DEPARTMENT OF TRANSPORTATION
DIVISION OF MASS TRANSPORTATION MS 39
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November 3, 2011

To: SUBRECIPIENTS:

The California Department of Transportation (Caltrans), Division of Mass Transportation (DMT), is pleased to announce a Call for Projects for the Federal Transit Administration (FTA) Section 5311 Program Grant for the Federal Fiscal Year (FY) 2012 **(although only six months of federal funding is currently authorized, the estimate is based on a full year of funding)**. We will be allocating an estimated **$16 million** in formula funding to promote and enhance public transportation in rural areas. This amount excludes the amount allowable for program administration and 5311(f) funding. For a complete estimate of regional funding, please refer to the attached FTA Section 5311 Estimated FY 2012 Apportionment. **If final congressional apportionment is less than the estimated $16 million, funding will be reduced proportionally to all subrecipients.**

For the FY 2012 funding cycle, we have an expedited process **for operating projects only** at the same level of funding that was provided for your project in FY 2011without the requirement to submit a comprehensive new application. For the expedited process, we require the completion and submission of the attached **Modified Section 5311 Expedited Process Operating Project Application Form Part I**. The objective of this new process is to expedite funding, reduce subrecipients' workload, and help subrecipients implement projects in a timely manner. To be eligible for the expedited process for funding, subrecipients must meet all program requirements and assure Caltrans that the subrecipient is still engaged in activities as was described in the original FY 2011 project application and that the project has not changed or expanded. Copies of current FTA Certifications and Assurances when made available by the FTA and authorizing board resolutions from your agency will still be required to complete the expedited process for operating projects. We hope that you will find this streamlined and simplified funding process for operating projects beneficial. Please complete and submit the attached Part 1 of the Section 5311 application to your **Caltrans Headquarters (HQ) liaison** and a copy to your District Transit Representative (DTR) by **December 15, 2011,** if your **operating project** for the FY 2012 **has not changed** since being funded in FY 2011.

If your **operating project has changed** since FY 2011 funding cycle, then the normal application process will be required and your application and Program of Projects (POP) will be due to your DTR by **December 30, 2011,** as is required below for capital projects.

All capital projects will be processed through our normal process and will require the completion of a new application. One original (or notarized copy) as well as the POP are due to your DTR by **December 30, 2011**. To help us expedite the FY 2012 grants, all completed applications should include all required supporting documentation. Please see attached DTR contact list for your reference.

All projects for FY 2012 **expedited and normal process** must be programmed prior to the DMT's submission of the project request to the FTA. If your agency, Regional Transportation Planning Agency (RTPA), or Metropolitan Planning Organization (MPO) has issues meeting the deadline, please notify your DTR and HQ liaison as soon as possible. If your Board, Agency, MPO or RTPA will not convene until after December 2011, please send us what you have without the supporting documents (board resolutions, programming documents, etc.). However, in order for us to submit the grant request to the FTA as planned, all supporting documentations must be submitted to the DMT by **February 6, 2012**. The application for FY 2012 will be available on our website: ttp://www.dot.ca.gov/hq/MassTrans/5311.html on **November 4, 2011**.

For flexible funded capital projects, please send your application, POP, and transfer request to the appropriate District Local Assistance Engineer and DTR.

For additional information or assistance, please contact the appropriate DMT HQ liaison as shown on the attached HQ contact list.

Sincerely,

JAMES OGBONNA
Branch Chief
Rural Transit and Intercity Bus
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