

**OHIO DEPARTMENT OF TRANSPORTATION
SPECIALIZED TRANSPORTATION PROGRAM
2009 LETTER OF INTENT GUIDANCE**

The Ohio Department of Transportation (ODOT) Specialized Transportation Program (STP) provides funds to assist organizations in providing transportation services to meet the special needs of elderly persons and persons with disabilities. These capital grant funds can be used to purchase vehicles, mobility management services and other transportation related equipment. Projects are funded with 80% federal dollars and a 20% local match.

Applicants must certify their participation in a Locally Developed Coordinated Public Transit Human Services Transportation Plan. This is a federal requirement for the Program. A Letter of Intent (LOI) must be submitted to determine project eligibility. Those determined eligible will receive an invitation to apply.

Eligibility criteria are as follows:

1. Applicant must be a private nonprofit agency, an organization which serves as the lead in an Ohio Coordination Program project, or a government entity which certifies that there are no private nonprofit agencies readily available in the area to provide the special services.
2. Applicant must primarily serve the target populations of elderly individuals and individuals with disabilities.
3. The project must be derived from a Locally Developed Coordinated Public Transit Human Services Transportation Plan.
4. Ability to provide local cash match.

The application process is as follows:

1. Complete the attached Letter of Intent. Address all requested information as the form is used to determine project eligibility. The LOI must be received no later than October 30, 2008.
2. If your project meets the eligibility requirements, you will be sent an application packet on or about November 8, 2008 to complete for the same project cited in the LOI. Applications are due to the Office of Transit or the appropriate Metropolitan Planning Organization (MPO) no later than January 16, 2008.
3. The Office of Transit staff or appropriate MPO staff will review and score applications according to the established criteria.
4. After a list of projects has been approved, letters will be sent to both award recipients and to applicants who were unsuccessful.

If you have any questions about this process, contact Pat Pikula at pat.pikula@dot.state.oh.us or 614-644-7237.