

of Congress in connection with any application to FTA for Federal assistance, the Applicant assures that it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," including the information required by the form's instructions, which may be amended to omit such information as permitted by 31 U.S.C. 1352.

(b) The Applicant understands that this certification is a material representation of fact upon which reliance is placed and that submission of this certification is a prerequisite for providing Federal assistance for a transaction covered by 31 U.S.C. 1352. The Applicant also understands that any person who fails to file a required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

II. Guidelines for Preparing Grant Application

FTA is conducting a national solicitation for applications under the OTRB Accessibility program. Grant awards will be made on a competitive basis. Applicants should submit 3 copies of their project proposal application, consistent with the application format provided at Appendix A, to the appropriate regional office. Project proposal applications must be received by FTA no later than February 2, 2004. The OTRB operators should submit the application to the office in the region in which its headquarters office is located (see Appendix B). The application should provide information on all items for which you are requesting funding in FY 2004. The application must include the following elements:

1. Applicant Information

This addresses basic identifying information, including:

- Company name and Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number.
- Contact information for notification of project selection: Contact name, address, fax and phone number.
- Description of services provided by company.
- For fixed-route carriers, whether you are a large (Class I, with gross annual operating revenues of \$5.3 million or more) or small (gross operating revenues of less than \$5.3 million annually) carrier.
- Existing fleet and employee information, including number of over-the-road buses used for intercity fixed-route service and other service and number of employees.

f. Estimate of the proportion of service, if any, that is intercity fixed-route.

g. Description of your technical, legal, and financial capacity to implement the proposed project.

2. Project Information

Every application must:

- Provide the Federal amount requested for each purpose for which funds are sought.
- How intercity fixed-route service meets the definition of intercity fixed-route service, including how service makes meaningful connections with scheduled intercity bus service to more distant points.
- Document matching funds, including amount and source.
- Describe project, including components to be funded, *i.e.*, lifts, tie-downs, moveable seats, etc., and/or training.
- Provide project time-line, including significant milestones such as date or contract for purchase of vehicle(s), and actual or expected delivery date of vehicles.
- Address each of the five statutory evaluation criteria.
- Complete Standard Form 424, "Application For Federal Assistance".

3. Labor Information

- Identify any labor organizations that may represent your employees and all labor organizations that represent the employees of any transit providers in the service area of the project. For each local of a nationally affiliated union, the applicant must provide the name of the national organization and the number or other designation of the local union. (For example, Amalgamated Transit Union local 1258.) Since DOL makes its referral to the national union's headquarters, there is no need to provide a means of contacting the local organization.
- For each independent labor organization (*i.e.*, a union that is not affiliated with a national or international organization) the local information will be necessary (name of organization, address, contact person, phone, fax numbers).
- Where a labor organization represents transit employees in the service area of the project, DOL must refer the proposed protective arrangements to each union and to each recipient. For this reason, please provide DOL with a contact person, address, telephone number and fax number for your company and associated union information.

III. Grant Application Review Process

Applications are to be submitted to the appropriate FTA Regional Office by

the close of business on February 2, 2004. FTA will screen all applications to determine whether all required eligibility elements, as described in Section 2 of the application, are present. An FTA evaluation team will evaluate each application according to the criteria described in this announcement.

Notification

FTA expects to notify all applicants, both those selected for funding and those not selected, in summer 2004. Projects selected for funding will be published in a **Federal Register** notice.

Issued on: November 17, 2003.

Jennifer L. Dorn,
Administrator.

Appendix A—Over-the-Road Bus Accessibility Program Project Proposal Application (Paper)

1. Applicant Information

- Company Name:
- DUNS Number:
- For Notification of Project Selection Contact:
Name of Individual:
Address:
Telephone number:
- Describe Services Provided by Company, including Areas Served:
- Intercity Fixed-Route Carriers:
____ Large/Class I (gross annual operating revenues of \$5.3 Million or more)
____ Small (gross annual revenues of less than \$5.3 Million)
- Existing Fleet and Employee Information:
____ Over-the-road Buses in fleet used for Intercity Fixed-route Service
____ Over-the-road have lifts buses currently
____ Over-the-road Buses in fleet used for Other Service, *e.g.*, Charter, Tour, & Commuter
____ Over-the-road Buses currently have lifts
____ Employees
- If you provide both intercity fixed-route service and another type of service, such as commuter, charter or tour service, please provide an estimate of the proportion of your service that is intercity.

____ % of services is intercity fixed-route.

H. Describe your technical, legal, and financial capacity to implement the proposed project.

2. Project Information

A. Federal Amount Requested (Up to 90% Federal Share):

Intercity Fixed Route Service:

\$ ____ for # ____ New Over-the-road Buses
\$ ____ for # ____ Retrofits
\$ ____ for # ____ Employees—Training

If funds are being requested for intercity fixed-route services, please describe how the service meets the definition of intercity fixed-route service, including how the service makes meaningful connections with scheduled intercity bus service to more distant points.