



HOUSTON-GALVESTON AREA COUNCIL

P.O. Box 22777 • 3555 Timmons Lane, Suite 120 • Houston, Texas 77227-2777 • 713/627-3200

September 13, 2011

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

**Re: Fall 2011 “Call for Projects” for Job Access Reverse Commute
and New Freedom Grant Programs**

Dear Transportation Stakeholders:

In an effort to continue to improve the mobility options within the Houston Urbanized Area, the Houston-Galveston Area Council (H-GAC), in coordination with the Metropolitan Transit Authority of Harris County (METRO), is conducting a Call for Projects for the Job Access and Reverse Commute (JARC) and New Freedom programs. The purpose of the Call for Projects is to identify, select and fund sustainable projects that meet documented transportation needs of those with low-incomes, reverse commuters or disabled persons. Approximately \$5.7 million in grant funds is available at this time.

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

The Application Package includes this cover letter, the Application Form (a MS Word File), the Budget Worksheet (an Excel file) and an Addendum (a PDF file). The Addendum contains information about the regional transportation coordination goals, the JARC and New Freedom programs goals, program measures, eligible activities and a list of FTA Certifications and Assurances required for each agency whose project is approved for funding.

The Application Package and background information are available on the H-GAC and METRO websites at www.h-gac.com/purchasing and at www.ridemetro.org/grantprograms (respectively).

The JARC and New Freedom project proposals will be evaluated by a multi-agency team, using the criteria as outlined in the Application Form (Part IV, Consistency with Selection Criteria).

To assist potential grant applicants, a Pre-Application Workshop will be held on Tuesday September 27, 2011 from 9:30 to 11:00 a.m. (CST) at the H-GAC offices. The workshop will be held in our 2nd Floor Conference Room C in our offices located at 3555 Timmons Lane, Houston, Texas 77027.

Project submittals are due to H-GAC by electronic submittal on or before Wednesday November 16, 2011 by 4:00 p.m. (CST). Late submittals will not be accepted.

The submittal should include a scanned copy (one pdf file) that contains the signed Application Form, the Budget Worksheet summary tables, copies of letters of commitments or support and an auditor's summary letter for the two most recently completed Financial Audit Reports. Detailed Financial Audit Reports should be provided as separate pdf files or copied to CD-ROM and mailed to the H-GAC offices, postmarked before November 16, 2011.

The scanned pdf file(s) should be emailed to Proposals@h-gac.com. Files larger than 13 megabytes can be uploaded to the H-GAC FTP site using the link below:

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

Username: transupload
Password: transUp1oad

Should you have any questions, please submit them in writing by email message to Proposals@h-gac.com. All written questions received by October 20, 2011 and the answers thereto will be posted to the H-GAC and METRO websites by November 3, 2011.

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

Sincerely,



Alan C. Clark
Director of Transportation

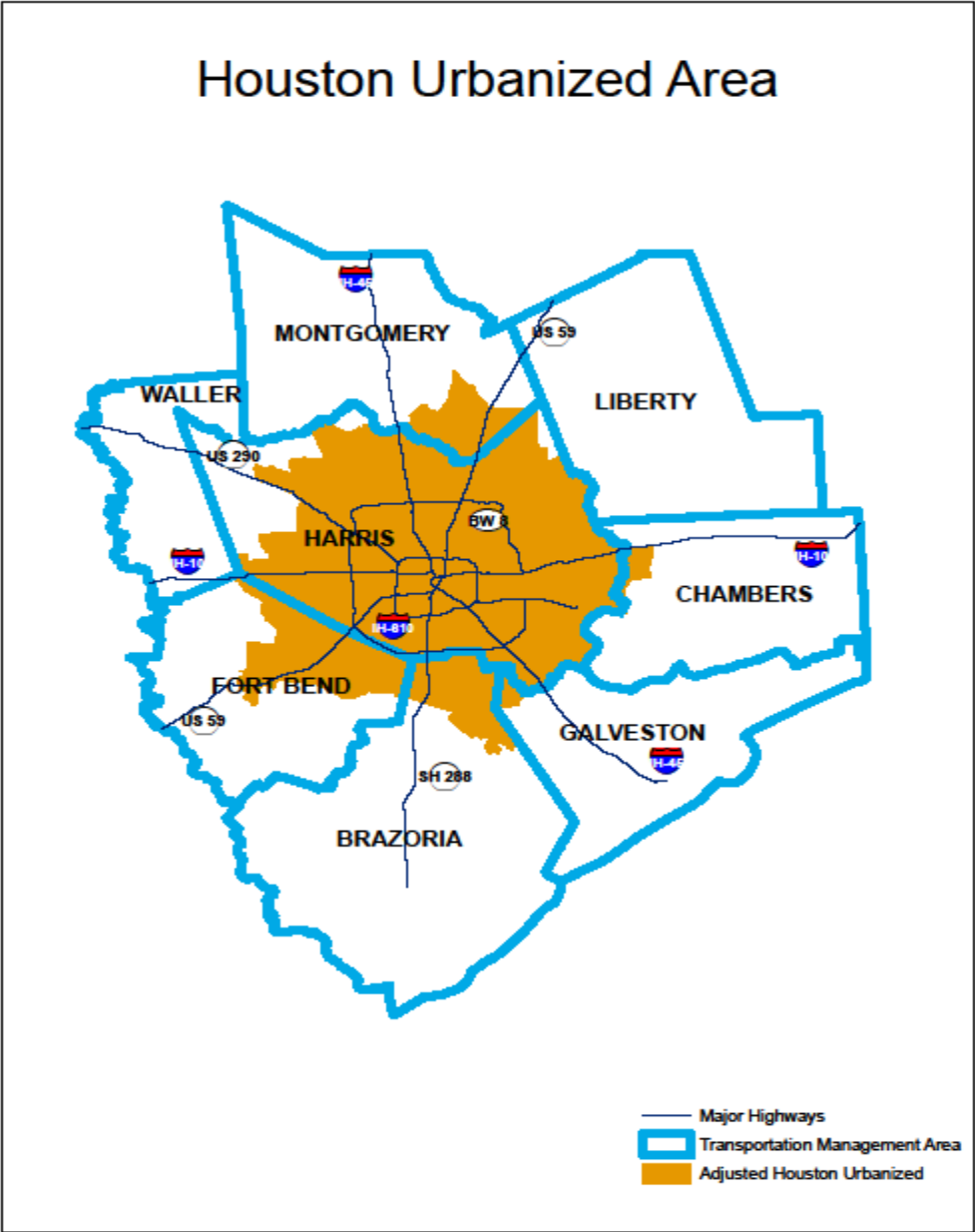
Attachments: Houston UZA Map
Fall 2011 JARC & New Freedom Application Schedule
Grant Programs Budget Summary

cc: Laura Wallace, FTA – Reg. 6
Michael Leary, FHWA – TX
Rakesh Tripathi, P.E. – TxDOT Houston District
Project Evaluation Team Members

Related Documents:

- Application Form (MS Word)
- Application Budget Form (Excel)
- Addendum (PDF)
- Program Management Plan (PDF)

Figure 1. Houston Urbanized Area (Census 2000 Adjusted)



FY2011: JARC & NEW FREEDOM GRANT PROGRAMS APPLICATION / AWARD SCHEDULE

September 13	Open Call for Projects starts- H-GAC and METRO post notice of Call for Projects on agency websites. H-GAC advertises with a Legal Notice in the Houston Chronicle.
September 13	H-GAC and METRO distribute Notices of Grant Availability to email distribution lists.
September 27	H-GAC and METRO conduct Pre-Application Workshop 9:30 AM at H-GAC Offices, 3555 Timmons Lane, 2 nd Floor Room C.
October 20	Deadline for all written questions to be submitted (proposals@h-gac.com)
November 3	Deadline for all written responses to be published
November 16	H-GAC receives all applications NLT 4:00 PM CST by email submission (proposals@h-gac.com)
December 6	Project Evaluation Team Meeting and project funding recommendations.
January- March 2012	Project funding recommendations presented to H-GAC; Technical Advisory Committee, Transportation Policy Council and METRO Board of Directors. METRO Board approves projects for funding, authorizes execution of interlocal agreements, submittal of grant application and execution of grant contract. H-GAC Transportation Policy Council (TPC) approves projects for funding and inclusion in the regional Transportation Improvement Program, and the Statewide Transportation Improvement Program.
April 2012	Spring 2012 Review Cycle Begins

**Houston Urbanized Area
JARC, New Freedom Funds Summary**

Program	FY2010	FY 2011	<i>Total</i>
JARC	\$ 264,504	\$2,848,286	\$3,112,790
New Freedom	\$1,293,535	\$ 1,300,216	\$ 2,593,751
Total	\$ 1,558,039	\$4,148,502	\$ 5,706,541