

PACTS Regionally Administered Discretionary Transit Program
Application Form
June 13, 2019

General Requirements for Proposals:

Administrative officials from the following organizations may propose projects that are eligible for FTA Urbanized Area (5307) funds through the PACTS process:

- Biddeford Saco Old Orchard Beach Transit Committee (Shuttlebus)
- Casco Bay Island Transit District (CBITD)
- Greater Portland Transit District (METRO)
- Northern New England Passenger Rail Authority (NNEPRA)
- Regional Transportation Program (RTP)
- South Portland Bus Service (SPBS)
- York County Community Action Corporation (YCCAC)

All others who wish to propose projects through the PACTS process must have the sponsorship of at least one of the organizations listed above.

1. Proposals must be submitted to the PACTS Transit Committee and shall be endorsed by the applicant's Governing Body and/or Municipal Council(s) with formal commitment of local match prior to action by the PACTS Policy Committee.
2. Attach supplementary information as needed. An electronic e-mail submittal is preferred, although (3) hard copy submittals will be accepted. Email to Ryan Neale (rneale@gpcog.org)
3. Proposals must be based on a thorough analysis and include a purpose-and-need statement that describes the conditions that warrant the proposed project and explain the intended benefits of that project, along with a scope of work and cost estimate.
4. Proposals must demonstrate consistency with *Destination Tomorrow, Moving Southern Maine Forward*, and other relevant regional policy and planning documents, and not conflict with a municipality's comprehensive plan or other policy document.
5. All questions must be completed – please use “not applicable (N/A)” as appropriate and include a statement on why you believe the question is not applicable.

Proposal and Supporting Information:

PART I – PACTS Member Information

1. Applicant Organization: ___
2. Contact person: ___
 - a. Email Address: ___

b. Phone Number: __

- 3.** Demonstration of Municipal/Transit Board endorsement: Proposals that progress to the final recommendation by the Policy Committee, including those involving more than one transit provider, must be appropriately endorsed and supported by all affected boards and/or municipalities (and must submit evidence of said endorsement/support) prior to action by the Policy Committee. Municipalities submitting proposals must ensure the endorsement or sponsorship of their transit provider(s) and board(s).

PART II – General Project Information

4. Proposal Title: __

5. Location: __

6. Relevant Study(s) or Plan(s) – Please identify study/plan and attach relevant excerpt of the description.

A:

7. Please explain how the proposed project is eligible for Federal Funds under the MPO process.

A:

PART III – Overall Project Description

Please attach a scope of work and cost estimate including as much detail as possible for staff to (1) determine the project’s consistency with *Destination 2040*, and (2) determine the project’s consistency with relevant town specific or regionally significant transit plans. Please type your answers in the document below at the “A:”

8. Purpose and Need Statement

The purpose and need statement must address the critical deficiencies that the project will address or correct and explain the intended benefits of the project. For more information, see the PACTS Regional Transit Expansion & Enhancement Procedure. The statement must be in sufficient detail that evaluators can use it to determine the project’s merits. (Attach supplemental information as needed.)

A: __

9. Proposed Nature and Scope of Transit Expansion/Enhancement

A: ___

10. Proposed Budget

- a. Please indicate whether the proposed project is seeking Capital Funds, Planning Funds¹, Operating Funds, or a combination; the amount for each; and the time period for which funding is requested

A: ___

PART IV – Scoring Criteria – Maximum of 100 points

*See the PACTS Regional Transit Expansion & Enhancement Procedure for definitions.

Type of Project - (up to 30 points)

11. Describe the type of project, and how the project relates to the existing transit system. Does the project:

- a. Improve existing core service (up to 30 points)
- b. Enhance customer service (up to 24 points)
- c. Expand service beyond the existing system (up to 18 points)
- d. Improve agency facilities to support improved or expanded service or to meet projected ridership growth (up to 24 points)

(Only one option may be selected)

A: ___

Financial Sustainability - (up to 30 points)

12. Please identify the portion of overall project budget that will be provided by Local Match, and whether the project:

- i. Is supported by additional level of committed local and state funding beyond the 15% for ADA accessible buses, 20% for all other Capital expenditures, and 50% for Operating expenditures (up to 11 points).
- ii. Utilizes other Federal/State/Local funds for Operations and/or Capital costs (up to 11 points).

A: ___

¹ Planning funds are for individual provider projects as well as for Regional projects that have not been included in the 5303 portion of the biennial Unified Planning Work Program (UPWP).

13. Does the project have continuing Financial Commitment from Local or State parties for Local Match? Please explain, and specify the duration of the Financial Commitment (up to 8 points).

A: _____

Demonstrated Need - (40 points)

14. Please explain the circumstances that make the proposed project necessary and provide projections of relevant performance metrics of the New or Enhanced Service after 3 years of future operations, along with the methodology used to make these projections. Performance metrics for new or enhanced service may be compared against industry or regional standards, and/or against the provider's existing service. Performance may be demonstrated by metrics such as (but not limited to) projected changes in: Increased Boardings, Decreased Fuel Consumption, Reduced Maintenance, and Improved Staff Efficiency. Qualitative assessments may also be used for projects not conducive to quantitative estimates (such as customer service improvements). (up to 11 points).

A: _____

15. Please demonstrate how this project is supported by an approved or pending transportation plan or study, or addresses a requirement by a State or Federal mandate; and does not conflict with a municipality's comprehensive plan or other policy document. Plans may include:

- *Destination 2040,*
- *the Regional Transit Coordination Study,*
- *Moving Southern Maine Forward*
- *MaineDOT's Maine Strategic Transit Plan 2025*
- a Transportation Demand Management plan,
- the provider's Strategic Plan
- other local, regional, State, or Federal document.

A: _____

16. Please demonstrate how the proposed project addresses the regional priorities as laid out in *Destination Tomorrow, the Regional Transit Coordination Study, Moving Southern Maine Forward,* or other relevant regional policy documents. Examples of mandates include improved passenger safety & security, and The Americans with Disabilities Act (ADA). Please explain how the proposed project advances the guiding principles developed at the December 2018 Transit Committee retreat related to addressing the needs of the region and the user (up to 11 points)

A: _____

17. Please demonstrate how the proposed project addresses local priorities within the proposed project area. Please cite relevant local policy documents as appropriate. (up to 7 points).

A:

- 18.** Please explain how the proposed project advances the guiding principles developed at the December 2018 Transit Committee retreat related to coordination and communication among agencies and other partners. Please describe efforts to coordinate and communicate with other transit agencies and other relevant entities on this project. (0 to 5 bonus points).