,049	\$ -	\$ 17,807	\$ 59,856	\$ 59,856	\$ 53,698	\$ -	\$ -	\$ 53,698	\$ 62,415	\$ 55,811	\$ -	\$ 55,811	\$ 74,046	\$ 59,046	\$ 15,000	\$ 74,046		
Dickinson Public Transit [Stark County Council on Aging/ElderCare]	\$ 90,537	\$ 80,537	\$ -	\$ -	\$ 90,537	\$ 155,163	\$ 155,163	\$ -	\$ -	\$ 155,163	\$ 158,289	\$ 158,289	\$ -	\$ 158,289	\$ 195,769	\$ 195,769	\$ -	\$ 195,769		
Faith in Action	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Fargo Metro Transit	\$ 369,581	\$ 369,581	\$ -	\$ -	\$ 369,581	\$ 692,794	\$ 689,794	\$ 3,000	\$ 692,794	\$ 657,874	\$ 657,874	\$ -	\$ 657,874	\$ 781,417	\$ 781,417	\$ -	\$ 781,417			
Giving + Learning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Golden Valley Council on Aging	\$ 44,325	\$ 44,325	\$ -	\$ -	\$ 44,325	\$ 78,813	\$ 65,688	\$ -	\$ -	\$ 65,688	\$ 83,687	\$ 62,548	\$ -	\$ 62,548	\$ 95,854	\$ 67,736	\$ -	\$ 67,736		
Grand Forks Public Transit	\$ 188,388	\$ 188,388	\$ -	\$ -	\$ 188,388	\$ 346,672	\$ 190,897	\$ 155,775	\$ -	\$ 346,672	\$ 343,790	\$ 226,633	\$ 117,157	\$ 343,790	\$ 437,961	\$ 435,913	\$ 2,049	\$ 437,962		
Handi-Wheels Transportation	\$ 15,363	\$ 15,363	\$ -	\$ -	\$ 15,363	\$ 23,839	\$ 23,838	\$ -	\$ -	\$ 23,838	\$ 37,411	\$ 37,411	\$ -	\$ 37,411	\$ 37,372	\$ 37,372	\$ -	\$ 37,372		
Hazen Busing	\$ 24,249	\$ 24,249	\$ 323	\$ -	\$ 24,572	\$ 39,464	\$ 37,597	\$ 1,867	\$ -	\$ 39,464	\$ 42,025	\$ 36,904	\$ 5,121	\$ 42,025	\$ 50,894	\$ 43,083	\$ 3,356	\$ -	\$ 46,439	
Heart Living	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
James River Sr. Citizens	\$ 207,387	\$ 153,154	\$ -	\$ 54,233	\$ 207,387	\$ 206,980	\$ 182,230	\$ 13,939	\$ 196,169	\$ 220,351	\$ 220,351	\$ -	\$ 220,351	\$ 264,023	\$ 263,708	\$ 196	\$ 263,904			
Jefferson Lines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Kenmare Meals & Wheels	\$ 17,051	\$ 17,051	\$ -	\$ -	\$ 17,051	\$ 23,193	\$ 23,193	\$ -	\$ -	\$ 23,193	\$ 22,549	\$ 22,549	\$ -	\$ 22,549	\$ 37,942	\$ 37,942	\$ -	\$ 37,942		
Kidder/Emmons Senior Services	\$ 31,775	\$ 31,775	\$ -	\$ -	\$ -	\$ 31,775	\$ 45,473	\$ 39,983	\$ -	\$ -	\$ 39,983	\$ 47,945	\$ 32,885	\$ 15,060	\$ 47,945	\$ 55,674	\$ 54,867	\$ 807	\$ 55,674	
Lutheran Home of the Good Shepard	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Nelson County Transportation	\$ 61,168	\$ 61,168	\$ -	\$ -	\$ 61,168	\$ 85,763	\$ 46,623	\$ -	\$ -	\$ 46,623	\$ 63,837	\$ 52,144	\$ -	\$ 52,144	\$ 77,340	\$ 77,340	\$ -	\$ 77,340		
New Town Bus	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Nutrition United	\$ 30,278	\$ 27,261	\$ -	\$ -	\$ 27,261	\$ 61,567	\$ 42,461	\$ 2,582	\$ 45,043	\$ 64,234	\$ 52,000	\$ 12,216	\$ 64,216	\$ 88,105	\$ 79,985	\$ 9,476	\$ 89,461			
Pembina County Meals & Transportation	\$ 70,561	\$ 45,215	\$ -	\$ 13,244	\$ 58,459	\$ 70,561	\$ 69,759	\$ 710	\$ 70,469	\$ 73,184	\$ 54,931	\$ 32,735	\$ 87,666	\$ 87,717	\$ 86,923	\$ 794	\$ 87,717			
Royal Coach	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Devils Lake Transit / Senior Meals and Services	\$ 87,757	\$ 84,817	\$ 183	\$ -	\$ 85,000	\$ 136,133	\$ 56,169	\$ 45,808	\$ 101,977	\$ 141,349	\$ 107,229	\$ 275	\$ 107,504	\$ 169,062	\$ 89,703	\$ 49,510	\$ 139,213			
Sitting Bull College	\$ 51,125	\$ 51,125	\$ -	\$ -	\$ 51,125	\$ 73,804	\$ 73,804	\$ -	\$ -	\$ 73,804	\$ 80,698	\$ 80,698	\$ -	\$ 80,698	\$ 92,378	\$ 92,378	\$ -	\$ 92,378		
Souris Basin Transportation	\$ 526,813	\$ 506,939	\$ 9,972	\$ 137,624	\$ 454,535	\$ 535,640	\$ 441,521	\$ 33,818	\$ 475,339	\$ 572,037	\$ 492,815	\$ 79,222	\$ 572,037	\$ 723,664	\$ 522,109	\$ 201,555	\$ 723,664			
South Central Adult Services	\$ 362,033	\$ 362,033	\$ -	\$ 12,601	\$ 374,634	\$ 374,623	\$ 367,152	\$ 7,482	\$ 374,634	\$ 398,837	\$ 398,837	\$ -	\$ 398,837	\$ 478,714	\$ 466,434	\$ 12,280	\$ 478,714			
Southwest Transportation Services	\$ 124,285	\$ 124,285	\$ -	\$ -	\$ 124,285	\$ 176,637	\$ 150,315	\$ 26,322	\$ 176,637	\$ 186,499	\$ 128,504	\$ 15,975	\$ 144,479	\$ 215,985	\$ 139,669	\$ 52,492	\$ 192,161			
Spirit Lake Nation	\$ 14,523	\$ 14,523	\$ -	\$ -	\$ -	\$ 14,523	\$ 20,077	\$ 20,077	\$ -	\$ 20,077	\$ 24,327	\$ 24,327	\$ -	\$ 24,327	\$ 28,780	\$ 20,860	\$ 7,919	\$ 28,779		
Tloga Senior Citizens Public Transit	\$ 8,400	\$ 7,879	\$ -	\$ -	\$ -	\$ 7,879	\$ 2,667	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Trenton Indian Services Area	\$ 17,456	\$ 17,456	\$ -	\$ -	\$ -	\$ 17,456	\$ 25,569	\$ 22,179	\$ -	\$ -	\$ 22,179	\$ 42,408	\$ 42,408	\$ -	\$ 42,408	\$ 35,316	\$ 35,316	\$ -		
Turtle Mountain Transit	\$ 32,952	\$ 21,369	\$ -	\$ -	\$ -	\$ 21,369	\$ 46,733	\$ 20,627	\$ -	\$ -	\$ 20,627	\$ 42,026	\$ 41,955	\$ -	\$ 41,955	\$ 41,607	\$ 40,347	\$ -		
Valley Senior Services	\$ 425,724	\$ 315,637	\$ -	\$ 100,087	\$ 415,724	\$ 421,190	\$ 375,016	\$ -	\$ -	\$ 375,016	\$ 496,010	\$ 496,010	\$ -	\$ 496,010	\$ 610,358	\$ 610,358	\$ -	\$ 610,358		
Walsh County Transportation	\$ 89,239	\$ 60,555	\$ -	\$ 28,684	\$ 89,239	\$ 89,239	\$ 75,956	\$ 8,132	\$ 84,088	\$ 91,973	\$ 71,154	\$ 15,541	\$ 86,705	\$ 111,573	\$ 99,748	\$ 9,163	\$ 108,911			
West River Transit	\$ 195,415	\$ 193,282	\$ -	\$ -	\$ 193,282	\$ 291,363	\$ 231,633	\$ 59,730	\$ 291,363	\$ 321,999	\$ 270,593	\$ 51,046	\$ 321,998	\$ 354,780	\$ 321,527	\$ 16,238	\$ 337,765			
Wildrose Senior Transportation	\$ 12,934	\$ 6,164	\$ -	\$ -	\$ -	\$ 6,164	\$ 17,071	\$ 10,400	\$ -	\$ -	\$ 10,400	\$ 18,320	\$ 18,320	\$ -	\$ 18,320	\$ 15,034	\$ 15,034	\$ -		
N/W Dakota Public Transit - Williston	\$ 198,717	\$ 141,048	\$ 18,722	\$ 57,669	\$ 217,439	\$ 209,673	\$ 188,673	\$ -	\$ -	\$ 188,673	\$ 170,746	\$ 170,746	\$ -	\$ 170,746	\$ 268,096	\$ 168,025	\$ -	\$ 168,025		
<b>TOTAL</b>	<b>\$ 3,845,396</b>	<b>\$ 3,285,220</b>	<b>\$ 32,538</b>	<b>\$ 446,191</b>	<b>\$ 3,763,949</b>	<b>\$ 5,135,850</b>	<b>\$ 4,438,139</b>	<b>\$ 386,859</b>	<b>\$ -</b>	<b>\$ 4,804,998</b>	<b>\$ 5,285,105</b>	<b>\$ 4,775,730</b>	<b>\$ 380,881</b>	<b>\$ -</b>	<b>\$ 5,154,611</b>	<b>\$ 5,649,468</b>	<b>\$ 5,891,024</b>	<b>\$ 391,024</b>	<b>\$ 5,722,048</b>	

**Table 13. Transit Agency Operating and Capital Costs - Federal Funding**

AGENCY	FY 2012					FY 2013					FY 2014					FY 2015				
	FEDERAL FUNDS	FEDERAL OPERATING COSTS	FEDERAL CAPITAL COSTS	FEDERAL COMMITTED CAPITAL EXPENDITURES	TOTAL FEDERAL COSTS COMMITTED/ SUBMITTED	FEDERAL FUNDS	FEDERAL OPERATING COSTS	FEDERAL CAPITAL COSTS	FEDERAL COMMITTED CAPITAL EXPENDITURES	TOTAL FEDERAL COSTS COMMITTED/ SUBMITTED	FEDERAL FUNDS	FEDERAL OPERATING COSTS	FEDERAL CAPITAL COSTS	FEDERAL COMMITTED CAPITAL EXPENDITURES	TOTAL FEDERAL COSTS COMMITTED/ SUBMITTED	FEDERAL FUNDS	FEDERAL OPERATING COSTS	FEDERAL CAPITAL COSTS	FEDERAL COMMITTED CAPITAL EXPENDITURES	TOTAL FEDERAL COSTS COMMITTED/ SUBMITTED
Benson County Transportation	\$ 90,400	\$ 33,756	\$ 1,405	\$ 54,400	\$ 89,561	\$ 102,215	\$ 38,197	\$ 55,105	\$ 93,302	\$ 48,904	\$ 39,761	\$ 1,598	\$ 41,359	\$ 76,995	\$ 47,598	\$ 22,292	\$ -	\$ 69,880		
Bis-Man Transit	\$ 40,000	\$ 37,560	\$ -	\$ -	\$ 37,560	\$ 116,560	\$ 42,198	\$ 44,500	\$ 15,351	\$ 102,049	\$ 440,351	\$ -	\$ -	\$ 385,000	\$ 385,000	\$ 1,025,951	\$ 24,893	\$ 610,789	\$ 67,078	\$ 702,760
CANDO	\$ 12,800	\$ 12,800	\$ -	\$ -	\$ 12,800	\$ 32,000	\$ 30,453	\$ 12,467	\$ -	\$ 42,920	\$ 38,950	\$ 36,090	\$ -	\$ 36,090	\$ 71,340	\$ 35,598	\$ -	\$ 30,400	\$ 65,988	
Cavalier County Sr. Meals	\$ 25,000	\$ 16,423	\$ -	\$ -	\$ 16,423	\$ 27,500	\$ 21,842	\$ -	\$ -	\$ 21,842	\$ 71,060	\$ 32,177	\$ 37,182	\$ -	\$ 69,359	\$ 39,103	\$ 39,102	\$ -	\$ 39,102	
City of Glen Ullin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
City of Jamestown (Tax)	\$ 29,000	\$ 29,000	\$ -	\$ -	\$ 29,000	\$ 16,136	\$ 16,136	\$ -	\$ -	\$ 16,136	\$ 20,000	\$ 13,672	\$ -	\$ -	\$ 13,672	\$ -	\$ -	\$ -	\$ -	
City of Minot	\$ 294,184	\$ 269,999	\$ 50,882	\$ -	\$ 320,881	\$ 750,481	\$ 280,081	\$ 32,549	\$ 324,256	\$ 636,886	\$ 374,109	\$ 299,248	\$ 308,739	\$ -	\$ 607,988	\$ 1,031,005	\$ 355,099	\$ 43,878	\$ 590,000	\$ 889,077
Community Action	\$ 27,400	\$ 25,866	\$ 1,444	\$ -	\$ 27,310	\$ 66,696	\$ 58,179	\$ -	\$ 8,517	\$ 66,696	\$ 28,754	\$ 19,027	\$ -	\$ -	\$ 19,027	\$ -	\$ -	\$ -	\$ -	
Dickey Senior Citizens	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 949	\$ -	\$ -	\$ 949	\$ 47,000	\$ 1,417	\$ 45,000	\$ -	\$ 46,417
Dickinson Public Transit (Stark County Council on Aging/Eldercare)	\$ 596,602	\$ 280,691	\$ 154,242	\$ -	\$ 444,934	\$ 573,000	\$ 360,028	\$ 96,716	\$ 35,000	\$ 491,744	\$ 483,650	\$ 390,575	\$ 96,430	\$ -	\$ 487,005	\$ 594,750	\$ 397,455	\$ 21,600	\$ 111,100	\$ 530,155
Faith In Action	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Fargo Metro Transit	\$ 177,500	\$ 177,500	\$ -	\$ -	\$ 177,500	\$ 169,071	\$ 104,911	\$ 9,880	\$ -	\$ 114,791	\$ 279,600	\$ 67,225	\$ -	\$ 216,769	\$ 283,994	\$ 1,949,138	\$ 47,775	\$ 161,893	\$ 1,400,000	\$ 1,609,768
Giving + Learning	\$ 495	\$ 495	\$ -	\$ -	\$ 495	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Golden Valley Council on Aging	\$ 16,850	\$ 16,850	\$ -	\$ -	\$ 16,850	\$ 33,700	\$ 33,700	\$ -	\$ -	\$ 33,700	\$ 40,318	\$ 40,318	\$ -	\$ -	\$ 40,318	\$ 43,255	\$ 43,255	\$ -	\$ 43,255	
Grand Forks Public Transit	\$ 170,900	\$ 170,900	\$ -	\$ -	\$ 170,900	\$ 207,034	\$ 179,594	\$ 27,440	\$ -	\$ 207,034	\$ 75,902	\$ 45,711	\$ 30,191	\$ -	\$ 75,902	\$ 395,616	\$ 69,626	\$ 40,000	\$ 613,990	\$ 723,616
Handi-Wheels Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Hazen Busing	\$ 93,600	\$ 42,073	\$ 2,435	\$ -	\$ 44,508	\$ 133,060	\$ 53,143	\$ 7,460	\$ 51,200	\$ 111,803	\$ 66,670	\$ 50,617	\$ 51,200	\$ -	\$ 101,817	\$ 382,068	\$ 47,871	\$ 67,118	\$ 312,568	\$ 427,658
Heart Living	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
James River Sr. Citizens	\$ 331,013	\$ 316,166	\$ 45,569	\$ -	\$ 361,735	\$ 404,657	\$ 264,301	\$ 95,891	\$ -	\$ 360,192	\$ 332,798	\$ 248,059	\$ 6,393	\$ -	\$ 254,448	\$ 315,909	\$ 286,199	\$ 32,835	\$ -	\$ 319,034
Jefferson Lines	\$ 470,000	\$ 386,908	\$ -	\$ 83,092	\$ 470,000	\$ 313,489	\$ -	\$ -	\$ -	\$ 313,489	\$ 528,981	\$ 253,136	\$ -	\$ 133,161	\$ 386,297	\$ 670,454	\$ 483,024	\$ 142,684	\$ 625,708	
Kenmare Meals & Wheels	\$ 30,000	\$ 21,454	\$ -	\$ -	\$ 21,454	\$ 27,035	\$ 26,532	\$ -	\$ -	\$ 26,532	\$ 26,562	\$ 26,322	\$ -	\$ -	\$ 26,322	\$ 32,098	\$ 30,109	\$ 2,271	\$ 32,380	
Kidder/Emmons Senior Services	\$ 104,000	\$ 39,002	\$ -	\$ 65,000	\$ 104,002	\$ 42,685	\$ 36,685	\$ 1,300	\$ -	\$ 37,985	\$ 38,046	\$ 34,046	\$ 61,066	\$ -	\$ 95,112	\$ 42,560	\$ 35,103	\$ 3,218	\$ -	\$ 39,321
Lutheran Home of the Good Shepard	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Nelson County Transportation	\$ 32,200	\$ 35,199	\$ -	\$ -	\$ 35,198	\$ 48,281	\$ 41,342	\$ -	\$ -	\$ 41,342	\$ 78,792	\$ 42,792	\$ 29,682	\$ -	\$ 72,474	\$ 49,190	\$ 49,190	\$ -	\$ 49,190	
New Town Bus	\$ 42,000	\$ 28,063	\$ -	\$ -	\$ 28,063	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Nutrition United	\$ 40,000	\$ 52,884	\$ -	\$ -	\$ 32,884	\$ 45,640	\$ 44,209	\$ -	\$ -	\$ 44,209	\$ 57,725	\$ 55,725	\$ 398	\$ -	\$ 56,083	\$ 129,898	\$ 67,638	\$ 33,592	\$ 101,230	
Pembina County Meals & Transportation	\$ 70,200	\$ 67,100	\$ -	\$ -	\$ 67,100	\$ 77,730	\$ 74,980	\$ 2,000	\$ 64,000	\$ 140,980	\$ 88,446	\$ 86,446	\$ 59,922	\$ -	\$ 145,358	\$ 301,250	\$ 94,049	\$ 3,173	\$ 200,000	\$ 297,222
Royal Coach	\$ 32,000	\$ 31,165	\$ 835	\$ -	\$ 32,000	\$ 32,000	\$ 28,296	\$ 2,421	\$ -	\$ 30,717	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Devils Lake Transit / Senior Meals and Services	\$ 62,900	\$ 62,169	\$ 731	\$ -	\$ 62,900	\$ 69,782	\$ 68,582	\$ 39,200	\$ -	\$ 107,782	\$ 118,800	\$ 81,701	\$ 1,099	\$ -	\$ 82,800	\$ 142,937	\$ 8,700	\$ 39,888	\$ 47,937	\$ 96,525
Sitting Bull College	\$ 232,500	\$ 197,825	\$ -	\$ -	\$ 197,825	\$ 232,500	\$ 192,556	\$ -	\$ -	\$ 192,556	\$ 269,607	\$ 217,323	\$ 43,721	\$ 44,000	\$ 305,044	\$ 409,236	\$ 250,400	\$ 77,754	\$ 328,154	
Souris Basin Transportation	\$ 592,700	\$ 395,810	\$ 47,328	\$ -	\$ 443,138	\$ 687,567	\$ 478,167	\$ 115,576	\$ 78,000	\$ 671,743	\$ 632,287	\$ 522,627	\$ 96,760	\$ -	\$ 619,387	\$ 830,431	\$ 485,131	\$ 187,238	\$ 52,800	\$ 725,169
South Central Adult Services	\$ 483,400	\$ 473,493	\$ -	\$ -	\$ 473,493	\$ 718,175	\$ 496,106	\$ 185,911	\$ -	\$ 682,017	\$ 624,037	\$ 495,616	\$ 2,526	\$ 124,621	\$ 622,763	\$ 647,610	\$ 538,608	\$ 156,785	\$ 695,394	
Southwest Transportation Services	\$ 28,500	\$ 28,500	\$ -	\$ -	\$ 28,500	\$ 84,260	\$ 29,622	\$ -	\$ 48,800	\$ 78,422	\$ 66,040	\$ 63,560	\$ 50,155	\$ -	\$ 113,715	\$ 124,048	\$ 77,444	\$ 44,661	\$ 122,105	
Spirit Lake Nation	\$ 98,000	\$ 53,000	\$ -	\$ 45,000	\$ 98,000	\$ 53,000	\$ 47,166	\$ -	\$ -	\$ 47,166	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,133	\$ 40,515	\$ 31,676	\$ 32,320	\$ 104,511
Tioga Senior Citizens Public Transit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Trenton Indian Services Area	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ 26,500	\$ 26,500	\$ -	\$ 26,500	
Turtle Mountain Transi	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,133	\$ 19,259	\$ -	\$ 19,259	
Valley Senior Services	\$ 154,500	\$ 154,490	\$ -	\$ -	\$ 154,490	\$ 262,922	\$ 155,922	\$ 74,178	\$ 32,822	\$ 262,922	\$ 162,500	\$ 162,500	\$ -	\$ -	\$ 162,500	\$ 331,500	\$ 181,056	\$ 29,681	\$ 88,763	\$ 299,500
Walsh County Transportation	\$ 62,000	\$ 60,902	\$ -	\$ -	\$ 60,902	\$ 60,000	\$ 58,000	\$ 737	\$ -	\$ 58,737	\$ 113,440	\$ 76,440	\$ 28,965	\$ -	\$ 105,405	\$ 79,400	\$ 77,400	\$ 2,000	\$ -	\$ 79,400
West River Transit	\$ 555,750	\$ 226,722	\$ 18,368	\$ 244,000	\$ 489,090	\$ 221,725	\$ 208,725	\$ 302,189	\$ -	\$ 510,914	\$ 387,075	\$ 257,521	\$ 79,655	\$ 54,932	\$ 392,108	\$ 717,169	\$ 331,786	\$ 64,844	\$ 350,167	\$ 746,797
Wildrose Senior Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
NW Dakota Public Transit - Williston	\$ 470,750	\$ 243,054	\$ 75,089	\$ 77,000	\$ 395,143	\$ 361,007	\$ 232,132	\$ 44,776	\$ -	\$ 276,908	\$ 184,060	\$ 184,060	\$ -	\$ -	\$ 184,060	\$ 304,876	\$ 175,119	\$ 59,362	\$ 44,695	\$ 279,176
<b>TOTAL</b>	<b>\$ 5,451,644</b>	<b>\$ 4,027,820</b>	<b>\$ 406,328</b>	<b>\$ 568,492</b>	<b>\$ 5,002,640</b>	<b>\$ 5,188,419</b>	<b>\$ 4,070,274</b>	<b>\$ 1,150,296</b>	<b>\$ 557,948</b>	<b>\$ 5,878,516</b>	<b>\$ 5,709,984</b>	<b>\$ 3,873,241</b>	<b>\$ 985,842</b>	<b>\$ 958,483</b>	<b>\$ 5,817,366</b>	<b>\$ 10,891,364</b>	<b>\$ 4,366,920</b>	<b>\$ 1,924,433</b>	<b>\$ 3,941,918</b>	<b>\$ 10,239,271</b>
Total Operating Costs	\$ 16,338,255	79%																		
Total Capital Costs	\$ 4,466,699	21%																		
<b>TOTAL COSTS</b>	<b>\$ 20,804,954</b>	<b>100%</b>																		

**Table 14. Transit Agency Operating and Capital Costs - Total Funding**

AGENCY	FY 2012					FY 2013					FY 2014					FY 2015					
	TOTAL FEDERAL & STATE FUNDING	TOTAL OPERATING COSTS	TOTAL CAPITAL COSTS	FEDERAL COMMITTED CAPITAL & ADD'L SA EXPENDITURES	TOTAL COSTS COMMITMED/ SUBMITTED	TOTAL FEDERAL & STATE FUNDING	TOTAL OPERATING COSTS	TOTAL CAPITAL COSTS	FEDERAL COMMITTED CAPITAL & ADD'L SA EXPENDITURES	TOTAL COSTS COMMITMED/ SUBMITTED	TOTAL FEDERAL & STATE FUNDING	TOTAL OPERATING COSTS	TOTAL CAPITAL COSTS	FEDERAL COMMITTED CAPITAL EXPENDITURES	TOTAL COSTS COMMITMED/ SUBMITTED	TOTAL FEDERAL & STATE FUNDING	TOTAL OPERATING COSTS	TOTAL CAPITAL COSTS	FEDERAL COMMITTED CAPITAL EXPENDITURES	FEDERAL TOTAL COSTS COMMITMED/ SUBMITTED	
Benson County Transportation	\$ 136,977	\$ 65,702	\$ 1,757	\$ 68,679	\$ 136,138	\$ 145,617	\$ 73,997	\$ 62,707	\$ -	\$ 136,704	\$ 93,943	\$ 68,340	\$ 18,058	\$ 86,398	\$ 131,086	\$ 92,301	\$ 31,557	\$ -	\$ 123,858		
Bis-Man Transit	\$ 335,733	\$ 333,291	\$ -	\$ -	\$ 333,291	\$ 662,236	\$ 587,974	\$ 44,500	\$ 15,351	\$ 647,823	\$ 966,340	\$ 525,989	\$ -	\$ 385,000	\$ 910,988	\$ 1,724,613	\$ 723,555	\$ 610,789	\$ 67,078	\$ 1,401,422	
CANDO	\$ 57,320	\$ 51,041	\$ 2,986	\$ 9,963	\$ 63,890	\$ 63,264	\$ 60,525	\$ 12,559	\$ -	\$ 73,084	\$ 85,937	\$ 68,238	\$ 2,895	\$ 71,133	\$ 125,798	\$ 68,778	\$ -	\$ 30,400	\$ 99,178		
Cavalier County Sr. Meals	\$ 35,570	\$ 26,993	\$ -	\$ -	\$ 26,993	\$ 80,825	\$ 43,686	\$ -	\$ -	\$ 43,686	\$ 126,905	\$ 60,433	\$ 54,360	\$ -	\$ 114,795	\$ 104,806	\$ 104,450	\$ 355	\$ -	\$ 104,805	
City of Glen Ullin	\$ 7,932	\$ 7,932	\$ -	\$ -	\$ 7,932	\$ 9,778	\$ 7,442	\$ -	\$ -	\$ 7,442	\$ 14,226	\$ 12,263	\$ -	\$ -	\$ 12,263	\$ 12,197	\$ 12,197	\$ -	\$ -	\$ 12,197	
City of Jamestown (Taxi)	\$ 39,696	\$ 39,696	\$ -	\$ -	\$ 39,696	\$ 31,894	\$ -	\$ -	\$ -	\$ 31,894	\$ 41,453	\$ 35,125	\$ -	\$ -	\$ 35,125	\$ 27,381	\$ -	\$ -	\$ -	\$ 27,381	
City of Minot	\$ 367,060	\$ 342,875	\$ 50,882	\$ -	\$ 393,757	\$ 877,481	\$ 407,081	\$ 32,549	\$ 324,256	\$ 763,886	\$ 484,755	\$ 409,895	\$ 308,739	\$ -	\$ 718,634	\$ 1,128,517	\$ 452,611	\$ 43,978	\$ 590,000	\$ 1,086,589	
Community Action	\$ 27,400	\$ 25,866	\$ 1,444	\$ -	\$ 27,310	\$ 66,596	\$ 58,179	\$ -	\$ -	\$ 8,517	\$ 66,696	\$ 28,754	\$ 19,027	\$ -	\$ -	\$ 19,027	\$ -	\$ -	\$ -	\$ -	
Dickey Senior Citizens	\$ 64,856	\$ 47,049	\$ -	\$ -	\$ 17,807	\$ 64,856	\$ 53,698	\$ -	\$ -	\$ 53,698	\$ 64,415	\$ 56,760	\$ -	\$ -	\$ 56,760	\$ 121,046	\$ 60,463	\$ 60,000	\$ -	\$ 120,463	
Dickinson Public Transit (Stark County Council on Aging/Eldercare)	\$ 687,139	\$ 381,229	\$ 154,242	\$ -	\$ 535,471	\$ 728,163	\$ 515,191	\$ 96,716	\$ 35,000	\$ 646,907	\$ 641,939	\$ 548,864	\$ 96,430	\$ -	\$ 645,294	\$ 790,519	\$ 593,224	\$ 21,600	\$ 111,100	\$ 725,924	
Faith in Action	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Fargo Metro Transit	\$ 547,081	\$ 547,081	\$ -	\$ -	\$ 547,081	\$ 861,865	\$ 794,705	\$ 12,880	\$ -	\$ 807,585	\$ 937,474	\$ 725,099	\$ -	\$ -	\$ 216,769	\$ 941,868	\$ 2,740,555	\$ 839,192	\$ 161,993	\$ 1,400,000	\$ 2,401,185
Giving + Learning	\$ 495	\$ 495	\$ -	\$ -	\$ 495	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Golden Valley Council on Aging	\$ 61,175	\$ 61,175	\$ -	\$ -	\$ 61,175	\$ 112,513	\$ 99,389	\$ -	\$ -	\$ 99,389	\$ 124,005	\$ 102,866	\$ -	\$ -	\$ 102,866	\$ 139,109	\$ 110,991	\$ -	\$ -	\$ 110,991	
Grand Forks Public Transit	\$ 359,288	\$ 359,288	\$ -	\$ -	\$ 359,288	\$ 553,706	\$ 370,491	\$ 183,215	\$ -	\$ 553,706	\$ 419,692	\$ 272,344	\$ 147,348	\$ -	\$ 419,692	\$ 793,577	\$ 505,539	\$ 42,049	\$ 613,990	\$ 1,161,578	
Handi-Wheels Transportation	\$ 15,363	\$ 15,363	\$ -	\$ -	\$ 15,363	\$ 23,839	\$ 23,838	\$ -	\$ -	\$ 23,838	\$ 37,411	\$ 37,411	\$ -	\$ -	\$ 37,411	\$ 37,372	\$ 37,372	\$ -	\$ -	\$ 37,372	
Hazen Busing	\$ 117,849	\$ 66,322	\$ 2,758	\$ -	\$ 69,080	\$ 172,524	\$ 90,740	\$ 9,327	\$ 51,200	\$ 151,267	\$ 108,695	\$ 87,521	\$ 56,821	\$ -	\$ 143,842	\$ 432,962	\$ 90,958	\$ 70,475	\$ 312,668	\$ 474,097	
Heart Living	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
James River Sr. Citizens	\$ 538,400	\$ 469,320	\$ 45,569	\$ 54,233	\$ 569,122	\$ 611,637	\$ 446,331	\$ 109,830	\$ -	\$ 556,363	\$ 553,149	\$ 468,406	\$ 6,393	\$ -	\$ 474,799	\$ 579,932	\$ 549,907	\$ 33,031	\$ -	\$ 582,938	
Jefferson Lines	\$ 470,000	\$ 386,905	\$ -	\$ 83,092	\$ 470,000	\$ 313,489	\$ -	\$ -	\$ -	\$ 313,489	\$ 528,981	\$ 253,136	\$ -	\$ 133,161	\$ 386,297	\$ 670,454	\$ 483,024	\$ 142,584	\$ -	\$ 625,708	
Kenmare Meals & Wheels	\$ 47,051	\$ 38,505	\$ -	\$ -	\$ 38,505	\$ 50,228	\$ 49,725	\$ -	\$ -	\$ 49,725	\$ 49,211	\$ 48,971	\$ -	\$ -	\$ 48,971	\$ 70,851	\$ 67,482	\$ 2,840	\$ -	\$ 70,322	
Kidder/Emmons Senior Services	\$ 135,775	\$ 70,777	\$ -	\$ -	\$ 65,000	\$ 135,777	\$ 88,158	\$ 76,668	\$ 1,300	\$ -	\$ 77,968	\$ 85,991	\$ 66,931	\$ 76,126	\$ -	\$ 143,057	\$ 98,234	\$ 89,970	\$ 4,025	\$ -	\$ 93,995
Lutheran Home of the Good Shepard	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Nelson County Transportation	\$ 98,368	\$ 96,367	\$ -	\$ -	\$ 96,367	\$ 134,044	\$ 87,965	\$ -	\$ -	\$ 87,965	\$ 142,629	\$ 94,936	\$ 29,682	\$ -	\$ 124,618	\$ 126,530	\$ 126,530	\$ -	\$ -	\$ 126,530	
New Town Bus	\$ 47,000	\$ 28,063	\$ -	\$ -	\$ 28,063	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Nutrition United	\$ 70,278	\$ 60,145	\$ -	\$ -	\$ 60,145	\$ 107,207	\$ 86,670	\$ 2,582	\$ -	\$ 89,252	\$ 121,959	\$ 107,725	\$ 12,574	\$ -	\$ 120,299	\$ 218,003	\$ 147,623	\$ 43,068	\$ -	\$ 190,691	
Pembina County Meals & Transportation	\$ 140,761	\$ 112,315	\$ -	\$ 13,244	\$ 125,559	\$ 148,291	\$ 144,739	\$ 2,710	\$ 64,000	\$ 211,449	\$ 161,630	\$ 141,377	\$ 92,657	\$ -	\$ 234,034	\$ 388,967	\$ 180,972	\$ 3,967	\$ 200,000	\$ 384,939	
Royal Coach	\$ 32,000	\$ 31,165	\$ 835	\$ -	\$ 32,000	\$ 32,000	\$ 28,296	\$ 2,421	\$ -	\$ 30,717	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Devils Lake Transit / Senior Meals and Services	\$ 150,657	\$ 145,985	\$ 914	\$ -	\$ 147,900	\$ 205,915	\$ 124,751	\$ 85,008	\$ -	\$ 209,759	\$ 260,149	\$ 188,930	\$ 1,374	\$ -	\$ 190,304	\$ 311,999	\$ 98,403	\$ 89,398	\$ 47,937	\$ 235,738	
Sitting Bull College	\$ 283,625	\$ 246,950	\$ -	\$ -	\$ 248,950	\$ 306,304	\$ 266,360	\$ 3,305	\$ -	\$ 266,360	\$ 350,305	\$ 298,021	\$ 44,000	\$ 385,742	\$ 501,614	\$ 342,778	\$ 77,754	\$ 420,532	\$ -		
Souris Basin Transportation	\$ 1,036,013	\$ 702,749	\$ 57,300	\$ 137,624	\$ 897,673	\$ 1,223,207	\$ 919,688	\$ 149,394	\$ 78,000	\$ 1,147,084	\$ 1,204,824	\$ 1,015,442	\$ 175,982	\$ -	\$ 1,191,424	\$ 1,554,095	\$ 1,007,240	\$ 388,793	\$ 52,800	\$ 1,448,833	
South Central Adult Services	\$ 845,433	\$ 835,526	\$ -	\$ 12,601	\$ 848,127	\$ 1,092,798	\$ 863,258	\$ 193,393	\$ -	\$ 1,056,651	\$ 1,022,874	\$ 894,453	\$ 2,526	\$ -	\$ 124,621	\$ 1,021,600	\$ 1,126,324	\$ 1,005,043	\$ 169,065	\$ 1,174,108	
Southwest Transportation Services	\$ 152,785	\$ 152,785	\$ -	\$ -	\$ 152,785	\$ 260,897	\$ 179,937	\$ 26,322	\$ 48,800	\$ 255,059	\$ 252,539	\$ 192,064	\$ 66,130	\$ -	\$ 258,190	\$ 340,037	\$ 217,113	\$ 97,153	\$ -	\$ 314,266	
Spirit Lake Nation	\$ 112,523	\$ 67,523	\$ -	\$ 45,000	\$ 112,523	\$ 73,077	\$ 67,243	\$ -	\$ -	\$ 67,243	\$ 24,327	\$ 24,327	\$ -	\$ -	\$ 24,327	\$ 118,913	\$ 61,375	\$ 39,595	\$ 32,320	\$ 133,290	
Tioga Senior Citizens Public Transit	\$ 8,400	\$ 7,879	\$ -	\$ -	\$ 7,879	\$ 2,667	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Trenton Indian Services Area	\$ 42,456	\$ 42,456	\$ -	\$ -	\$ 42,456	\$ 50,569	\$ 47,179	\$ -	\$ -	\$ 47,179	\$ 72,408	\$ 72,408	\$ -	\$ -	\$ 72,408	\$ 61,816	\$ 61,816	\$ -	\$ -	\$ 61,816	
Turtle Mountain Transit	\$ 52,552	\$ 41,369	\$ -	\$ -	\$ 41,369	\$ 66,733	\$ 40,627	\$ -	\$ -	\$ 40,627	\$ 42,026	\$ 41,955	\$ -	\$ -	\$ 41,955	\$ 70,740	\$ 59,606	\$ -	\$ -	\$ 59,606	
Valley Senior Services	\$ 580,224	\$ 470,127	\$ -	\$ 100,087	\$ 570,214	\$ 684,112	\$ 530,938	\$ 74,178	\$ 32,822	\$ 637,938	\$ 658,510	\$ 658,510	\$ -	\$ -	\$ 658,510	\$ 941,858	\$ 791,415	\$ 29,681	\$ 88,763	\$ 909,859	
Walsh County Transportation	\$ 151,239	\$ 121,457	\$ -	\$ 28,684	\$ 150,141	\$ 149,239	\$ 133,956	\$ 8,869	\$ -	\$ 142,825	\$ 205,413	\$ 147,604	\$ 44,506	\$ -	\$ 192,110	\$ 190,973	\$ 177,148	\$ 11,163	\$ -	\$ 188,311	
West River Transit	\$ 751,165	\$ 420,004	\$ 18,368	\$ 244,000	\$ 682,372	\$ 513,088	\$ 440,358	\$ 361,919	\$ -	\$ 802,277	\$ 709,074	\$ 528,474	\$ 130,701	\$ 54,932	\$ 714,107	\$ 1,071,949	\$ 653,313	\$ 81,082	\$ 350,167	\$ 1,084,562	
Wildrose Senior Transportation	\$ 12,934	\$ 6,164	\$ -	\$ -	\$ 6,164	\$ 17,071	\$ 10,400	\$ -	\$ -	\$ 10,400	\$ 18,320	\$ 18,320	\$ -	\$ -	\$ 18,320	\$ 15,034	\$ 15,034	\$ -	\$ -	\$ 15,034	
N/W Dakota Public Transit - Williston	\$ 669,467	\$ 384,102	\$ 93,811	\$ 134,669	\$ 612,582	\$ 570,680	\$ 420,805	\$ 44,776	\$ -	\$ 465,581	\$ 354,806	\$ 354,806	\$ -	\$ -	\$ 354,806	\$ 572,972	\$ 343,144	\$ 59,362	\$ 44,695	\$ 447,201	
<b>TOTAL</b>	<b>\$ 9,298,040</b>	<b>\$ 7,313,040</b>	<b>\$ 438,866</b>	<b>\$ 1,014,683</b>	<b>\$ 8,766,589</b>	<b>\$ 11,323,279</b>	<b>\$ 8,508,413</b>	<b>\$ 1,517,155</b>	<b>\$ 657,946</b>	<b>\$ 10,683,514</b>	<b>\$ 8,646,971</b>	<b>\$ 1,366,523</b>	<b>\$ 958,483</b>	<b>\$ 10,971,977</b>	<b>\$ 17,340,852</b>	<b>\$ 10,197,944</b>	<b>\$ 2,315,457</b>	<b>\$ 3,941,918</b>	<b>\$ 16,455,319</b>		
Total Operating Costs	\$ 34,666,368	86%																			
Total Capital Costs	\$ 5,638,001	14%																			
<b>TOTAL COSTS</b>	<b>\$ 40,304,369</b>	<b>100%</b>																			