



Application for 2020-2021 New Service

Use this form is to propose expanded service hours, increased frequency of service, increasing demand response capacity, increasing geographical coverage, and/or adding routes. Complete a separate application for each service expansion project you are proposing to provide. **All fields are required unless otherwise noted.**

Transit Agency Name

Contact Name

Contact Email

1. Brief description of project including location (e.g. *Saturday service expansion in community, etc.*)

2. Proposed year of new service initiation

2020

2021

3. Category of proposed service

Demand response

Deviated route

Fixed route

Paratransit

Provide a map as an attachment to show the service area covered by the new service

4. Service Information

In quantitative terms, describe the change to the level of service that would be realized with this proposal. (e.g. extended hours/day, additional days/week, added route, extended service area, total annual hours & miles added anticipated, etc.)

5. Market Research

Describe any assessment completed to determine the viability of this new service. This may include but not be limited to:

a. Demographic data related to demand (for example, analysis of census data related to transit dependent households—you already have a lot of this in your Language Assistance Plan, knowledge of low-income, car-less households in your community).

b. Records of service requests and denials over the last 6-12 months. Describe: (number of daily denials, demographics on who is being denied, to/from info, hours impacted)

c. The results of the public involvement strategies that would support the new service. For example, stakeholder meetings, transit advisory committee, surveys (if used, attach copy of survey and results) that include general public and other interested parties, focus groups, etc.)

6. Alignment with Plan

Cite specifically where the proposed new service is referenced in a plan. (transit development plan, 5-year transit system plan, regional transportation plan, local human service-public transit coordination plan or other planning process)

7. Service Promotion

Provide a detailed description of the steps to be taken to promote the new service and identify the resources needed to carry out this strategy.

8. Are additional staff needed to implement new service? Yes No

8a. If yes, describe new staff below:

Operational Staff: Yes No Estimate FTEs:

Describe positions:

Administrative Staff: Yes No Estimate FTEs:

Describe positions:

9. Are additional vehicles needed to implement new service? Yes No

9a. If yes, describe new vehicle(s) (e.g. class 400):

10. Is additional facility infrastructure needed to implement new service? Yes No

10a. If yes, describe the improvements (e.g. shelters/stops):

11. Budget

What is the anticipated cost for the new service?

Annual Operating:

Facilities:

Vehicles:

Total Cost:

12. Anticipated Performance

12a. Describe anticipated performance after one year of service in terms of:

Passengers per hour:

Cost per hour:

Cost per passenger trip:

Cost Recovery:

12b. How will you measure performance during the first year?