SAMPLE FORMAT FOR OTHER THAN URBANIZED AND OVER THE ROAD BUS GRANT RECIPIENTS TO PROVIDE REQUIRED LABOR INFORMATION IN FTA GRANT APPLICATIONS

OTHER THAN URBANIZED GRANTS -- Each Other than Urbanized grant application should include the following information:

1. **Project number**.

2. **Grantee contact person, address, phone, fax number, and e-mail address**.

3. **Provide a list of recipients which will receive funds under the grant.** (This may include the grantee and/or other recipients where the grantee seeks federal assistance on their behalf.)

4. **For each recipient of federal funds:**

   A. **Identify the contact person and provide an address, phone number fax number, and e-mail address**.
   B. **Identify the type of assistance the recipient will receive (capital or operating) and provide a complete Project Description, identifying where service will be operated.** For example: Application for Section 5311 funds for Operating Assistance for FY 09 (or capital assistance to purchase 4 vans) for "Elton Dial-A-Ride" to provide E&H service into Elton business district and return. Contract purchase of service for carrying E&H to nutrition center and return to domicile. Service area extends throughout Pearson County.
   C. **Identify the period of time/dates for which assistance is requested.** For example: Operating assistance for FY 09.
   D. **Identify labor organizations representing employees of the recipient itself.** For example: The recipient may list the Service Employees International Union Local XXX as representing its employees.
   E. **Identify all other transportation providers in the geographic service area of the recipient's project, and the type of service they provide**. For example: Western Trailways (providing intercity service) and Elton Transit (providing city public transit).
   F. **Identify all labor organization representing employees of the other transportation providers in the service area listed in item 4.E.** For example: The recipient may indicate that Western Trailways operates in the service area and that its employees are represented by United Transportation Union Local XXX and the employees of Elton Transit are non-union.

OVER THE ROAD BUS GRANTS -- Each Over-the-Road Bus Accessibility grant application should include the following information:

1. **Project number**.

2. **Grantee contact person, address, phone, fax number, and e-mail address**.

3. **Provide a list of recipients which will receive funds under the grant.** (For OTRB grants the grantee/applicant is generally the only recipient of federal assistance, in which case, the following information would be required only for the grantee.)

4. **For <u>each recipient</u> of federal funds:**

   A. **Identify the contact person and provide an address, phone number, fax number, and e-mail address**. For OTRB grants, this information is provided in #2 above.
   B. **Identify the type of assistance the recipient will receive (capital or operating) and provide a complete Project Description, identifying where service will be operated.** For example: Training or incremental funding for a wheelchair lift. Unless otherwise indicated in the grant application, it is assumed that OTRB grants fund recipients providing charter service throughout the country and the Department will forward copies of the grant application to labor organizations representing all potentially affected transportation related employees. If a recipient's service area is limited, the grantee should indicate the extent of this limitation in the application so that the Department can identify labor organizations in the service area of the OTRB grant.
   C. **Identify the period of time/dates for which assistance is requested.** For example: FY 09.
   D. **Identify labor organizations representing employees of the recipient itself.** For example: The recipient may list the Service Employees International Union Local XXX as representing its employees.