

DEFINITIONS FOR HUMAN SERVICES PROGRAMS

Access to Jobs Project: Refers to a project relating to the development and maintenance of transportation services designed to transport welfare recipients and eligible low-income individuals to and from jobs and activities related to their employment.

Americans with Disabilities Act (ADA): Public Law 336 of the 101st Congress, enacted July 26, 1990 (42 U.S.C. 12101 et seq.) and later amended January 1, 2009. The ADA prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation.

Charter Service: Special services provided to a specific group that has acquired the exclusive use of a vehicle and dictates the route and schedule to be used.

Community Transportation: Transportation services provided by or on behalf of a human service agency to provide access to agency services and/or to meet the basic, day-to-day mobility needs of transportation-disadvantaged populations, especially individuals with disabilities, older adults, and people with low incomes.

Competitive Selection Process: A process to choose which projects will be funded. The projects selected must come from a Locally Developed, Coordinated Public Transit-Human Services Transportation Plan.

Coordinated Plan: see “Locally Developed, Coordinated Public Transit-Human Services Transportation Plan.”

Designated Recipient: See “Recipient.”

Direct Recipient: Any entity that directly receives funds from the Federal Transit Administration (FTA).

Discrimination – An act or inaction (whether intentional or unintentional) through which a person in the U.S. solely because of their race, color, national origin, sex, age, disability, or low-income is subjected to disparate unequal treatment or impact in any program or activity receiving Federal financial assistance.

Disadvantaged Business Enterprise (DBE) Program (49 CFR Part 26) – The US Department of Transportation’s (USDOT) DBE Program provides a vehicle for increasing the participation by certified DBE firms in State and local procurements that are funded with assistance from USDOT. To be eligible for certification as a DBE, a business must be at least 51% owned and

controlled by a socially and economically disadvantaged individual(s). The following groups are presumed to be socially and economically disadvantaged: Women, African Americans, Hispanic-Americans, Native-Americans, Asian-Pacific-Americans, and Subcontinent Asian-Pacific Americans.

Elderly Individual: Includes, at a minimum, all persons 65 years of age or older.

Elderly Individuals and Individuals with Disabilities Program (Section 5310): FTA formula program for public transportation capital projects planned, designed, and carried out to meet the special needs of elderly individuals and individuals with disabilities. 49 U.S.C. 5310

Eligible Applicant: Private non-profit organizations, state or local governmental bodies, and operators of public transportation services.

Eligible Low-income Individual: Refers to an individual whose family income is at or below 150% of the poverty line (as that term is defined in Section 673(2) of the Community Services Block Grant Act (42 U.S.C 9902(2), including any revision required by that section) for a family of the size involved.

Equal Employment Opportunity (EEO) Program: Is responsible for enforcing federal laws that make it illegal to discriminate against a job applicant or an employee because of the person's race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability or genetic information. It is also illegal to discriminate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit. Most employers with at least 15 employees are covered by Equal Employment Opportunity Commission (EEOC) laws (20 employees in age discrimination cases). EEOC laws apply to all types of work situations, including hiring, firing, promotions, harassment, training, wages, and benefits.

Federal Transit Administration (FTA): FTA is the agency of the USDOT which administers the federal program of financial assistance to public and specialized transit.

Fixed-Route: Service provided on a repetitive, fixed-schedule basis along a specific route with vehicles stopping to pick up and deliver passengers to specific locations; each fixed-route trip serves the same origins and destinations, unlike demand-response.

Grant: An award of financial assistance, including cooperative agreements, in the form of money, or property in lieu of money, by the Federal Government to an eligible recipient. Used interchangeably with Grant Agreement.

Human Service Transportation: Transportation services provided by or on behalf of a human service agency to provide access to agency services and/or to meet the basic, day-to-day mobility needs of transportation-disadvantaged populations, especially individuals with disabilities, older adults, and people with low incomes.

Individuals with a Disability: An individual, who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who uses a wheelchair or has semi-ambulatory capability), who cannot use effectively, without special facilities, planning, or design, public transportation service or a public transportation facility.

Intelligent Transportation Systems (ITS): ITS refers to the use of electronics, communications, or information processing used as a single component or in combination to improve efficiency or safety of a transit or highway system.

Job Access and Reverse Commute Program (JARC) (Section 5316): FTA formula grant program for projects relating to the development and maintenance of transportation services designed to transport eligible low-income individuals to and from jobs and activities related to their employment. The program is also for public transportation projects designed to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities.

Locally Developed Coordinated Public Transit-Human Services Transportation Plan: A plan that identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes, provides strategies for meeting those local needs, and prioritizes transportation services for funding and implementation.

Minority Business Enterprise (MBE) Program: A state certification program for minority and women owned businesses to participate in the State of Maryland's procurement process. The eligibility criteria for an MBE is very similar to that for a DBE. To be eligible for the MBE Program, a business must be at least 51% owned and controlled by one or more socially and economically disadvantaged individuals. Additionally, non-profit firms that are organized to promote the interests of the physically or mentally disabled also are eligible for MBE certification. Under State law, an individual is presumed to be socially and economically disadvantaged if that individual belongs to one of the following groups: Women, Persons with Disabilities, African Americans, Hispanic-Americans, Native-Americans, Asian-Pacific-Americans, and Subcontinent Asian-Pacific Americans.

Mobility Management: Consists of short-range planning and management activities and projects for improving coordination among public transportation and other transportation service providers carried out by a recipient or sub-recipient through an agreement entered into with a person, including a government entity, under 49 U.S.C. Chapter 53 (other than Section 5309). Mobility management funding does not include operations of public transportation services.

New Freedom Program: FTA formula grant program for new public transportation services and public transportation alternatives beyond those required by the ADA of 1990 (42 U.S.C. 12101 et seq.) that assists individuals with disabilities with transportation, including transportation to and from jobs and employment support services. 49 U.S.C. 5317

Non-profit Organization: A corporation or association determined by the Secretary of the Treasury to be an organization described by 26 U.S.C. 501(c) which is exempt from taxation under 26 U.S.C. 501(a) or one which has been determined under State law to be non-profit and

for which the designated State agency has received documentation certifying the status of the non-profit organization.

Non-urbanized area: Any area outside of an urbanized area. The term “nonurbanized area” includes rural areas and urban areas under 50,000 in population not included in an urbanized area.

Person with a Disability (FTA's Definition): Any individual who by reason of illness, injury, age, congenital malfunction, or other permanent or temporary incapacity or disability is unable to utilize public transportation facilities and service effectively without special facilities or equipment.

Person with a Disability (ADA Definition): Any individual with a disability who is unable, as the result of a physical, mental or vision impairment, to independently board, ride and/or disembark from an accessible vehicle. This includes individuals with mental or visual impairments who cannot recognize destinations, understand transfers, or distinguish between vehicles at transfer stations. Any individual with a disability who needs the assistance of a wheelchair lift or other boarding assistance device and is able, with such assistance, to board, ride, and disembark from any accessible vehicle. Any individual with a disability who has a specific impairment-related condition that prevents such individual from traveling to a boarding location or from a disembarking location on an accessible system.

Preventive Maintenance: All maintenance costs related to vehicles and non-vehicles. Specifically, it is defined as all the activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset in a cost effective manner, up to and including the current state of the art for maintaining such an asset.

Program of Projects (POP): A list of projects to be funded in a grant application submitted to FTA by a designated recipient. The POP lists the sub-recipients and indicates whether they are private non-profit agencies, governmental authorities, or private providers of transportation service, designates the areas served (including rural areas), and identifies any tribal entities. In addition, the POP includes a brief description of the projects, total project cost and federal share for each project, and the amount of funds used for program administration.

Public Transportation: Surface transportation by a conveyance that provides regular and continuing general or special transportation to the public, but does not include school bus, charter, or intercity bus transportation or intercity passenger rail transportation provided by AMTRAK.

Recipient: As used in this circular, recipient includes any entity that receives funds from FTA, whether as a designated recipient, eligible applicant, or sub-recipient.

Reverse Commute Project: Refers to public transportation project designed to transport residents of urbanized areas and other than urbanized areas to suburban employment opportunities.

Rural Area: An area with low population and density outside the boundaries of an urban area. However, the term rural is commonly used to refer to all areas other than urbanized areas.

Rural and Small Urban Areas Formula Program (Section 5311): FTA formula grant program that provides funding to states for the purpose of supporting public transportation in areas of less than 50,000 populations.

Safe, Accountable, Flexible and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU): This authorizing resolution, signed on August 10, 2005 by President Bush, guarantees \$286.4 billion in funding for federal surface transportation programs over six years (through FY 2009).

Small Urbanized Area: An area that has been defined and designated in the most recent decennial Census as an “urbanized area” by the Secretary of Commerce. Small urbanized areas as used in the context of FTA formula grant programs are urbanized areas with a population of at least 50,000, but less than 200,000.

Sub-recipient – See “Eligible Applicant.”

Title 49, CFR part 21 (Department of Transportation Regulations for the implementation of Title VI of the Civil Rights Act of 1964): Requires assurance from States that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the recipient receives Federal assistance from the USDOT, including the Federal Highway Administration.

Urbanized Area: An area encompassing a population of not less than 50,000 people that has been defined and designated in the most recent decennial Census as an “urbanized area” by the Secretary of Commerce. Urbanized areas as used in the context of FTA formula grant programs are areas with a population over 200,000.

Welfare Recipient: Refers to an individual who has received assistance under a State program funded under part A of Title IV of the Social Security Act at any time during the three-year period before the date on which the applicant applies for a grant under JARC.