

Chapter I: General Transit Program Information

Roles and Responsibilities

Federal Transit Administration (FTA)

The FTA Headquarters Office is responsible for: providing overall policy and program guidance; apportioning funds annually to the states; developing and implementing financial management procedures; initiating and managing program support activities; and conducting national program review and evaluation.

Federal Transit Administration Regional Office

The FTA Regional offices have the day-to-day responsibility for administration of the program. Regional office activities include: reviewing and approving state grant applications; obligating funds; managing grants; overseeing the state's implementation of the annual program, including revisions to the program of projects; receiving state certifications; reviewing and approving State Management Plans; providing technical assistance and advice to the states as needed; and performing state management reviews every three years, or as circumstances warrant. The KYTC/OTD falls under the FTA Region IV office located in Atlanta, Georgia. The northern, Kentucky and Henderson urbanized areas fall under the FTA Region V, Chicago, IL office. **The Huntington-Ashland-Ironton Urbanized Area falls under the FTA Region III in Philadelphia.**

Kentucky Transportation Cabinet/Office of Transportation Delivery (KYTC/OTD)

The Governor, pursuant to the provisions of 49 USC 5310, 5311, ~~5316, 5317~~, 5307, and 5309, ~~5339~~ has designated KYTC/OTD as administrator and recipient of these funds. KYTC/OTD has the legal authority to enter into contractual agreement with private and public entities for capital, administrative, operations, and technical assistance projects on behalf of the State.

In regards to administering federal transit grants, KYTC/OTD has the primary responsibility for the following:

- Developing and implementing public transportation programs throughout the state;
- Ensuring adherence to federal program guidelines by all subrecipients through periodic monitoring and oversight;
- Notifying eligible and/or potential local entities of the availability of programs;
- Developing project selection criteria;
- Soliciting applications;
- Ensuring fair and equitable distribution of program funds;
- Ensuring the maximum feasible coordination of transit resources at both the state and local levels; and
- Ensuring a process whereby private transit and paratransit operators are provided an opportunity to participate to the maximum extent feasible.

The Office of Transportation Delivery administers FTA programs in the State. ~~The USDOT/Federal Transit Administration Programs listed below are authorized under Chapter 53 of title 49 U.S.C., as amended by the Moving Ahead for Progress in the 21st Century Act (MAP-21). This document outlines the policies and procedures for management of the §5311 Rural Area), §5310 (Enhanced Mobility of Seniors and Individuals with Disabilities and the §5311(b)(3) (Rural Transit Assistance Program). §5316 (Job Access and Reverse Commute Program) and §5317 (New Freedom Initiative) expired under MAP-21. Current ongoing grants will continue until all needed funds are expended. Job Access and Reverse Commute activities are now eligible under the Urbanized Area Formula Program (5307) and the Rural Area Formula Program (5311). Capital and Operating activities eligible under the former New Freedom program are now eligible under the Enhanced Mobility of Seniors and Individuals with Disabilities Program (5310).~~

Area Development Districts (ADDs)

Rural communities that are not a part of the urbanized areas of MPOs are included in Area Development Districts (ADD). ADDs provide a planning process, reviewed periodically by KYTC, to ensure that federal and state regulations and guidelines for transportation planning in rural areas are met. Among their many duties, each ADD is responsible for providing a public forum and serving as an advisory board to review funding applications from local agencies within their region and prioritizing projects for KYTC review and concurrence. Projects approved by KYTC/OTD are included in the State Transportation Improvement Plan (STIP) for submission to the appropriate federal agencies.

The contact information for all the ADDs in Kentucky is as follows:

<http://www.kycadd.org/>

Metropolitan Planning Organizations (MPOs)

A Metropolitan Planning Organization (MPO) is a transportation policy-making organization made up of representatives from local government and transportation authorities. MPOs were created in order to ensure that existing and future expenditures for transportation projects and programs were based on a comprehensive, cooperative, and continuing planning process.

The role of the MPO includes: establishing a local forum for transportation decision making; evaluating transportation alternatives; developing and updating a long-range transportation plan; developing a Transportation Improvement Program (TIP); and getting the public involved.

The KYTC works in cooperation with these local groups in developing their TIPs. In accordance with federal regulations, the MPOs establish their project priorities and KYTC includes those in the statewide program.

Individual TIPS are available for each Metropolitan Planning Organization.

There are nine Metropolitan Planning Organizations (MPOs) in Kentucky. The following link provides the contact information for each MPO.

http://www.planning.kytc.ky.gov/mpo_files/MPO%20address%20and%20contact%20for%20web%209%202007.pdf

Planning and Long Term Goals

Each sub-recipient shall submit a grant application each year (April 1) to KYTC/OTD and include two-year budgets for operations/planning and three-year capital budgets and any long term public transit goals. Each grant application shall include local elected official support documentation. The sub-recipient shall also include in their grant application other projects in their operating area that local officials support and/or finance.

Statewide Transportation Improvement Program (STIP)

The KYTC developed and maintains a Statewide Transportation Improvement Program (STIP) for all areas of the State. The STIP includes a priority list of transportation projects including those completed in the first 3 years of the STIP¹. A list of rural transit projects is part of the STIP by reference. In addition, the projects included in the STIP must be consistent with the Statewide transportation plan, be financially constrained; contain all capital and non-capital transportation projects; and in non-attainment areas conform to federal and state regulations.

The KYTC must notify the Metropolitan Planning Organization (MPO), local jurisdictions, Federal land agencies, and if applicable Indian tribal governments when projects under their jurisdiction are included in the STIP. The MPO prepares a Transportation Improvement Program (TIP) and incorporates it into the STIP after approval by the MPO and the Governor or his designee. Federal Highway Administration (FHWA) and the FTA review the STIP for consistency with the federal regulations and, if acceptable, jointly approve.

¹ Commonwealth of Kentucky State Transportation Improvement Plan can be found at http://transportation.ky.gov/progmgmt/stip/06_final/introduction.pdf

The STIP governs nine Kentucky MPOs:

- Ashland/KYOVA
- Henderson/Evansville
- Oak Grove/Clarksville
- Lexington
- Louisville
- Northern KY
- Owensboro
- Bowling Green
- Radcliff/Elizabethtown

