

# FY2021 Mobility and Transportation Innovations (MTI) Grant Program

**Due 4:30pm Friday October 30th, 2020**

Enabled by the Legislature with the passage of the 2020 Transportation Bill ([Act 121](#)), the Vermont Agency of Transportation is pleased to announce the Mobility and Transportation Innovation (MTI) Grant Program. The program is designed to support innovative strategies and projects that improve both mobility and access to services for transit-dependent Vermonters, reduce the use of single occupancy vehicles, and reduce greenhouse gas emissions.



## Focal Areas:

- Extension of existing TDM programs
- Creation of new TDM programs
- Creation and marketing of TDM Resources
- Expansion of first mile/last mile programs
- Support for employers and/or employees to adopt TDM measures (including incentives), in collaboration with an existing or new TDM program provider
- Implementation of planned TDM programs (bike share, car share, microtransit, etc.)

## Funds Can Be Used For:

- Match funds from other TDM grant awards
- TDM program delivery costs

## Who May Apply?

The grant applications are open to municipalities, local or regional planning agencies, transit agencies, school districts or schools, non-profit organizations, and citizen groups focused on providing public transportation resources. Private sector organizations, individuals, State and Federal agencies are not eligible to receive funds directly but may be partners of a project.

**MTI grant performance metrics are focused on the following goals:**

1. To improve mobility and access for transit dependent Vermonters
2. Reduce greenhouse gas emissions
3. Reduce the use of single occupancy vehicles

Applicants are requested to identify in their application which metric category(ies) they will be addressing and any targets they may have already identified. Applications should include details on how awardees will track MTI program performance metrics and report on their project outcomes.

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## *Grant Funding*

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This grant program has a total of \$500,000 of funding to award with a maximum grant amount of \$100,000.

Applicants are asked to select the funding category that best matches the project need. Categories and some suggested project types are outlined below.

**A. Small MTI Grants (Maximum Grant Amount \$10,000)**

Eligible projects under this category could include:

- Planning of new TDM programs or resources
- Expansion of first mile/last mile programs
- Creation and marketing of TDM Resources

**B. Medium MTI Grants (Maximum Grant Amount \$50,000)**

Eligible projects under this category could include:

- Marketing and outreach of TDM programs
- Expansion of first mile/last mile programs
- Support for employers and/or employees to adopt TDM measures (including incentives) in collaboration with an existing or new TDM program provider

**C. Large MTI Grants (Maximum Grant Amount \$100,000)**

Eligible projects under this category could include:

- Implementation of planned TDM programs (bike share, car share, microtransit, etc.)

These grants are designed to incentivize innovative strategies and ideas to expand TDM measures and projects in Vermont.



# Vermont MTI Grant Program



Applications must be received on or before **Friday October 30, 2020 at 4:30 pm.**

Please send completed applications to:

**Agency of Transportation**

**Public Transit Section**

**2178 Airport Rd**

**Barre, Vermont 05641**

**Email: [dan.j.currier@vermont.gov](mailto:dan.j.currier@vermont.gov)**

**Phone: (802) 279-5236**

**Emailed applications are preferred**

**Grants applicants will be notified of project selections in November 2020.**

**The deadline to complete work and submit final metrics, reports and invoices is December 30, 2021.**



# Vermont MTI Grant Program



## Cover Sheet

**Please complete and return with your Grant Application**

Project Title: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Primary Contact Person(s): \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

*Street Address*

*Town*

*Zip*

Email: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_

DUNS #: \_\_\_\_\_ Fiscal Year End Month (MM): \_\_\_\_\_

Accounting System:  Automated  Manual  Combination

Project Team Partners: \_\_\_\_\_

**Grant Category (please check one):**

A. Small MTI Grants (Maximum Grant Amount \$10,000)

B. Medium MTI Grants (Maximum Grant Amount \$50,000)

C. Large MTI Grants (Maximum Grant Amount \$100,000)

## GRANT APPLICATION

**Location:** \_\_\_\_\_

**Description** (Provide a brief describing your project):

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**Metrics** (Provide a brief describing your project outcomes):

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**Project Planning and Partners** (Provide a brief description of your project planning and partner involvement):

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**Please attach a detailed itemized project budget.**

Items to consider including in budget:

- Staff Hours and Rates
- Direct expenses (mileage, materials other reimbursable expenses)
- Operating expenses
- Matching funds to other TDM grants

|                                |   |        |
|--------------------------------|---|--------|
| <b>Requested Grant Amount:</b> | \$ _____.   |        |
| +                              |   |        |
| <b>Local Match:</b>            | \$ _____ (Match is not required)                      |        |
| =                              |   |        |
| <b>Total Project Cost:</b>     | \$ <table border="1"><tr><td>_____.</td></tr></table> | _____. |
| _____.                         |   |        |

**Estimated Completion Date:** \_\_\_\_\_

## **REQUIRED ATTACHMENTS:**

Please use the documentation checklist below to ensure that all the relevant items regarding your application have been included.

- Grant application cover sheet
- Grant application form
- Itemized Cost estimate for labor and materials
- Project timeline and major milestone
- Project Location Map
- Other appropriate supporting documents.

By signing this application, I certify that all the information provided is accurate to the best of my knowledge. We will comply with all the requirements of the grant including making our books available for audit if required.

## **SIGNATURE OF APPLICANT:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**MUST BE A DULY AUTHORIZED REPRESENTATIVE OF YOUR ORGANIZATION**

## Grant Proposal Scoring Criteria

All applications will be scored on the following:

- 1) Project Application, Planning and Partners (40 points):
  - a. Did they respond to the grant proposal goals and objectives?
  - b. Is the project well planned?
  - c. Did they describe how project partners will support this work?
  
- 2) Ability to complete project during grant period (25 points):
  - a. Was the applicant's timeline reasonable?
  
- 3) Performance Metrics (25 points):
  - a. Did they include reasonable project metrics that match the program goals:
    - i. To improve mobility and access for transit dependent Vermonters
    - ii. Reduce greenhouse gas emissions
    - iii. Reduce the use of single occupancy vehicles
  
- 4) Cost (10 points):
  - a. Were the proposed costs reasonable for the project identified?

## Questions and Technical Assistance

For questions regarding this application, general program related questions or for technical assistance please contact Dan Currier (802) 279-5236.

## Project Completion Requirements

1. A copy of tracked metrics.
2. Final project report outlining project outcomes (successes and failures) including next steps and succession plan if applicable.
3. A final Invoice.
4. Color photos or graphics from your project.