

PROGRAM APPLICATION INSTRUCTION/OPPORTUNITY SYNOPSIS**DEPARTMENT OF TRANSPORTATION****Federal Transit Administration****Section 5309 Bus and Bus Facilities Program Funds: State of Good Repair (SGR) Initiative****ACTION: Notice of Funding Availability for FTA Section 5309 Bus and Bus Facilities****Program Funds, State of Good Repair Initiative: Solicitation of Project Proposals**

FTA will announce final allocations on the FTA website and to subscribers of Section 5309 program update emails at <http://www.fta.dot.gov/sgr>. Applications must be submitted electronically through the GRANTS.GOV “APPLY” function.

DATES:

Complete proposals for the State of Good Repair program must be submitted by 11:59 pm EDT on March 22, 2012. All proposals must be submitted electronically through the GRANTS.GOV APPLY function. Any agency intending to apply should initiate the process of registering on the GRANTS.GOV site immediately to ensure completion of registration before the submission deadline. Instructions for applying can be found on FTA’s website at <http://fta.dot.gov/sgr> and in the “FIND” module of GRANTS.GOV.

Award Information:

Improving and maintaining America’s buses and bus facilities in a good physical condition so that they can successfully accomplish their performance objectives is a key strategic goal of DOT and FTA. Subject to the availability of funds, FTA will make available approximately \$650 million to improve of the condition of transit capital assets by providing financial assistance for recapitalization of buses and bus facilities. As part of the program, FTA will prioritize the replacement and rehabilitation of intermodal facilities that support the connection of bus service with multiple modes of transportation, including but not limited to: rail, ferry, intercity bus and private transportation providers. In order to be eligible for funding, intermodal facilities must have adjacent connectivity with bus service. In addition, FTA will prioritize funding for the development and implementation of new, or improvement of existing, transit asset management systems. Public transportation asset management means a strategic and systematic process of operating, maintaining, and improving physical assets with a focus on both engineering and economic analysis to identify a structured sequence of maintenance, repair, rehabilitation, and replacement actions that will achieve and sustain a desired state of good repair over the lifecycle of the assets at minimum possible cost.

Eligible Applicants:

“Direct Recipients” within the meaning of FTA’s Section 5307 Urbanized Area Formula program, States, or Indian Tribes are eligible to submit proposals for this initiative. Proposals for funding eligible projects in rural (nonurbanized) areas must be submitted as part of a consolidated State proposal with the exception of nonurbanized projects to Federally recognized Tribes. States and Direct Recipients may also submit consolidated proposals for projects in urbanized areas. Proposals shall contain projects to be implemented by the Recipient or its sub-recipients. Eligible sub-recipients include public agencies, private non-profit organizations, and private providers engaged in public transportation.

Eligible Projects:

Projects eligible for funding under the SGR Bus initiative are capital projects. Eligible projects include, but are not limited to, the purchase, replacement, or rehabilitation of, buses and vans and related equipment (including Intelligent Transportation Systems (ITS), fare equipment, and communication devices that are compliant with the FCC’s mandatory narrow-banding requirements); replacement or the modernization of bus maintenance and revenue service (passenger) facilities; replacement or modernization of intermodal facilities; and the development and implementation of transit asset management systems. This year, FTA will also consider expansion requests for bus maintenance facilities and/or new equipment requests to the extent the expansion or equipment is necessary to address current capacity constraints that are limiting the agency’s ability to maintain vehicles and equipment in a state of good repair. All proposals must address the objectives identified in the Program Purpose subsection above.

Funds made available under this initiative may not be used to fund operating expenses, preventive maintenance, or any other expanded capital eligibility items (for example, security drills, debt service reserve, mobility management). Funds also may not be used to reimburse projects that have incurred previous expenses absent evidence that FTA issued a Letter of No Prejudice (LONP) for the project before the costs were incurred.

Instructions:

Project proposals must consist of two files: (1) the SF 424 Mandatory form (downloaded from GRANTS.GOV) and (2) the [supplemental form](#). Proposer must use the correct supplemental form and attach it to their submission in GRANTS.GOV to successfully complete the application process. A proposal submission may contain additional supporting documentation as attachments. Mail and fax submissions will not be accepted.

Applicants should receive three e-mail messages from GRANTS.GOV: (1) confirmation of successful transmission to GRANTS.GOV, (2) confirmation of successful validation by GRANTS.GOV and (3) confirmation of successful validation by FTA. If confirmations of successful validation are not received and a notice of failed validation or incomplete materials is received, the applicant must address the reason for the failed validation, as described in the notice, and resubmit before the submission deadline. If making a resubmission for any reason,

include all original attachments regardless of which attachments were updated and check the box on the supplemental form indicating this is a resubmission.

Applicants are instructed to initiate the process of registering on Grants.gov immediately to ensure completion of registration prior to the deadline for submission. Please note that the registration process can take a minimum of three to five business days, or as long as four weeks if all steps are not completed in a timely manner.

The instructions below specify how to respond to the fields on the mandatory supplemental form, which can be found on Grants.gov under this announcement.

Submitting an Application in Grants.gov

In the following screenshots, the asterisk and arrow are your visual indicators of where to click based on the instructions above the screenshot.

On the Grants.gov home page, click the **Find Grant Opportunities** link on the left hand navigation menu

The screenshot shows the Grants.gov homepage. At the top, there is a navigation bar with the Grants.gov logo, a search bar, and links for Contact Us, Site Map, Help, RSS, and Home. On the left side, there is a vertical navigation menu with several categories: 'FOR APPLICANTS', 'FOR GRANTORS', 'ABOUT GRANTS.GOV', 'HELP', 'CONTACT US', and 'SITE MAP'. The 'FOR APPLICANTS' section is highlighted in red and contains links for 'Applicant Login', 'Find Grant Opportunities', 'Get Registered', 'Apply for Grants', 'Track My Application', and 'Applicant Resources'. A red arrow points to the 'Find Grant Opportunities' link. Below this menu is a 'System Maintenance Alert' and a link for more information. The main content area features the slogan 'Find. Apply. Succeed.' and a description of Grants.gov as a source for finding and applying for federal grants. It also includes a section for 'RECOVERY.GOV' with information about grant opportunities related to the American Recovery and Reinvestment Act. On the right side, there is a blue sidebar with a 'Sign-up for our "Succeed" Quarterly Newsletter' button, 'Quick Links', 'Latest News! Grants.gov Blog', and sections for 'FOR APPLICANTS' and 'FOR GRANTORS' with various utility links. At the bottom, there is a 'What's New at Grants.gov' section listing recent updates and a footer with logos for RECOVERY.GOV, USA.gov, Benefits.gov, E-GOV, GRANTS POLICY COMMITTEE, and FEDBIZOPPS.GOV.

The **Find Grants Opportunity** screen is displayed. You can search for grant opportunities by clicking on the **Basic Search** link (arrow) or the **Browse by Agency** link (asterisk).

The screenshot shows the Grants.gov website interface. At the top, there is a logo for GRANTS.GOV™ and navigation links for Search, Contact Us, Site Map, Help, RSS, and Home. The main content area is titled 'FIND GRANT OPPORTUNITIES' and contains several paragraphs of text and search options. A red arrow points to the 'Basic Search' button, and a black asterisk is placed over the 'Browse by Agency' button. The left sidebar contains a menu for 'FOR APPLICANTS' and 'FOR GRANTORS'. The right sidebar contains a 'Sign-up for our Succeed Quarterly Newsletter' box and a 'Quick Links' section.

FOR APPLICANTS

- Applicant Login
- Find Grant Opportunities
- Basic Search
- Browse by Category
- Browse by Agency
- Advanced Search
- Subscriptions
- Get Registered
- Apply for Grants
- Track My Application
- Applicant Resources
- Search, FAQs, Userguides and site information

FOR GRANTORS

- Grantor Login
- New Agency Users
- Resources

ABOUT GRANTS.GOV

- HELP
- CONTACT US
- SITE MAP

FOR APPLICANTS

- Grant Search
- Grant Email Alerts
- Get Registered
- Applicant Login
- E-Biz POC Login
- Track My Application

FOR GRANTORS

- Grantor Login
- New Agency Users
- Resources

Sign-up for our "Succeed" Quarterly Newsletter

Quick Links

Latest News! Grants.gov Blog
[Exit Disclaimer]

FOR APPLICANTS

- Grant Search
- Grant Email Alerts
- Get Registered
- Applicant Login
- E-Biz POC Login
- Track My Application

FOR GRANTORS

- Grantor Login
- New Agency Users
- Resources

Home » For Applicants » Find Grant Opportunities

FIND GRANT OPPORTUNITIES

All discretionary grants offered by the [26 federal grant-making agencies](#) can be found on Grants.gov.

You do not have to register with Grants.gov to *find* grant opportunities. However, once you are ready to *apply* for a grant, you will need to [Get Registered](#). This process takes 3-5 business days up to 4 weeks if you experience any difficulties.

Search Grant Opportunities

Search by keyword, Funding Opportunity Number (FON) or Catalog of Federal Domestic Assistance (CFDA) number. **Basic Search** >>

Search by a variety of categories of funding activities. **Browse by Category** >>

Search from a list of agencies offering grant opportunities. **Browse by Agency** >>

Search by more specific criteria such as: Funding Instrument Type, Eligibility or Sub-agency. **Advanced Search** >>

Search for Recovery Act Opportunities. **Find Recovery Act Opportunities** >>

Once you have found the grant opportunity for which you wish to apply by entering a specific search criteria, click the "Application" button in the grant opportunity synopsis.

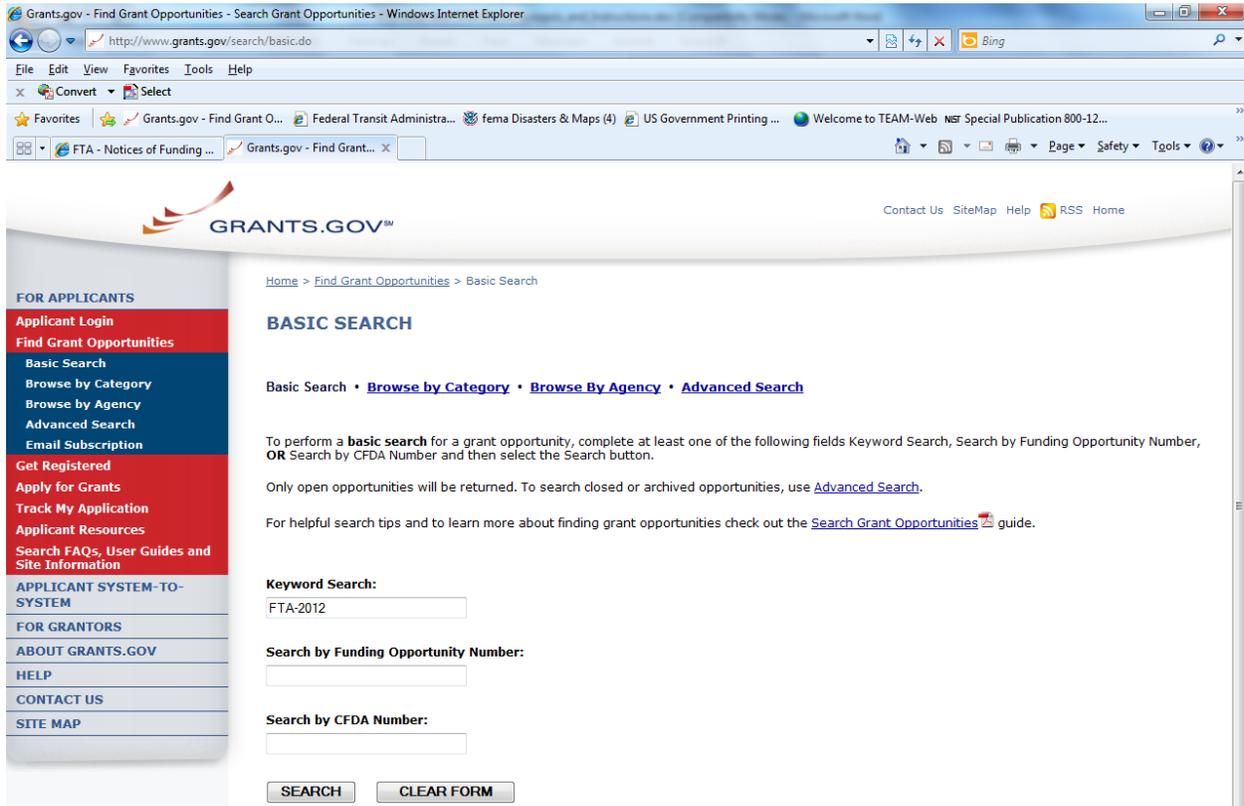
You may also search for a specific application package by the [Funding Opportunity Number \(FON\)](#), [Catalog of Federal Domestic Assistance \(CFDA\)](#) number or Funding Opportunity Competition ID on the [Download a Grant Application Package](#) page. For more information, visit [Apply for Grants](#).

Visit [All About Grants](#) to find resources from grantors, related associations and Grants.gov.

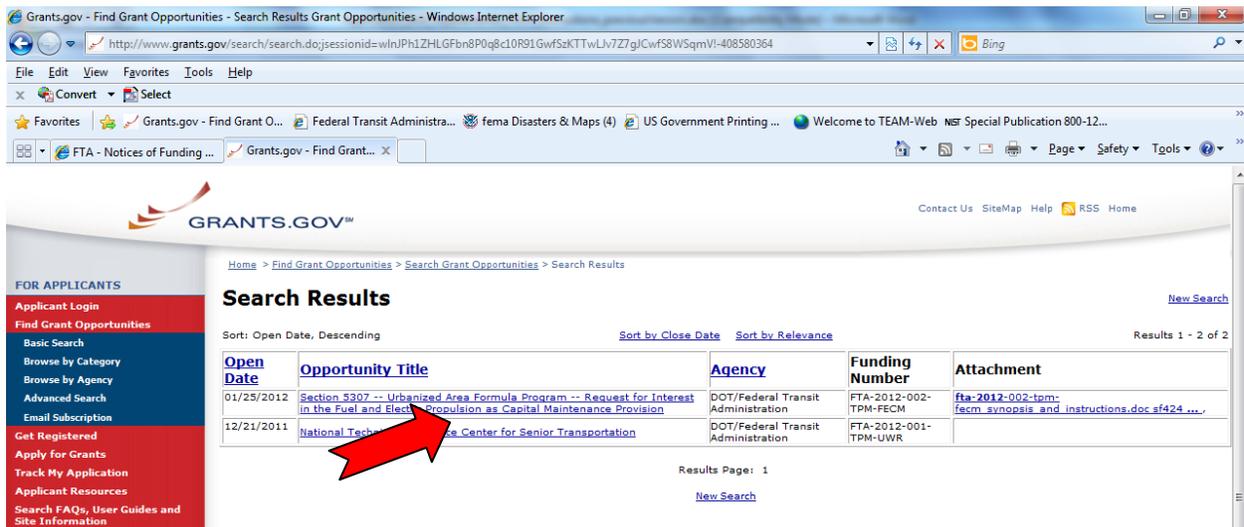
Subscriptions
Sign-up now to receive notifications of new grant opportunity postings delivered right to you.
[TOP OF PAGE]

RECOVERY.GOV **USA.gov** **Benefits.gov**
E.GOV **GRANTS POLICY COMMITTEE** **FEDBIZOPPS.GOV**

If doing a **Basic Search** enter a keyword(s), a Funding Opportunity number or a CFDA number then click **Search**. In this situation, we recommend using "FTA-2012" as the Search term



The **Search Results** page is displayed. All the available opportunities are displayed. Note: You may see more funding opportunities as they become available. Using other search terms may result in opportunity announcements that do not belong to FTA.



To view an opportunity synopsis, click on the name link from the **Opportunity Title** column shown above.

The “**Synopsis**” page displays details about the opportunity. To apply for this opportunity applicants are encouraged to first download and complete the [Applicant and Proposal Profile](#) form. To download the application package, click the **Application** link at the top right corner of the Synopsis page to download the Grants.gov mandatory form.

The screenshot shows a web browser window displaying the Grants.gov website. The browser's address bar shows the URL: <http://www.grants.gov/search/search.do?sessionId=wlnJPh1ZHLGFbn8P0q8c10R91GwfszKTTwLjv7Z7gJ/Cwf58WSqmVl-408580364?oppld=1389538>. The browser's title bar reads "Grants.gov - Find Grant Opportunities - Opportunity Synopsis - Windows Internet Explorer".

The website's navigation menu on the left includes sections for "FOR APPLICANTS", "FOR GRANTORS", "ABOUT GRANTS.GOV", "HELP", "CONTACT US", and "SITE MAP". The "FOR APPLICANTS" section is expanded, showing options like "Applicant Login", "Find Grant Opportunities", "Basic Search", "Browse by Category", "Browse by Agency", "Advanced Search", "Email Subscription", "Get Registered", "Apply for Grants", "Track My Application", "Applicant Resources", "Search FAQs, User Guides and Site Information", "APPLICANT SYSTEM-TO-SYSTEM", "FOR GRANTORS", "ABOUT GRANTS.GOV", "HELP", "CONTACT US", and "SITE MAP".

The main content area features a header with the opportunity title: "Section 5307 -- Urbanized Area Formula Program -- Request for Interest in the Fuel and Electric Propulsion as Capital Maintenance Provision". Below the title are three tabs: "Synopsis" (selected), "Full Announcement", and "Application". A red arrow points to the "Application" tab.

The synopsis text reads: "The synopsis for this grant opportunity is detailed below, following this paragraph. This synopsis contains all of the updates to this document that have been posted as of **01/25/2012**. If updates have been made to the opportunity synopsis, update information is provided below the synopsis." A red arrow points to the word "synopsis" in this paragraph.

Below the synopsis text is a section for "Additional Information on Eligibility" with a link to "send me change notification emails".

The "Application Details" section includes the following information:

Document Type:	Grants Notice
Funding Opportunity Number:	FTA-2012-002-TPM-FECM
Opportunity Category:	Discretionary
Posted Date:	Jan 25, 2012
Creation Date:	Jan 19, 2012
Original Closing Date for Applications:	Feb 15, 2012
Current Closing Date for Applications:	Feb 15, 2012
Archive Date:	Mar 16, 2012
Funding Instrument Type:	Grant
Category of Funding Activity:	Transportation
Category Explanation:	
Expected Number of Awards:	300
Estimated Total Program Funding:	\$100,000,000
Award Ceiling:	\$100,000,000
Award Floor:	\$0
CFDA Number(s):	20.500 -- Federal Transit_Capital Investment Grants
Cost Sharing or Matching Requirement:	No

The "Eligible Applicants" section includes the text: "Others (see text field entitled 'Additional Information on Eligibility' for clarification)".

The "Additional Information on Eligibility" section includes the text: "Eligible applicants are current designated recipients of FTA Section 5307 funding, including State Departments of Transportation for Urbanized Areas".

The **Selected Grant Applications for Download** screen is opened in a new window browser. In the table at the end of the page (shown below), click the **download** link located in the **Instructions and Application** column.

The screenshot shows the Grants.gov website interface. The main heading is "SELECTED GRANT APPLICATIONS FOR DOWNLOAD". Below the heading, there are instructions and a table of applications. A red arrow points to the "download" link in the "Instructions and Application" column of the table.

FOR APPLICANTS

- Applicant Login
- Find Grant Opportunities
- Search Opportunities
 - Basic Search
 - Browse by Category
 - Browse by Agency
 - Advanced Search
 - Email Subscription
- Get Registered
- Apply for Grants
- Track My Application
- Applicant Resources
- Search FAQs, User Guides and Site Information

ABOUT GRANTS.GOV

- FOR GRANTORS
- RESOURCES
- ABOUT GRANTS.GOV
- HELP
- CONTACT US
- SITE MAP

Home > Applicants > Search Opportunities >

SELECTED GRANT APPLICATIONS FOR DOWNLOAD

Download the application and its instructions by selecting the corresponding download link. Save these files to your computer for future reference and use. You do not need Internet access to read the instructions or to complete the application once you save them to your computer.

READ BELOW BEFORE YOU APPLY FOR THIS GRANT!

Before you can view and complete an application package, you **MUST** have Adobe Reader installed. Application packages are posted in Adobe Reader format. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader.

If more than one person is working on the application package, ALL applicants must be using the same software version.

Click [here](#) to download the required Adobe Reader if you do not have it installed already.

Additional Resources:

- Sign-up for [Grants.gov Updates](#) for the latest issues and news.
- Download [Adobe Reader](#) for free.
- Visit [Help](#) for FAQs and more information on Applying for grants.

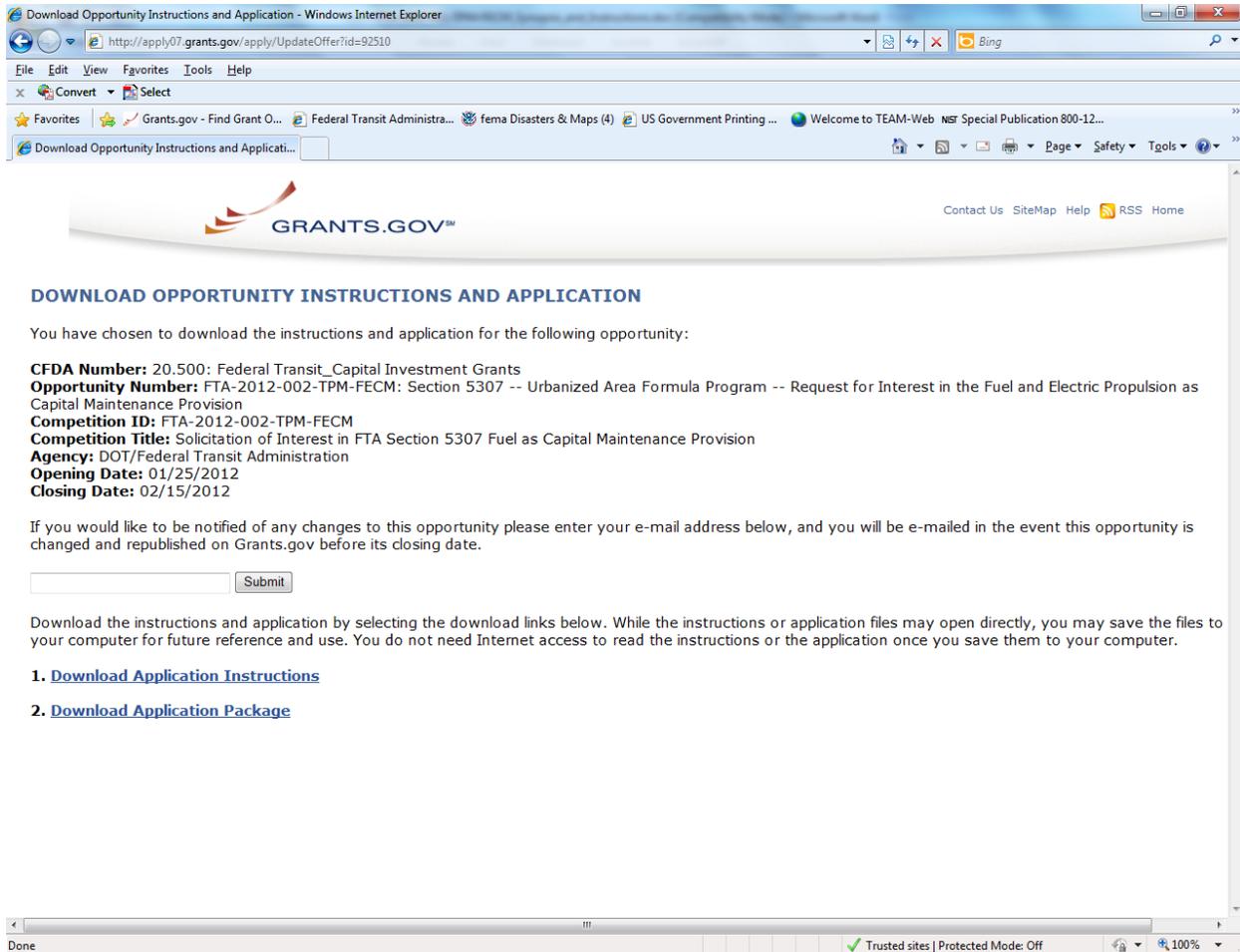
Below is a list of the application(s) currently available for the CFDA and/or Funding Opportunity Number that you entered.

To download the application instructions or package, click the corresponding download link. You will then be able to save the files on your computer for future reference and use.

CFDA	Opportunity Number	Competition ID	Competition Title	Agency	Instructions and Application
20.500	FTA-2012-002-TPM-FECM	FTA-2012-002-TPM-FECM	Solicitation of Interest in FTA Section 5307 Fuel as Capital Maintenance Provision	DOT/Federal Transit Administration	download

Trusted sites | Protected Mode: Off | 100%

Clicking the download link, as shown above, will open and display the **Download Opportunity Instructions and Application** screen. To download the SF424 application click link number 2. **Download Application Package.**



The Grants.gov Application package downloads an SF-424 which opens as a PDF file.

In the two blue boxes below the **Application Filing Name**, you must move the **SF424 Mandatory Form** and the **Attachments** from the “Mandatory Documents” to the “Mandatory Documents for Submission.” To move the forms, simply highlight each of the forms, then click the **Move Form to Complete** button (see the arrows).

The screenshot displays the Grants.gov application package interface. At the top, there are navigation buttons: Save & Submit, Save, Print, Cancel, and Check Package for Errors. The main header includes the Grants.gov logo and the title "Grant Application Package".

The form contains the following fields:

- Opportunity Title: Test Opportunity in the AT07 test environment. DO NOT S
- Offering Agency: DOT/Federal Transit Administration
- CFDA Number: 20.514
- CFDA Description: Transit Planning and Research
- Opportunity Number: AT07-FTA-TEST-2011-AA
- Competition ID: AT07-FTA-TEST-2011-AA
- Opportunity Open Date: 05/01/2011
- Opportunity Close Date: 12/31/2011
- Agency Contact: This is a test opportunity in the AT07 test environment. No contact

A blue informational box on the right states: "This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here. If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the 'Cancel' button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply."

Below the form, there is a checkbox: "I will be submitting applications on my behalf, and not on behalf of a company, state, local or tribal government, academia, or other type of organization." The "Application Filing Name" field is highlighted in yellow.

The document management section is divided into four quadrants:

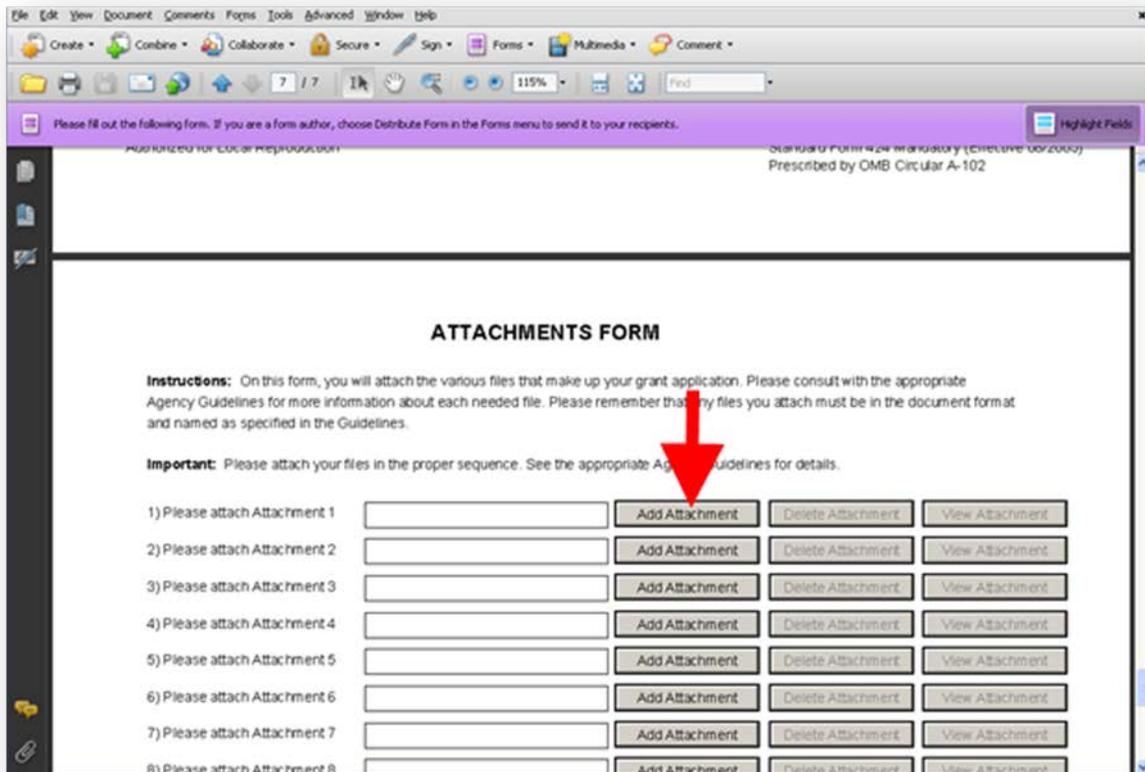
- Mandatory Documents Attachments:** A blue box containing a document icon. A red arrow points to it from the left.
- Mandatory Documents for Submission SF424 Mandatory Form:** A blue box containing a document icon. A red arrow points to it from the Attachments box.
- Optional Documents:** A blue box containing a document icon.
- Optional Documents for Submission:** A blue box containing a document icon.

Between the Mandatory Documents and Optional Documents sections, there are buttons for document management:

- "Move Form to Complete" (=>)
- "Move Form to Delete" (<=)
- "Move Form to Submission List" (=>)

An "Open Form" button is located below the Mandatory Documents for Submission box.

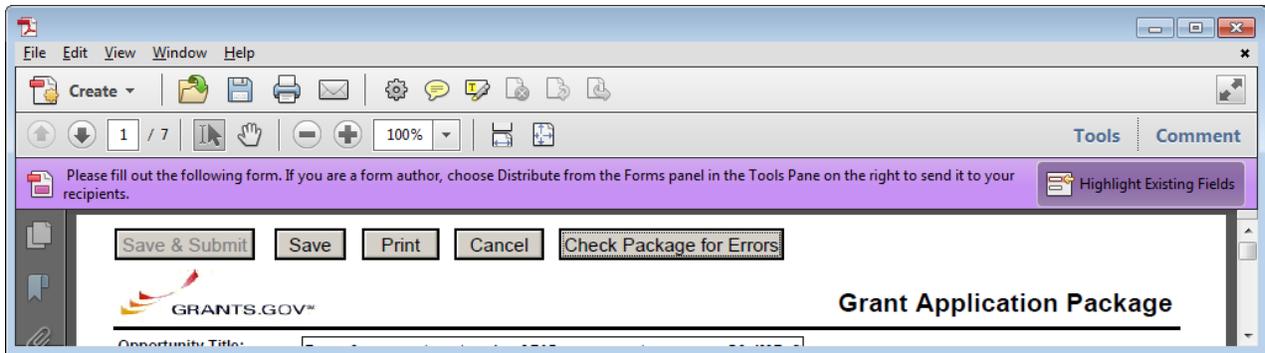
The Attachments Form you just moved over to the Mandatory Documents for Submission box is located at the end of the SF424. You **MUST** attach the corresponding Supplemental Form (a.k.a. applicant profile) or your proposal will not be accepted by FTA. For example, if you are applying for a Grant Opportunity for Clean Fuels Program, you **must** attach the Clean Fuels Program Supplemental form in the Attachments Form section of the SF424. **If you do not attach the correct Supplemental form, FTA will mark your submission as invalid and your proposal will not be reviewed by FTA.**



The screenshot shows a web browser window displaying the 'ATTACHMENTS FORM'. The browser's address bar shows the URL 'https://www.fta.gov/mandatory'. The form's title is 'ATTACHMENTS FORM' and it is prescribed by OMB Circular A-102. The instructions state: 'On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.' An important note says: 'Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.' Below the instructions is a list of eight attachment slots, each with a text input field, an 'Add Attachment' button, a 'Delete Attachment' button, and a 'View Attachment' button. A red arrow points to the 'Add Attachment' button for the first slot.

In most instances applicants will be submitting two forms: the SF424 Mandatory form required by Grants.gov and attaching the [FTA Applicant and Proposal Profile](#) (a.k.a. supplemental form) that will be attached to the SF424 Mandatory form as shown above.

If the supplemental form is not attached or a wrong form is attached, your application may be rejected.



Please save all completed documents to a local drive before attempting to upload or submit the application in Grants.gov. If the “Save & Submit” button is not available, first save the completed SF 424 Mandatory form. Once saved, then you may attach the Applicant and Proposal Profile form.

Click the “Check Package for Errors” button to check for required fields that are still blank. The FTA Applicant and Proposal Profile has a similar validation button at the top.

Important tips about Supplemental Forms

- Only attach one supplemental form to the SF424. Submitting more than one supplemental form to an SF424 will only accept the first supplemental form in FTA’s evaluation system (Discretionary Grants System).
- Do not print and attach a scanned version of the supplemental form or your submission will come back as invalid. The Discretionary Grants System (DGS) tool is unable to read the data unless it is saved as a PDF file.
- When attaching files to the SF424 form, file names are allowed a maximum of 50 characters in Grants.gov. Special characters are not allowed.
- All fields on a supplemental form must be filled out, unless instructed otherwise. Leaving fields blank will mark your submission as invalid.
- Use the **Validate Form** button located at the top right hand corner of the supplemental form to make sure no required fields were left blank.

Download the Applicable Supplemental Form

- Please ensure you download and use appropriate Supplemental Form for the opportunity you are applying for. Forms can be downloaded from Grants.gov and from the FTA website. The following table provides links to supplemental forms and program information on the FTA Public Website:

Program	Notice of Funding Availability	Link to Supplemental Form	Link to Program Webpage
Bus & Bus Facilities (SGR)	http://fta.dot.gov/grants/13077_14330.html	http://www.fta.dot.gov/documents/SF424_Supplemental_Form_-_Bus_and_Bus_Facilities.pdf	State of Good Repair: http://www.fta.dot.gov/about/13248.html Bus & Bus Facilities: http://www.fta.dot.gov/grants/13094_3557.html
Clean Fuels (5308)	http://fta.dot.gov/grants/13077_14329.html	http://fta.dot.gov/documents/SF424_Supplemental_Form_-_Clean_Fuels.pdf	http://www.fta.dot.gov/cleanfuels
Bus - Livability	http://fta.dot.gov/grants/13077_14331.html	http://fta.dot.gov/documents/SF424_Supplemental_Form_-_Bus_Livability.pdf	http://www.fta.dot.gov/grants/13094_3557.html