



STATE OF NEW JERSEY

**SENIOR CITIZENS & DISABLED RESIDENTS
TRANSPORTATION ASSISTANCE PROGRAM
JANUARY 1, 2016 – DECEMBER 31, 2016**

&

**FTA NON-URBANIZED AREA FORMULA PROGRAM
(SECTION 5311)
JULY 1, 2015 – DECEMBER 31, 2016**

County	Hunterdon
Name of Transportation System	The LINK
Applicants Legal Name	County of Hunterdon
Address	71 Main Street
	PO Box 2900
	Flemington, NJ 08822
Name & Title of Person Completing the Application	Jennifer Shore, Administrator (Dept. of Human Services)
Phone Number	(908) 788-1368
Fax Number	(908) 788-4202
E-Mail Address	humansvc@co.hunterdon.nj.us

NJ TRANSIT
 Local Programs and Minibus Support
 One Penn Plaza East, 4th flr.
 Newark, New Jersey 07105-2246
 Phone: (973) 491-7456

Table of Contents

TECHNICAL CAPACITY4

PROPOSED SCHEDULE FOR CASINO REVENUE APPLICATION FOR YEAR 2016.....5

SECTION I – COUNTY INFORMATION.....6

 Project Contacts/Personnel.....6

 Documents and Recordkeeping8

 Procedures for Grant Administration Reporting9

SECTION II - DESCRIPTION OF SERVICE 10

 Service Description..... 10

 Service Operations 10

 Americans with Disabilities Act (ADA) Service Requirements 11

 Service Area Details and Feeder Service 12

 Service Coordination 14

 Route Deviation..... 15

 2016 Short-Term Program Strategies 16

SECTION III – BUDGET 17

 Program Budgets 17

 Alternative Revenue Total Collected for Calendar Year 2014 17

 Indirect Administrative Costs..... 18

 Third Party Contracting 18

SECTION IV – PROJECT EQUIPMENT 20

 Vehicle Inventory..... 20

 Non-Vehicle Inventory 21

 Capital Disposal 2014 21

SECTION V - PUBLIC OUTREACH 22

 Public Outreach Activities 22

 Marketing Materials 22

 Public Hearing and Notification (only required for SCDRTAP funding)..... 22

SECTION VI - ADDENDUMS 24

 SCDRTAP Maintenance of Effort (MOE) Certification 24

 Sample of Required SCDRTAP Application Cover Letter..... 25

 SCDRTAP Applicant Authorizing and Supporting Resolution 26

SECTION VII – 5311 ADDITIONAL ITEMS 27

 Opinion of Counsel Letter 27

 ADA Certification of Equivalent Service..... 27

 DISCLOSURE OF LOBBYING ACTIVITIES (LLL Form)..... 29

 LOBBYING CERTIFICATION 31

 Civil Rights 32

 Equal Employment Opportunity (EEO)..... 32

 ADA 32

 Title VI 32

 Rolling Stock..... 34

Capital Public Notice Requirement.....	35
Financial Management Systems	35
Suspension and Debarment.....	36
Local In-Kind Match and Match Source.....	37
Special Section 5333(b).....	38
Listing of Operators and Union Representatives	41
Sample of Required S5311 and Innovative Grant Application Cover Letter	43
5311 Applicant Authorizing and Supporting Resolution	44
Addendum A – A List of Private Bus Operators Serving New Jersey.....	44
Addendum B – Designated Leads for Human Services Transportation Coordination Plan.....	47
SECTION VIII FTA SECTION 5311 INNOVATION GRANT	48
Factors Supporting Proposed Section 5311 Innovation Grant Route Proposal.....	49
Project Description	50
Route Description	50
Span of Service.....	51
Projected Operating Budget	51
SECTION IX- COMPLETE APPLICATION CHECKLIST OF DOCUMENTS	53

TECHNICAL CAPACITY

All applicants must demonstrate the technical capacity to carry out the services proposed. At a minimum the applicant must be able to:

- Demonstrate the financial ability to perform and deliver the service applying for and awarded.
- Demonstrate the adequate level of staffing and grant experience and knowledge to comply with all FTA grant requirements.
- Demonstrate the adequate level of staffing and operational experience needed in delivering the service as per grant award.
- Demonstrate the adequate level of staffing and maintenance experience for performing required maintenance on vehicles used or purchased for this service.
- Demonstrate the adequate level of vehicles including back-up vehicles to perform the service under this program.
- Demonstrate a driver training program to ensure safe and reliable service to all passengers.
- Demonstrate that the service provided is not duplicating other services funded under FTA or other funding sources. All FTA subrecipients must be part of the local Human Service Coordination Transportation plan.
- Demonstrate there are written procedures and policies for operations, grant administration and FTA reporting requirements.

When filling in this application ensure that you are clearly documenting the technical capacity required to deliver this State and/or Federally funded project.

If applicant is providing route deviation service with published timetable/schedule – include copies of timetables –

- Systems must provide information to the public on how to request a deviation
- All deviation service must be open to the general public and noted on timetable
- Phone number on timetable must be listed for requesting trip deviation in advance

PROPOSED SCHEDULE FOR CASINO REVENUE APPLICATION FOR YEAR 2016

The schedule below is for guidance purposes only. The suggested timetable below is to assist you in planning the completion of your SCDRTAP application on time. It is understood that dates and local procedures may vary.

Date:	SCDRTAP Application Only Activity:
No later than May 22, 2015	<p data-bbox="667 359 1040 392">By this date you should have:</p> <ul data-bbox="716 394 1443 772" style="list-style-type: none"><li data-bbox="716 394 1443 499">• Published your public hearing notice in two different newspapers, notice must be published at least 30 calendar days prior to hearing date.<li data-bbox="716 501 1443 564">• Sent copy of public hearing notice to all municipal clerks in county<li data-bbox="716 567 1443 703">• Sent copy of public hearing to interested agencies including but not limited to senior centers, nutrition sites, adult workshops, senior and disabled non-profit agencies.<li data-bbox="716 705 1443 772">• Posted large print on-board public hearing notices in your vehicles.
June 22, 2015	<p data-bbox="667 808 1040 842">By this date you should have;</p> <ul data-bbox="716 844 1443 1186" style="list-style-type: none"><li data-bbox="716 844 1073 877">• Held your public hearing<li data-bbox="716 879 1443 984">• Read into the public hearing record summary of 2015 grant activities and proposed 2016 SCDRTAP budget<li data-bbox="716 987 1443 1123">• At public hearing provided copies of summary of 2015 grant activities and copies of proposed 2016 budget. (should be available in alternative format upon request)<li data-bbox="716 1125 1443 1186">• Met with your local CAC to review proposed 2016 application and get feedback.
14 days After Public Hearing	<p data-bbox="667 1222 1443 1528">A copy of the completed application should be placed in the main branch of the county library and on the County Website for public review at least 14 days after the public hearing date. The County should make every effort to have a full application in the library and the website. If the entire application is not available 14 days after the hearing, the county should place a copy of the proposed description of service and proposed line item budget in the library and website for public review.</p>
June 30, 2015	<p data-bbox="667 1564 1443 1696">Application due to NJ TRANSIT. If full transcript of the public hearing, notarized public hearing notices and/or original Freeholder Resolution is not available by this date please note it on your cover letter and submit as soon as available.</p>

SECTION I – COUNTY INFORMATION**Project Contacts/Personnel**

1. Complete the below Table with the key contact people.

Table 1

Name	Title	Address	Phone #	E-mail
John W. King	Freeholder Director	PO Box 2900 Flemington, NJ 08822	(908) 788-1102	JKing@co.hunterdon.nj.us
John Davenport	Procurement Contact	PO Box 2900 Flemington, NJ 08822	(908) 788-1162	jdavenport@co.hunterdon.nj.us
Heather Fike	Audit Contact	PO Box 2900 Flemington, NJ 08822	(908) 788-1368	hfike@co.hunterdon.nj.us
Catherine Kopec	EEO Contact*	PO Box 2900 Flemington, NJ 08822	(908) 788-1114	ckopec@co.hunterdon.nj.us
Barbara Metzger	ADA Representative*	PO Box 2900 Flemington, NJ 08822	(908) 806-4197	bmetzger@co.hunterdon.nj.us
Catherine Kopec	Title VI Representative*	PO Box 2900 Flemington, NJ 08822	(908) 788-1114	ckopec@co.hunterdon.nj.us
George Wagner	Safety Officer*	PO Box 2900 Flemington, NJ 08822	(908) 788-1104	gwager@co.hunterdon.nj.us

*Required for Section 5311, recommended for SCDRTAP

2. Provide the name, title, phone number, e-mail address and estimated percentage of their salary that will be charged to the grants. For example: Administrator, Operations Manager, Safety Officer. Do not list each individual Operator, Dispatcher, or Reservationist - list the number of these positions and percentage charged per grant.

Table 2

Staff Member		Phone #	E-mail	SCDRTAP		5311	
Name	Title			Admin %	Operating %	Admin %	Operating %
Jennifer Shore	Administrator	(908) 788-1368	See above	7.45			
Heather Fike	Fiscal Chief	(908) 788-1368	See above	10.96			
Arlene Strain	Administrative Clerk	(908) 788-1368	kstrain@co.hunterdon.nj.us	4.98			
Vacant	Transportation Coordinator	(908) 788-1368					
Michelle Nodes	Contract Coordinator	(908) 788-1368	mnodes@co.hunterdon.nj.us	9.83			
Marian Herman	Principal Account Clerk	(908) 788-1368	mherman@co.hunterdon.nj.us	42.86			
Julie Gordon	Administrative Clerk	(908) 788-1368	jgordon@co.hunterdon.nj.us	14.76			
Keith Tustison	Senior Account Clerk	(908) 788-1368	ktustison@co.hunterdon.nj.us	80.00			

- By grant, for positions that will only be partially charged to either grant, describe how the estimated percentage of the salary to be charged to the grant was derived. Describe what mechanism(s) are used to verify the actual time that an individual spends on grant related activities.

The percentage of time billed to the grant for a particular employee is directly related to the amount of time allocated for the employee to work on the grant. Employees are directed to contact their supervisor if the time allocated to the grant is either insufficient or in excess of the actual time needed.

- Attach an official organizational chart for those involved in your transportation program. If you contract out your service to a third party vendor, include an organization chart for the vendor's operations.

Attach as NJT Attachment A and B

- List SCDRTAP Citizens Advisory Committee 2016 meeting dates, locations and times.

DATE	LOCATION	TIME
Wednesday, 1/13/16	Department of Human Services	1:30 PM
Wednesday, 3/10/16	Department of Human Services	1:30 PM
Wednesday, 7/13/16	Department of Human Services	1:30 PM
Wednesday, 9/14/16	Department of Human Services	1:30 PM
Wednesday, 11/9/16	Department of Human Services	1:30 PM

The Advisory Committee meets bi-monthly, 2nd Wednesday, except for May (or June), which is scheduled to coincide with the SCDRTAP Application Review.

- Provide us with the names of SCDRTAP Citizen Advisory Committee Members. Indicate if the members are senior citizens, people with disabilities or consumer advocates. Indicate Chairperson, and if applicable, Vice-Chairperson of Committee.

NAME	SENIOR CITIZEN	DISABLED	CONSUMER ADVOCATES
Antosiewicz, Thomas			✓
Caulkins, Roberta			✓
Ewing, Phyllis	✓		✓
Hillman, Kimberley			✓
*Hlasney, Regina			✓
McDaid, David			✓
Meligakes, Nicholas		✓	✓
Millette, Bill			✓
Shapoff, David		✓	✓

*-Chairperson

Documents and Recordkeeping

Refer to program documents listed below that are maintained relating to program activities. Indicate which staff member(s) performs the administration and oversight of the following:

Table 3

Documents	Name and Title of Responsible Person
Grant Application / Administration	VACANT, Transportation Coordinator
	Jennifer Shore, Administrator
Contract (w/ NJ TRANSIT)	Michelle Nodes, Coord. Of Contractual Operations
Driver's Manifest	VACANT, Transportation Coordinator
	Keith Tustison, Senior Account Clerk
Financial Records	Heather Fike, Fiscal Chief
Procurement / Bid Documents Including RFP's	Michelle Nodes, Coord. Of Contractual Operations
	John P. Davenport, Purchasing Agent
Daily Pre-Trip form	VACANT, Transportation Coordinator
Maintenance Records	Robert Silva, Supervisor of Garage Services
Monthly Ridership Reports	Keith Tustison, Senior Account Clerk
Drug & Alcohol Data	VACANT, Transportation Coordinator
Monitoring 3 rd Party Contractors	VACANT, Transportation Coordinator
Complaints (ADA, Title VI, Service, etc)	VACANT, Transportation Coordinator
	Barbara Metzger ADA Compliance, Catherine Kopec, Title VI Compliance
Others:	

Procedures for Grant Administration Reporting

1. Describe the methodology that is used to determine how trips are charged to each funding source or grant.

Trip codes specific to the SCDRTAP funding source are assigned based on client profile data identifying rider as SCDRTAP eligible due to age and/or disability.

Trips under 5311 funding are charged based on cost per mile and number of working days per month for specific rural routes.

2. Complete Table 4 and attach all of the policies and procedures that apply as NJT Attachment C. **If Copies of PROCEDURES/POLICIES were submitted with your 2015 Application please only attach copies of new or updated policies.**

Table 4

PROCEDURES/POLICIES	Date Revised
Driver Manual/Operations Manual	1/2006
Reservation/In-take Policy (RSD procedures/policies)	3/2011
No Show/Denial Policy	3/2011
Fares/Donation Policy	3/2011
Vehicle Maintenance Policy	3/2011
Vehicle Accident Policy	3/2011
3 rd Party Monitoring Policy	3/2011
Route Deviation Policy	10/2011
Complaint Policy	10/2011
Indirect Cost Allocation Plan	N/A
ADA Procedures/Policy* (Should Include Reasonable Modification Policy)	6/2007
Title VI Program*	9/2010
Other:	

*Required for Section 5311, recommended for SCDRTAP

SECTION II - DESCRIPTION OF SERVICE

Service Description

1. Describe any changes that were made (days, hours of operations) in 2014.

SCDRTAP: **There were no changes made in 2014**

Section 5311: **There were no changes made in 2014**

2. Describe, in detail, the proposed project for 2016. (Include type of service provided by grant type (i.e. deviated fixed route, demand response) and include days & hours of operation.

SCDRTAP: **The LINK Transportation system proposes to continue to provide demand response and deviated fixed route service Monday through Saturday, 7:00 am to 11:00 pm.**

Section 5311: **The LINK Transportation system proposes to continue to provide demand response and deviated fixed route service Monday through Saturday, 7:00 am to 11:00 pm.**

NOTE: The County Department of Human Services is currently working with a consultant through NJTransit who will be completing an evaluation of The LINK and recommending steps to be taken to provide a more efficient and cost effective service. It is anticipated that this evaluation will result in the recommendation of eliminating some current routes that are underutilized, which will possibly create more time efficient routes that have greater utilization.

In planning public transportation services, private sector providers must be given an opportunity to express their views. How does the subrecipient allow for input on services from private operators in the service area?

The Department's Transportation Advisory Committee (TAC), made up of consumers, advocates, provider agencies, etc., is an open public meeting, held bi-monthly. Notification of these meetings is posted annually in local newspapers. The SCDRTAP Public Hearing is advertised annually in local newspapers, posted on all system vehicles, posted within the County's main branch Library and mailed to several human service provider agencies.

Service Operations

Describe how the following functions are performed by your system. Explain any differences between your SCDRTAP and 5311 programs.

1. Demand response reservation process:
 - a. Provide the phone number for reservations, and provide the hours and days reservations are accepted. If there is more than one provider, list name, telephone number and the hours and days that they accept reservations.
Reservations are taken by one provider by calling 1-800-842-0531, Monday through Friday, 8:00 am to 4:30 pm.

- b. What is the minimum and maximum amount of time needed to reserve a trip?
All trip reservation must be made by Noon, the day before the trip.
- c. Will you accept a same-day reservation?
Yes, every attempt is made to schedule a same-day trip need.
- d. Do you maintain a customer profile? If yes, what information is contained in this profile?
Yes, the customer profile consists of passenger name, physical address, date of birth, ambulatory issues (e.g., is passenger disabled), trip purpose and funding source code.
- e. How is customer eligibility verified for SCDRTAP?
Agency referrals identify whether passenger is a senior and/or disabled resident. Documentation is obtained if necessary.
- f. How is a trip identified as Section 5311 eligible?
Section 5311 eligibility is identified by passengers physical address located within the 5311 service area.
- g. Name the computer routing and scheduling software product currently used for operations.
The 3rd Party Vendor currently uses Route Logic for routing and scheduling.
- h. How is the above computer routing and scheduling product used? Please check ll that apply.
Customer database
Computer assisted routing and scheduling
Generate ridership reports
- i. Describe any other computer technology used for operations. Example: mobile data terminal, global positions systems, AVL, Tablets, IVR, Cameras, Etc.
No other computer technology is used for operations at this time.

Americans with Disabilities Act (ADA) Service Requirements

- 1. Does your program have a way for customers with visual impairments waiting at a stop to know what bus has arrived? Vehicle Identification Mechanisms are required on routes where multiple vehicles serve the same stop, but suggest done at all times as a common passenger courtesy.
Yes No N/A
- 2. Does your program permit individuals with disabilities to travel with their service animals?
Yes No
- 3. Lift and Securements
Do you have securements for mobility devices on your vehicles?
Yes No

Do you service passengers whose mobility devices cannot be secured to your satisfaction on your vehicles? Yes No

If yes, do you allow a passenger to remain in their mobility device without requiring them to transfer to another seat?

Yes No

Does your staff provide assistance with the use of lifts, ramps and securement systems?

Yes No

Do you permit individuals with disabilities who do not use a mobility device the use of a lift or ramp, including standees?

Yes No

Do you allow wheelchair passengers to refuse a lap belt if all other customers are not required to use one?

Yes No

4. Do you provide service to persons using respirators or portable oxygen?

Yes No

5. Do you ensure adequate time for individuals with disabilities to board or disembark a vehicle?

Yes No

6. Do you provide training to operators of deviated fixed routes and demand responsive service including training for the safe operating of the vehicles and accessibility equipment and the proper treatment of people with disabilities? Drivers and support staff should have regular sensitivity training in addition to other required driver training.

Yes No

7. Do you make reasonable accommodations in policies, practices, or procedures when such accommodations are necessary to avoid discrimination on the basis of disability?

Yes No

8. Do you make information about how to contact the agency to make requests for reasonable modifications readily available to the public through the same means it uses to inform the public about its policies and practices?

Yes No

Service Area Details and Feeder Service

Complete the following by Grant:

1. List area you propose to serve in this application by grant.

SCDRTAP: **The LINK Transportation system serves all of Hunterdon County.**

Section 5311: (Include the specific municipalities served).

Annandale, Asbury, Bloomsbury, Califon, Frenchtown, Glen Gardner, Hampton, High Bridge, Milford, Stockton, West Amwell and Whitehouse Station.

2. Provide a list of relevant common sites and key trip generators, including central business districts, major employment centers, shopping centers, hospitals, social service centers and college/universities, apartment complexes, senior complexes.

Indicate those that are in your 5311 service area (5311 recipients are required to submit a map of your 5311 service area).

- **Hunterdon Medical Center**
- **Medical facilities through the County including, but not limited to, HMC Wellness Center in Whitehouse and the Medical Clinic in Lambertville.**
- **Housing Complexes located in Flemington, Whitehouse, Lambertville, Hampton, Glen Gardner, Frenchtown, Annandale, Clinton, Lebanon.**
- **The Arc of Hunterdon (residential facilities and Arc Industries)**
- **The Center for Educational Advancement**
- **Business Districts/Grocery stores located in Flemington, Clinton, Whitehouse, Lambertville**
- **Employment centers are located in the Business Districts noted above. Rural employment is scattered throughout the County.**
- **Nutrition Sites**
- **Wal-Mart Shopping Plazas with a variety of ancillary stores and services located in Flemington and Clinton.**
- **Briteside Adult Day Center (Flemington) and Open Arms Day Club (Tewksbury)**
- **Flemington, the County Seat and centrally located Business Center and Social Service hub.**
- **Raritan Valley Community College (RVCC) – located out-of-county – The LINK goes to RVCC 2-times daily, as needed.**
- **North Hunterdon Senior Center (Lebanon) and the Division of Senior, Disabilities and Veterans Services Senior Center (Flemington).**
- **The Hunterdon County YMCA.**
- **Park and Ride locations in Flemington and Clinton**
- **The Educational Services Commission “One-Stop Shopping” employment services.**
- **The Shoppes at Flemington**
- **Interstate Highway 22/78 (E/W), State Highway 31/202 (N/S) and State Route 12 (E/W) are major roadways located in Hunterdon County.**

3. Indicate if the proposed service feeds other services? (check all that apply):

Private bus service	<input checked="" type="checkbox"/> SCDRTAP	<input checked="" type="checkbox"/> 5311
List bus routes _____		
Municipal bus service	<input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List municipalities _____		
County bus service	<input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List bus routes _____		
County paratransit	<input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List counties _____		
NJ TRANSIT train service	<input checked="" type="checkbox"/> SCDRTAP	<input checked="" type="checkbox"/> 5311
List train line & stations: <u>Raritan Valley Line; High Bridge and Whitehouse.</u>		

NJ TRANSIT local fixed route bus SCDRTAP 5311
 List route numbers _____
 NJ TRANSIT Light Rail SCDRTAP 5311
 List train line & stations _____
 ACCESS LINK paratransit SCDRTAP 5311

Service Coordination

All service providers must have in place a Coordinated Human Service Transportation Plan (CHSTP) that has been locally developed. The CHSTP may include the intercity bus needs of seniors, people with disabilities, and low income populations. The FTA encourages the inclusion of intercity transportation in the CHSTP.

Provide the following:

1. Date last updated CHSTP: February 2015_____

2. Attach all addendums and/or updates to your CHSTP since 2014.
 Attach as NJT Attachment D

3. Please list CHSTP stakeholder 2016 meetings dates, locations and times.

DATE	LOCATION	TIME
Wednesday, 1/13/16	Department of Human Services	1:30 PM
Wednesday, 3/10/16	Department of Human Services	1:30 PM
Wednesday, 7/13/16	Department of Human Services	1:30 PM
Wednesday, 9/14/16	Department of Human Services	1:30 PM
Wednesday, 11/9/16	Department of Human Services	1:30 PM

4. List all formal and informal coordination efforts with other agencies, organizations, municipalities and/or counties where no money is involved in Table 5. The description of the service provided should include trip purposes, customer characteristics, days and span of hours. Submit copies of all written agreements as NJT Attachment E.

Table 5

Name of Agency	Description of Service Provided
N/A	

5. List all contracts in which you receive funds from an agency to provide service. Complete Table 6. The description of the service provided should include trip purposes, customer characteristics, days and span of hours. Submit copies of all written agreements as NJT Attachment F.

Table 6

Name of Agency	Contract Term	Unit Cost	Annual Revenue	Description of Service Provided
*The Arc of Hunterdon	CY2015	N/A	\$200,000	Transporting Arc consumers to and from work sites Monday thru Friday between the hours of 7:00 am to 10:00 am and 2:45 pm to 5:00 pm
County Div. of Senior, Disability & Veterans Services (DSDVS)	CY2015	\$7.50	\$64,874	Transportation service for seniors to nutrition sites, senior centers, medical appts, food shopping. Monday-Friday, 7:30 am – 6:00 pm
County DSDVS	CY2015	\$63.11	\$4,536	Specialized out-of-county sedan trips for elderly and/or disabled individuals. Monday-Friday, as needed times
State of NJ DHS/DDS	CY2015	\$1.00/sq.mile	\$124,434	Non-medical trips provided to Title XX eligible consumers, Monday-Friday, 7:00 am to 6:00 pm
State of NJ Department of Military Veterans Affairs	SFY2015	\$15/trip	\$15,000	One-way Transportation to Veterans from Veterans Haven North to Lyons VA Hospital, Monday – Friday, pick-up @ 7:00 am.
State of NJ DFD	SFY2015	\$1.00/sq.mile	\$10,020	Transportation service for TANF eligible consumers attending to-work activities. Monday – Friday, 7:00 am to 6:00 pm.
*NJTransit	CY2016	\$1.00/sq.mile	\$351,472	SCDRTAP grant funds for seniors and/or disabled passengers utilizing The LINK Monday-Friday, 7:00 am to 6:00 pm.
*NJTransit	7/1/15-12/31/16	\$1.00/sq.mile	\$627,519	Section 5311 grant funds for passengers in rural areas utilizing The LINK Monday-Friday, 7:00 am to 6:00 pm.
*NJTransit	1/1/14-12/31/15	\$1.00/sq.mile	90,000	JARC grant funds utilized for employment related trip purposes, Monday-Friday, 7:00 am to 6:00 pm.

*Copy of agreements on file at NJT.

Route Deviation

1. If you operate routes that deviate, explain how the trips are documented and complete Table 7.

Deviations are recorded on a form daily by the driver and submitted to with the Route manifest.

Table 7

Route by Name	Is This Route Funded by SCDRTAP?	Is This Route Funded by 5311?	Annual One-Way Trips	Annual Total # of Times Vehicle Deviates from Route
Flemington Shuffle (Day)	Yes	No	9569	1521

2. Is it your policy to announce stops at transfer points, major intersections and destination points, at adequate intervals along a route and an individual stop upon request? This requirement must be noted in driver manual.

Yes No

3. Do your vehicles have signage showing route and destination?

Yes* No *Route number only

4. Do you permit a customer who uses a lift to disembark from vehicles at any designated stop, unless the lift cannot be deployed, the lift will be damaged if it is deployed, or temporary conditions preclude the safe use of the stop by all customers?

Yes No

5. Do allow deviation for general public?

Yes No

2016 Short-Term Program Strategies

List at least three of your current strategies to improve your system in grant year 2016.

1. We currently have a consultant analyzing our transportation system routes in order to provide more efficient and cost effective service to the community.

As a result of the NJT analysis, the goal is to:

- Improve ride times
- Improve mileage and fuel costs
- Improve maintenance costs

SECTION III – BUDGET

Program Budgets

Complete attached Excel spreadsheets for your grant year 2014 Expenditure and grant year 2016 projected budgets. You must submit these sheets in Excel format in addition to your application.

Alternative Revenue Total Collected for Calendar Year 2014

1. Is a fare charged to use your 5311 service?
Yes No
2. Is a fare charged to use your SCDRTAP service?
Yes No
3. Is there a donation policy to use your 5311 service?
Yes No
4. Is there a donation policy to use your SCDRTAP service?
Yes No
5. Are funds from donations and fares placed in an account for transportation?
Yes No
 If no, explain.
6. Explain how donations/fares are collected.
Fares are collected daily by the drivers and turned into the 3rd Party Vendor who deposits the funds into a County account. Donation envelopes are collected by drivers and turned into The Department of Human Services daily.
7. Complete Table 8 with all dollar amounts earned through alternative revenue sources.

Table 8

Alternative Revenue	Revenue Collected in 2014	Revenue Projected for 2016
Fares / SCDRTAP	\$39,933.25	\$40,000.00
Fares / 5311	\$54,679.11	\$55,000.00
Donations / SCDRTAP		
Donations / 5311		
Advertising		
Medicaid (Logisticare)		
Revenue Contracts	\$200,000.00	\$200,000.00

Indirect Administrative Costs

1. By grant, do you charge indirect cost to either SCDRTAP or 5311?
If yes, attach your approved Indirect Cost Plan as NJT Attachment G.

SCDRTAP

Yes No

5311

Yes No

What federal agency has approved your indirect cost plan for 5311? **N/A**

2. Has the applicant made a change in its accounting system and/or cost rate proposed methodology, thereby affecting the previously approved cost allocation plan/indirect cost rate and its basis of application?

Yes No **N/A**

Third Party Contracting

1. Current Third Party Contracting

Please list all transit-related third party purchases and contracts that were funded (i.e., transportation services, computer routing/scheduling or services, dispatching, auditing, drug and alcohol testing, legal, and marketing, vehicles, maintenance) to a third party.

Table 9 – SCDRTAP 2015

Name of Agency	Contract Term	Unit Cost	Annual Cost	Description of Service Purchased
First Transit	7/1/11–6/30/16	\$38.34	\$1,357,442.39	Dispatch and Road Operations

Table 10 – 5311 July 2014- June 2015

Name of Agency	Contract Term	Unit Cost	Annual Cost	Description of Service Purchased
First Transit	7/1/11–6/30/16	\$38.34	\$1,357,442.39	Dispatch and Road Operations

2. Proposed Third Party Contracting

Please list all transit-related third party proposed purchase and contracts that will be funded (i.e., transportation services, computer routing/scheduling or services, dispatching, auditing, drug and alcohol testing, legal, marketing, vehicles, maintenance) to a third party.

Table 11– SCDRTAP January 1, 2016- December 31, 2016

Name of Agency	Contract Term	Unit Cost	Annual Cost	Description of Service Purchased
				The County of Hunterdon will go out to Bid to secure a 3 rd party vendor to provide dispatching and road operations for a contract term effective 7/1/2016

Table 12 – Section 5311* July 1, 2015 -December 31, 2016

Name of Agency	Contract Term	Unit Cost	Annual Cost	Description of Service Purchased
				The County of Hunterdon will go out to Bid to secure a 3 rd party vendor to provide dispatching and road operations for a contract term effective 7/1/2016

*All procurements over \$1,000 require prior approval of NJ TRANSIT, this includes service and capital procurements. Section 5311 third party contracts must include applicable federal clauses. All vendors with multiyear contracts under FTA programs must sign the Lobbying Certifications, and NJT Vendor Ethics form yearly.

SECTION IV – PROJECT EQUIPMENT

Vehicle Inventory

Attach a current inventory list of all vehicles in fleet using excel spreadsheet that was provided. If possible, inventory should be sorted by oldest model year listed first.

Attach as NJT Attachment H (Use provided Excel spreadsheet)

The inventory includes:

- A. License plate number
- B. VIN
- C. Mileage
- D. Year of Purchase
- E. Funding Source
- F. Vehicle Manufacturer – (engine manufacturer) - Ford, International, Chevy, etc.
- G. Vehicle Body – when a chassis or body is altered by another manufacturer (such as Blue Bird, Champion), the company completing the alteration is considered the body manufacturer.
- H. Vehicle Model – the manufacturer’s model name and/or number.
- I. Vehicle Type
 - Bus 40 ft. – large transit bus
 - Bus 35 ft. – medium transit bus
 - Bus < 30 ft. – small transit bus, 18-24 passenger
 - Bus < 30 ft. – minibus (158” WB)
 - Bus < 30 ft. – extended minibus (176” WB)
 - Sedan/station wagons – Sedan/wagons
 - Accessible minivan
- J. Vehicle Cost
- K. Grant Year
- L. Location
- M. Use and condition
- N. In-service Date
- O. Projected Retirement Date – *All counties should have a vehicle replacement plan*
- P. Proposed Disposition Action (Auctioned; Active; Competitive Sale Process, Transferred, Returned to NJ TRANSIT)
- Q. Fuel – DF (Diesel); GA (Gas); AF (Alternative Fuel)
- R. Floor Plan – Please include # seats; # foldaway; foldaway type; # securements. (For example: If you have a vehicle that can seat 14 and has a floor plan that seats 12 ambulatory, has one double foldaway seat that seats an additional two and one securement position up you would provide information as follows:)
 - # of seats: 12
 - # of Foldaway: 1
 - Foldaway: (seats one or two) 2
 - # of securements: 1
- S. Accessible – LF (low floor); LE (lift-equipped); NA (not accessible)
- T. Other-fill in description

Non-Vehicle Inventory

FTA funded non-vehicle inventory, for those subrecipients who have used 5311 funds to purchase non-vehicle items. **Attach as NJT Attachment I** (Use provided Excel spreadsheet).

Inventory/Asset Name	Serial Number	Funding Source	Grant Year	Date of Purchase	Original Purchase Price	Maintenance Plan Required for Items over \$5,000.00*	Date Useful Life will be met
----------------------	---------------	----------------	------------	------------------	-------------------------	--	------------------------------

All items purchased with FTA funding must be tagged with grant year, funding source and date of purchase.

Capital Disposal 2014

1. Did the applicant dispose of any vehicles and/or equipment purchased with SCDRTAP funds in calendar year 2014?

Yes No

If yes, were any vehicles and/or equipment removed from service before the end of useful life?

Yes* No

*If yes, complete the Table 13 below

2. Did the applicant dispose of any vehicles and/or equipment purchased with Section 5311 funds between the period of July 1, 2013 through June 30, 2014?

Yes No

If yes, were any vehicles and/or equipment removed from service before the end of useful life?

Yes* No

*If yes, complete the Table 13 below

Table 13

Description of Disposed Equipment	Grant Used to Purchase Equipment		Was NJ TRANSIT notified?		Date of Notification	Amount Received if Auction or Sold	Was Supporting Documentation Submitted?		Appraised Value if Vehicle was removed prior to useful life	Name of Appraiser
	SCDRTAP	5311	Yes	No			Yes	No*		
N/A										

SECTION V - PUBLIC OUTREACH

Public Outreach Activities

1. Describe special events, presentations, conferences, articles, news coverage, reports or any other forms of media and if applicable, a copy of that coverage the County intends on participating in 2016. Include recent surveys and survey results.
Hunterdon County's TMA, HART, updates, publishes and distributes the LINK schedules and Rider's Guide throughout the County and will continue to do so in 2016. Articles are published quarterly in the Hunterdon County Division of Senior, Disabilities and Veterans Services 'Seasoned Years' newsletter, which is mass-mailed to Hunterdon County seniors. The LINK runs a continuing Ad in the Senior Scene and an article in the Choices for Seniors catalog.
2. Provide a list of locations of where transportation marketing materials are distributed in the service area, how often are they distributed?
HART has LINK information centers throughout Hunterdon County. They maintain over 300 stations of information and update those stations as needed.
3. In planning public transportation services, private sector providers must be given an opportunity to express their views. How does the subrecipient allow for input on services from private operators in the service area?
The Transportation Advisory Committee is an open public meeting, noticed in local newspapers and held bi-monthly. In addition, the Public Hearing of the SCDRTAP application is widely publicized through mailing to provider agencies.

Marketing Materials

1. Attach SCDRTAP and Section 5311 marketing materials. (i.e., system brochure, timetables, cable TV ads, advertising, mailings, newspaper articles and copies of website). Attach as NJT Attachment J
2. Do you make service information available in accessible format upon request?
 Yes No

Public Hearing and Notification (only required for SCDRTAP funding)

Attach all documents as NJT Attachments K1-K7

1. The notice should include the location, when and where the application will be available for public review. The notice must be advertised in two different newspapers at least 30 days prior to the public hearing dates. Submit notarized copies of both public notices with application as NJT Attachment K1.
2. The Public Hearing Notice must be sent to all Municipal Clerks. The Public Hearing Notice must also be sent to county organizations, agencies, and associations that serve senior citizens and people with disabilities. Submit a list of organizations that the letter was sent to as NJT Attachment K2.

3. A large print of the Public Hearing Notice must be posted on all system vehicles. Notice must be posted on all vehicles at least 30 days prior to the public hearing and left on the vehicles until the date of the hearing. Submit a sample of the vehicle notice as NJT Attachment K3.

Prior and After Public Hearing Date:

1. One copy of the 2016 entire application must be placed in the Main Branch of the County Library for public review (at least 14 days after the public hearing date). Include in the exhibit the name of the Branch, address and date copy was placed in Library as NJT Attachment K4.
2. An electronic copy of the 2016 application must be placed on the county website for public review (at least 14 days after the public hearing date). Attach a screen shot of the county website with the link to the electronic application as NJT Attachment K5.
3. The County must meet with their local CAC to review the proposed service activities and budget for 2016. Their input and feedback should be considered in the planning process for this application. Please indicate in the date of this CAC meeting and include copy of meeting minute notes showing application was reviewed with CAC members as NJT Attachment K6.
4. Copies of the 2016 application including a summary of proposed activities and proposed budget must be available for public review at the public hearing. The applicant must read into the record the proposed services and budgets for 2016.
5. Complete public hearing transcripts must be submitted. The transcripts can be submitted after the application's filing deadline as NJT Attachment K7.

SECTION VI - ADDENDUMS

SCDRTAP Maintenance of Effort (MOE) Certification

Excerpt from Guidelines, Description and certification of Maintenance of Effort (MOE)

(a) The purpose of the Senior Citizen and Disabled Resident Transportation Assistance Program to provide for additional or expanded transportation services to senior citizens and disabled residents. Therefore designated recipients must maintain the same level of funding for senior citizen and transportation services as prior years.

(b) In order to comply with this Maintenance of Effort (MOE) requirement, the application must contain senior citizen and disabled resident transportation non-capital expense data from the past two years prior to the implementation of the Senior Citizen and Disabled Resident Transportation Assistance Program. This data should include non-capital expenditures of the designated recipient and/or applicant and any other agency, group, or groups, which will participate in the coordinated transportation program. Data from groups joining the coordinated system since the implementation of the Senior Citizen and Disabled Resident Transportation Assistance Program must be added to the original year period immediately preceding their joining the coordinated system

Actual Maintenance of Effort for 2014 \$534,849

Proposed Maintenance of Effort for 2016 \$533,934

If the MOE for 2016 has increased/decreased, please explain below:

Decrease is less than 1%.

Sample of Required SCDRTAP Application Cover Letter

Attach as NJT Attachment L

Date

Steve Fittante, Director
NJ TRANSIT
Local Programs and Minibus Support
One Penn Plaza East, 4th floor
Newark, New Jersey 07105-2246

Dear Mr. Fittante:

The (Name of County) is hereby applying for funds under Senior Citizens & Disabled Residents Transportation Assistance Program (SCDRTAP). The approval of this grant will enable transportation services to be available to the senior citizens and disabled residents in our County. (Name of County) is requesting \$_____ for 2016. The scheduled public hearing date is _____. The application will be available at the following locations _____ as of the following date _____.

To my knowledge, all information provided in support of this application is true and correct. If you have questions or require additional information, please contact (Name and Title of Principal Organization Contact) at (Phone Number).

As the Applicant, the (Name of County) agrees to comply with all regulations and administrative guidance required for application to the Senior Citizens and Disabled Resident Transportation Assistance Program for the program year 2016. The Applicant affirms the truthfulness and accuracy of the information it has made in the statements submitted herein and any other submission made to NJ TRANSIT. In signing this document, I declare the foregoing information and any other statement made on behalf of the Applicant are true and correct.

Sincerely,

(Signature of Authorized Representative of Applicant)

Print Name
Title of Authorized Representative of Applicant

See NJT Attachment L as required.

SCDRTAP Applicant Authorizing and Supporting Resolution

Sample Text for Authorizing Resolution. Attach as NJT Attachment M.

Resolution authorizing the filing of an application to NJ TRANSIT on behalf of (Subrecipient) for a grant under the Senior Citizen and Disabled Resident Transportation Assistance Act, as amended.

WHEREAS, in 1984 the governor of New Jersey signed into law legislation creating the "Senior Citizen and Disabled Resident Transportation Assistance Act;" and,

WHEREAS, under this law Casino Tax Revenues may be utilized for the provision of elderly (60+) and disabled transportation; and,

WHEREAS, the county of (Name of County) must submit an application to NJ Transit Corporation to obtain funding in amount of \$_____ for period covering January 1, 2016 to December 31, 2016;

NOW, THEREFORE, BE IT RESOLVED BY (Name of Governing Body)

1. (Title of Subrecipient's Designated Official) shall forward one (1) original application together with one (1) certified copy of this resolution to:

NJ TRANSIT
Local Programs & Minibus Support
One Penn Plaza East- 4th Floor
Newark, NJ 07105-2246; and,

2. BE IT FURTHER RESOLVED, that the (Name of Subrecipient's Designated Official) is hereby authorized to execute the necessary contractual agreements on behalf of the county of (Name of County).

See NJT Attachment M as required.

SECTION VII – 5311 ADDITIONAL ITEMS

The following are only required by Section 5311 Applicants

Opinion of Counsel Letter

Sample Opinion of Counsel-Attach as NJT Attachment N

(Date)

(Name of Applicant)

(Address of Applicant)

To Whom It May Concern:

This communication will serve as the requisite opinion of counsel to be filed with NJ TRANSIT in connection with the application of Name of Applicant for financial assistance pursuant to the provisions of Section 5311 of the Federal Transit Act, as amended for administration, capital, and operating assistance project(s). The legal authority for Name of Applicant's ability to carry out administration, capital and/or operating assistance projects directly, by lease, contract, or otherwise is set forth below:

Name of Applicant is authorized to provide and assist public transportation by acquisition, construction and operation of existing or additional transit facilities. This assistance may be provided directly or by agreements with other parties.

The authority of Name of Applicant to provide funds for the local share of the project is set forth in (cite source and provide a copy of, for example, of the local ordinance passed by County Board of Chosen Freeholders or other governing body authorizing funding for the local share, if applicable).

I have reviewed the pertinent Federal State and local laws, and I am of the opinion that there is no legal impediment to making application for Section 5311 assistance. Furthermore, as a result of my examination, I find that there is no pending or threatened litigation or other action, which might in any way adversely affect the proposed project in the program or the ability of Name of Applicant to carry out such projects in the program.

Sincerely,

Legal Counsel

See NJT Attachment N as required.

ADA Certification of Equivalent Service

The **County of Hunterdon** certifies that its demand responsive/ Route Deviation service offered to individuals with disabilities, including individuals who use wheelchairs, is equivalent to the level and quality of service offered to individuals without disabilities. Such service, when viewed in its entirety, is provided in the most integrated setting feasible and is equivalent with respect to:

- (1) Response time;
- (2) Fares;
- (3) Geographic service area;
- (4) Hours and days of service;
- (5) Restrictions on trip purpose;
- (6) Availability of information and reservation capability; and
- (7) Constraints on capacity or service availability.

In accordance with 49 CFR 37.77, public entities operating demand responsive/ Route Deviation systems for the general public which receive financial assistance under 49 U.S.C. 5311 or 5307 must file this certification with the appropriate state program office before procuring any inaccessible vehicle. Such public entities not receiving FTA funds shall also file the certification with the appropriate state program office. Such public entities receiving FTA funds under any other section of the FT Act must file the certification with the appropriate FTA regional office. This certification is valid for no longer than one year from its date of filing.

John King
(Name of authorized official)

Freeholder Director
(Title)


(Signature)

Date: 6/18/15

DISCLOSURE OF LOBBYING ACTIVITIES (LLL Form)

Complete form to disclose lobbying activities pursuant to 31 U.S.C. 1352. Attach as NJT Attachment O.

N/A – My agency does not engage in any lobbying activities

<p>1. Type of Federal: _____</p> <p>a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance</p>	<p>2. Status of Federal Action: _____</p> <p>a. bid/offer/application b. initial award c. post-award</p>	<p>3. Report Type: _____</p> <p>a. initial filing b. material change</p> <p>For Material Change Only: Year _____ Quarter _____ Date of last report _____</p>		
<p>4. Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, <i>if known:</i></p> <p>Congressional District, <i>if known:</i></p>		<p>5. If Reporting Entity in No 4 is a Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, <i>if known:</i></p>		
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>C DFA Number, <i>if applicable</i> _____</p>			
<p>8. Federal Action Number, <i>if known:</i></p>	<p>9. Award Amount, <i>if known:</i> \$ _____</p>			
<table style="width:100%; border: none;"> <tr> <td style="width:50%; border: none; vertical-align: top;"> <p>10. a. Name and Address of Lobbying Registrant address if <i>(if individual, last name, first name, MI):</i></p> </td> <td style="width:50%; border: none; vertical-align: top;"> <p>b. Individuals performing services including different from no. 10a) <i>(last name, first name, MI):</i></p> </td> </tr> </table>			<p>10. a. Name and Address of Lobbying Registrant address if <i>(if individual, last name, first name, MI):</i></p>	<p>b. Individuals performing services including different from no. 10a) <i>(last name, first name, MI):</i></p>
<p>10. a. Name and Address of Lobbying Registrant address if <i>(if individual, last name, first name, MI):</i></p>	<p>b. Individuals performing services including different from no. 10a) <i>(last name, first name, MI):</i></p>			
<p>11. Information request through this form is authorized by title 31 U. S.C Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will available for public inspection. Any person who fails to file the required disclosure shall be subject to civil penalty of not less then 10,000 and no more then \$100,000 for each such failure.</p>	<p>Signature: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Telephone No.: _____</p> <p>Date: _____</p>			
<p><i>Federal Use Only:</i> _____ <i>Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)</i></p>				

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract, grant, or loan award number, the application/proposal control number assigned by the Federal agency.) Include prefixes, e.g. "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. A) Enter the full name, address, city, state and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.
 B) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter last name, first name and middle initial (MI).
11. The certifying official shall sign and date the form; print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-10046), Washington, DC 20503.

LOBBYING CERTIFICATION

Attach as NJT Attachment P

(Required)(An authorized representative of the applicant must sign and submit this certification.)

The undersigned applicant certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to a person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriate funds have been paid or will be paid to any person for making lobbying contracts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure form to Report Lobbying," in Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et. seq.)
- (3) The undersigned shall require that the language of this certification be included in the award documents or all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the 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. [Note: Pursuant to 31 U.S.C. § 1352(c)(1)–(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Applicant certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801, et seq., apply to this certification and disclosure, if any.

Signature of Applicant's Authorized Representative: _____

Print Name of Applicant's Authorized Representative: _____

Title of Applicant's Authorized Representative: _____

Date _____

(For those counties who subcontract out their services please have your vendors sign off on the required lobbying certifications. This is collected during annual Certifications and Assurances mailing.)

See NJT Attachment P as required.

Civil Rights

Equal Employment Opportunity (EEO)

An EEO program is required if an applicant in previous Federal fiscal year (only FTA funds) - received in excess of \$1 million or planning assistance in excess of \$250,000 and has 50 or more mass transit related employees.

For the period July 1, 2015 through December 31, 2016, answer the following:

1. Is the applicant required to have an EEO Program?
 Yes No
 - a. If yes, does the applicant have an approved program in place?
 Yes No
 - b. If no required program is in place, provide estimated date of completion.
Date:
2. Were any complaints received between the period July 1, 2014 and June 30, 2015?
 Yes No

If yes, summarize complaints, any informal or formal EEO complaints (only from transit related employees) received, and describe how these complaints were addressed or resolved.

ADA

Did applicant make reasonable accommodations for employees and/or passengers with disabilities during the past year in accordance with Title III of the ADA?

Yes No

If yes, explain. **Due to the nature of the services provided, reasonable accommodations for the disabled are made, but not specifically tracked.**

Title VI

Does your agency have a current approved Title VI program submitted to NJ TRANSIT?

Yes No **Plan submitted in May 2015; CAP being processed**

Has your agency received any complaints, investigations or lawsuits alleging discrimination in the delivery of transportation service within the last three years?

Yes No

If yes, provide a description of the allegation and the current status and/or outcome.

Has any federal entity conducted a Title VI compliance review of your agency within the last three years?

Yes No

If yes, provide the following:

- Purpose/Reason for Review
- Name of the Agency that Performed the Review
- Summary of Findings/Recommendations
- Status and/or Disposition

Do you have any pending grant applications to other federal agencies (besides FTA)?

Yes No

If yes, provide a brief description of pending applications to other federal agencies.

Has your agency had a finding of noncompliance by any other federal agency?

Yes No

5311 Budget Request FTA Non-Urbanized Area Formula Program (Section 5311)

**July 1, 2015 - Dec 31, 2015
Project Budget Request (include Match)**

Operating	Budget Request
Total Operating	\$298,898.00
(-Fares)	(\$20,000.00)
(-Donation)	
Total Operating Deficit	\$278,898.00
Administrative	Budget Request
Total Administrative	
Capital	Budget Request
Total Capital	
GRAND TOTAL	\$278,898.00

**January 1, 2016 - Dec 31, 2016
Project Budget Request (include Match)**

Operating	Budget Request
Total Operating	\$599,294.00
(-Fares)	(\$41,500.00)
(-Donation)	
Total Operating Deficit	\$557,794.00
Administrative	Budget Request
Total Administrative	
Capital	Budget Request
Total Capital	
GRAND TOTAL	\$557,794.00

Rolling Stock

Only fill Table 17 if you are purchasing rolling stock under the 5311 grant.

If you are applying for rolling stock your Section 5311 contract will be reduced for the cost of the vehicle (s). NJ TRANSIT purchases all rolling stock on behalf of our FTA subrecipients. In addition there is a required local match of 10% for capital purchases. The subrecipient is given a choice at time of vehicle purchase to pay the 10% local match either by: 1) being invoiced by NJ TRANSIT for the 10% match or 2) if subrecipient receives SCDRTAP funds we will reduce by budget modification your SCDRTAP contract at time of purchase by an amount equal to the 10% cost of vehicle.

Table 17

	Budget Grant Approval (Shows current fleet numbers)	Amount of Change (Shows additions to fleet if expansion)	After Grant Approval (Shows final fleet total after grant is relieved)
I. Active Fleet			
A. Peak Requirement			
B. Spares			
C. Total(A+B)			
D. Spare Ratio(B/A)			
II. Inactive Fleet			
A. Contingency Reserve			
B. Pending Disposal			
C. Total (A+B)			
III. Total Fleet			
(IC + IC)			

Fleet Replacement

If Section 5311 vehicle is being purchased is for replacement fill in this section, regardless of funding source.

Make/Model:

Year of Manufacture:

Vehicle I.D. Number (VIN):

N/A

Month/Year Placed in Revenue Service:

Accumulated Revenue Miles:

Estimated Month/Year to be Taken Out of Revenue Service:

Condition:

Original Grant Purchased Under:

Capital Public Notice Requirement

As per the FTA there must be an opportunity for public review and comment for all FTA funded capital projects. To comply with this requirement all Section 5311 subrecipients awarded a capital project (vehicle, mobility management project and/or other capital equipment) must do a public notice in a newspaper soliciting public comment. A public hearing is only required if the capital project has a significant economic, social or environmental impact in the community.

PUBLIC NOTICE

Notice is hereby given that _____ has made application to
Agency Name

NJ TRANSIT for _____ to assist in providing
How many and what type of vehicles

transportation to general public in rural areas of _____, New Jersey. This project
List areas utilizing vehicle(s)

will be partially funded with FTA S5311 funds under a grant submitted to the Federal Transit Administration.

Any interested party who has a significant, social, economic or environmental interest is invited to provide comments within 30 days to:

(Name of Subrecipient)
(Address)

PLEASE NOTE:

When returning application, please include: Original notarized copies of Public Notices that actually appeared in the newspaper on two separate days. (Raised seal not required as long as the newspapers provide a certification and proof of publication.) Attach as NJT Attachment Q.

N/A

Financial Management Systems

1. Does the applicant have fiscal control and accounting procedures sufficient to do the following:
 - a. Permit the preparation of reports necessary to comply with program and statutory requirements.
Yes No
 - b. Permit the tracking of funds to ensure that funds have not been used in violations of restrictions and prohibitions applicable to program.
Yes No
2. Please describe accounting system used – include name of system.
The County's accounts payable system is Edmunds. Internally, Excel spreadsheets are maintained to produce monthly reporting.
3. Do you keep separate accounting records for this project?
Yes No

Suspension and Debarment

It is the Section 5311 subrecipient's responsibility to ensure that none of their third party contractors are debarred, suspended, ineligible or voluntarily excluded from participation in FTA funded projects.

Has the required suspension/debarment clause been included in bid specs (services or capital) and the final contract for all third party contracts over \$25,000 utilizing FTA Section 5311 funds? (For bid specs and contracts covering 2014-2015 contract year)
Yes No

Prior to entering into third party contracts over \$25,000 (services or capital) must review the website System for Awards Management (SAM) at www.sam.gov. The new website sam.gov provides a more detailed profile of the vendor including disbarment, DUNS number and federal debt then previous excluded party listing system website. (Subrecipient should print screen which would show date website was checked and verify whether vendor was NOT debarred or suspended from participating in federally funded contracts.)

Did subrecipient check the Systems for Awards Management prior to entering into contract with vendor during 2014-2015?
Yes No

Local In-Kind Match and Match Source

Do you plan on using an in-kind match for 2015-2016?

Yes No

*If yes, what is the total amount and source(s)?

Total Amount \$ _____ Source(s): _____

*Documentation must be submitted by applicants who indicated they would be providing an in-kind match in period July 1, 2015 through December 31, 2016.

Provide breakdown of proposed match dollars for 2015-2016 contract years in Table 18.

Table 18

Funding Match Source	Match Amount
Local Funds: (list) COUNTY FUNDS	\$259,173.00
State Funds: (list) (i.e. Human Service funding)	
Revenue Contracts (list) (i.e. vehicle advertising contracts list indicate revenue source/contracts used as match)	
SCDRTAP funding	
In-Kind (list)	
Other specify	

Special Section 5333(b)

The attached Special Warranty and the procedures incorporated therein represent the understandings of the Department of Labor and the Department of Transportation with respect to the formula Grant Program for Areas Other Than Urbanized Areas (C.F.R. U.S.C. Section 5311)

The Department of Transportation will make this Special Warranty a part of the contract of assistance between the U. S. Department of Transportation and each state agency designated to receive and administer funds under Section 5311 of the Urban Mass Transportation Act of 1964, as amended.

The Secretary of Labor has found that the terms and conditions of the Special Warranty meet the requirements of Section 5333(b) of the Urban Mass Transportation Act of 1964, as amended. Accordingly, the Secretary of Labor hereby makes the certification that inclusion of these terms and conditions in formula grant contract for small urban and rural program grants meets the requirements of Section 5311 of the Urban Mass Transportation Act of 1964, as amended.

A. General Application

The Public Body (A) agrees that, in the absence of waiver by the Department of Labor, the terms and conditions of this warranty, as set forth below, shall apply for the protection of the transportation related employees of any employer providing transportation services assisted by the Project (Recipient), and the transportation related employees of any other surface public transportation providers in the transportation service area of the project.

The Public Body shall provide to the Department of Labor and maintain at all times during the Project an accurate, up-to-date listing of all existing transportation providers which are eligible Recipients of transportation assistance funded by the Project, in the transportation service area of the Project, and any labor organizations representing the employees of such providers.

Certification by the Public Body to the Department of Labor that the designated Recipients have indicated in writing acceptance of the terms and conditions of the warranty arrangement will be sufficient to permit the flow of Section 5311 funding in the absence of a finding of non-compliance by the Department of Labor.

B. Standard Terms and Conditions

The Project shall be carried out in such a manner and upon such terms and conditions as will not adversely affect employees of the Recipient and of any other surface public transportation provider in the transportation service area of the Project. It shall be an obligation of the Recipient and any other legally responsible party designated by the Public Body to assure that any and all transportation services assisted by the Project are contracted for and operated in such a manner that they do not impair the rights and interest of affected employees. The term a Project, as used herein, shall not be limited to the particular facility, service, or operation assisted by Federal funds, but shall include any changes, whether organizational, operational, technological, or otherwise, which are a result of the assistance provided. The phrase "as a result of the Project," shall when used in this arrangement, include events related to the Project occurring in anticipation of, during, and subsequent to the Project and any program of efficiencies or economies related thereto; provided, however, that volume rises and falls of business, or changes in volume and character of employment brought about by causes other than the Project (including any economies or efficiencies unrelated to the Project) are not within the purview of this arrangement.

An employee covered by this arrangement, who is not dismissed, displaced or otherwise worsened in his position with regard to his employment as a result of the Project, but who is dismissed, displaced or otherwise worsened solely because of the total or partial termination of the Project, discontinuance of Project services, or exhaustion of Project funding shall not be deemed eligible for a dismissal or displacement allowance within the meaning of paragraphs (6) and (7) of the Model agreement or applicable provisions of substitute comparable arrangements.

(a) Where employees of a Recipient are represented for collective bargaining purposes, all Project services provided by that Recipient shall be provided under an in accordance with any collective

bargaining agreement applicable to such employees which is then in effect.

- (b) The Recipient or legally responsible party shall provide to all affected employees sixty (60) days notice of intended actions which may result in displacements or dismissal or rearrangements of the working forces. In the case of employees represent by a union, such notice shall be provided by certified mail through their representatives. The notice shall contain a full and adequate statement of the proposed changes, and an estimate of the number of employees affected by the intended changes, and the number and classifications of any jobs in the Recipient=s employment available to be filled by such affected employees
- (c) The procedures of this subparagraph shall apply to cases where notices involve employees represented by a union for collective bargaining purposes. At the request of either the Recipient or the representatives of such employees' negotiations for the purposes of reaching agreement with respect to the application of the terms and conditions of this arrangement shall commence immediately. If no agreement is reached within twenty (20) days from the commencement of negotiations, any party to the dispute may submit the paragraph (4) of this warranty. The foregoing procedures shall be complied with and carried out prior to the institution of the intended action.

For the purpose of providing the statutory required protections including those specifically mandated by Section 5333(b) of the Act, the Public Body will assure as a condition of the release of funds that the Recipient agrees to be bound by the terms and conditions of the National (Model) Section 5333(b) Agreement executed July 23, 1975, identified below², provided that other comparable agreements may be substituted therefore, if approved by the Secretary of Labor and certified for inclusion in these conditions.

Any dispute or controversy arising regarding the application, interpretation, or enforcement of any of the provisions of this arrangement which cannot be settled by and between the parties at interest within thirty (3) days after the dispute or controversy first arises, may be referred by any such party to any final and binding disputes settlement procedure acceptable to the parties, or in the event they cannot agree upon such procedure, to the Department of Labor or an impartial third party designated by the Department of Labor for final and binding determination. The compensation and expenses of the impartial third party, and any other jointly incurred expenses shall be borne equally by the parties to the proceeding and all other expenses shall be paid by the party incurring them.

In the event of any dispute as to whether or not a particular employee was affected by the Project, it shall be his obligation to identify the Project and specify the pertinent facts of the Project relied upon. It shall then be the burden of either the Recipient or other party legally responsible for the application of these conditions to prove that factors other than the Project affected the employees. The claiming employee shall prevail if it is established that the Project had an effect upon the employee even if other factors may also have affected the employee.

The Recipient or other legally responsible party designated by the Public Body will be financially responsible for the application of these conditions and will make the necessary arrangements so that any employee covered by these arrangements, or the union representative of such employee, may file claim of violation of these arrangements with the Recipient within sixty (60) days of the date he is terminated or laid off as a result of the Project, or within eighteen (5311) months of the date his position with respect to his employment is otherwise worsened as a result of the Project. In the latter case, if the events giving rise to the claim have occurred over an extended period, the 18-month limitation shall be measured from the last such event. No benefits shall be payable for any period prior to six (6) months from the date of the filing of any claim.

Nothing in this arrangement shall be construed as depriving any employee of any rights or benefits which such employee may have under existing employment or collective bargaining agreements, nor shall this arrangement be deemed a waiver of any rights of any union or of any represented employee derived from any other agreement or provision of federal, state or local law.

In the event any employee covered by these arrangements is terminated or laid off as a result of the Project, he shall be granted priority of employment or reemployment to fill any vacant position within the control of the Recipient for which he is, or by training or retraining within a reasonable period can become qualified. In the event training or retraining is required by such employment or

reemployment, the Recipient or other legally responsible party designated by the Public Body shall provide, or provide for, such training or retraining at no cost to the employee.

The Recipient will post, in a prominent and accessible place, a notice stating that the Recipient has received federal assistance under the Urban Mass Transportation Act and has agreed to comply with the provisions of Section 5333(b) of the Act. This notice shall also specify the terms and conditions set forth herein for the protection of employees. The Recipient shall maintain and keep on file all relevant books and records in sufficient details as to provide the basic information necessary to the proper application, administration, and enforcement of these arrangements and to the proper determination of any claims arising thereunder.

Any labor organization which is the collective bargaining representative of employees covered by these arrangements, may become a party to these arrangements by serving written notice of its desire to do so upon the Recipient and the Department of Labor. In the event of any disagreement that such labor organization represents covered employees, or is otherwise eligible to become a party to these arrangements, as applied to the Project, the dispute as to whether such organization shall participate shall be determined by the Secretary of Labor.

In the event the Project is approved for assistance under the Act, the foregoing terms and conditions shall be made part of the contract of assistance between the federal government and the Public Body or Recipient of federal funds; provided, however, that this arrangement shall not merge into the contract of assistance, but shall be independently binding and enforceable by and upon the parties thereto, and by any covered employee or his representative, in accordance with its terms, nor shall any other employee protective agreement merge into this arrangement, but each shall be independently binding and enforceable by and upon the parties thereto, in accordance with its terms.

C. Waiver

As a part of the grant approval process, either the recipient or other legally responsible party designated by the Public Body may in writing seek from the Secretary of Labor a waiver of the statutory required protections. The Secretary will waive these protections in cases, where at the time of the requested waivers, the Secretary determines that there are no employees of the Recipient or of any other surface public transportation providers in the transportation services area who could be potentially affected by the Project. A 30-day notice of proposed waiver will be given by the Department of Labor and in the absence of timely objection; the waiver will become final at the end of the 30-day notice period. In the event of timely objection, the Department of Labor will review the matter and determine whether a waiver shall be granted. In the absence of waiver, these protections shall apply to the Project.

5333(b) Certification Letter

Attach as NJT Attachment R

Date:

Steve Fittante, Director
NJ TRANSIT
Local Programs and Minibus Support
One Penn Plaza East, 4th floor
Newark, New Jersey 07105-2246

Dear Mr. Fittante:

The Name of Applicant has made application to NJ TRANSIT and the Federal Transit Administration pursuant to Section 5311 of the Federal Transit Act, as amended for a mass transportation grant to assist in the reimbursement of operating and/or non-operating expenses for the period July 1, 2015 to December 31, 2016.

The Name of Applicant agrees that, in absence of a waiver by the Department of Labor the terms and conditions of the Special Section 5333(b) Warranty shall apply for the protection of the employees of any employer providing transportation service assisted by the Project, and the employees of any other surface public transportation providers which are eligible recipients, in the transportation service area of the Project. The Warranty arrangement shall be made part of the contract of assistance and shall be binding and enforceable by and upon the parties thereto, by any covered employee or his representative.

Additionally, pursuant to Section (A) of the Special Section 5333(b) Warranty, included with this submission is a listing of all transportation providers in the geographic area of our project and any labor organizations representing the employees of such providers.

Sincerely,

Signature of Authorized Representative
Title

See NJT Attachment R as required.

Listing of Operators and Union Representatives

As part of the 5333(b) warranty process applicants must submit an accurate and up-to-date listing of all existing transportation providers in the Section 5311 service area of the project. Applicants must also include any labor organizations representing such providers. A complete statewide list (Addendum C) is submitted by NJ TRANSIT to the US Department of Labor. Do not include NJ TRANSIT as a transportation provider in your area.

Submit all changes on Table 16 below (include any additions, deletions or changes to the transportation providers listed in Addendum C – do not retype information from or on Addendum C). Note if a (D)eleation, (A)ddition or (C)hange to Addendum by adding a (D), (A) or (C) after the name of the provider in the first column. If “no changes” indicate that below.

To assist you we also included a list of major private for-profit transportation providers in the state on Addendum A. Take note that other organizations including taxi and private non-profit organizations may provide transportation and have union representation as well and should be listed.

Note to applicant – include your county and indicate if there is a driver union.

Table 16

Other Transportation Providers in Section 5311 Service Area	Name of Union	Union Address	Union Phone Number	E-Mail Address of Union
No Changes				

Sample of Required S5311 and Innovative Grant Application Cover Letter

Attach as NJT Attachment S

Date

Steve Fittante, Director
NJ TRANSIT
Local Programs and Minibus Support
One Penn Plaza East, 4th floor
Newark, New Jersey 07105-2246

Dear Mr. Fittante:

The (Name of Applicant) is hereby applying for a grant under FTA Section 5311 of the Federal Transit Act, as amended. The approval of this grant will enable public transportation services to be available to the small urban and rural residents of our service area.

(Name of Applicant) is requesting Non Operating and/or Operating Assistance for the period July 1, 2015 – December 31, 2016. The total amount of federal and state funds requested is as follows:

July 2015- December 2016 NEW ALLOCATION

	OPERATING	NON-OPERATING
FTA Section 5311 Funds:		
State match funds:		
Local match funds:		
Total:		

January 2016- December 2016 Innovation Grant (Operating only)

	OPERATING
FTA Section 5311 Funds:	
State match funds:	
Local match funds:	
Total:	

To my knowledge, all information provided in support of this application is true and correct. If you have questions or require additional information, contact Name and Title of Principal Organization Contact and Phone Number.

Sincerely,

(Signature of Authorized Representative of Applicant)

Print Name

Title of Authorized Representative of Applicant

See NJT Attachment S as required.

5311 Applicant Authorizing and Supporting Resolution

The applicant must also attach a supporting resolution in the application if any portion of the Applicant's local match comes from another organization, municipality, government entity or other funding source. Below is Sample Text for Authorizing Resolution. Attach as NJT Attachment T

Resolution authorizing the filing of an application to NJ TRANSIT and the Department of Transportation, United States of America, on behalf of (Subrecipient) for a grant under the Federal Transit Act, as amended.

WHEREAS, the Secretary of Transportation is authorized to make grants for a general public transportation program of projects in other than urbanized areas under Section 5311 of the Federal Transit Act, as amended;

WHEREAS, the grant for financial assistance will impose certain obligations upon the Subrecipient (Legal Name of Applicant), including the provision of the local share of the project costs in the program;

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1965, that in connection with the filing of an application for assistance under the Federal Transit Act, as amended, the Subrecipient gives an assurance that it will comply with Title VI and EEO requirements of the Civil Rights Act of 1964 and U.S. Department of Transportation requirements; and

WHEREAS, the Subrecipient is required to adhere to the requirements as specified in the U.S. Department of Transportation's Minority Business Enterprise (MBE) regulation set forth in 49 C.F.R. Part 23, Subpart D.

NOW, THEREFORE, BE IT RESOLVED BY (Name of Governing Body)

1. That (Title of Applicant's Designated Official) is authorized to execute and file an application on behalf of Subrecipient (Legal Name of Applicant) with NJ TRANSIT who as the Designated Recipient will apply to the U.S. Department of Transportation requesting aid in the financing of administration, capital and/or operating assistance projects pursuant to Section 5311 of the Federal Transit Act, as amended.
2. That (Title of Applicant's Designated Official) is authorized to execute and file with such applications and assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI and EEO requirements of the Civil Rights Act of 1964.
3. That (Title of Applicant's Designated Official) is authorized to set forth and execute affirmative minority business policies pursuant to 47 C.F.R. Part 23, Subpart D.
4. That (Title of Authorized Representative) is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the application.
5. That (Title of Applicant's Designated Official) is authorized to execute grant agreements on behalf of Legal Name of Applicant for aid in the financing of the administration, capital and/or operating assistance.
6. That (Governing Body of Applicant) hereby authorize the amount of (\$ amount) be obligated as the local share required under the provisions of the grant application.

See NJT Attachment T as required.

Addendum A – A List of Private Bus Operators Serving New Jersey

<p>Aristocrat Limo & Bus Co. 354 Kingston Road Parsippany, NJ 07054 973-887-2726 Fax: 973-884-1880 Mr. Robert Wright Mrs. Brenda Baxter Safety Director: Richard Wright</p>	<p>Atlantic Express Coachways, Inc. 7 North Street Staten Island, NY 10302 718-556-8078 FAX: 718-556-8042 Ms. Laura Cagnetta Safety Director: Mr. Ron Caruso</p>	<p>Ayan Travel, Inc. 149 17th Avenue Elmwood Park, NJ 07407 973-340-8750 FAX: 973-340-8759 E-MAIL: ayanbus@yahoo.com Ms. Beverly Corasio</p>
<p>Bestway Coach Express, Inc. 2 Mott Street Suite 705 New York, NY 10013 212-608-8988 FAX: 212-608-9169 E-MAIL: info@bestwaycoach.com WEBSITE: www.bestwaycoach.com Mr. Wilson Cheng Mr. Kelvin Chan</p>	<p>Campdown Bus Lines, Inc. 126-140 Frelinghuysen Avenue Newark, NJ 07114-1633 973-242-6100 FAX: 973-242-4123 E-MAIL: campdownbus@verizon.net Mr. Thomas M. Zambolla</p>	<p>Carefree Bus Tours 45 Somerset Place Clifton, NJ 07017 1-800-640-9429 973-778-4000 FAX: 973-778-4610 E-MAIL: CBL4000@aol.com Mr. Paul Lenoir</p>
<p>Classic Tours/Classic Cruisers, Inc. 1533 Prospect Street Lakewood, NJ 08701 732-657-1144 FAX: 732-367-8233 By request only Mr. Mark R. Waterhouse</p>	<p>Coachman International Tours, Inc. P.O. Box 8328 Haledon, NJ 07538 201-398-9855 FAX: 201-398-9855 EMAIL: coachmanintl@optonline.net Mr. Richard Jaeger Ms. Pauline Wolthouse, VP</p>	<p>Coastal Coach 603 Whildam Ave N. Cape May, NJ 08204 609-602-2271 FAX: 609-345-5300 E-MAIL: tidi03@aol.com Mr. Tim Generale</p>
<p>Express Tours, Inc./Golden Express 15 Division Street 3rd Floor New York, NY 10002 212-966-8433 FAX: 212-343-7207 Mr. Richard Chow Ms. May Chow</p>	<p>Greyhound Lines, Inc. 3104 Pacific Avenue Atlantic City, NJ 08401 609-345-5921 FAX: 609-345-5927 Mr. Nate Karp E-MAIL: nkarp@greyhound.com</p>	<p>Infinity Tours, Inc. 6013 Al Ventura Road Wallington, NJ 07057 201-507-5055 FAX: 201-507-5001 Ms. Mary Ann Kamrowski Safety Director: Mr. Tom Boyle</p>
<p>Jay/Nay Travel PMB 106-621 Beverly Rancocas Road Willingboro, NJ 08046 609-877-7127 FAX: 609-877-7546 E-MAIL: sales@jayandnaytravel.com WEBSITE: www.jayandnaytravel.com Mr. John Mills Ms. Renee Mills</p>	<p>Lakeland Bus Lines, Inc. PO Box 898 425 E. Blackwell Street Dover, NJ 07802-0898 973-366-0600 Ext. 632 FAX: 973-366-8012 E-MAIL: taylor@lakelandbus.com WEBSITE: www.lakelandbus.com Mr. Tom Taylor Ext. 632 Mr. Tom Graves</p>	<p>Leprechaun Lines, Inc 100 Leprechaun Lane New Windsor, NY 12550 845-565-7900 FAX: 845-565-1220 E-MAIL: fgallagher@leprechaunlines.com Mr. Frank Gallagher</p>
<p>Lion Trailways Hornet and Ranger Roads Rio Grande, NJ 08242 609-889-0925 FAX: 609-889-0033 E-MAIL: info@lionbus.com WEBSITE: www.lionbus.com Mr. Nick Paglione</p>	<p>Martz Lines 239 Old River Road Wilkes-Barre, PA 18702 570-821-3838 FAX: 570-821-3813 E-MAIL: shenry@martzgroup.com WEBSITE: www.martzgroup.com Mr. Scott E. Henry</p>	<p>Passaic Valley Coach Lines 71 River Road Chatham, NJ 07928-1930 973-635-2374 FAX: 973-635-0199 E-MAIL: www.wayne@passaicvalleycoach.com WEBSITE: passaicvalleycoach.com Mr. Wayne Braunwarth</p>
<p>Peter Pan Bus Lines 25 County Avenue Secaucus, NJ 07094 201-866-6001 FAX: 201-866-6234 E-MAIL: frank@peterpanbus.com WEBSITE: www.peterpanbus.com Mr. Frank Farrow</p>	<p>Raritan Valley Bus Service PO Box 312 Metuchen, NJ 08840-0312 732-549-1212 FAX: 732-549-1168 E-MAIL: www.raritanvalleybus.com Mr. Steve Yelencsics Mr. Steve Yelencsics, Jr.</p>	<p>Safety Bus 7200 Park Avenue Pennsauken, NJ 08109 856-665-2662 FAX: 856-665-0658 Mr. Thomas Dugan, Jr.</p>

<p>Sheppard Bus Service 35 Rockville Road Bridgeton, NJ 08302 856-451-4004 FAX: 856-453-1620 E-MAIL: john@sheppardbus.com Mr. John Sheppard Mr. Ken Sheppard</p>	<p>Starr Tours 2531 E. State Street Trenton, NJ 08619 609-587-0626 FAX: 609-587-3052 E-MAIL: msussman@startours.com Mr. Mitchell Sussman</p>	<p>Stout's Charter Service, Inc. 20 Irven Street Trenton, NJ 08638 609-883-8891 FAX: 609-883-6682 E-MAIL: vivian@stoutsbu.com WEBSITE: www.stoutsbu.com Mr. Harry Stout Mr. Shawn Stout</p>
<p>Trans-Bridge Lines 2012 Industrial Drive Bethlehem, PA 18017 610-868-6001 Ext. 122 FAX: 610-868-9057 WEBSITE: www.transbridgebus.com Mr. Tom JeBran Mr. Len Marzen</p>	<p>Travelynk, INC 52 Bailly Drive Burlington, NJ 08016 201-232-0563 FAX: 201-232-0563 Michael Rodriguez</p>	<p>Triple D Travel PO Box 3208 Hamilton, NJ 08619 609-631-0200 FAX: 609-631-0047 Mr. David A. Tenney</p>
<p>Trolley Tours, Inc. 216 North Main Street (Route 9) PO Box 418 Forked River, NJ 08731-0418 609-971-6699 800-468-0446 FAX: 609-971-6341 E-MAIL: ronalfailace@hotmail.com WEBSITE: www.trolleytoursinc.net Ronald R. Failace, President</p>	<p>Vanderhoof Transportation 18 Wilfred Street West Orange, NJ 07052 973-325-0700 FAX: 973-669-9639 WEBSITE: www.evanderhoof.com Mr. Edward Vanderhoof</p>	<p>Via Bus 19 Tilton Street Hammonton, NJ 08037 609-567-7705 800-890-4756 FAX: 609-567-2328 Mr. Glenn Davis</p>
<p>Villani Bus Company 811 East Linden Avenue Linden, NJ 07036 908-862-3333 FAX: 908-474-8058 Mr. Dee Villani</p>	<p>Coach USA Northeast Region 349 First Street Elizabeth, NJ 07206 908-354-3330 FAX: 908-994-9338 E-MAIL: john.emberson@coachusa.com Mr. John Emberson</p>	<p>Community Coach 160 South Route 17 North Paramus, NJ 07652 201-225-7515 FAX: 201-225-7590 E-MAIL: jon.nguyen@coachusa.com Jon Nguyen</p>
<p>Olympia Trails 349 First Street Elizabeth, NJ 07206 908-354-3330 ext. 232 FAX: 908-994-9355 E-MAIL: jim.rutherford@coachusa.com Mr. Jim Rutherford</p>	<p>Rockland Coaches 180 Old Hook Road Westwood, NJ 07675 201-263-1254 ext. 418 FAX: 201-664-8036 E-MAIL: david.gee@coachusa.com Mr. David Gee</p>	<p>Short Line/Hudson Transit/Coach USA 4 Leisure Lane Mahwah, NJ 07430 201-529-3666 ext. 1036 FAX: 201-529-0221 E-MAIL: George.Grieve@coachusa.com WEBSITE: george.grieve@coachusa.com Mr. George Grieve</p>
<p>Suburban Transit 750 Somerset Street New Brunswick, NJ 08901 732-249-1100 ext. 201 FAX: 732-545-7015 WEBSITE: ronald.kohn@coachusa.com Mr. Ronald Kohn</p>		

Addendum B – Designated Leads for Human Services Transportation Coordination Plan

County	Lead	E-mail	Phone Number
Atlantic	Mr. Carl Lindow	lindow_carl@aclink.org	609-645-7700 x4058
Bergen	Mr. Tom Murphy	tmurphy@co.bergen.nj.us	201-336-3380
Burlington	Mr. Bill Stewart	wstewart@co.burlington.nj.us	609-265-5788
Camden	Ms. Carol Miller Mr. Bob Damminger	cmiller@sjta.com	856-427-0988
Cape May	Mr. Dan Mulraney	dmulraney@co.cape-may.nj.us	609-889-3700 x107
Cumberland	Ms. Barbara Nedohon	barbarane@co.cumberland.nj.us	856-453-2220
Essex	Ms. Jaklyn DeVore	jdevore@seniors.essexcountynj.org	973-395-8392
Gloucester	Mr. Mark Seigel	mseigel@co.gloucester.nj.us	856-686-8362
Hudson	Ms. Darice Toon	dtoon@hcnj.us	201-369-5280 x4231
Hunterdon	Ms. Tara Shepherd	tara@hart-tma.com	908-788-5553
Mercer	Mr. Martin DeNero	mdenero@mercercounty.org	609-530-1970 x17
Middlesex	Ms. Beverly Briggs	beverly.briggs@co.middlesex.nj.us	732-745-4029
Monmouth	Ms. Kathy Lodato	kathleen.lodato@co.monmouth.nj.us	732-577-6731
Morris	Ms. Lauren Burd	lburd@co.morris.nj.us	973-829-8105
Ocean	Mr. David Fitzgerald	dfitzgerald@co.ocean.nj.us	732-736-8989 x235
Passaic	Mr. John McGill Ms. Mary Kuzinski	johnm@passaiccountynj.org maryk@passaiccountynj.org	973-305-5763 / 5758 973-569-4070
Salem	Mr. Ray Bolden	rbolden@salemcountynj.gov	856-935-7510 x8317
Somerset	Ms. Yvonne Manfra	manfra@co.somerset.nj.us	908-231-7116
Sussex	Ms. Carol Novrit	cnovrit@xbp.dhs.state.nj.us	973-383-3600 x5152
Union	Ms. Karen Dinsmore	kdinsmore@ucnj.org	908-527-4809
Warren	Ms. JanMarie McDyer	jmcdyer@co.warren.nj.us	908-475-6080

SECTION VIII FTA SECTION 5311 INNOVATION GRANT

Purpose

The FTA Section 5311 Innovation Grant is a designation of a portion of unused **funding allocated to Section 5311 eligible counties** which is made available to these counties on a competitive application basis. The objective is to provide funding to promote integration of community transit services and NJ Transit bus and rail services in rural counties.

Grant Qualification Criteria

Project applications must meet the following standards in order to be eligible for competitive review:

1. Project must provide a **direct connection with an existing NJ Transit bus, private fixed route bus or rail service** either within or in a contiguous county
2. Route must serve residential origins **within the Census defined rural area**
3. The service must consist of a **deviated fixed route service with a service frequency of 60 minutes or less** during either peak or off-peak periods
4. Service must be provided on a **minimum of five days per week**
5. The proposed service may be **either a new service or an expansion of service span or frequency of an existing service** that provides direct connections to a rail station or an established bus route at either a route endpoint or key bus stop or station.
6. Submit a marketing plan which includes a commitment to provide a bus timetable that includes at minimum key time-points, a map with a designation of those key time-points, pickup/drop-off points, fare information, and connecting transit bus and rail services. The proposer must also provide a plan for a timetable distribution program including key residential, commercial and employment locations served and the proposed mode of ensuring that bus timetables are supplied and available to potential customers.
7. Proposed service operator must demonstrate the ability to meet operating requirements including but not limited to:
 - Meeting New Jersey Motor Vehicle Commission (NJMVC) requirements for operating authority and vehicle inspections if charging a fare
 - Demonstrate a vehicle fleet sufficient to meet the peak vehicle requirement for the service with a minimum 15% spare ratio in order to ensure that the daily peak vehicle requirement is met

Funding Requirements

Funding may be used only for direct operating expenses for the provision of vehicle services including driver salary and benefits, fuel, vehicle parts and maintenance labor or the cost of contract operated service.

Funding may NOT be used to cover operating expenses including operations management, dispatch and training. It is assumed that the existing system will be able to provide these direct operating support services within the context of the existing service or through other grant funding sources.

The applicant must demonstrate the financial capability to provide the required **25%** match which must be used in combination with the NJ Transit 25% match to support half of the direct operating expenses for the proposed service. Once approved projects have been Identified Resolutions will be requested.

A maximum of \$200,000.00 (including the applicant's 25% match) will be made available to a single project.

The service must meet a minimum threshold of four (4.0) passenger trips per revenue hour at the end of the initial service period. Services not meeting the minimum operating standard will not be eligible for continued funding in the next year.

Factors Supporting Proposed Section 5311 Innovation Grant Route Proposal

A. Percentage of low-income individuals (150% of poverty level) in project service area:

- | | |
|------------------------|-----------------|
| 0 – 20% _____ | 61 – 80% _____ |
| 21 – 40 % <u> X </u> | 81 – 100% _____ |
| 41 – 60% _____ | |

B. Percentage of zero-car and one auto households in project service area:

- | | |
|-----------------|-----------------------|
| 0 – 10% _____ | 21 – 40% <u> X </u> |
| 11 – 20 % _____ | Over 41% _____ |

C. Characteristics of proposed route deviation bus service (Check one)

- Proposed route is a new route deviation service
- Proposed route is an expansion of an existing route deviation service
- Proposed route serves at least one shopping center or village shopping area
- Proposed route serves at least one congregate (multi-family) residential building or apartment complex

D. Connection to Traditional Transit (Check all that apply)

- Connection provided to an existing NJT Rail, Bus or Private bus station/stop
- Connection provided during Peak Period (defined as 6-9 AM and 4-7 PM)
- Connection provided during Off-Peak period
- Connection provided to hub with three or more rail lines and/or bus routes

Project Description

Describe the parameters of your proposed route:

We are proposing a route that allows for the LINK dependent transportation residents to access NJT rail service out of Whitehouse Station Rail Station, Trans Bridge Bus service to NYC/ Doylestown PA and NJT Bus Route 114 and 117 with travel options throughout Somerset and Union Counties and then on to NYC as well as CAT 1R and CAT 2R services throughout Somerville and Branchburg.

How many vehicles will be used to operate this service?

Please note: If you are charging a mandatory fare you must meet New Jersey Motor Vehicle Commission (NJMVC) requirements for operating authority and vehicle inspections

We are proposing one vehicle operating from 6:00 am to 7:30 pm

Please describe your Marketing plan for this project:

Submit a marketing plan which includes a commitment to provide a bus timetable that includes at minimum key time-points, a map with a designation of those key time-points, pickup/drop-off points, fare information, and connecting transit bus and rail services.

Timetables must also include Route Deviation Policy, Nondiscrimination Policy, and Reasonable Accommodation Policy.

The proposer must also provide a plan for a timetable distribution program including key residential, commercial and employment locations served and the proposed mode of ensuring that bus timetables are supplied and available to potential customers.

Hunterdon County LINK will work with HART, RVCC and the Greater Raritan WIB to notify the public and employment seekers of this new Route. We will ask Bridgewater Commons Mall to include our information in their onsite information kiosk.

LINK currently has stops at the Flemington Shop Rite and the Whitehouse Train Station that hold on schedules and materials.

Final timetables will include all above policies.

Fare will be \$2.00 daily, unlimited service. We currently charge fares on all our routes.

Route Description

Provide Turn by Turn route description:

**Flemington Park and Ride make Left on Route 12
Flemington Shop Rite make Right on Route 202 / Route 31 North
Right on Route 523 to Whitehouse Station Train
Left on Route 523 to Route 22 East
Right on Route 22 East
Right on Route 28 to RVCC
Left on Route 28 to Bridgewater
Route 22 East to Commons Way in Bridgewater**

**Route 202 South to Flemington
Route 12 West to Flemington Park and Ride**

Provide a Map highlighting the route (Attach as Attachment U) **Map request into County GIS Department. To be submitted when received.**

Identify bus/rail or light rail service connection points along the route:

Span of Service

Provide a schedule identifying time points and trip times:

Flemington Park and Ride	6:00	7:35	9:10	10:45	12:10	1:45	3:20	5:00
Flemington Shop Rite	6:10	7:45	9:20	10:55	12:20	1:55	3:30	5:10
Whitehouse Train Station	6:35	8:10	9:45	11:10	12:45	2:20	3:55	5:35
CHUBB								5:50
Raritan Valley Community College	6:50	8:25	10:00	11:25	1:00	2:35	4:10	6:10
Bridgewater Commons Mall	7:05	8:40	10:15	11:40	1:15	2:50	4:25	6:20
Raritan Train								6:35

Number of Operating Days

Total annual Days of operations (Ex. 244 weekdays and 52 Saturdays)

247 Weekdays and 0 Weekends.

Number of Projected Daily Revenue Hours for each bus operated per day from route starting point to route ending point, not including deadhead from and to garage.

13.5 hours per day Monday through Friday.

Projected Operating Budget

Operating Budget	Budget Request
Driver Salaries/Fringe	
Third Party Contract Svcs	175,000.00
Maintenance & Repairs	
Materials Consumed (Fuel)	
Total Operating	
(-Fares)	(25,000.00)
(-Donation)	
GRAND TOTAL	150,000.00

Identify Source of Hard (Cash) 25% Match: Hunterdon County

NOTE: Operating Costs are limited to driver labor, driver benefits, third party contract services, fuel and/or maintenance costs.

Provide the number of Staff that will be charged to this grant. Do not list each individual Operator, Dispatcher, or Reservationist - list the number of these positions and percentage charged per grant:

N/A – not staff will be charged to grant.

SECTION IX- COMPLETE APPLICATION CHECKLIST OF DOCUMENTS

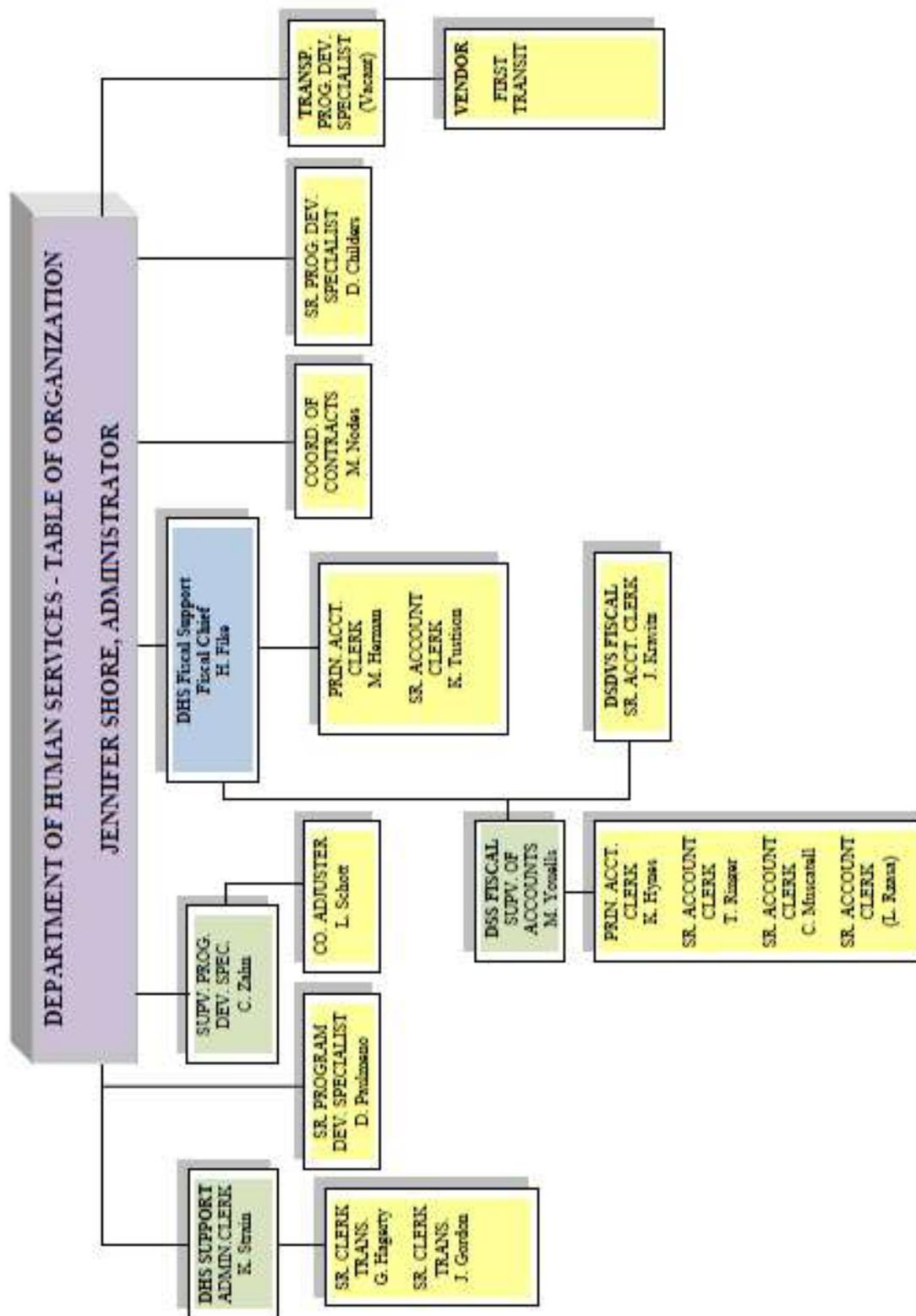
The following documents are to be attached to this application.

<input checked="" type="checkbox"/>	NJT Attachment A	Organizational Chart
<input type="checkbox"/>	NJT Attachment B	Vendor Organization Chart (if applicable)
<input checked="" type="checkbox"/>	NJT Attachment C	Policies and Procedures
<input checked="" type="checkbox"/>	NJT Attachment D	CHSTP Addendums/Updates
<input type="checkbox"/>	NJT Attachment E	CHSTP Written Agreements (if applicable)
<input type="checkbox"/>	NJT Attachment F	Contracts Program receives funds from (if applicable)
<input type="checkbox"/>	NJT Attachment G	Indirect Cost Plan (if applicable)
<input checked="" type="checkbox"/>	NJT Attachment H	Vehicle Inventory (use spreadsheet provided)
<input type="checkbox"/>	NJT Attachment I	Non-Vehicle Inventory (5311 only if applicable, use spreadsheet provided)
<input checked="" type="checkbox"/>	NJT Attachment J	Marketing Materials
<input checked="" type="checkbox"/>	NJT Attachment K1	Notarized Copies of Public Notice
<input checked="" type="checkbox"/>	NJT Attachment K2	List of Organizations for Public Hearing Notice
<input checked="" type="checkbox"/>	NJT Attachment K3	Large Print Vehicle Notice
<input checked="" type="checkbox"/>	NJT Attachment K4	Library Public Notice Information
<input checked="" type="checkbox"/>	NJT Attachment K5	Website Screen Shot Public Notice
<input type="checkbox"/>	NJT Attachment K6	CAC Meeting Public Notice
<input type="checkbox"/>	NJT Attachment K7	Public Hearing Transcript
<input checked="" type="checkbox"/>	NJT Attachment L	SCDRTAP Application Cover Letter
<input checked="" type="checkbox"/>	NJT Attachment M	SCDRTAP Resolution
<input checked="" type="checkbox"/>	NJT Attachment N	Opinion of Council Letter (5311 only)
<input checked="" type="checkbox"/>	NJT Attachment O	Disclosure of Lobbying Activities (5311 only)
<input checked="" type="checkbox"/>	NJT Attachment P	Lobbying Certification
<input type="checkbox"/>	NJT Attachment Q	Capital Public Notice (5311 only if applicable)
<input checked="" type="checkbox"/>	NJT Attachment R	5333(b) Certification Letter (5311 only)
<input checked="" type="checkbox"/>	NJT Attachment S	5311 Application Cover Letter
<input checked="" type="checkbox"/>	NJT Attachment T	5311 Resolution
<input type="checkbox"/>	NJT Attachment U	Innovative Grant Map (5311 only if applicable)

Excel Spreadsheet attachments

- 2014 Actual Expenditures by funding source
- 2016 Proposed budget by funding source
- Vehicle Inventory
- Non-Vehicle Assets

NJT ATTACHMENT A – Organizational Chart



H:\Colony-Chart\Chart\Chart2015 DHS ORG CHART.Abc

NJT ATTACHMENT D – HUMAN SERVICE TRANSPORTATION PLAN UPDATE

Broadening the Perspective: Community Transportation in Hunterdon County, NJ

An Update to the Coordinated County Human Services Transportation Plan

EXECUTIVE SUMMARY- FINAL



Prepared by:



HART Commuter Information Services

In coordination with:



Hunterdon County Department of Human Services

March 2015

1

Executive Summary

INTRODUCTION AND BACKGROUND

This document serves as a Summary Update to the Hunterdon County Department of Human Services Coordinated County Human Services Transportation Plan, originally developed in 2007 and previously updated in 2009.

The goals of this Update are to:

1. **Update demographic information** as available to evaluate potential changes in needs of transit needs of targeted populations- older adults, persons with disabilities and low income individuals.
2. **Update information on available transportation services** to determine any changes in levels of available service.
3. **Review and evaluate the current operation of The LINK** and provision of transportation services in Hunterdon County relative to ridership trends and survey results.
4. **Identify recommendations** for improving upon the existing consolidated approach to human services transportation for Hunterdon County residents with a key focus on providing these services within an increasingly constrained funding environment.



Background

Hunterdon County provides transportation service through a consolidated "LINK Transportation System" to all residents of the county, including the "targeted" populations noted above. This transportation has been provided throughout Hunterdon County since the mid- 1980's based upon the recommendations of the "Hunterdon County Transit System Plan" (1984) prepared by the consulting firm, Carter-Goble Associates.

The Hunterdon County LINK is comprised of two main services:

1. Flemington Shuffle- deviated fixed route service, Monday- Saturday, in the Flemington/Raritan area.
2. Cross County Service- demand service, Monday-Friday, within Hunterdon County. Serving all Hunterdon municipalities.

All service is offered within Hunterdon County only.

Coordinated versus Consolidated Transportation

The United We Ride mandate seeks to increase coordination of human services transportation.

Hunterdon County has been provided for more approximately 30 years using a "consolidated" transportation model. For the purposes of clarification and to inform this Plan Update, the following definitions* are used:

Consolidated Transportation – A fully integrated transportation system in which all individual units have been combined or consolidated into one integrated system, and individual agency identify for the purpose of transportation is no longer maintained.

Coordinated Transportation- A transportation system in which individual agencies are brought together, or act together in a concerted way, in order to provide for a smooth interaction of separate units of a program or system.

*From Hunterdon County Transit System Plan, Carter-Goble Associates, 1984

Coordinated Human Services Transportation Plan

Since Hunterdon County has operated a consolidated system for more than 20 years, the recommendations outlined in the previous 2007 Hunterdon County Plan and 2009 Plan Update focused on enhancing the existing system, as well as identifying additional opportunities for increasing accessible transportation.

The Initial Plan recommendations, found in Chapter 5 of the Plan, were organized into three main categories:

1. Education and Outreach
2. Out of County Travel
3. Capacity and Operation Issues

Steering Committee

The Steering Committee for the development of the Hunterdon County Coordinated County Human Services Plan is identified as the Hunterdon County Transportation Stakeholders Committee. The Committee is comprised of organizations or agencies that provide transportation, human and/or social service needs, or receives funding through NJ Transit.

Plan Review Team

This Plan Update has been developed in coordination with staff of the Hunterdon County Planning Department, Hunterdon County Department of Human Services, Hunterdon County Transportation Advisory Committee, First Transit (operations vendor), HART Commuter Information Services (TMA) and members of the Hunterdon County Transportation Stakeholder Committee.

Lead Person

The lead person for this Update of the Plan is Tara Shepherd, Executive Director, HART Commuter Information Services, the non-profit transportation management association (TMA) serving Hunterdon County. HART has a long standing working relationship with both the Hunterdon County Planning Department and the Hunterdon County Department of Human Services LINK Transportation System.

HUNTERDON COUNTY OVERVIEW

Hunterdon County Demographics (using updated 2010 Census figures)

Census Data Trends

Total Population – Hunterdon

128,349 (2000 Census)



122,629 (2010 Census)



Targeted Population: Older Adults

Population over Age 65 years

16,952 (2010 Census)



Up 18%

14,459 (2007 Census)



12,228 (2000 Census)



Population over Age 80 years

25% of those over age 65
are 80 YEARS or OLDER

4,224 (2010 Census)

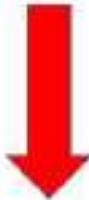


*Older Adults are Dispersed Geographically
Whitehouse, Stockton, Lambertville, Holland

Targeted Population: Persons with Disability

Decrease in Disabled Population

13,541 (2000)



11,521 (2010)

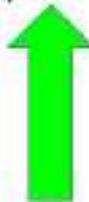


*High Employment Rate Among Persons with Disability (57%; highest in NJ- NJDOL)

Targeted Population: Low Income Persons

Increased Unemployment Rate

7.7 % unemployment
(2012)



2.3% unemployment
(2000)



- Low Income Population Dispersed Geographically
 1. Flemington
 2. Stockton
 3. Frenchtown
 4. Hampton
 5. Lambertville

INVENTORY OF EXISTING TRANSPORTATION SERVICES

Human Services Related Transportation

Service Name	Mode	Number of Vehicles	Available Transportation	Operation Days	Service Hours	Use Limitations	Cost/ Fare	Relationship to County	Funding Source
Hunterdon County LINK Transportation -Cross County Service	Bus	31	Travel within Hunterdon County	Monday-Friday	7 a.m.- 6 p.m.	No		County operated	JARC, Title III, Title XX, Casino, 5311, ARC, GA, FSETP, TANF, DVR, PHN, County Funds
Hunterdon County LINK Transportation -Flemington/Raritan Shuttle	Bus	2	Travel within Flemington/Raritan	Monday-Saturday	8 a.m.- 11 p.m.	No	\$2.00 /day unlimited boarding	County operated	JARC, Title III, Title XX, SCADRT AP, 5311, ARC, GA, FSETP, TANF, DVR, PHN, County Funds
Hunterdon County - Volunteer Driver Program	Car		Out county medical	Monday-Friday	8:30 a.m. - 4:30 p.m.	Twice per month	Cost share \$10	County operated	County
Hunterdon County- Sedan/Special Medical Services	Car		Out county medical	Monday-Friday	8:30 4:30	Twice per month	Cost share \$10	County operated	Title III, SCADRT AP
ARC of Hunterdon	Vans, Small SUV's , Cars	60-70	In county and out of county travel	Weekdays, Saturdays , Sundays	8 a.m. - 11 p.m.	No	No fare	Independent	Primarily Donations
Catholic Charities	Vans, Cars	3-10	In county travel	Weekdays		Yes	No fare	Independent	Donations , Diocese of Metuchen

General Transportation

Service Name	Vehicle Type	Type of Service	Hours of Operation	Cost/Fare	Relationship to County	Funding Source
TransBridge Lines-Doylestown/Frenchtown/NYC	Bus	Commuter service with stops in Hunterdon: (Lambertville, Frenchtown, Bapststown, Flemington, Three Bridges) to Port Authority Bus Terminal, NYC	Monday-Sunday	\$39.55-43.70 round trip to NYC; \$299.25/20 trip book	Independent	Fares
TransBridge Lines-Allentown/Clinton/NYC	Bus	Commuter service with stops in Hunterdon (Union Township, Clinton) to Port Authority Bus Terminal, NYC	Monday-Sunday	\$39.55 round trip to NYC;	Independent	Fares
NJ TRANSIT Raritan Valley Rail Line	Train	Commuter Service from Hunterdon (Whitehouse, Annandale, Lebanon, High Bridge) to Newark/NY Penn Station	Monday-Friday	\$271.00/20 trip book	Independent	Fares
NJ TRANSIT Bus Service	N/A	No service in Hunterdon County	N/A	N/A	Independent	N/A
Tri-State Car Service	Taxi	Service within Central/Northern NJ	Monday-Sunday		Independent	Fares
Cornerstone Taxi	Taxi	Service within Central/Northern NJ	Monday-Saturday 7:00 a.m. - 11:00 p.m.		Independent	Fares
Able Medical Transportation, Inc.	Medical Transport	Emergency and Non emergency ambulance and wheelchair accessible services			Independent	Contracted Service
Eagle Medical Transport	Medical Transport	Non emergency transportation for people who use stretchers or wheelchairs	Monday-Sunday		Independent	Contracted Service
Logisticare of NJ	Medical Transport	Non emergency transportation for nonambulatory Medicaid/NJ FamilyCare recipients.			Independent	Contracted Service

To and Fro Transportation	Van	Medical, Non Medical Transportation	Monday-Sunday		Independent	Contracted Service
Anita's Angels	Van, Car	Non emergency , contracted service	Monday-Sunday		Independent	Contracted Service
Comfort Keepers	Van, Car	Non emergency , contracted service	Monday-Sunday		Independent	Contracted Service
Home Instead Senior Care	Van, Car	Non emergency , contracted service	Monday-Sunday		Independent	Contracted Service
Homewatch Caregivers of Western NJ	Van, Car	Non emergency , contracted service	Monday-Sunday		Independent	Contracted Service
Right at Home	Van, Car	Non emergency , contracted service	Monday-Sunday		Independent	Contracted Service

ASSESSMENT OF TRANSPORTATION NEEDS-Survey Results

Older Adults Survey (2014)

- 55% rely on others for some or all of their trips
- 33% rely on the LINK
- 58% private/paid services are not affordable to meet regular transportation needs
- 42% unable to make a necessary trip within the last month due to lack of access to transportation
- 74% missed 3 or more trips within the last month due to lack of access to transportation
- Majority need transportation to medical appointments and grocery shopping
- 85% indicate LINK is affordable to meet transportation needs
- Seniors do not use the LINK due to:
 1. Ride time too long
 2. Service not always available
 3. Not familiar
- 66% anticipate needing to take about the same or more trips within the next 5 years

Non Profit Agency Survey (2014)

Client Profile

- Majority of agencies serve Hunterdon residents exclusively
- 100% of clients have transportation needs
- Majority have Employment and Medical Transportation Needs
- 73% of agencies have clients with Out of County Travel Needs
- 27% -travel needs weekdays
- 27% -travel needs weekends
- 82% - clients do not have critical human services needs met due to lack of transportation
 - Housing opportunities and choice
 - Employment opportunities and choice
 - Healthcare access
- 50 %- clients cannot afford alternative forms of transportation

Agency Transportation

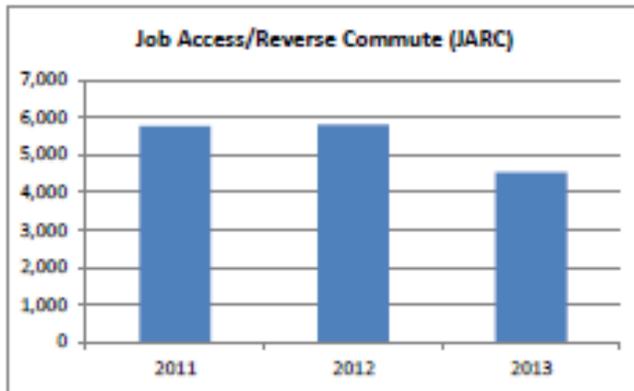
- Majority of agencies do not provide transportation for clients
- Agencies provide transportation only to meet unmet needs (i.e. night, weekend, out of county travel)
- 86% - have received transportation requests that they could not meet
- Financial constraints and staff availability primary reasons agency cannot provide transportation

Use of LINK

- 100% of agencies rely on the LINK for client needs
- 73% agree that LINK meets client needs on weekdays
- 27% disagree that LINK meets client needs on weekdays
- 82% - travel time is a significant issue for clients
- Obstacles to client use of the LINK: availability of service; time on bus; routing; reliability; language barriers

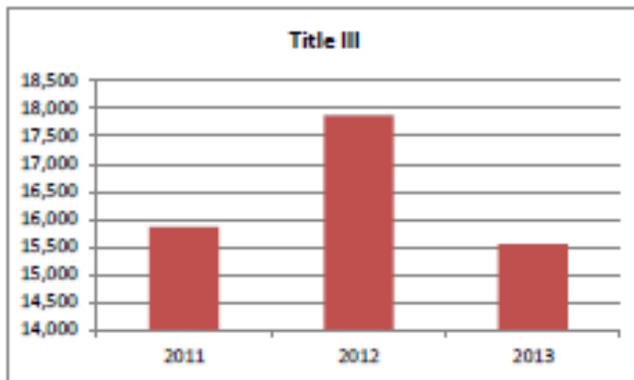
LINK Transportation System Ridership Analysis- 2011- 2013

Ridership by Grant



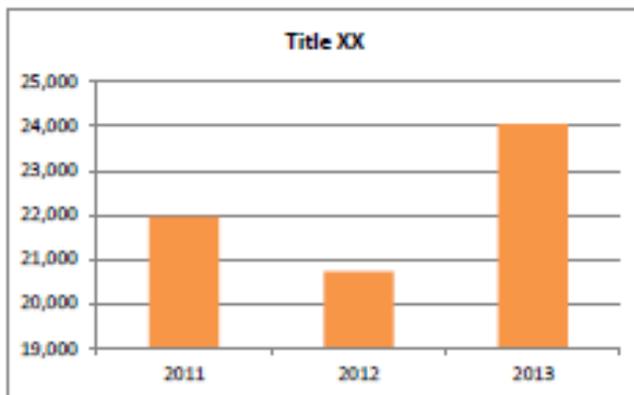
JARC- Job Access/Reverse Commute Funding for transportation to employment

JARC funds are used to pay for the evening and Saturday shuffle. Ride variations are directly related to ridership on that route.



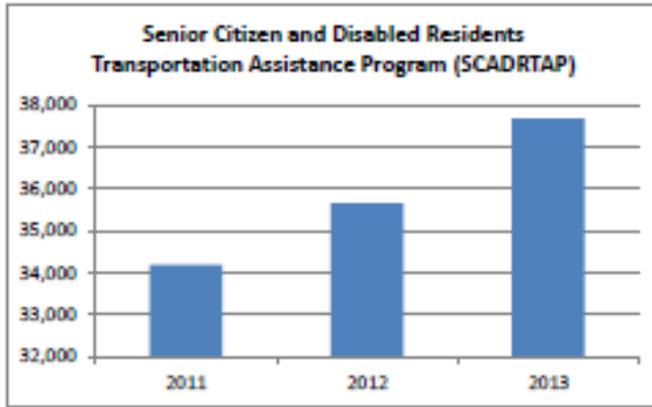
FTA Title III Funding for Low Income Individuals transportation needs

Title 3 and Title 20 are used to complement each other and can be billed accordingly. The increase of Title III ridership in 2012 is directly correlated to the decline² noted in the Title XX graph below.



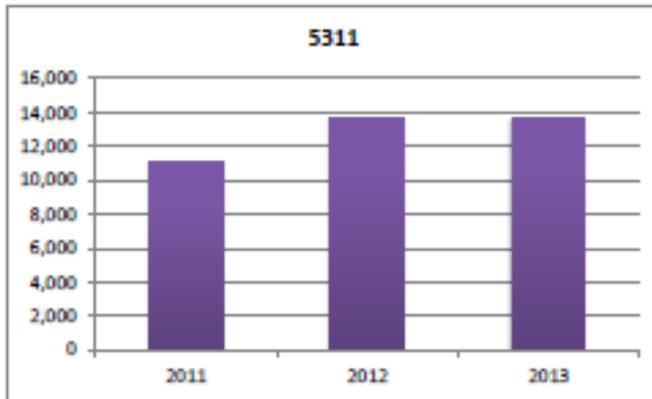
FTA Title XX Funding for Social Services transportation needs

Title 3 and Title 20 are used to complement each other and can be billed accordingly. The increase of Title III ridership in 2012 is directly correlated to the decline² noted in the Title XX graph below.



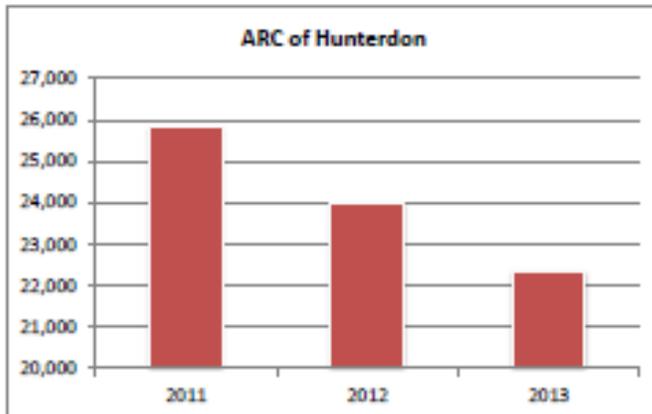
SCADRTAP
 Funding for transportation needs of senior citizens and disabled residents

"Increase" in 2013 reflects a more aggressive approach to get seniors and individuals with disabilities to fill out the paperwork to self-proclaim a disability. Riders previously identified as "public" riders were moved to (and now tracked) SCADRTAP. Other ridership data does not support steady addition of new riders to the system as graph would indicate.



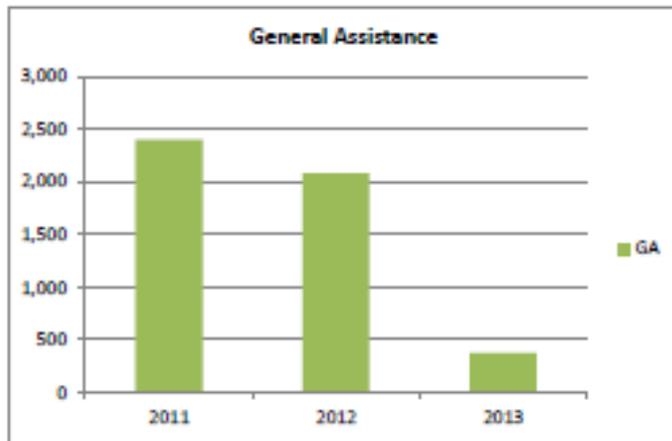
5311
 Transportation funding for rural areas.

No major trends indicated that require explanation.

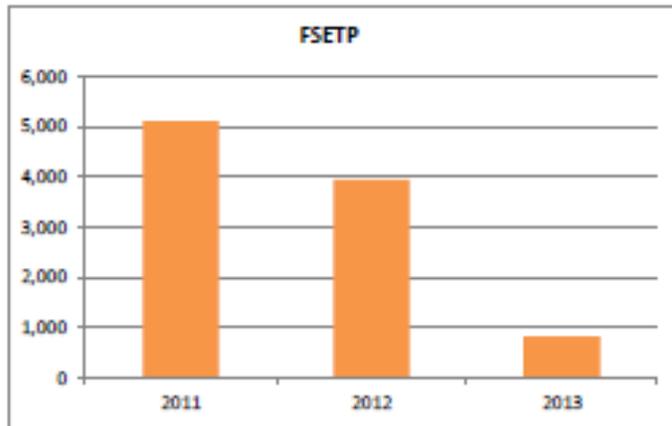


Arc of Hunterdon
 Contracted transportation

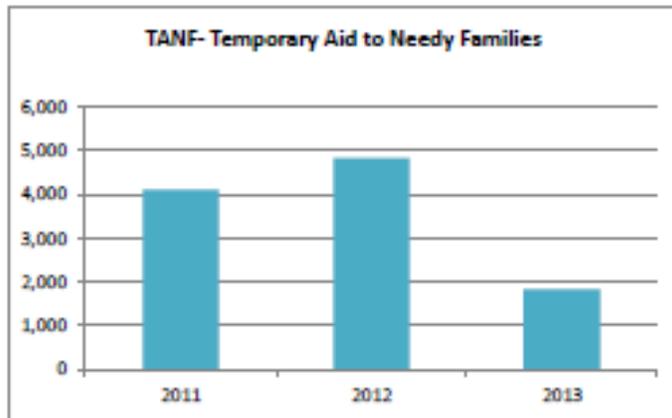
ARC transportation had operated in 2012 at a significant expense to the county and now the numbers are reflective of the rides provided under the ARC contract. Less "center based" employment has resulted in a decrease of ridership charged to ARC. Individuals who travel to independent worksites are no longer charged under the ARC contract, but instead, SCADRTAP.



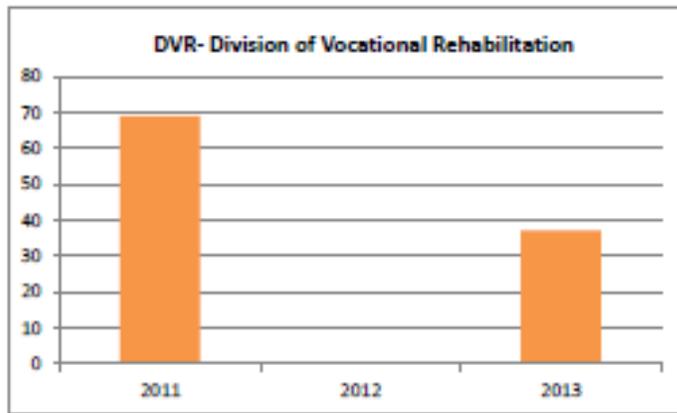
General Assistance
 Transportation for income eligible adults
 Decline directly related to the State strengthening eligibility criteria. State is only covering employment related transit expenses.



Food Stamp Employment and Training Program (FSTEP)
 Decline directly related to the State strengthening eligibility criteria.

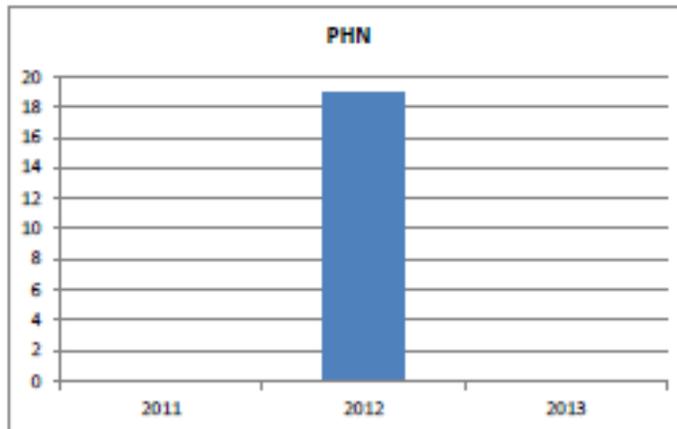


Temporary Aid to Needy Families (TANF)
 Decline directly related to the State strengthening eligibility criteria.



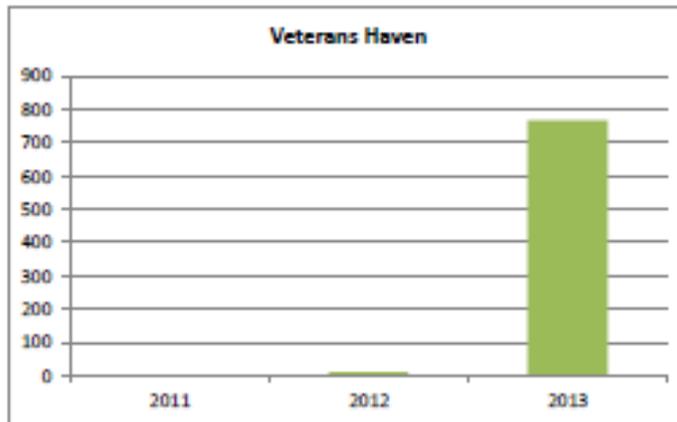
Division of Vocational Rehabilitation (DVR)

DV has not utilized the LINK consistently for client transportation due to their budget issues.



Public Health Nursing (PHN)

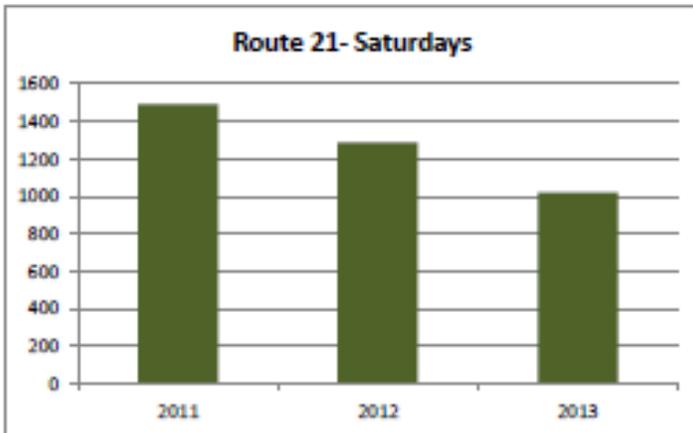
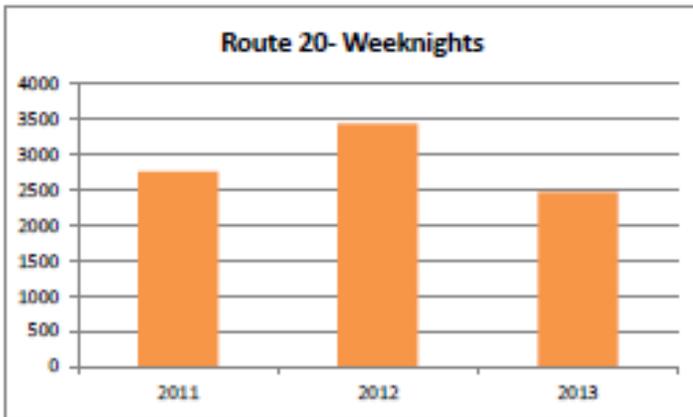
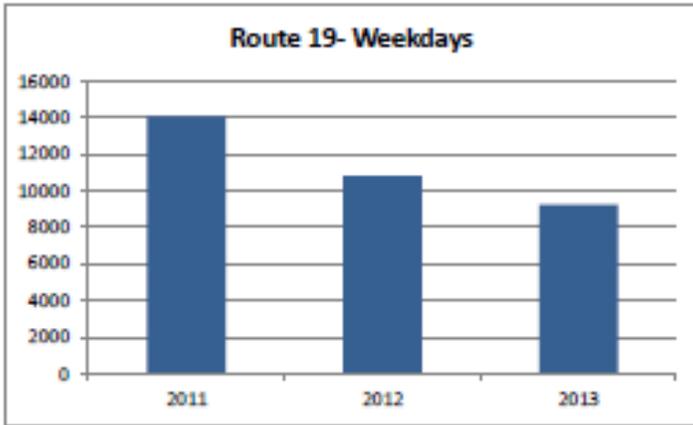
Transportation is not in their budget consistently



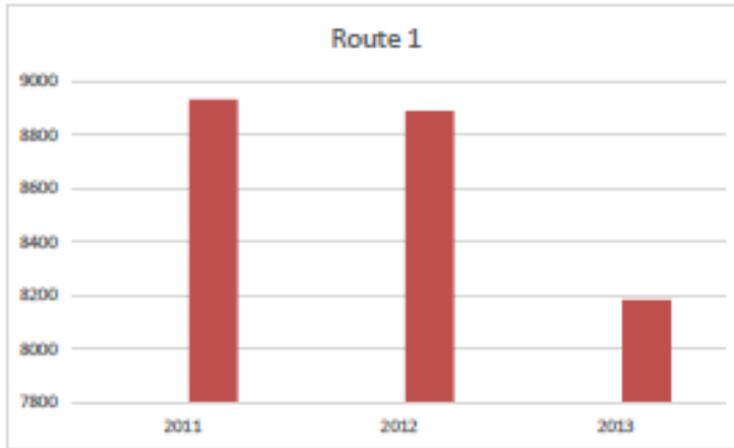
Veterans Haven

No contract prior to 2012

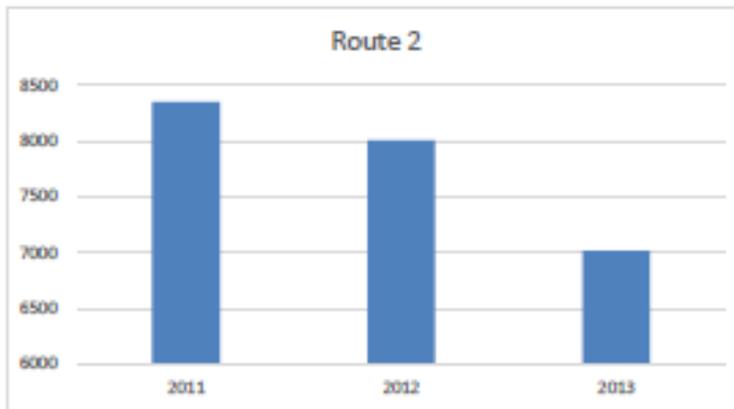
Flemington Shuffle Ridership- 2011-2013



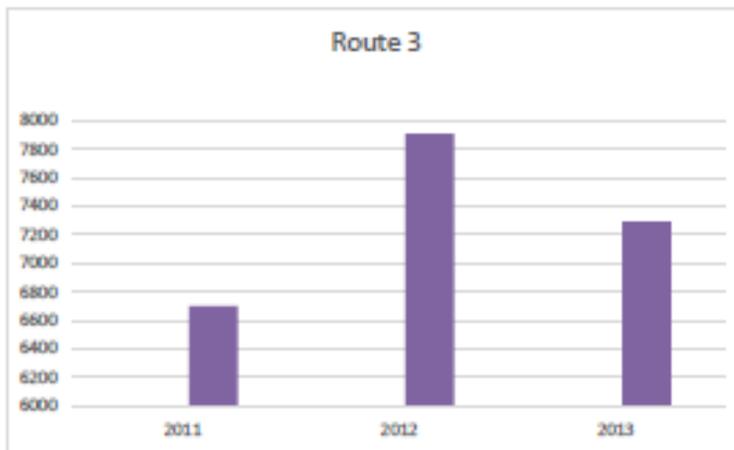
Cross County Ridership 2011-2013



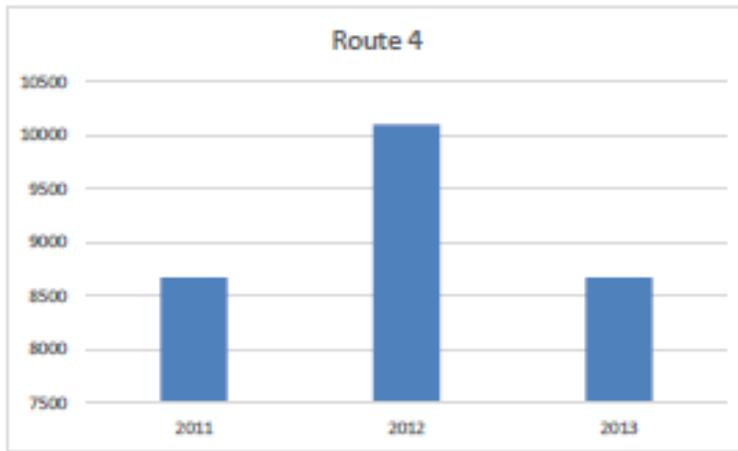
Holland
Milford
Frenchtown
Flemington



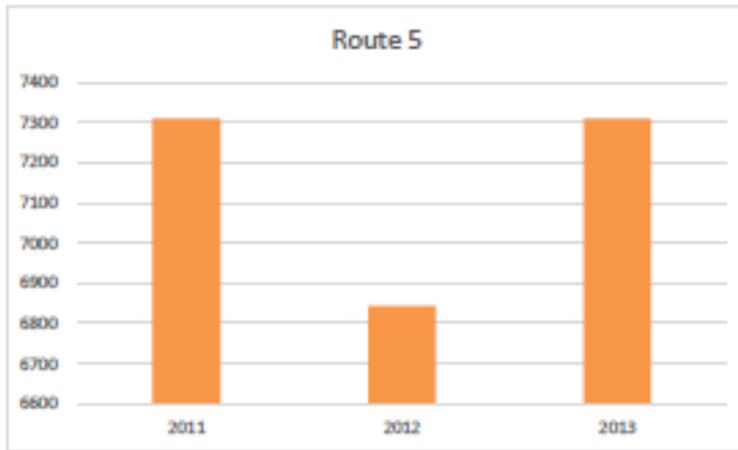
Cherryville
Flemington
Pittstown
Clinton



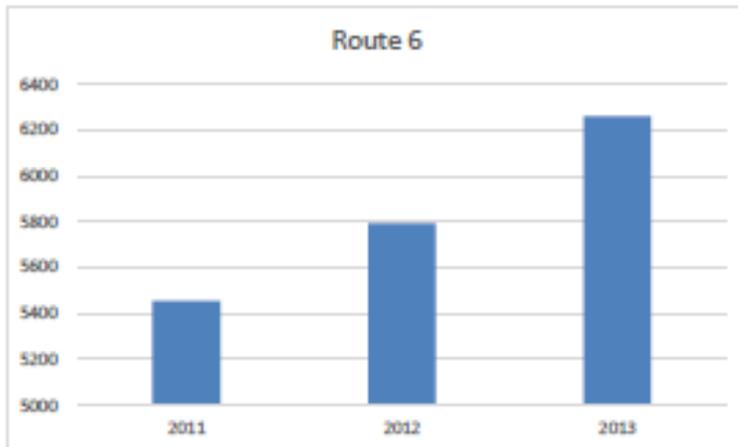
Ringoes
Three Bridges
Flemington



Raritan Twp.
 Delaware Twp
 Ringoes
 Flemington
 Hampton
 Glen Gardner
 High Bridge
 Clinton
 Annandale
 Stockton



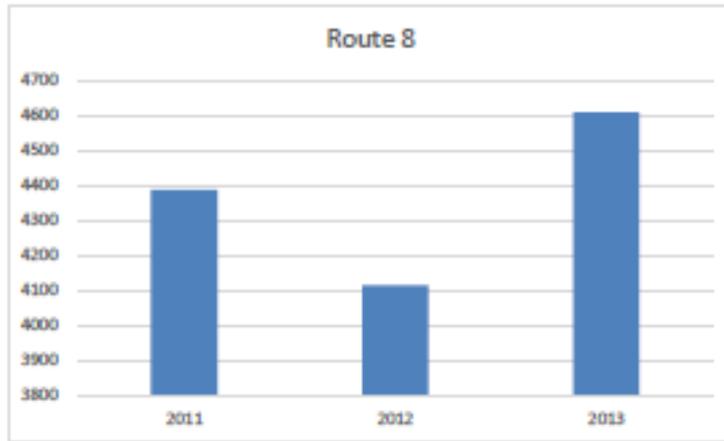
Lebanon
 Whitehouse
 Readington
 Flemington



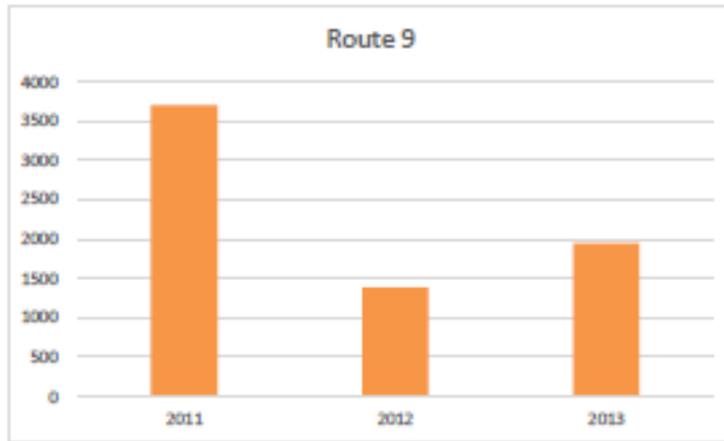
Bloomsbury
 Asbury
 Pattenburg
 Clinton
 Flemington



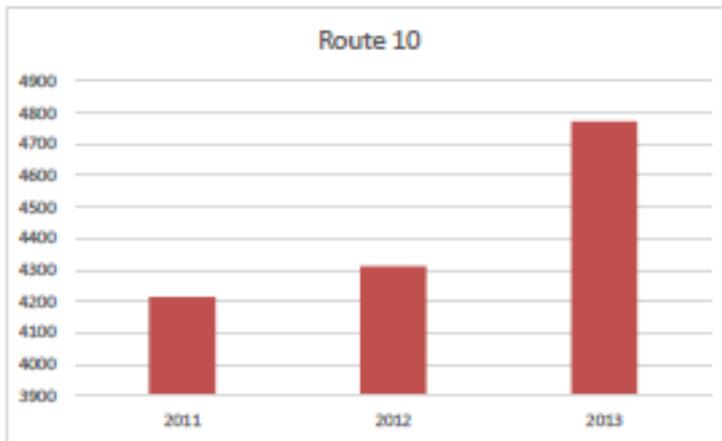
Lambertville
Stockton
Kingwood
Flemington
Whitehouse
Bloomsbury
Patterson
Clinton
Sergeantsville



Ringoes
Sergeantsville
Frenchtown
Stockton
Delaware Twp
Lambertville
Frenchtown



Veteran's Haven
(Glen Gardner) to
Lyons Hospital



Hampton
Lebanon Twp
Glen Gardner
High Bridge
Annandale
Flemington



No longer running as of
2013



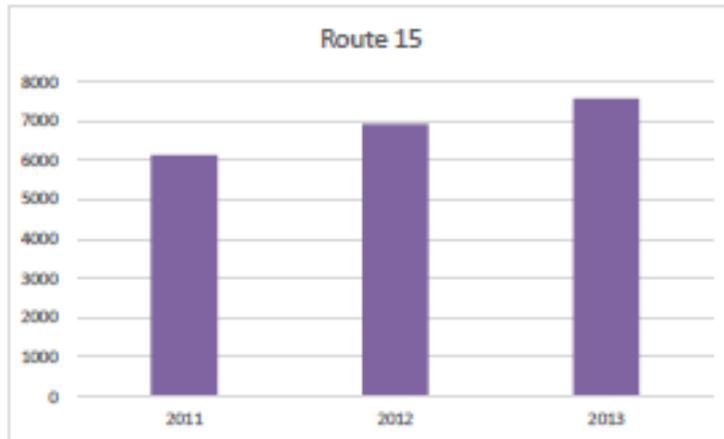
Calton
High Bridge
Annandale
Hampton
Glen Gardner
Clinton
Raritan Twp



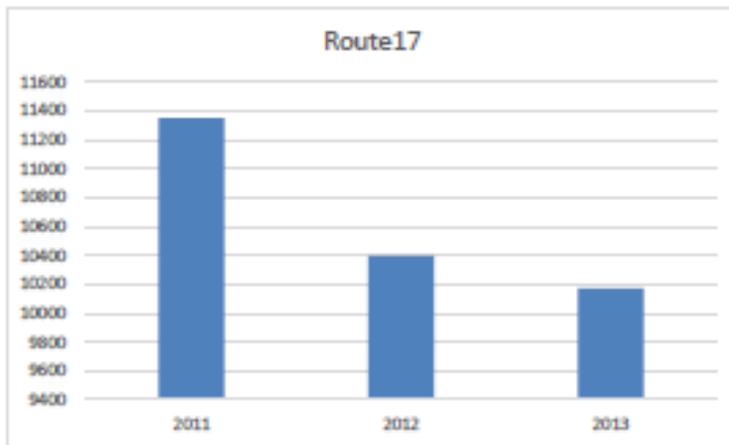
Flemington
Raritan Township



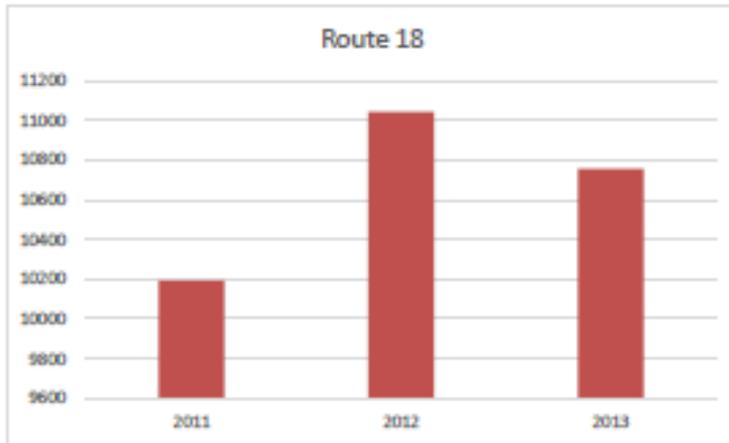
Hampton
Glen Gardner
High Bridge
Clinton
Flemington
Ringoes
Lambertville



Lambertville
Ringoes
Flemington
Clinton
High Bridge
Glen Gardner
Hampton



Milford
Frenchtown
Flemington
Whitehouse
Flemington
Lebanon
Clinton



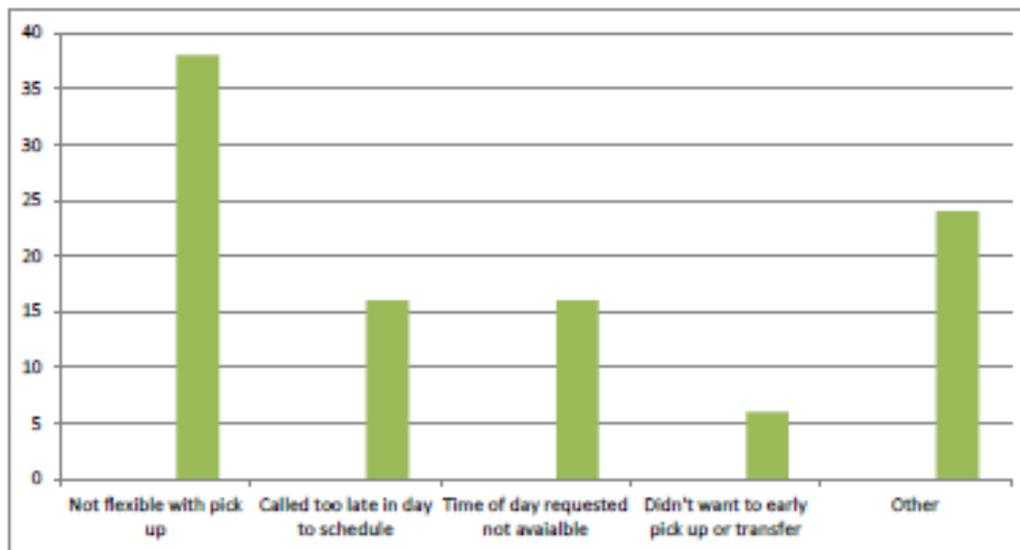
Clinton
Lebanon
Whitehouse
Flemington
Frenchtown
Milford
Whitehouse

Cross County Service Ridership				
	2011	2012	2013	% change
Route				
1	8934	8889	8183	-8.4%
2	8351	8005	7017	-16.0%
3	6699	7906	7293	8.9%
4	8676	10103	8677	0.0%
5	7311	6844	7310	0.0%
6	5453	5792	6259	14.8%
7	7170	5625	6508	-9.2%
8	4388	4115	4609	5.0%
9	3697	1379	1946	-47.4%
10	4214	4312	4771	13.2%
11	4471	3431	117	-97.4%
12	4241	5184	5310	25.2%
13	9898	10462	9364	-5.4%
14	7290	7819	8356	14.6%
15	6141	6924	7571	23.3%
17	11351	10397	10173	-10.4%
18	10193	11046	10757	5.5%
TOTAL	118478	118233	114221	-3.6%

Route	Time	Route Description
1	7:00 AM	Holland Twp, Milford, Frenchtown, Flemington, CEA, HMC, Jury Lot Transfer
	10:00 AM	Holland Twp, Milford, Frenchtown, Flemington, HMC
	1:00 PM	Flemington, Frenchtown, Milford, Holland Twp
	4:00 PM	Flemington, CEA, HMC, Frenchtown, Milford, HollandTwp
2	6:30 AM	Family Promise Church (loc varies), Cherryville, Flemington, CEA, Transfer, Pt Breeze Arc
	10:00 AM	Pittstown, Clinton, Flemington
	12:30 PM	Flemington, Clinton, Pittstown, Pt Breeze Arc
	4:00 AM	Flemington CEA, Cherryville, Pittstown, Church T, W, TH
3	7:00 AM	Hopewell, Ringoes, Wertsville, Three Bridges, Flemington, Jury Lot Transfer, Beaver Brook Arc
	10:00 AM	Hopewell, Ringoes, Wertsville, Three Bridges, Flemington M,T,Th
	12:15 PM	Beaver Brook Arc, Flemington, Ringoes, Wertsville, Three Bridges, Beaver Brook Arc
	4:00 PM	CEA, HMC, Flemington, Three Bridges, Wertsville, Ringoes, Hopewell
4	7:00 AM	Raritan Twp, Delaware Twp, Sergeantsville, Ringoes, Flemington, Transfer, Beaver Brook Arc
	10:00 AM	Hampton, Glen Gardner, High Bridge, Clinton, Annandale, Flemington
	12:45 PM	Flemington, Annandale, Clinton, High Bridge, Glen Gardner, Hampton, Beaver Brook Arc
	4:00 PM	CEA, HMC, Flemington, Sergeantsville, Ringoes, Delaware Twp, Stockton, Frenchtown
5	7:00 AM	Lebanon, Whitehouse, Readington, Flemington, CEA, HMC, Beaver Brook Arc
	10:00 AM	Lebanon, Whitehouse, Readington, Flemington, to Readington, Whitehouse, Lebanon
	12:45 PM	Lebanon, Whitehouse, Readington, Flemington, Whitehouse, Beaver Brook Arc
	4:00 PM	CEA, HMC, Readington, Whitehouse, Lebanon
6	7:00 AM	Bloomsbury, Asbury, Pattenburg, Clinton, Beaver Brook Arc + Transfer, Flemington, CEA, Pt Breeze Arc
	10:00 AM	
	12:30 PM	
	4:00 PM	CEA, HMC, Annandale, Clinton to Asbury, Bloomsbury, Glen Gardner, Hampton, Lebanon Twp
7	7:00 AM	Lambertville, Stockton, Kingwood, Flemington, CEA, HMC, Whitehouse, Beaver Brook Arc
	10:00 AM	Bloomsbury, Asbury, Pattenburg, Clinton, Flemington
	12:30 PM	Flemington, Clinton, Asbury, Bloomsbury, Pattenburg, Beaver Brooks Arc
	4:00 PM	Flemington, HMC, Sergeantsville, Stockton, Kingwood, Frenchtown
8	7:30 AM	Ringoes, Sergeantsville, Pt Breeze Arc
	9:30 AM	Frenchtown, Stockton, Delaware Twp, Sergeantsville, Flemington
	12:30 PM	Flemington, Sergeantsville, Lambertville, Stockton, Frenchtown
	3:00 PM	Pt Breeze Arc, Sergeantsville, Ringoes
9	6:45 AM	Veteran's Haven to Lyons, varies depending on demand trips
10	7:00 AM	Hampton, Lebanon Twp, Glen Gardner, High Bridge, Beaver Brook Arc + Transfer, Flemington

	11:00 AM	Flemington, Annandale, Clinton, High Bridge, Glen Gardner, Hampton
	1:00 PM	Clinton, Annandale, Flemington
	3:00 PM	Beaver Brooke Arc, Clinton, Annandale, High Bridge, Callfon
11		Not Running at this time
	7:30 AM	Callfon, High Bridge, Annandale, Beaver Brook Arc + Transfer
	9:30 AM	Hampton, Glen Gardner, High Bridge, Clinton, Annandale, Clinton Except Wednesday
12	12:45 PM	Clinton, Annandale, High Bridge, Glen Gardner, Hampton, Callfon
	4:00 PM	CEA, HMC, Clinton, High Bridge, Callfon
	7:20 AM	Flemington- Shoprite, Main St, Walmart, HMC
	9:20 AM	Flemington- Shoprite, Main St, Walmart, CEA, HMC
13	1:00 PM	Flemington- HMC, Main St, Shoprite, 3M
	4:00 PM	Flemington- CEA, HMC, Main St, Shoprite
	6:30 AM	Hampton, Glen Gardner, High Bridge, Clinton, Flemington, Ringoes, Lambertville
	8:30 AM	Lambertville, Ringoes, Flemington, Clinton, High Bridge, Glen Gardner, Hampton
	10:30 AM	Hampton, Glen Gardner, High Bridge, Clinton, Flemington, Ringoes, Lambertville
14	12:30 PM	Lambertville, Ringoes, Flemington
	3:30 PM	Clinton, Flemington, CEA, Ringoes, Lambertville
	5:00 PM	Lambertville, Ringoes, Flemington
	6:45 AM	Lambertville, Ringoes, Flemington, Clinton, High Bridge, Glen Gardner, Hampton
	8:30 AM	Hampton, Glen Gardner, High Bridge, Clinton, Flemington
	12:30 PM	Flemington, Clinton, High Bridge, Glen Gardner, Hampton
15	2:00 PM	Hampton, Glen Gardner, High Bridge, Clinton, Flemington, Ringoes, Lambertville
	2:15 PM	Lambertville, Ringoes, Flemington, Clinton, High Bridge, Glen Gardner, Hampton
	6:45 AM	Milford, Frenchtown, Flemington, Whitehouse, Lebanon, Clinton
	9:00 AM	Clinton, Lebanon, Whitehouse, Flemington
	12:30 PM	Clinton, Lebanon, Whitehouse, Flemington, Frenchtown, Milford
17	3:00 PM	Milford, Frenchtown, Flemington, Whitehouse, Lebanon, Clinton, High Bridge
	5:30 PM	Clinton, Lebanon, Whitehouse, Flemington, Frenchtown, Milford
	7:00 AM	Clinton, Lebanon, Whitehouse, Flemington, Frenchtown, Milford
	9:00 AM	Milford, Frenchtown, Flemington, Whitehouse, Lebanon
	12:45 PM	Milford, Frenchtown, Flemington, Whitehouse, Lebanon, Clinton
	3:00 PM	Clinton, Lebanon, Whitehouse, Flemington, Frenchtown, Milford
	5:00 PM	Milford, Frenchtown, Flemington, Whitehouse, Lebanon
18		
19	8:00 AM	Flemington Day Shuffle
20	5:00 PM	Flemington Night Shuffle
21	9:00 AM	Flemington Weekend Shuffle

Ride Denial Analysis 2011-2012



KEY UNMET TRANSPORTATION NEEDS AND GAPS

1. Out of county transportation particularly addressing destinations within adjoining counties (Somerset, Mercer, Warren)
2. Night and weekend service on the Cross County service.
3. Need for improved routing for in county travel to reduce travel times (not to exceed 45 minutes) on the Cross County service.
4. Need for improved routing to reduce travel time on Flemington Shuffle service.
5. Need for same day scheduling

SUMMARY CONCLUSIONS

- The LINK has operated based upon a consolidated model established in 1984- more than 30 years ago.
- Census data indicates that while overall population within Hunterdon County is predicted to remain stable; demand will increase among the targeted populations- particularly older adults, persons with disabilities, and low income persons.
- Hunterdon County remains only one of two counties in New Jersey without NJ TRANSIT bus service.
- The burden to provide "public transportation" within the county falls to the County of Hunterdon.
- The LINK is not able to meet current demand within the existing operational framework.
- General decline in ridership system wide.
- Ongoing dissatisfaction among agencies with levels of service and availability of service.
- Consolidated system no longer functioning in a way to meet current needs as evidenced by declining ridership and agency's providing services directly to meet unmet needs.
- Coordination of existing services (within the county or with adjacent transportation systems) will not be productive without operational improvements to the LINK Transportation System.
- Funding will continue to be constrained into the future.

UPDATED RECOMMENDATIONS

- A full operational analysis of the LINK Transportation System is warranted including:
 - Analysis of existing route configuration and schedule on the Cross County Service to identify opportunities for operational efficiency and possible costs savings
 - Review of ridership tracking procedures to ensure appropriate data collection and data analysis is conducted on a regular basis to inform operational decisions.
 - Evaluation of transportation operations management to ensure adequate staffing
 - Evaluation of current and anticipated future funding to inform operational decisions.

NJT ATTACHMENT F – CONTRACTS PROGRAM RECEIVES FUNDS FROM

COUNTY OF HUNTERDON
TRANSPORTATION SERVICE AGREEMENT

THIS AGREEMENT is entered into *February 3rd* 2015, by and between:

THE COUNTY OF HUNTERDON, a body politic and corporate of the State of New Jersey acting by and through its Board of Chosen Freeholders in care of Denise B. Doolan, Clerk
PO Box 2900
Flemington, New Jersey 08822-2900

(referred to in this Agreement as the "County")

and

The Arc of Hunterdon County, Inc.
The Concourse At Beaver Brook
1465 Route 31 South, Suite 23
Annandale, New Jersey 08801

(referred to in this Agreement as the "Agency")

WHEREAS:

The County of Hunterdon has established a Consolidated Transportation System for the purpose of providing a greater degree of coordination and efficient utilization of resources in providing human services transportation in Hunterdon County.

The objective of the System is a more efficient method of providing transportation to existing and potential human services clients within the total amount of financial, physical and human resources available.

In order for the Consolidated Transportation System to be viable, it is critical for all human service agencies purchasing transportation in the County to participate in the System.

The Arc of Hunterdon agrees that it is in its best interest and the best interest of the clientele which it serves, to participate in the Consolidated Transportation System and to purchase the services set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein contained, the parties agree as follows:

1. **Attachments:** This Agreement has the following attachments, which are made part of this Agreement;

Schedule A – The Arc of Hunterdon Transportation Request Form

Schedule B – Link Rider's Guidelines

Schedule C – Business Associates Agreement

2. **Service To Be Provided:** The Agency agrees to purchase from the County, transportation services for eighty-five (85) Arc of Hunterdon consumers to and from various work site destinations in the County of Hunterdon. Transportation service will be provided Monday through Friday between the hours of 7:00 am to 10:00 am and the hours of 2:45 pm to 5:00 pm.

3. **Consideration:** The County will provide transportation for eligible passengers and in consideration thereof shall be paid for transportation services rendered in an amount not to exceed \$200,000.00. The County will provide the Agency with a monthly billing statement. Billing statements will be sent to The Arc of Hunterdon County, The Concourse At Beaver Brook, 1465 Route 31, Annandale, New Jersey 08801. The Agency shall make payment to the County of Hunterdon, Department of

Human Services, PO Box 2900, Flemington, New Jersey 08822 within thirty (30) days of the date on the billing statement submitted to it, by the County.

4. **Term of Agreement:** The term of this Agreement shall be from January 1, 2015 through December 31, 2015. Any extension or renewal of this Agreement must be in writing and signed by the Hunterdon County Board of Chosen Freeholders. There shall be no obligation on the part of the County to review or extend the term of this Agreement.

5. **Agency Responsibilities:**

(a) The Agency shall provide a list of all participating consumers, to be covered under this Agreement, to the Hunterdon County Transportation Office, by the 10th working day following the end of each quarter.

(b) The Agency shall schedule all new passengers and make changes to current passenger ridership using the Transportation Request Form (**Attachment A**). This form must be completed and forwarded to the Transportation Coordinator of the Department of Human Services for approval prior to that consumer being transported.

(c) On any day that the Agency does not open for any reason, the Agency must contact the Dispatch Office Manager between the hours of 5:00 am and 5:30 am on the date of the closure. Should the Agency elect to close programs early, the Agency is requested to make every attempt to contact the dispatch office no later than 11:00 am on the day of the early closing, to determine bus availability. The County cannot guarantee services for any immediate trip requests, and it is the responsibility of the Agency to have alternative means for transporting consumers safely home under such circumstances.

(d) The Agency shall strictly adhere to the Link Riders Guidelines, as set forth in **Attachment B**. In accordance with the Link Riders Guidelines, failure of any

passenger or the Agency to adhere to the rules set forth therein, may lead to an Agency client being prohibited from future ridership on the LINK bus line.

(e) the Agency shall comply with all aspects of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) 45 USC §§ 1301 et seq. Attached to this Agreement as **Attachment C**, is the Business Associate Agreement, which has been fully executed by the Provider as an acknowledgment of their agreement to comply with HIPAA.

6. **Service Cancellation:** The County hereby reserves the right to cancel transportation service for one or more days in the event of inclement weather or other such conditions which affect the County's ability to perform the service required under the terms and conditions of this Agreement. The County will notify the Agency between the hours of 5:00 am and 6:00 am, in the event of any such closings or delays. The County will have no liability to the Agency for interruptions to service caused by a breach of contract by the contracted transportation Vendor under its Agreement with the County. However, the County will make all reasonable efforts to immediately provide substitute service in the event of such failure and the County will also promptly enforce the terms of its Agreement (including, but not limited to the performance bond) with the Provider.

7. **Additional Transportation Services:** Services in addition to those set forth herein may be performed, at the option of the County, at a negotiated rate, separate from this Agreement. Any such request must be submitted in writing to the Administrator, County of Hunterdon, Department of Human Services, PO Box 2900, Flemington, New Jersey 08822-2900. A return response will be provided, in writing, within one (1) week.

8. **Records:** The County will maintain adequate books and records of all services provided and charges made for service. The books and records maintained by the County, pertaining to the bill rendered to the Agency will be open and made available to the Agency or its representatives, for the purpose of inspection or audit, during normal business hours, upon forty-eight (48) hours advanced notice to the County.

9. **Termination:** The County or the Agency may terminate this Agreement prior to the end of the term, with sixty (60) days written notice unless, in the County's determination, good cause exists which would require the Agreement to be terminated with less than sixty (60) days notice.

10. **Liability:** The County of Hunterdon will have no liability to the Agency for failure to provide transportation services under circumstances which are beyond its control including but not limited to:

(a) adverse weather conditions;

(b) interruptions to services caused by labor disputes;

(c) interruptions in services caused by breach of contract by the operator of the LINK under its Agreement with the County. In the instance of such an occurrence, the County will make all reasonable efforts to immediately provide substitute services and will promptly enforce the terms of its Agreement with the contractor with respect to such a failure;

(d) war, riots, acts of God, natural disasters, or other unforeseen circumstances beyond the control of the County.

11. **New Jersey Law:** This Agreement is governed by New Jersey law. The Agency consents to the jurisdiction of the New Jersey Courts. All litigation arising out of this Agreement will be conducted in the Superior Court of Hunterdon County. If any

provision of this Agreement is determined to be invalid, the County may, if permitted by law elect to continue with the balance of the provisions of this Agreement or alternatively, the County may terminate this Agreement. In addition, should the execution and entry into this Agreement be determined to be impermissible for any reason, the Agreement shall be deemed terminated without liability on behalf of the County.

12. Entire Agreement: This Agreement and attachments constitute the entire understanding between the parties. The parties have read this agreement and understand it fully. It is signed and sealed in accordance with New Jersey law by the duly authorized corporate officers of each of the parties.

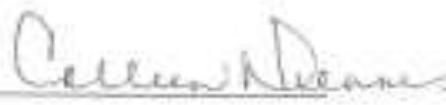
ATTEST:


Denise B. Doolan, Clerk of the Board
3/3/15

COUNTY OF HUNTERDON
BOARD OF CHOSEN FREEHOLDERS


John King, Director

ATTEST:



THE ARC OF HUNTERDON


Jeffrey D. Mattison, Executive Director

New Jersey Department of Military and Veterans Affairs

Transportation Grant Annex A

AGENCY INFORMATION

Name of Agency: Hunterdon County
Street Address: 8 Gauntt Place, PO Box 2900 City: Flemington
County: Hunterdon ZIP: 08822
Agency Executive Director/CEO: John W. King, Freeholder Director
Project Title: The LINK - Veterans' Project
Program Administrator (if known):

PROJECT INFORMATION

Number of trips to be provided @ 100% reimbursement of contract: 1,000
Minimum number of trips to be provided @ 90% of contract: 900 (Reimbursement will be reduced if at least 90% of the rides are not provided. Counties will be notified after this Departments Mid-Year review in February.)

FUNDING INFORMATION

Total State Funds Requested: \$ 15,000
Total Agency Funds/In-Kind Match: \$ 0
Total Operating Budget (Sum of State Funds Requested and Agency Funds/In-Kind Match):
\$ 15,000

SIGNATURE OF AGENCY EXECUTIVE DIRECTOR/CEO
John W. King, Freeholder Director

DATE

4/8/15

AGENCY	PROJECT TITLE
County of Hunterdon	The LINK – Veteran's Project

Attach additional sheets if needed.

1. Provide a brief narrative summary describing existing programs operated by your agency.

The County of Hunterdon, Department of Human Services, operates a transportation system called The LINK that is available to all residents of Hunterdon County. Senior citizens and disabled residents make up the bulk of the ridership. There are also public riders. The LINK runs a cross-county service Monday- Friday (7:00am – 7:00pm). This demand-response system requires a reservation arranged through Central Dispatch. The Flemington Shuffle is a fixed route service that runs Monday-Saturday (8:00am -10:00pm). The LINK addresses the transportation needs of its citizens by taking them to various medical appointments, shopping trips or other recreational and professional appointments.

The fare is \$2.00 per zone with a maximum of \$4.00 one way. When the passenger books their ride with the Dispatcher a total cost will be given. Reduced fare and "cost share" options are available for those who qualify. Fiscal staff with the Department of Human Services (DHS) will screen citizens for reduced fee opportunities.

Hunterdon County provides group trips for agencies that wish to travel inside or outside of the county. These trips have included attending art museums and the local pancake house. This service is vital to keeping senior and disabled people active in our community. The Hunterdon County Senior Center partners with The LINK to provide these frequent recreation trips for Hunterdon County's seniors.

Hunterdon County also provides a Volunteer Driver program, which grew out of the need to get residents to out of county medical appointments. The program provides a sedan service to take seniors, disabled and Veterans to various medical appointments outside of the county. Qualifying residents are allowed two (2) trips per month. This program greatly expands the county transportation service delivery system at minimal cost to taxpayers. The program provides the vehicles, fuel and insurance and screens and coordinates qualified volunteers.

New Jersey Department of Military and Veterans Affairs
 Transportation Annex A

Existing Problem or Need
 &
 Population to be Served

AGENCY	PROJECT TITLE
County of Hunterdon	The LINK - Veteran's Project

Attach additional sheets if needed.

1. List below the existing problem(s) or need(s) citing specific information or resources which document the reason for your transportation program. Provide demographic information. Report how you assessed need and what other programs or services exist in your geographic area. No rationale about the general benefits of the transportation program is necessary.

There is no county provided transportation in Hunterdon County which allows veterans to reach a VA hospital other than the Volunteer Driver program. The Volunteer Driver program only allows for a veteran to visit Lyons or East Orange Hospitals two (2) times a month. This restriction creates inadequate assistance for many of our veterans. The Volunteer Driver program is not sufficient to meet the need of all veterans in Hunterdon County nor does it meet all the needs of the veterans the program currently serves in a limited capacity.

There is an increase in demand for travel to the VA hospitals from our county residents and those residing at Veterans Haven North (VHN). The demand for service that now exists with VHN in our county makes it feasible for the county to meet the level of service of this grant. The county partnership with VHN will allow for more transportation options for veterans within the facility, those residing in the county, and other residents seeking options to get out of the county in general. The staff at VHN will be able to focus on other activities with residence, vocational and therapeutic, instead of transporting.

2. Please describe in detail the type of transportation services that will be provided to eligible clients.

Eligible veterans will receive service to VA hospitals through the Hunterdon County transportation system. In coordinated effort with VHN, The LINK will provide trips to Lyons VA hospital. This effort will reduce VHN's many trips to the Lyons VA Hospital. One LINK vehicle will be able to transport the approximate 25 veterans. The goal is to provide on demand rides for county veterans at two drop off points in the county, Flemington and VHN, on a bi-weekly basis. The structure will evolve based on the demand and the coordinated efforts of The LINK and VHN in a way that will maximize ridership.

New Jersey Department of Military and Veterans Affairs
 Transportation Annex A

Program Goals
 #1

AGENCY	PROJECT TITLE
County of Hunterdon	The LINK – Veteran’s Project

Attach additional sheets if needed.

1. Please describe in narrative the method to be used for identifying clients.

In conjunction with Veterans Haven North, The LINK’s Central Dispatch will screen potential riders to register them in our system. Riders may contact Dispatch at our toll free number 1-800-842-0531. Advertising of the new service will occur within VHN and the County Department of Human Services via county website, press releases and outreach through staff in the Division of Senior, Veterans and Disability Services (DSDVS). There are numerous committees and public meetings associated with the DHS and the DSDVS which will allow for promotion of this new service.

Please translate the above narrative into measurable objectives, strategies, and time frames.

OBJECTIVES

1. Ensure veterans eligibility for transportation services.
2. Meet annual LOS goals.
3. Increase the access of Hunterdon County residents to transportation options.

STRATEGIES

1. Provide easy registration process of eligible veterans to receive transportation.
2. Train Central Dispatch on this new program and develop an easy screening tool.
3. Work with First Transit (the County’s transportation vendor) and VHN to develop set route schedule that maximizes ridership.

TIME FRAME

1. The planned service would run Monday through Friday upon execution of this contract.

New Jersey Department of Military and Veterans Affairs
 Transportation Annex A

Program Goals
 #2

AGENCY	PROJECT TITLE
County of Hunterdon	The LINK – Veteran’s Project

Attach additional sheets if needed.

1. Please describe in narrative the method to be used in providing transportation services to eligible clients.

The LINK would provide a wheelchair accessible vehicle large enough to provide service to approximately 25 veterans from Veterans Haven North in Glen Gardner, NJ. The vehicle would leave Veterans Haven North at 7:00 AM and arrive at Lyons VA hospital by 8:00 AM. This coordination of service will allow for veterans to make the hourly connecting shuttle that goes to the East Orange VA hospital.

Please translate the above narrative into measurable objectives, strategies, and time frames.

OBJECTIVES

1. Through the coordination of services, The LINK will efficiently provide transportation of veterans from Veterans Haven North to Lyons VA hospital.
2. Meet LOS goals annually.

STRATEGIES

1. Scheduling an accessible vehicle to pick up veterans at Veterans Haven North.

TIME FRAME

1. The LINK will schedule a pick up Monday through Friday at 7:00 AM to be continued throughout the length of the contract.

New Jersey Department of Military and Veterans Affairs
Transportation Annex A

Program Goals
#3

AGENCY	PROJECT TITLE
County of Hudson	The LINK - Veteran's Project

Attach additional sheets if needed.

1. Please describe in narrative the method by which the program will be internally evaluated (i.e. measurement of Program Goals, consumer surveys, etc.).

The LINK measures ridership monthly and yearly to compare and evaluate the current and past numbers. We also communicate with riders through surveys.

The Transportation Coordinator will keep in close contact with Veterans Haven North to assess their needs and allow for reporting of any occurrences.

Please translate the above narrative into measurable objectives, strategies, and time frames.

OBJECTIVES

1. Gauge ridership; ascertain that riders' needs are being met (i.e., timely arrival to connect with the Lyons shuttle to East Orange and general customer satisfaction).

STRATEGIES

1. Through evaluation of the monthly numbers to ensure level of service is being met and rider surveys.
2. Evaluate quarterly with Veterans Haven North to ensure customer satisfaction

TIME FRAME

1. All services will be monitored monthly.
2. Surveys are taken on a yearly basis.
3. Quarterly meetings.

New Jersey Department of Military and Veterans Affairs
 Transportation Annex A

Program Assurances

AGENCY	PROJECT TITLE
County of Hunterdon	The LINK - Veteran's Project

I, John W. King, as the Freeholder Director of The County of Hunterdon assure that the Transportation Service will meet the following program requirements:

I. LEVEL OF SERVICE

- A. The agency must submit, along with the Monthly Program Report, appropriate documentation which provides information relative to the services delivered. This information must include a detailed log report of the individuals served, scheduled trip dates, origin, destination, and trip calculation (number of one-way trips).
- B. Clients in need of transportation will be on a first come, first serve basis.

II. PROGRAM GOALS

A. Program Goal #1

- 1. Method for Identifying Client - Clients shall be eligible for transportation service if all of the following conditions are met:

- a. Client must be a veteran having served a minimum of 90 days of active military service other than for training in the armed forces of the United States and having received a discharge other than dishonorable; or if the active military service was less than 90 days, client must have received a medical discharge;
- b. Veteran's status is determined by review of the DD 214 form or by contacting the Department's Veterans Service District Offices.
- c. Any individual serving as an aide to the veteran.

2. Ineligible Services

- a. In-county services for the elderly and handicapped population will not be supported through this program. It is the responsibility of the County's Special Transportation for the elderly and handicapped to provide this service.
Exception: Counties that have VA Hospitals/Clinics located within their county will be reimbursed for trips made to those facilities.

3. Transportation will be provided for the following services:

- a. VA facilities, i.e., hospitals, outpatient clinics, regional offices; to include State VSO Offices.
- b. Other medical services (e.g., hospital, clinics, private doctors);
- c. Exclusions: community services; employment/job training; pharmacies and all other facilities and services not listed in a & b above.

New Jersey Department of Military and Veterans Affairs
Transportation Annex A

Program Assurances (cont.)

B. Program Goal #2

It is expected that most of the scheduled trips will be provided beyond county, and in some instances, state lines (e.g. VA Hospital, Regional Offices).

C. Program Goal #3

The agency will conduct two consumer surveys to measure client satisfaction with the service, noting strengths and weaknesses. This survey shall take place at six months and twelve months after the beginning of the contract. A report detailing the results of these surveys will be sent to the Division of Veterans Services within one month of the conclusion of each survey.

III. MONITORING BY THE DIVISION OF VETERANS SERVICES

The agency will provide that appropriate staff be available when staff from the Department of Military and Veterans Affairs conducts site visits to monitor contract compliance.

IV. REPORTING

- A. Program Evaluation – See Section II, C Program Goals #3.
- B. Monthly Expenditure Reports – shall be submitted by the 15th of each month for prior month activities. A State of New Jersey Payment Voucher (Vendor Invoice) shall also be submitted for approval by the Department of Military and Veterans Affairs.
- C. Monthly Program Reports – shall be submitted by the 15th of each month for the prior month's activities.

Payment Vouchers, Expenditure Reports, Contracts, Correspondence and questions related to the content or amount of the award should be addressed to:

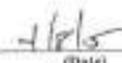
Patricia Richter
Department of Military and Veterans Affairs (DVS)
Egret Crossing Road, PO Box 340
Trenton, NJ 08625-0340
(609) 530-6949
Patty.Richter@dmava.nj.gov

NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS' AFFAIRS
PROVIDER AGREEMENT

Effective Date: July 1, 2015	Expiration Date: June 30, 2016	Contract Number: VL16T13
---------------------------------	-----------------------------------	-----------------------------

Grant Amount: \$ 15,000

The terms of this Contract have been read and understood by the persons whose signatures appear below. The parties agree to comply with the terms and conditions of the contract as set forth in the following agreement.

<p>To be completed by Provider</p> <p> </p> <p>_____ (Signature) (Date)</p> <p>John W. King Freeholder Director</p> <p>_____ (Type/Print Name) (Title)</p> <p>County of Hunterdon</p> <p>_____ (Provider Agency)</p>	<p>To be completed by State Agency</p> <p>_____ (Signature) (Date)</p> <p>_____ (Type/Print Name) (Title)</p> <p>_____ (State Agency)</p>
---	---

I attest that sufficient funds have been appropriated by State Legislature to cover the current state fiscal year portion of the contract.	
_____ State Agency Fiscal Officer	_____ (Date)

DMAVA/FD.AGRWL.doc (Revised 8/95)

L:\Contract\2014\DMAVA\VA Stamp Agreement SPY2016.doc

CONTRACT effective as of the date recorded on the signature page between the signatory State Agency and the Provider Agency identified on the signature page.

WHEREAS the New Jersey Department of Military and Veterans' Affairs (the "State Agency") has been designated under the authority of N.J.S.A. 38A:3-2 et-seq., to administer or supervise the administration of veteran service programs and has, in turn, designated the State Agency to be directly responsible for the funding, implementation and administration of certain of such veteran service programs, including the program(s) covered by this Contract; and,

WHEREAS the State Agency desires that the Provider Agency provide services and the Provider Agency has agreed to provide services in accordance with the terms and conditions contained in this Contract;

THEREFORE the State Agency and the Provider Agency agree as follows:

1. DEFINITIONS

For the purposes of this document, the following terms, when capitalized, shall have meanings as stated:

Annex(es) means the attachment(s) to this document containing programmatic and financial information.

Contract means this document, the Annex(es), any additional appendices or attachments (including and approved assignments, subcontract or modifications) and all supporting documents. The Contract constitutes the entire agreement between the parties.

Notice means an official written communication between the State Agency and the Provider Agency. All Notices shall be delivered in person or by certified mail, return receipt requested, and shall be directed to the persons and addresses specified for such purpose in the Annex(es) or to such other persons as either party may designate in writing.

Termination means an official cessation of this Contract, resulting either from routine expiration or from action taken by the State Agency or the provider Agency, in accordance with the provisions contained in this Contract, to nullify the Contract prior to term.

2. BASIC OBLIGATIONS OF THE STATE AGENCY

- 2.01 Payment.** As established in the Annex(es), payment for Contract services delivered shall be based on allowable expenditures or the specified rate per unit of service delivered. Such payment(s) shall be authorized by the State Agency in accordance with the time frames specified in the Annex(es). Total payments shall not exceed the maximum Contract amount, if any, specified in the Annex(es). All payments authorized by the State Agency under this Contract shall be subject to revision on the basis of an audit or audits conducted under Section 3.06 *Audit* or on the basis of any State Agency monitoring or evaluation of the Contract.

- 2.02 **Referenced Materials.** Upon written request of the Provider Agency, the State Agency shall make available to the Provider Agency copies of federal and State regulations and other material specifically referenced in this document.

3. BASIC OBLIGATIONS OF THE PROVIDER AGENCY

- 3.01 **Contract Services.** The Provider Agency shall provide services to eligible persons in accordance with all specifications contained in this Contract.

- 3.02 **Reporting.** The Provider Agency shall submit to the State Agency programmatic and financial reports on forms provided by the State Agency. The reporting frequency and due date(s) are specified and sample forms to be used are included in the Annex(es).

- 3.03 **Compliance with Laws.** The Provider Agency agrees in the performance of this Contract to comply with all applicable federal, state and local laws, rules and regulations (collectively "laws"), including but not limited to the following: state and local laws relating to licensure; federal and state laws relating to safeguarding of client information; the federal Civil Rights Act of 1964 (as amended); P.L. 1975, Chapter 127, of the state of New Jersey (N.J.S.A. 10:5-31 et seq.) and associated executive orders pertaining to affirmative action and nondiscrimination in public contracts; the federal Equal Employment Opportunity Act; Section 504 of the federal Rehabilitation Act of 1973 pertaining to nondiscrimination on the basis of handicap, and regulations thereunder. Failure to comply with the laws, rules and regulation referenced above shall be grounds to terminate this Contract.

If any provisions of this Contract shall conflict with any federal or state law(s) or shall have the effect of causing the State to be ineligible for federal financial participation in payment for Contract services, the specific Contract provision shall be considered amended or nullified to conform to such law(s). All other Contract provisions shall remain unchanged and shall continue in full force and effect.

- 3.04 **State Agency Policies and Procedures.** In the administration of this Contract, the Provider Agency shall comply with all applicable policies and procedures issued by the State Agency including, but not limited to the policies and procedures contained in the Department's Contract Reimbursement Manual (as from time to time amended) and the Department's Contract Policy and Information Manual (as from time to time amended). Failure to comply with these policies and procedures shall be grounds to terminate this contract.

- 3.04 A. **Equipment Policies and Procedures.** Title to all equipment purchased in whole or in part under a contract is held by the Provider Agency. The State, however, maintains an equitable interest in all such equipment. The Provider Agency shall maintain adequate insurance coverage to protect against losses and adequate maintenance procedures to keep the equipment in good condition. The Provider Agency shall be responsible for reimbursing the State for damage to equipment which exceeds normal wear and tear. When the equipment no longer becomes useful to the Provider Agency, and the State Agency has an interest in the equipment and has further need of the equipment, the Provider Agency will offer the equipment back to the State Agency. In cases where the State Agency has no further need of the equipment, selling procedures must be established which would provide for competition and result in the highest possible return. Ten percent of the total proceeds may be retained by the Provider Agency for selling and handling expenses. The Provider Agency shall comply with additional equipment policies under Section 3.04 State Agency Policies and Procedures.

- 3.05 **Financial Management System.** The Provider Agency's financial management system shall provide for the following:

- A) accurate, current and complete disclosure of the financial results of this Contract and any other contract, grant, program or other activity administered by the Provider Agency;
- B) records adequately identifying the source and application of all Provider Agency funds and all funds administered by the Provider Agency. These records shall contain information pertaining to all contract and grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays and income;
- C) effective internal and accounting controls over all funds, property and other assets. The Provider Agency shall adequately safeguard all such assets and shall ensure that they are used solely for authorized purposes;
- D) comparison of actual outlays with budgeted amounts for this Contract and any other contract, grant, program or other activity administered by the Provider Agency;
- E) accounting records supported by source documentation;
- F) procedures to minimize elapsed time between any advance payment issued and the disbursement of such advance funds by the Provider Agency;
- G) procedures consistent with the provisions of any applicable State Agency policies and procedures for determining the reasonableness, allowability and allocability of the costs under this Contract.

3.06 Audit. At any time during the Contract term, the Provider Agency's overall operations, its compliance with specific Contract provisions, and the operations of any assignees or subcontractors engaged by the Provider Agency under Section 5.02 Assignment and Subcontracts may be subject to audit by the State Agency, by any other appropriate unit or agency of the State or federal government, and/or by a private firm or firms retained or approved by the State Agency for such purpose.

Whether or not such audits are conducted during the Contract term, a final financial and compliance audit of Contract operations, including the relevant operations of any assignees or subcontractors, may be conducted after contract termination. The Provider Agency is subject to audit up to four years after termination of the contract. If any audit has been begun but not completed or resolved before the end of the four year period, the Provider Agency continues to be subject to such audit until it is completed and resolved.

The State Agency may require submission of the Provider Agency's annual organization-wide audit.

Audits shall be conducted in accordance with generally accepted auditing standards as specified in the Statement on Auditing Standards issued by the American Institute of Certified Public Accountants and Standards for Audit of Governmental Organizations, Programs Activities and Functions issued by the Comptroller General of the United States.

4. Termination

4.01 Termination by Provider Agency. The Provider Agency may terminate this Contract upon 60 calendar days advance notice to the State Agency. If the contract is terminated under this section, the Provider Agency shall settle all accounts with the State Agency in the manner specified by the State Agency and shall be subject to a final audit under Section 3.06 Audit.

- 4.02 **Termination for Cause.** If the Provider Agency is not or has not been in compliance with the provision(s) of this contract, the State Agency may, by notice, place the Provider Agency in default of the contract and, in accordance with State Agency policies and procedures, may reduce contract funding or terminate the contract.
- 4.03 **Reduction or Termination Due to Fiscal Constraints.** Anything to the contrary in this contract notwithstanding, the parties recognize and agree that the State Agency's ability to honor the terms and conditions of this contract is contingent upon receipt of federal funds and/or appropriations of the state Legislature. If during the term of this contract, therefore, the federal and/or the state government reduces its allocation to the State Agency, the State Agency reserves the right, upon notice to the Provider Agency, to reduce or terminate the contract.

5. Miscellaneous

- 5.01 **Application of New Jersey Law.** This contract shall be governed, construed and interpreted in accordance with the laws of the State of New Jersey including the New Jersey Contractual Liability Act (N.J.S.A. 59:13-1 et seq.)
- 5.02 **Assignment and Subcontracts.** No rights or obligations of the Provider Agency under this contract may be assigned or subcontracted without the prior approval of the State Agency. All approved assignments and subcontracts shall become part of this contract, and the Provider Agency shall bear full responsibility, without recourse to the State (including the State Agency), for their performance. The Provider Agency shall forward copies of all assignment and subcontract documents to the State Agency and shall retain copies of them on file together with the contract.
- 5.03 **Client Fees.** Other than as provided for in the Annex(es), the Provider Agency shall impose no fees or charges of any kind upon recipients of contract services.
- 5.04 **Insurance.** The Provider Agency shall maintain adequate insurance coverage. The State shall be included as an additional named insured on any insurance policy applicable to this contract. Should the Provider Agency fail to pay any premium on any insurance policy when due, the State Agency may pay the premium and, upon notice to the Provider Agency, reduce payment to the Provider Agency by the amount of the premium payment.
- 5.05 **Indemnification.** The Provider Agency shall defend, indemnify and otherwise save harmless the state of New Jersey, its agencies, departments, bureaus, boards, officials and employees from any and all claims or actions at law, whether for personal injury, property damage or liabilities, including the costs of defense (a) which arise from acts or omissions, whether negligent or not, of the Provider Agency or its agents, employees, servants, subcontractors, material suppliers or others working for the Provider Agency, irrespective of whether such risks are within or beyond the control of the Provider Agency, or (b) which arise from any failure to perform the Provider Agency's obligations under this contract or any improper performance.

Notwithstanding the Provider Agency's responsibilities outlined above in this section, the State reserves the right to provide its own attorney(s) to assist in the defense of any legal actions which may arise as a result of this contract.

5.06 *Statement of Non-Influence.* No person employed by the state of New Jersey has been or will be paid any fee, commission, or compensation of any kind or granted any gratuity by the Provider Agency or any representative thereof in order to influence the awarding or administration of this contract.

5.07 *Exercise of Rights.* A failure or a delay on the part of the State Agency or the Provider Agency in exercising any right, power or privilege under this contract shall not waive that right, power or privilege. Moreover, a single or a partial exercise shall not prevent another or a further exercise of that or of any other right, power or privilege.

DMAVA (REV 03/00)

STATE OF NEW JERSEY DEPARTMENT OF MILITARY & VETERANS AFFAIRS
ANNEX B-2: CONTRACT RATE INFORMATION SUMMARY

PROVIDER: Hunterdon County

DATE July 1, 2015

CONTRACT # VL16T13

THIS ANNEX B-2 SUPERSEDES THE ANNEX B-2
DATED: _____

FEDERAL I.D. # _____

SECTION I: RATES

PROGRAM/SERVICE	UNIT OF SERVICE	SERVICE UNIT*	TYPE OF RATE	EFFECTIVE PERIOD	
				FROM	TO
Veterans Transportation	One-way trips	See Note*	Non-Cost related Installment Payment	7/1/15	6/30/2016

Note*
Level of service at 100% 1,000 one way passenger trips shall be provided during the contract term and at least a minimum of 900 (90%) one way trips. Provider will be paid in twelve monthly installments of \$ 1,666.00

Reimbursement will be reduced if we project that at least 90% of the rides will not be provided. Counties will be notified after our Mid-Year review in February, if their contracts will be reduced.

THESE RATES ARE SUBJECT TO THE CONDITIONS IN SECTION II AND III

SECTION II: CONTRACT STIPULATIONS

- A. The service capacity of the Provider Agency is _____ for the term of this contract.
(Check here if not applicable:)
- B. The Provider Agency shall submit to the Department a () monthly, () quarterly, () semi-annual, () annual report certifying to the actual program expenditures consistent with the Provider's approved budget set forth in the Contract Budget. This report is due _____ days after the end of the reporting period. (Check here if periodic expenditure reporting is not applicable:)
- C. The Provider Agency shall submit to the Department a (X) monthly, () quarterly, () semi-annual, () annual report certifying to the actual unit of service delivered during the reporting period. This report is due 15 days after the end of the reporting period.
(Check here if periodic level as service reporting is not applicable: _____)
- D. Other:

STATE OF NEW JERSEY DEPARTMENT OF MILITARY & VETERANS AFFAIRS
ANNEX B-2: CONTRACT RATE INFORMATION SUMMARY

PROVIDER Hunterdon County

DATE: July 1, 2015

CONTRACT # VLI6E13

SECTION III: GENERAL

- A. Limitations: Use of the rate(s) contained in this Annex is subject to any statutory or administrative limitations. Acceptance of the rate(s) agreed to herein is predicated on the condition that no information furnished by the Provider Agency and used in the establishment of the rate(s) is subsequently found to be materially incomplete or inaccurate. In addition, if the rate(s) agreed to herein was/were calculated based on costs contained in the Contract Budget (Annex B), acceptance of the rate(s) is predicated on the conditions that: 1) no costs other than the Provider Agency costs were included in the Annex B as finally accepted; 2) all costs reflected in the Contract's Reimbursable Ceiling are allowable under the governing cost principles; 3) similar types of costs were accrued consistent accounting treatment.
- B. Types of Rates:
 - 1. Provisional: A provisional rate is a temporary or interim rate and is subject to adjustment on the basis of a final rate calculated when the actual costs are reported.
 - 2. Fixed: A fixed rate is a permanent rate, not subject to adjustment, which is agreed to for a specified future period, usually a year.
- C. Notification of State Agencies: Copies of this document may be furnished to other state agencies as a means of notifying them of the information it contains.
- D. Contract Amount: \$ 15,000

SECTION IV: SIGNATURES

BY THE PROVIDER AGENCY

BY THE DIVISION

Signature

Signature

John W. King

Name

Freeholder Director

Title

Date

Date

State of New Jersey
DEPARTMENT OF HUMAN SERVICES
Division of Disability Services

ANNEX A – STANDARD LANGUAGE PURCHASE OF SERVICE CONTRACT

Contract I.D. # 15AMKC

PART I. GENERAL AGENCY INFORMATION

SECTION I. – IDENTIFICATION

Provider Agency County of Hunterdon, Department of Human Services

Mailing Address PO Box 2900, Flemington, NJ 08822

Telephone # (908) 788-1368

Federal Identification # 22-6002450

Effective Dates 01/01/2015 to 12/31/2015 Contract Ceiling \$124,434.00

Chief Executive Officer J. Matthew Holt

Title Freeholder Director

Address County of Hunterdon, Board of Chosen Freeholders, PO Box 2900, Flemington

Telephone # (908) 788-1102

All notices relevant to this contract should be sent to:

Name Jennifer Shore

Title Administrator

Mailing Address County of Hunterdon, Department of Human Services, PO Box 2900

Flemington, NJ 08822 Telephone # (908) 788-1368

Program Name The LINK Transportation System

Site Address(es) County of Hunterdon, Department of Human Services, PO Box 2900, Flemington

Telephone # (908) 788-1368

Program Director Lisa Tulley, Transportation Coordinator

Service Definition TXX SSBG (Transportation)

ANNEX A – STANDARD LANGUAGE PURCHASE OF SERVICE CONTRACT

Contract I.D. # 15AMKC

PART I. GENERAL AGENCY INFORMATION

SECTION II. – AUTHORIZED SIGNATURES

*List name and positions of persons authorized to sign the following.
Give number of persons required to sign each transaction.*

	Name	Position	# of Signatures Required
Standard Language Contract	1 J. Matthew Holt	Freeholder Director	1
	2		
	3		
Annex B and Schedule of Estimated Claims	1 Jennifer Shore	DHS Administrator	1
	2 Beth Schermerhorn	County Treasurer	
	3		
Annex A Level of Service Reports	1		
	2		
	3		
Contract Modification	1 J. Matthew Holt	Freeholder Director	1
	2 Beth Schermerhorn	County Treasurer	
	3 Jennifer Shore	DHS Administrator	
Checks	1 J. Matthew Holt	Freeholder Director	3
	2 Beth Schermerhorn	County Treasurer	
	3 George Wagner	Chief of Staff	
Other Contracts and Agreements	1 J. Matthew Holt	Freeholder Director	1
	2 George Wagner	Chief of Staff	
	3		
Fee Assessors	1		
	2		
Fee Collectors	1		
	2		

ANNEX A – STANDARD LANGUAGE PURCHASE OF SERVICE CONTRACT

Contract I.D. # 15AMKC

PART I. GENERAL AGENCY INFORMATION

SECTION III. – SERVICE DAYS

Service will be provided as follows:
(Fill in time)

Sunday	----	Monday	<u>6:30 am- 11:00 pm</u>	Tuesday	<u>6:30 am- 11:00 pm</u>	Wednesday	<u>6:30 am- 11:00 pm</u>
Thursday	<u>6:30 am- 11:00 pm</u>	Friday	<u>6:30 am- 11:00 pm</u>	Saturday	<u>9:00 am- 10:00 pm</u>		

Emergency Provisions: Hunterdon Helpline, Inc. is subcontracted to provide after-hours phone coverage for The LINK System. Hunterdon Helpline is provided with a two-way radio in order to assist LINK drivers in cases of emergency, vehicle breakdown, or to communicate with family members is a vehicle is running late.

Service will not be provided on the following:

<u>OCCASION</u>	<u>DATE (S)</u>
New Year's Day	Thursday, January 1, 2015
Martin Luther King, Jr.	Monday, January 19, 2015
Presidents' Day	Monday, February 16, 2015
Good Friday	Friday, April 3, 2015
Memorial Day	Monday, May 25, 2015
Fourth of July	Thursday, July 3, 2015
Labor Day	Monday, September 7, 2015
Columbus Day	Monday, October 12, 2015
Veterans Day	Wednesday, November 11, 2015
Thanksgiving	Thursday, Friday, November 26 & 27, 2015
Christmas	Friday, December 25, 2015

ANNEX A – STANDARD LANGUAGE PURCHASE OF SERVICE CONTRACT

Contract I.D. # 15AMKC

PART II. PROGRAM OPERATIONS

SECTION I. – PROGRAM SUMMARY AND EVALUATION PLAN

Write a brief, concise, descriptive summary of your agency and this program. The description should present a clear picture of what, why, where, how, and for whom service is provided.

Include as a minimum:

- Your agency's purpose, philosophy, goals and objectives;
- Details about the program including a description of neighborhood where located, the facilities used by the agency and other programs sponsored by the agency;
- Evidence of the need for the service in the community;
- Any limitations, restrictions or priorities on service delivery;
- Any unique capabilities (e.g., multi-lingual, etc.); and
- The circumstances of any previous contact with the division, state, municipal, county public agencies or other related projects and contracts.

If this is a renewal package, describe at a minimum:

- Any change in the information requested above;
- How your agency has developed and made progress toward its goal in the past year; and
- How each recommendation of the program evaluations (e.g., self-evaluation, DDS evaluation, homemaker evaluation, etc.) of the previous contract will be addressed in the proposed contract.

Describe how your agency will evaluate this proposed contract (effectiveness of the program, its goals and objectives, and efficiency of the procedures used). Include an explanation of how your agency's internal evaluation method will interface with the evaluation process of the Division and who (by title) will have what responsibilities in this process.

PART II. PROGRAM OPERATIONS**SECTION I. – PROGRAM SUMMARY AND EVALUTION PLAN**

The County Department of Human Services is charged with the responsibility of planning, coordinating and overseeing comprehensive human services for the County's vulnerable residents. The Department's mission statement is as follows: To meet the diverse human service needs of our community in the most efficient and effective way through an integrated approach to comprehensive services, which afford our most vulnerable residents the opportunity to reach their highest potential. To achieve this mission, the Department's responsibilities and activities include: acting as liaisons to the County Board of Chosen Freeholders; coordinating and staffing the County Human Services Advisory Committee (CHSAC) and other human services-related Committees and Boards; identifying human service needs in the community; working with agencies, organizations and the public to plan for human services; purchasing needed services through Request for Proposal (RFP) and Competitive Bidding processes; coordinating the allocation of funds; monitoring State and County funded programs; collaborating with local agencies and the State to enhance services; advocacy; developing policy and procedures for the County Department of Human Services; offering relevant and timely trainings to staff; developing and maintaining a comprehensive web-site; creating and distributing informational materials relevant to the department; collecting and analyzing data regarding needs and services; maintaining databases.

The LINK Transportation System, administered by the County of Hunterdon, Department of Human Services (DHS), provides paratransit/public transportation services to elderly, disabled, low-income residents and the general public on a 24-hour advance request, demand-response basis. Service is provided along Fixed, Modified, Demand Response and Collector Routes. The system currently consists of two components: 1) A county-based Administrative Unit (DHS) and 2) a private contract unit for Road Operations and Dispatching services. The contracted service provider is responsible for the following: transit service, scheduling of trip reservations, generating daily routes and schedules, maintaining and reporting required data, generating monthly billing, dispatching of drivers and vehicles, and collection of fare box revenues.

The LINK transportation system is administered by the Hunterdon County Department of Human Services. Dispatching and Road Operation services are subcontracted out to one vendor who coordinates day-to-day operations. The LINK system travels throughout all of rural Hunterdon County, supporting 28 municipalities and covering approximately 460 square miles. Service can be coordinated outside of Hunterdon County through Rail and Trans-Bridge bus lines.

ANNEX A – STANDARD LANGUAGE PURCHASE OF SERVICE CONTRACT

Contract I.D. # 15AMKC

PART II. PROGRAM OPERATIONS

SECTION II. – UNIT OF SERVICE

Unit of Service Definition (s) Unit of Service is defined as 1 Grid. A grid equals 1 square mile travelled.

COMPONENTS	TYPE OF UNITS	TOTAL NUMBER OF UNITS	NUMBER OF CONTRACT UNITS	NUMBER OF UNDUPLICATED CLIENTS*	NUMBER OF OPTIONAL ENROLLEES**
Transportation	Grids		124,434		

• where applicable

ANNEX A – STANDARD LANGUAGE TITLE XX PURCHASE OF SERVICE CONTRACT

Contract I.D. # 15AMKC

PART II. PROGRAM OPERATIONS

SECTION III. - MONTHLY CONTRACTING LEVEL OF SERVICE

Transportation
Component

(1) MONTH	(2) POSSIBLE SERVICE DAYS	(3) NON-SERVICE DAYS		(5) NON-FUNDED DAYS	(6) MONTHLY SERVICE DAYS	(7) #SP. UNDER CONT.	(8) MONTHLY CONTRACTED LOS
		HOL.	TRNG.				
1 st January							10,369
2 nd February							10,369
3 rd March							10,369
4 th April							10,369
5 th May							10,369
6 th June							10,369
7 th July							10,370
8 th August							10,370
9 th September							10,370
10 th October							10,370
11 th November							10,370
12 th December							10,370
ANNUAL TOTALS							124,434

NOTE: Contracts for which level of service is not computed by multiplying days by spaces need complete columns 1 and 8 only.

ANNEX A - STANDARD LANGUAGE TITLE XX PURCHASE OF SERVICE CONTRACTContract I.D. # 15AMKC**PART III. PROGRAM MANAGEMENT****SECTION I. - ESSENTIAL DOCUMENTS**

The following essential documents must be part of your contract package and must be updated as they change:

1. Annex A related essential documents

- *Copy of certificate of incorporation;
- Copy of Annual Report to Secretary of State;
- List of names, titles, and addresses of current board members;
- *Copy of local certificate of occupancy;
- *Copies of all written policies which effect the contracts;
- *Copies of Municipal, Fire, Health, and Building Approvals (for on-site group programs);
- Copy of license to provide service (if required);
- Copy of courtesy inspection report (if required);
- Evidence of liability insurance policy;
- Personnel information sheet

2. Annex B related essential documents

- Copy of the most recent agency audit/or fiscal statement;
- Copy of the most recent IRS990 (private agencies only);
- Copy of bonding certificate;
- Copy of current lease;
- Copy of tax exempt certificate or letter; and
- Copy of Annual Report of a Charitable Organization (CO-1 or CO-3)

3. Other related essential documents

- All that is checked on the "Initial Required Contract Documents Checklist"
- All that is checked on the "Other Required Contract Documents Checklist"

4. Copies of any contracts or agreements related to the Title XX program

*In a renewal contract additional copies of these documents need be sent only if some change has occurred or if the agency is informed by the Division that an additional copy is needed.

ANNEX A - STANDARD LANGUAGE TITLE XX PURCHASE OF SERVICE CONTRACT

Contract I.D. # 15AMKC

LIST ALL FULL & PART TIME POSITIONS (Titles)	NAME OF PERSON IN POSITION	WORK HOURS DAILY		RELATED DEGREES, LICENSES, CERTIFICATIONS	ADDITIONAL CREDITS, TRAINING AND EXPERIENCE PERTINENT TO POSITION
		FROM	TO		
Administrator	Jennifer Shore	8:30	4:30		
Supervising Program Development Specialist	Catherine Zahn	8:30	4:30		
Senior Program Development Specialist	Denise Childers	8:30	4:30		
Coord. Of Contractual Operations	Heather Fike	8:30	4:30		
Program Development Specialist	Dawn Paulmeno	8:30	4:30		
Administrative Clerk	Arlene Strain	8:30	4:30		
Confidential Assistant	Megan Youellis	8:30	4:30		
Principal Account Clerk	Marian Herman	8:30	4:30		
Senior Clerk Transcriber	Virginia Hagerly	8:30	4:30		
Administrative Clerk	Julie Gordon	8:00	4:30		
Transportation Coordinator	Lisa Tulley	8:30	4:30		
Senior Account Clerk	Keith Tustison	8:30	4:30		
County Adjuster	Jamie Fisher	7:30	1:00		
County Counsel	Michelle Nodes	8:30	4:30		

ADDENDUM

ANNEX A
PROGRAM INFORMATION SECTION

AGENCY NAME:	County of Hunterdon, Department of Human Services		
PROGRAM NAME:	The LINK Transportation System		
CONTRACT TERM:	01/01/2015 – 12/31/2015	CONTRACT #:	15AMKC

I. SERVICE TO BE PROVIDED:

The Hunterdon County Consolidated Transportation System (The LINK), administered by the Department of Human Services (DHS), provides paratransit/public transportation services to elderly, disabled, low income residents and the general public on a 24 hour advance request, demand-response basis. Service is provided along Fixed, Modified, Demand Response and Collector Routes. The system currently consists of two components: 1) A county-based Administrative Unit (HCDHS) and 2) a private contract unit for Road Operations and Dispatching services. The contracted service provider is responsible for the following: transit service, schedule trip reservations, generate daily routes and schedules, maintain and report required data, generate monthly billing, dispatch drivers and vehicles, and collection of fare box revenue.

II. PROGRAM GOAL:

The program intends to address the target populations need for non-medical transportation service. The programs intent is to provide as many trips to TXX eligible individuals as funding allows.

III. TARGET POPULATION:

The target population to be served includes low-income children and families, the disabled and the elderly. The LINK has been in operation for more than 25 years, serving this population as well as the general public. Individuals served under this agreement have no other mode of transportation available to them due to varying reasons from lack of own personal vehicle to the inability to transport themselves due to physical and/or mental issues.

IV. PROGRAM DESCRIPTION:

The LINK system operates approximately 250 days per year. The LINK provides weekday service, generally operating from 6:30 am to 7:00 pm. Demand Response service covers designated regions of the County. Modified Fixed Service operates weekdays from 8:00 am to 11:00 pm. Saturday Modified Fixed Service includes one (1) Shuffle route from 9:00 am to 10:00 pm throughout the Flemington area. Occasional Sunday Group trips are available from 8:00 am to 3:00 pm.

V. ACCESS TO PROGRAM SERVICE:

Customers needing transportation service contact The LINK through a toll free 1-800 number, which connects them to a central dispatch reservation office. Dispatchers request pertinent information required to schedule a trip and informs the customer of their pick up time, location and fare (if applicable). During the initial transportation request, dispatchers may identify individuals who qualify for or are in need of subsidized transportation and will refer them to the appropriate DHS office for additional assistance. There are no physical limitations in order to utilize The LINK as all vehicles are wheelchair accessible. There are policy and procedures in place to deal with any passenger behavioral issues. These policies and procedures also outline the steps to be taken should a passenger's behavior be cause for removal from the system.

VI. PROGRAM OBJECTIVES:

- a. **Outcome Objective(s)**
To provide Hunterdon County residents with a resource that will help them to maintain their health and independence within the community.
- b. **Level of Service Objective(s)**
To provide 124,434 grids of service to TXX SSBG eligible consumers.

VII. MEASUREMENT:

- a. **Outcome Objective(s)**
The County of Hunterdon, Department of Human Services secures funding from FTA Section 5311, FTA Section 5310 (vehicles), Senior Citizen & Disabled Resident Transportation Assistance Program, Title III Older American Act, Title XX SSBG, Job Access & Reverse Commute, Passenger Fares, and revenues from other purchase of service contracts.

Monitoring of the system is conducted by the Transportation Coordinator on a quarterly basis. One unannounced random site review is conducted per quarter. In addition, the Transportation Coordinator conducts quarterly, random vehicle checks to ensure that vehicles are maintained properly. Should the DHS receive passenger concerns, the Transportation Coordinator makes additional unannounced trips to ensure that service is provided at the required level and in a professional and safe manner. The Transportation Coordinator performs ride-along observations with each driver at least once per year.

The County garage assumes responsibility for bus maintenance, which includes inspections, preventative maintenance, monitoring daily pre-trip reports and submitting quarterly reports. Vehicle maintenance reports are submitted to DHS by the vendor on a monthly basis to monitor the maintenance of vehicles.

In addition, the Transportation Coordinator selects random buses throughout the year to conduct inspections for cleanliness and to ensure that all buses contain proper supplies (i.e., first aid kit, fire extinguisher, spill kit, rider's guides) and that proper signage is displayed.

- b. **Level of Service Objective(s)**
Level of Service Objective is measured through monthly reports received from the contracted vendor detailing number of riders, number of trips, number of grids travelled.

VIII. PROGRAM CHANGES/IMPROVEMENTS: (Based on your evaluation of your program)

- a. **Outcome Objective(s)**
No system changes are anticipated for 2015.
- b. **Level of Service Objective(s)**
No reductions in service are anticipated 2015.
- c. **Program Improvements/Changes you have made or will make**
Unrelated to TXX funding, the fleet of vehicles has been improved upon through the addition of new buses received in 2014.

ANNEX A - Program Summary

Program Name:	Transportation Block Grant
Site Address:	6 Gauntt Place
City, State, and Zip	Flemington, NJ 08822
Site Phone Number:	(908) 788-1368
Program Director/Coordinator	Jennifer Shore, Administrator
Telephone #:	(908) 788-1253
Fax:	(908) 806-4204
E-Mail:	humansvc@co.hunterdon.nj.us

STATE OF NEW JERSEY - DIVISION OF FAMILY DEVELOPMENT

ANNEX A - CONTRACT SUMMARY SHEET - FY 16TS

Provider Agency County of Hunterdon
Department of Human Services **Contract #** TS16010
Mailing Address PO Box 2900 **Federal ID #** 22-6002450
Flemington, NJ 08822

Telephone Number (908) 788-1253
Provider Agency Fiscal Year End 12/2015
Contract Effective Date 7/1/2015 to 6/30/2016 **Contract Ceiling:** \$33,768.00

Organization Type County
 Board of Social Services
 CWA

TS Program

County Official John W. King
Title Freeholder Director
Mailing Address County of Hunterdon
PO Box 2900
Flemington, NJ 08822
Telephone Number (908) 788-1102
Fax Number (908) 806-4236
E-Mail Address freeholders@co.hunterdon.nj.us

All routine notices relevant to the administration of the program should be sent to:

Name & Title Jennifer Shore, Administrator
Mailing Address County of Hunterdon, Dept. of Human Services
PO Box 2900
Flemington, NJ 08822
Telephone Number (908) 788-1253
Fax Number (908) 806-4204
E-Mail Address humansvc@co.hunterdon.nj.us

Do you currently receive payment by Automatic Deposit (ACH) for this contract?

Yes No

**Division of Family Development
Annex A - Authorized Signatures - FY 16 TS**

List names and positions of persons authorized to sign the following and number of persons required to sign each transaction.

	Name/Address	Position	# of Signatures Required
Contract	1 John W. King	Freeholder Director	1
	2		
	3		
Quarterly and Final Financial Reports	1 Jennifer Shore	DHS Administrator	1
	2 Janet Previte	Acting CFO	
	3 George Wagner	Chief of Staff	
Contract Budget Modification	1 John W. King	Freeholder Director	1
	2 Janet Previte	Acting CFO	
	3 Jennifer Shore	DHS Administrator	
Checks	1 John W. King	Freeholder Director	3
	2 Janet Previte	Acting CFO	
	3 George Wagner	Chief of Staff	
Other Contracts and Agreements	1 John W. King	Freeholder Director	1
	2 George Wagner	Chief of Staff	
	3		

Note 1 - Enter Authorized Signatory for the Contract (as authorized by Agency Bylaws or Board Resolution). This is the address where the signed contract and all relevant legal correspondence will be mailed. This should be the individual who signs the SLD (page 23). This may not be the same individual as noted in the Annex A summary sheet. In the event of emergency notification, please include e-mail and fax number.

Contract Signatory John W. King
 Title Freeholder Director
 Mailing Address PO Box 2900
Flemington, NJ 08822

 Telephone Number 908 - 788 - 1102
 Fax Number 908 - 806 - 4236
 E-Mail Address freeholders@co.lumderdon.nj.us

Contract # TS16010

Division of Family Development
Annex A – Service Delivery Information

Program Name: Transportation Block Grant
Site Address: 6 Gauntt Place
City, State, and Zip: Flemington, NJ 08822
Site Phone Number: 908 - 788 - 1368
Program Director/Coordinator: Jennifer Shore, Administrator
Telephone #: 908 - 788 - 1253
Fax: 908 - 806 - 4204
E-Mail: humansvc@co.hunterdon.nj.us

Service will be provided as follows (designate time):

	<u>From</u>	<u>To</u>
Sunday		
Monday	<u>6:30 am</u>	<u>11:00 pm</u>
Tuesday	<u>6:30 am</u>	<u>11:00 pm</u>
Wednesday	<u>6:30 am</u>	<u>11:00 pm</u>
Thursday	<u>6:30 am</u>	<u>11:00 pm</u>
Friday	<u>6:30 am</u>	<u>11:00 pm</u>
Saturday	<u>9:00 am</u>	<u>10:00 pm</u>

Services will not be provided on the following occasions: # Holidays 11 Holidays, 12 Days Total

<u>Date (s)</u>	<u>Occasion</u>
<u>Friday, July 3, 2015</u>	<u>Independence Day</u>
<u>Monday, September 7, 2015</u>	<u>Labor Day</u>
<u>Monday, October 12, 2015</u>	<u>Columbus Day</u>
<u>Wednesday, November 11, 2015</u>	<u>Veterans Day</u>
<u>Thursday, Friday, November 26 & 27, 2015</u>	<u>Thanksgiving</u>
<u>Friday, December 25, 2014</u>	<u>Christmas</u>
<u>Friday, January 1, 2016</u>	<u>New Year's Day</u>
<u>Monday, January 18, 2016</u>	<u>Martin Luther King Jr Day</u>
<u>Monday, February 15, 2016</u>	<u>Presidents Day</u>
<u>Friday, March 25, 2016</u>	<u>Good Friday</u>
<u>Monday, May 30, 2016</u>	<u>Memorial Day</u>

Emergency Provisions: Describe any special arrangements which have been made to handle emergencies, e.g. voice mail instructions, special telephone numbers etc.: The County of Hunterdon, Department of Human Services contracts with Hunterdon Helpline, Inc. to provide 24 hour emergency transportation services to DSS clients.

DIVISION OF FAMILY DEVELOPMENT

Transportation Services

Transportation Program Operations Narrative:

Section I: Write a brief but descriptive summary of your program and services offered. The description should present a clear picture of what, why, where, how, for whom, and as applicable the frequency of services provided. A narrative response should be provided for each component.

The narrative should include specific details of services provided and identification/description of clients receiving services, narrative of how clients are referred to or obtain services from your agency, any limitations or restrictions of services offered, and any other relevant information of the program and services.

The Hunterdon County Department of Human Services administers the Hunterdon County Consolidated Transportation System known as The LINK. The LINK system operates two main types of service: "Cross County Service" and "Flemington Shuffle" services, all of which operate on staggered schedules between the general hours of 7:00 am and 6:00 pm on weekdays, with some service offered on Wednesday and Friday evenings from 6:00 pm to 10:00 pm. The Flemington Shuffle also operates an extended evening service Monday through Friday from 6:00 pm to 11:00 pm, as well as Saturday service in the Flemington area from 9:00 am to 9:00 pm.

With a fleet of 30+ vehicles, The LINK operates a blend of fixed, modified fixed and demand response service. The cost per person for a one-way trip varies depending upon the length of the trip. All system vehicles are handicapped accessible.

The LINK system is available to all Hunterdon County residents. Consumers who are deemed eligible for a transportation subsidy under the TBG program, are issued a boarding pass (LINKPASS). The LINKPASS designates that the consumer is a TBG passenger and each time a TBG passenger travels on The LINK system, each one-way trip is recorded under TBG. Non-TBG eligible consumers are supported through funding sources such as county, NJ Transit grants, Title III, Title XX, or private pay. Dependent children of TANF eligible consumers also ride The LINK under LINKPASS.

The LINK system provides transportation for seniors, individuals with disabilities, low-income individuals and public riders. Ridership levels are reviewed when monthly reports are received from the road operations vendor. Random ride-a-longs are completed of all vehicle routes. Consistent communication with the road operations vendor to discuss service delivery.

TANF Transportation – all of the above noted service is available to those individuals deemed TANF eligible and are in need of transportation to to-work activities. TANF eligible consumers are provided with a "LINKPASS" to ride The LINK. Current participation in this

program ranges between 4-6 TANF clients which generates an average cost of \$835/mo. for those participants or \$10,020/year.

The balance of the funding (\$23,748) will be used to supplement the Work Support funds for car repair or transportation expenses under NJAC 10:90-5.4 (a) and 10:90-5.5 (a) 1. Often, clients who are seeking assistance with car repair are limited to the maximum of \$800 cap. With the increase cost of labor and parts and the condition of the vehicles that clients are able to possess, this cap does not guarantee a road worthy vehicle. The average cost of brake repair is \$750 while the average transmission repair is minimally \$1900. The provision of \$23,748 for additional car repair expenses would service approximately 20 clients by providing an extra \$1200 for car maintenance. This would also allow for part of the Work Support fund to be held for certification costs, tools/equipment purchases, uniforms, etc. if the client would need assistance with these needs as well.

Section II: Please respond to the following:

1. Counties must demonstrate participation in a local coordinated human service transportation planning process as mandated under the Federal United We Ride Executive Order. Provide details of the transportation planning process for your County.

Working cooperatively with the Hunterdon County Department of Human Services, Hunterdon County Planning Board, HART Commuter Information Services (TMA), and various stakeholders, the Hunterdon County Department of Human Services Coordinated County Human Services Transportation Plan was developed and adopted, July 2007, in response to the United We Ride mandate. The 2009 Plan Update and the 2012 Plan Update have been developed in coordination with staff of the Hunterdon County Department of Human Services, Hunterdon County Transportation Advisory Committee, First Transit (road operations and dispatch), HART Commuter Information Services (TMA) and members of the Hunterdon County Transportation Stakeholder Committee.

The Hunterdon County Department of Human Services (HCDHS), on behalf of the Hunterdon County Board of Chosen Freeholders, operates a coordinated accessible transportation system for the county known as "The LINK." This service, which has operated throughout the county since its inception in 1984, serves as the de facto public transportation within Hunterdon County. NJ TRANSIT does not provide bus service to or within Hunterdon County.

2. Please identify transportation services being provided in your County. Include separate details for each program service as detailed in the Annex A scope of services.

The LINK system operates two main types of service: "Cross County Service" and "Flemington Shuffle" services, all of which operate on staggered schedules between the general hours of 7:00 am and 6:00 pm on weekdays with some service offered on Wednesday and Friday evenings from 6:00 pm to 10:00 pm. The Flemington Shuffle also operates an extended evening service Monday through Friday from 6:00 pm to 11:00 pm, as well as Saturday service in the Flemington area from 9:00 am to 9:00 pm.

TANF Transportation – all of the above noted service is available to those individuals deemed TANF eligible and are in need of transportation to to-work activities. TANF eligible consumers are provided with a "LINKPASS" to ride The LINK. Current participation in this program ranges between 4-6 TANF clients which generates an average cost of \$835/mo. for those participants or \$10,020/year.

The balance of the funding (\$23,748) will be used to supplement the Work Support funds for car repair or transportation expenses under NJAC 10:90-5.4 (a) and 10:90-5.5 (a) 1. Often, clients who are seeking assistance with car repair are limited to the maximum of \$800 cap. With the increase cost of labor and parts and the condition of the vehicles that clients are able to possess, this cap does not guarantee a road worthy vehicle. The average cost of brake repair is \$750 while the average transmission repair is minimally \$1900. The provision of \$23,748 for additional car repair expenses would service approximately 20 clients by providing an extra \$1200 for car maintenance. This would also allow for part of the Work Support fund to be held for certification costs, tools/equipment purchases, uniforms, etc. if the client would need assistance with these needs as well.

3. Please list the agencies providing the services including a brief description of the services provided and any limitations or restrictions that the County or vendor places on the services provided. This should reconcile to the County and Provider summary of services and costs.

The Hunterdon County Department of Human Services is the administrator of The LINK. TANF eligibility for the receipt of a LINKPASS or assistance with car repair is determined by the Family Service Workers at the Hunterdon County Division of Social Services.

4. Describe the performance goals for the DFD program.

The Hunterdon County Department of Human Services (HCDHS), as part of its commitment to no wrong door services, chooses to define all transportation activities in support of employment, to be employment related. We understand that activities in support of employment may range from picking up medications, purchasing personal hygiene products or clothing, as well as going to MVD for a non-driver ID. HCDHS allows for TBG grant funds to be used to transport eligible consumers to

and from work, to and from daycare facilities, as well as all of the needed support activities listed above. Through the use of TBG grant funds, our goal is to create an environment that promotes the ease of working. It is this Department's philosophy that complicating access to The LINK transportation system will create a disincentive to working for an already struggling population.

5. Identify past year program goals and summarize performance outcomes. Provide a summary of select agency accomplishments.

During the period 7/1/13 through 4/30/14, 17 unduplicated consumers were provided with a LINKPASS, 543 one-way trips were provided, and one payment of car repair service was issued.

6. Will any of these services be provided by agency staff or subcontractors? If subcontractors, please provide information about the subcontractors experience?

TANF eligibility for service is determined by the Family Service Workers at the Division of Social Services

7. Please summarize the RFP process/timeline for any subcontracted/vendor provided services. The response should include details of the current RFP status and the next anticipated release of the RFP.

There is no RFP or subcontract selection process. The Division of Social Services is the CWA for Hunterdon County and service provider.

8. Describe the program monitoring process for all subcontracts, including details of site visits and monitoring visits. Submit a copy of the monitoring tool including approximate timelines for monitoring as part of this contract. At a minimum, monitoring will include comparison of services provided with Annex A description of services to be provided and documentation of the review of services and payments authorization.

Although the Division of Social Services is not considered to be a subcontractor because they are part of the County Department of Human Services, DHS staff does conduct case reviews biannually to monitoring program compliance. Copy of the monitoring tool used is attached.

TANF eligibility for service is determined by the Family Service Workers at the Division of Social Services. The Division of Social Services is the CWA for Hunterdon County and service provider.

9. Describe the fiscal management process, i.e. what triggers payment on each subcontract.

When a Hunterdon County Division of Social Services (HCDSS) consumer is deemed eligible for transportation subsidy under the TBG program, HCDSS issues a boarding pass (LINKPASS) to the consumer. The LINKPASS designates that the consumer is a TBG passenger and each time a TBG passenger travels on The LINK system, each one-way trip is recorded under TBG. At the close of the month, The LINK dispatch office provides a monthly ridership recap that indicates the total number of trips traveled by the LINKPASS consumers under TBG. In turn, The LINK system issues an invoice to HCDSS for the transportation provided to the LINKPASS consumers.

For car repair assistance, HCDSS will advise client to produce 3 estimates for repair when car repair is being requested. The worker will contact the vendor that supplied the lowest cost estimate to confirm and make arrangements for payment of the service. HCDSS utilizes a voucher system for processing payment of the TBG invoices.

10. Identify any changes, challenges, limitations, restrictions, and priorities on service delivery.

Challenges: serving those consumers who live in very rural areas can be challenging in terms of The LINK's ability to deliver individuals to their places of employment or to-work activity sites, within required work hours. Providing funding for car repair would assure clients who have their own transportation a safe and less costly means of complying with the "to work" requirements.

11. How will these challenges be addressed?

The County continually reviews The LINK transportation system to ensure that service is provided in the most cost effective and efficient way possible, while continuing to secure state and federal funding to support the service.

12. If this is a renewal contract, describe at a minimum how has your program developed and made progress toward its goals in the past year?

Providing car repair service started off slowly in 2014. In response, the HCDSS has updated their internal Policy & Procedure and distributed to all staff to increase awareness of this benefit for TANF eligibility individuals.

13. What barriers, if any, have impacted your agency's ability to meet program goals?

The Hunterdon County Division of Social Services has a minimal number of TANF eligible consumers and/or families with dependent children. The current TANF caseload is approximately 120. In a mostly rural county, access to public transportation is extremely limited. This, in combination with clients who are determined "unemployable," reduces the number of TANF clients who will benefit from this funding. Therefore, it is essential to identify and provide support for the hurdles that will make the targeted group successful in their goal of achieving employment.

14. How are services evaluated? What are the results? Identify strengths and weaknesses noted in evaluations.

Ridership levels are reviewed when monthly reports are received from the road operations vendor. Random ride-a-longs are completed of all vehicle routes. Consistent communication with the road operations vendor to discuss service delivery. (See #16 self-evaluation for additional information)

15. Describe the agency's progress toward achieving administrative goals from the previous year. Elaborate upon any administrative, programmatic, or fiscal changes from the previous contract period.

There have been no administrative, programmatic or fiscal changes from the previous contract period.

16. Describe the Agency's self-evaluation process.

- a. Identify the process and tools used

The TBG monies are granted to the DHS and in turn they monitor the DSS to ensure that service provided meets program criteria. A rider list is distributed to staff monthly to verify the rider is still a recipient of eligible DSS services and is using the LINKPASS due to their involvement in work activities. The Family Service Worker and Employability Coordinator will coordinate and identify clients and their appropriate need for transportation assistance in the "to work" process. The DHS administrator and contract administrator will perform bi-annual audits on DSS files to reestablish eligibility for the TBG monies.

17. Summarize the results of the evaluation from the previous contract period and the changes the agency implemented in response to the findings.

In February 2014, DHS staff conducted an internal audit of TANF case files. The review found that some authorization forms were not filled out in their entirety and that some cases lacked proof of attendance of classes at the HCESC. The HCDSS has since updated their Policy & Procedure and DHS staff will audit again in late Summer 2014.

18. Explain how the agency collaborates and/or networks with other public and private agencies to meet client needs in the community. Elaborate upon agency outreach efforts.

The DHS works closely with The LINK's road operator to coordinate efficient transportation services. Both DHS and DSS staff network with community provider agencies through attendance at various committee meetings

19. If fees will be collected from recipients of any services outlined in the Contract Requirements, state the anticipated annual amount of revenue. Also state how those revenues will be used to offset the contract's costs.

There are no fees collected.

COUNTY OF HUNTERDON NEW JERSEY
 DEPARTMENT OF HUMAN SERVICES
 DIVISION OF SENIOR, DISABILITIES & VETERANS SERVICES
 PO Box 2900, Flemington, NJ 08822-2900
www.co.hunterdon.nj.us/seniors.htm

Laine Nauman
 Executive Director
 908-788-1561
 908-806-4537 Fax
lnaume@co.hunterdon.nj.us



MEMORANDUM OF UNDERSTANDING

Project Number: 10-030-02 / 10-030-35

SUBJECT: Provisions applicable to The LINK Transportation System

PROJECT NAME: 106-Transportation / 107-Assisted Transportation / 333-Socialization Recreation

TERM OF PROJECT: January 1, 2015 TO December 31, 2015

DESCRIPTION OF SERVICE TO BE PROVIDED:

Transportation will be provided for seniors who require curb-to-door or door-to-door service to access nutritional, medical, and social services, and for miscellaneous needs. Transportation will be provided for senior groups.

NUMBER OF UNITS TO BE PROVIDED: 14,412 One-Way Trips (Transportation)
72 One-Way Trips (Assisted Transportation)
1,480 Sessions Per Participant (Socialization/Rec.)

NUMBER OF UNDUPLICATED INDIVIDUALS TO BE SERVED: 406 (Transportation)
20 (Assisted Transportation)
318 (Socialization/Recreation)

TOTAL ALLOCATED FUNDS: \$69,410.00

SCHEDULE OF DUE DATES FOR FINANCIAL AND PROGRAMMATIC REPORTS:

Period Covered	Financial (QPR-A) Due	Programmatic (QPR-B) Due
01/01/15 – 03/31/15	04/10/15	04/10/15
04/01/15 – 06/30/15	07/10/15	07/10/15
07/01/15 – 09/30/15	10/10/15	10/10/15
10/01/15 – 12/31/15	01/10/16	01/10/16

ASSURANCES OR OTHER PROVISIONS AS REQUIRED:

The Grantee shall, in a satisfactory and proper manner, perform all services specified in the Scope of Services (Attachment A) and Service Taxonomies 106-Transportation, 107-Assisted Transportation and 333 Socialization/Recreation (Attachment B).

The Grantee shall expend funds in accordance with the Approved Budget (Attachment C) and submit quarterly expenditure and programmatic reports (Attachment D) no later than the 10th of the month following the close of the quarter.

All program income earned during the period in which it is collected shall be used to offset program costs used by the Grantee to perform the services called for in this Memorandum.

All correspondence, equipment, facilities and publications, which have been funded within this agreement shall bear the official identification of the agencies involved in funding this program, including, but not limited to Title III of the Older Americans Act, and the County of Hunterdon.

National Aging Program Information System (NAPIS) reporting requirements are mandated for all Area Plan Contract services and all AAA service providers. As such, the Grantee is required to use SAMS (Social Assistance Management System) for all APC NAPIS data collection and reporting. As a requirement for receiving funds, the Grantee will use SAMS to provide unduplicated client counts, monitor, and manage programs with multiple funding streams.

The Grantee will participate in one formal on-site programmatic and fiscal monitoring visit during the grant year.

Laine Nauman, Division Head
Division of Senior, Disabilities and
Veterans Services

Jennifer Shore, Administrator
Department of Human Services

Date

Date

ATTACHMENT A - SCOPE OF SERVICES

HUNTERDON COUNTY CONSOLIDATED TRANSPORTATION SYSTEM

A. SERVICES TO BE PROVIDED

1. To provide transportation service daily for Hunterdon County seniors from 7:30 AM to 5:30 PM, curb-to-curb where appropriate and door-to-door when necessary.
2. To provide priority service for nutrition sites, senior centers, medical appointments, nutrition site food shopping. Requests other than the above may be considered when deemed to be consistent by the Division of Senior, Disabilities and Veterans Services with their goals and objectives.
3. To provide specialized out-of-county sedan trips to elderly and/or disabled individuals who are unable to utilize The LINK transit system.
4. To provide group trip transportation service to elderly individuals attending socialization/recreation activities.
5. To provide on-going publicity and public relations to inform elderly persons of available services.
6. To provide appropriate driver assistance to the elderly as required/requested.
7. To provide transportation services that not only meet the needs of Hunterdon County senior citizens, but to provide the service in the most efficient and coordinated manner that is practical.
8. To provide such transportation service, countywide.

B. OBJECTIVES

1. a. To provide 14,412 one-way trips for elderly persons.
b. To serve 406 unduplicated Hunterdon County residents age 60 and older with one-way trips.
2. a. To provide 72 specialized out-of-county one-way trips to individuals unable to use The Link.
b. To serve 20 Hunterdon County residents age 60 and over with group transportation.
3. a. To provide 1,480 Sessions Per Participant of group transportation service to socialization/recreation activities.
b. To serve 318 unduplicated Hunterdon County residents age 60 and older with transportation to socialization/recreation activities.

C. HOW OBJECTIVES WILL BE MET

1. Transportation will be provided for seniors who require curb-to-door or door-to-door service to access nutritional, medical, and social services, and for miscellaneous needs. Transportation will be provided for senior groups.
2. Scheduling interviews will be conducted to screen for persons or groups eligible for senior transportation.
3. Trips will be provided to individuals and groups based on priority of need and vehicle/space availability, and in accordance with LINK scheduling regulations.
4. Specialized out-of-county medical trips and in-county medical sedan trips shall be provided subject to approval of the Department of Human Services.
5. Driver assistance will be offered as required/requested and appropriate.

ATTACHMENT B – SERVICE TAXONOMY

SERVICE: TRANSPORTATION

CODE: 106

CATEGORY: Access

DEFINITION: Conveyance of older persons to and/or from community facilities and resources for the purpose of acquiring/receiving available services, benefits, or entitlements.

UNIT: 1 one-way trip (location to location)

COMPONENTS: Service activities shall include:

- Demand/Response transportation characterized by flexible routing and/or scheduling of vehicles to provide door-to-door service on demand.
- Fixed Route transportation designed to provide a destination oriented service along a predefined route.
- Emergency Response transportation characterized by an unscheduled response to an individual's immediate and unforeseen need for transportation-generally of a medical nature.
- Maintaining records, preparing reports, and other administrative efforts necessary to provide transportation services.

NOTE: Transportation service does not include any other service activities, such as: (a) escort services, (b) meal delivery or (c) transportation services which are incidental to the provision of another service, such as bus service for a socialization/recreation activity. Nor does it include direct subsidy to a general reduced fare program to a public or private transit system.

STANDARDS: Transportation services shall meet or exceed the following standards:

1. The program shall ensure that all vehicles and associated equipment are maintained in proper working condition, and that appropriate maintenance and safety procedures are in place.
2. The program shall ensure that all vehicles have appropriate liability insurance coverage.
3. The program shall ensure that all drivers are appropriately licensed and physically able to safely drive the program vehicles.
4. The program shall ensure that all drivers receive appropriate training in the operation of their vehicles, in the use of any associated equipment, in defensive driving techniques, and techniques for coping with medical emergencies. Drivers shall be evaluated on a periodic basis.
5. Transportation services should be provided in a location that is easily accessible to the older person.
6. In areas where a significant number of clients do not speak English as their principal language, transportation services should be provided in the language spoken by those clients.
7. As with all Older Americans Act programs, customers of this service shall be informed that donations are accepted under this program and such donations shall serve to expand the programs to others in need.

ATTACHMENT B – SERVICE TAXONOMY

SERVICE: ASSISTED TRANSPORTATION

CODE: 107

CATEGORY: Access

DEFINITION: To provide an individualized linkage for functionally impaired or isolated older persons to enable them to utilize community facilities and services, such as banks, stores, medical resources, and other necessary destinations which they are unable to access due to transportation and/or health barriers.

UNIT: 1 one-way trip (location to location)

COMPONENTS: Service activities shall include:

- Determining that services are needed due to the fact that there is no family member, other responsible informal caregiver, or other formal transportation program available or capable of providing such services.
- Transporting the client for food, clothes and other essentials or running essential errands, such as picking up prescription medicines or going to the bank.
- Accompanying the client to a service/facility that includes providing all necessary assistance that the client needs in order to utilize the service/facility: such as climbing stairs, entering doorways, crossing streets, and carrying packages.
- Ongoing monitoring by the provider to detect changes in client's condition, and providing referral to establish a necessary linkage with the appropriate agency.
- Maintaining records, preparing reports, and other administrative efforts necessary to provide escort services.

NOTE: In the event that clients normally using Assisted Transportation services are occasionally unable to accompany the service provider on a **regularly scheduled and essential errand**, due to illness or other circumstances, the service provider may perform the errand without the client and may count this as a "one-way trip" of Assisted Transportation services.

STANDARDS: Assisted Transportation services shall meet or exceed the following standards:

1. Services shall be structured to serve the frail, at risk, and/or homebound elderly person who, without this help, would remain isolated from services.
2. Only essential errands shall be provided to enable the program to serve the greatest number of older persons in need.
3. Services shall be provided in a manner to ensure that primary decision-making ability remains with the older individual being served.
4. The Assisted Transportation provider shall be trained and sensitized to the situations and needs of the older population, including the special skills needed to aid in the service.
5. A mechanism shall be in place to enable providers to work cooperatively with other involved agencies as to clients status and problems.

6. Proper supervision shall be available to workers to help resolve problems, conflicts, and to provide additional technical assistance as needed.
7. Programs shall maintain adequate insurance coverage to protect workers from the risk inherent in the transportation of clients.
8. Persons performing Assisted Transportation service shall possess a valid driver's license and safe driving record.
9. Services can be provided using mass transit, the provider's own vehicle, client's own vehicle, or any other vehicle for which permission has been granted to be used for Assisted Transportation.
10. Compensation should be paid to the provider who utilizes his/her own vehicle or a mass transit system for the provision of Assisted Transportation.
11. Assisted Transportation service should be provided in a location that is easily accessible to the older person.
12. In areas where a significant number of clients do not speak English as their principal language, Assisted Transportation services should be provided in the language spoken by those clients.
13. As with all Older Americans Act programs, customers of this service shall be informed that donations are accepted under this program and such donations shall serve to expand the programs to others in need.

ATTACHMENT B – SERVICE TAXONOMY

SERVICE: SOCIALIZATION/RECREATION

CODE: 333

CATEGORY: Community Support

DEFINITION: Planned and structured activities and programs provided to well and functionally impaired older persons in order to facilitate social contact, reduce isolation, and improve personal life satisfaction.

UNIT: 1 session per participant

COMPONENTS: Service activities should include:

- Determining, preferably with the involvement of older persons, the types of activities and programs that will be offered, including those allowing for intergenerational interaction if desired.
- Program planning, development, scheduling, and implementation of socialization and recreation activities suitable for elderly participants.
- Instructions, discussion groups, reminiscence programs including spelling bees, karaoke and recall of old songs, etc., and participation in arts and crafts, hobbies, travel, games, group tours, outings, and other activities of a similar nature.
- Developing and distributing calendars of scheduled socialization and recreation activities and events.
- When necessary and appropriate, transportation and supervision should be provided for recreation and socialization activities.
- Maintaining records, preparing reports, and other administrative efforts necessary to provide Socialization/Recreation services.

NOTE: Socialization/Recreation does not include informal activities and spur of the moment get-togethers, which are incidental to the primary service being provided; or work with senior citizen groups or their organizations about social/recreation services for the elderly.

STANDARDS: Socialization/Recreation services shall meet or exceed the following standards:

1. The provider of Socialization/Recreation services shall be knowledgeable in the activity or program either through education, experience, or training.
2. Socialization/Recreation programs shall design activity sessions for the interests, skills, and abilities or prospective elderly participants.
3. Services shall be provided to expand the opportunities for satisfying leisure time and social activities for individuals so as to foster their health and social well-being.
4. Participants, family members, and/or caregivers shall be provided with information on how to get needed services, such as Medicare, Medicaid, legal assistance, energy assistance, etc., if requested.
5. In areas where a significant number of clients do not speak English as their principal language, Socialization/Recreation programs should be provided in the language spoken by those clients.

6. As with all Older Americans Act programs, customers of this service shall be informed that donations are accepted under this program and such donations will serve to expand the programs to others in need.

ATTACHMENT C – APPROVED BUDGET
(106 –Transportation / 333-Socialization/Recreation)

Program Name:	The LINK			Program #:	10-030
Service Taxonomy:	Transportation				
Type of Application:					
	<input type="checkbox"/> NEW	<input checked="" type="checkbox"/> CONTINUATION	<input type="checkbox"/> REVISION	<input type="checkbox"/> SUPPLEMENT	
Project Director (name, title, address)	Lisa Tuley, Transportation Coordinator DHS PO Box 2900 Flemington, NJ 08822		CY 2015		
			Contract Term:	1/1/2015 thru 12/31/2015	
			Contract Ceiling:	\$64,874	
Applicant Agency (name & address)	DHS		Type of Organization:		
			<input checked="" type="checkbox"/> Public Agency		
			<input type="checkbox"/> Private Non-Profit Agency		
Official (name, title, and address)	Jennifer Shore, Administrator DHS		Payee (name, title, and address)	DHS	
A. TOTAL PROJECT COST:					\$108,106
B. PROJECT INCOME:					\$17,360
C. PROJECT NET COSTS (line A less line B)					\$90,746
D. LOCAL NON-FEDERAL PARTICIPATION:			Local Cash	28.51%	\$25,872
			InKnd	0.00%	\$0
E. ALLOCATED FUNDS: \$64,874			COLA	9.79%	\$8,884
			III-B	40.84%	\$37,064
			State Match	20.86%	\$18,926
F. UNIT OF SERVICE (hrs/days/contacts, etc.)					One-Way Trip
G. NUMBER OF UNITS (From Scope of Services)					14,412
H. UNIT COST (line A divided by line G)					\$7.50

ATTACHMENT C – APPROVED BUDGET
(106 –Transportation / 333-Socialization/Recreation) (Continued)

CATEGORIES	CASH	IN-KIND	TOTAL
1. Personnel	0	0	0
			0
			0
TOTAL PERSONNEL	0	0	0
2. Consultants & Contract Services	0	0	0
TOTAL CONSULTANTS & CONTRACT SERVICES	0	0	0
3. Travel	0	0	0
TOTAL TRAVEL	0	0	0
4. Food	0	0	0
TOTAL FOOD	0	0	0
5. Building Space		0	0
TOTAL BUILDING SPACE	0	0	0
6. Print & Office Supplies	0	0	0
TOTAL PRINT & OFFICE SUPPLIES	0	0	0
7. Equipment	0	0	0
TOTAL EQUIPMENT	0	0	0
8. Other			
One-Way trips (14,412) Includes some sedan	101,606		101,606
Group Trips			0
Coach: 15 activities= 694 total sessions	3,150		3,150
Bus: 24 activities= 786 total sessions	3,350		3,350
			0
TOTAL OTHER	108,106	0	108,106
9. Indirect Cost	0	0	0
TOTAL INDIRECT COST	0	0	0
TOTAL PROJECT COSTS	108,106	0	108,106

ATTACHMENT C – APPROVED BUDGET
 (106 –Transportation / 333-Socialization/Recreation) (Continued)

LOCAL NON-FEDERAL PARTICIPATION		
SOURCE		AMOUNT
A. Cash Resources		
	Hunterdon County	25,872
	TOTAL CASH RESOURCES	25,872
B. In-Kind Resources		
	TOTAL IN-KIND RESOURCES	0
	TOTAL LOCAL NON-FEDERAL PARTICIPATION	25,872
D. Estimated Income		
	Donations	17,360
	TOTAL INCOME	17,360

ATTACHMENT C – APPROVED BUDGET
(Assisted Transportation)

Program Name:		The LINK		Program #:		10-030	
Service Taxonomy:		107 - Assisted Transportation		Medicaid Match			
Type of Application:							
<input type="checkbox"/> NEW		<input checked="" type="checkbox"/> CONTINUATION		<input type="checkbox"/> REVISION		<input type="checkbox"/> SUPPLEMENT	
Project Director (name, title, address)				CY 2015			
Lisa Tulley, Transportation Coordinator				Contract Term: 1/1/2015 thru 12/31/2015			
DHS				Contract Ceiling: \$4,536			
PO Box 2900							
Flemington, NJ 08822							
Applicant Agency (name & address)				Type of Organization:			
DHS				<input checked="" type="checkbox"/> Public Agency			
				<input type="checkbox"/> Private Non-Profit Agency			
Official (name, title, and address)				Payee (name, title, and address)			
Jennifer Shore, Administrator				DHS			
DHS							
A. TOTAL PROJECT COST:				\$4,536			
B. PROJECT INCOME:				\$0			
C. PROJECT NET COSTS (line A less line B)				\$4,536			
D. LOCAL NON-FEDERAL PARTICIPATION:				Local Cash 0.00% \$0			
				InKind 0.00% \$0			
E. ALLOCATED FUNDS: \$4,536				COLA 4.08% \$185			
				Medicaid 95.92% \$4,351			
				Match			
F. UNIT OF SERVICE (hrs/days/contacts, etc.)				One-Way Trip			
G. NUMBER OF UNITS (From Scope of Services)				72			
H. UNIT COST (line A divided by line G)				\$63.11			

ATTACHMENT C – APPROVED BUDGET
(Assisted Transportation) (Continued)

CATEGORIES	CASH	IN-KIND	TOTAL
1. Personnel	0	0	0
			0
			0
			0
TOTAL PERSONNEL	0	0	0
2. Consultants & Contract Services	0	0	0
TOTAL CONSULTANTS & CONTRACT SERVICES	0	0	0
3. Travel	0	0	0
TOTAL TRAVEL	0	0	0
4. Food	0	0	0
TOTAL FOOD	0	0	0
5. Building Space		0	0
TOTAL BUILDING SPACE	0	0	0
6. Print & Office Supplies	0	0	0
TOTAL PRINT & OFFICE SUPPLIES	0	0	0
7. Equipment	0	0	0
TOTAL EQUIPMENT	0	0	0
8. Other - Out of County Sedan 72 one-way trips (estimate 105 hours)	4,536		4,536
			0
			0
			0
			0
			0
TOTAL OTHER	4,536	0	4,536
9. Indirect Cost	0	0	0
TOTAL INDIRECT COST	0	0	0
TOTAL PROJECT COSTS	4,536	0	4,536

ATTACHMENT C – APPROVED BUDGET
(Assisted Transportation) (Continued)

LOCAL NON-FEDERAL PARTICIPATION	
SOURCE	AMOUNT
A. Cash Resources	
TOTAL CASH RESOURCES	0
B. In-Kind Resources	
TOTAL IN-KIND RESOURCES	0
TOTAL LOCAL NON-FEDERAL PARTICIPATION	0
D. Estimated Income	
TOTAL INCOME	0

NJT ATTACHMENT H – VEHICLE INVENTORY

NJT ATTACHMENT J – MARKETING MATERIALS



LINK
HUNTERDON COUNTY TRANSPORTATION

1-800-842-0531
www.ridetheink.com

\$2 per day



20 Evening Schedule

19 Weekday Shuttle

Flemington Shuttle

Effective JANUARY 2015

Funding for operation of the Hunterdon County LINK System is provided by Hunterdon County, NJ TRANSIT and the Federal Transit Administration.

Rider input is welcome. Call (908) 788-1388 or write to: Hunterdon County Department of Human Services, PO Box 2900, Flemington, NJ 08822-2900.

LINK/Transportation Advisory Committee meetings are open to the public. Any county resident interested in serving as a member may contact the Hunterdon County Department of Human Services, (908) 788-1388, for more information.

Schedules may be made available in large type or on audio cassette by request. All vehicles are wheelchair accessible. LINK does not discriminate on the basis of disability, race, sex, creed or national origin.

Non-Discrimination Policy
Hunterdon County is committed to ensuring that no person is excluded from, or denied the benefits of our services on the basis of race, color, or national origin. Any member of any specific class of persons, color or national origin, may file a complaint in writing or may request information on Hunterdon County's obligations under Title VI of the Civil Rights Act of 1964. Hunterdon County Department of Human Services, Attn: County Administrator, PO Box 2900, Flemington, NJ 08822.

1-800-842-0531

Wheelchair accessible

V/TDD



1-800-842-0531 (V/TDD)
www.ridetheink.com
www.co.hunterdon.nj.us

Accessibility Information
All LINK vehicles are wheelchair accessible. The following are allowed aboard LINK vehicles:

- Manual or Electric Mobility Device
- Walker/Cane
- Service Animal
- Personal Aides/escort
- Portable Oxygen Tank
- Bicycles (space permitting)

Please call 1-800-842-0531 between 8:00am and 4:30pm, Monday-Friday, to discuss accessibility needs.

Transit Connection
TRANS-BRIDGE Bus Lines (to New York)
Connecting at Liberty Village Park & Ride, Flemington
www.transbridgehills.com
1-800-962-9135

19

Flemington Shuttle Service

Monday — Friday
8:00 AM — 4:45 PM

Fare Information

- \$2.00 per day, unlimited boarding.
- Fare is paid on board vehicle.
- Exact change is required.
- Your receipt is your ticket for "same day" re-boarding.

20

Flemington Shuttle Evening Service

Monday — Friday
5:00 PM — 11:00 PM

Fare Information

- \$2.00 per day, unlimited boarding.
- Fare is paid on board vehicle.
- Exact change is required.
- Your receipt is your ticket for "same day" re-boarding.

Route Deviation

Upon request, bus will deviate up to 1/2 mile from designated route. Deviation must be requested at least 24 hours in advance of transportation.

Deviation requests will be reviewed and approved by the Hunterdon County Department of Human Services LINK Transportation.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failures to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

Bags Aboard Vehicles

- Grocery/shopping bags are limited to 5 per person.
- Luggage is limited to one carry on item (not to exceed 22") and one personal item, such as a purse or backpack.

Car Seats

LINK vehicles are not equipped with child car seats. Passengers traveling with small children are encouraged to bring car seats aboard LINK vehicles and to use them as appropriate for child.

Schedule Changes | Delays | Indemnent Weather

All pick up and drop off times on the Flemington Shuttle are approximate and subject to delays based upon traffic, weather, loading times and other circumstances beyond the LINK's control.

Schedule changes for holidays will be announced in the Hunterdon County Democrat newspaper.

Delays and service cancellations due to inclement weather will be posted as follows:

Hunterdon County LINK Flemington Shuttle Service — "Service Cancelled" or "Operating with Delays"

Delay and Service Announcements will be posted to:

- Internet: www.ridetheink.com
- Facebook: (Hunterdon County LINK)
- Television: HCTV Channel 14
- Radio: WKXW 101.5 FM

Unless you hear an announcement on the radio, the LINK is operating.

To ensure the safety of passengers and drivers, the LINK will monitor weather and road conditions to determine the level of service throughout the service day. Service may be modified or pick ups rescheduled, with advance notice, as a result. LINK is not responsible for passenger refusal to accept modified service on inclement weather days.

To check the status of a delayed bus in inclement weather during daytime hours (8:30am — 4:30pm), call 1-800-842-0531. After 4:30pm, call Hunterdon Helpline, 1-800-272-4630.

No Service Days

- | | |
|------------------------|--|
| New Year's Day | Labor Day |
| Martin Luther King Day | Columbus Day |
| Lincoln's Birthday | Veterans Day |
| President's Day | Thanksgiving & Friday after Thanksgiving |
| Good Friday | Christmas Day |
| Memorial Day | |
| 4th of July | |

Passenger Conduct

The Driver is in charge at all times. Footwear and shirts are required. Foul language and/or behavior that is disruptive to the driver or other passengers will not be tolerated. Anyone appearing to be under the influence of alcohol or controlled dangerous substances will not be transported. Smoking is not permitted aboard vehicles. No drinking, eating or littering. Seat belts should be worn at all times.

Tipping of drivers is not permitted. For the comfort of all, please observe these simple rules:

- Speak softly when using cell phones.
- Use ear phones when listening to audio equipment.

Passengers who are unable to observe these courtesies are subject to immediate removal from the vehicle and/or loss of future service.

19

Flemington Shuffle Service

Monday — Friday
8:00 AM — 4:45 PM

Fare Information

- \$2.00 per day, unlimited boarding.
- Fare is paid on board vehicle.
- Exact change is required.
- Your receipt is your ticket for "same day" re-boarding.

20

Flemington Shuffle Evening Service

Monday — Friday
5:00 PM — 11:00 PM

Fare Information

- \$2.00 per day, unlimited boarding.
- Fare is paid on board vehicle.
- Exact change is required.
- Your receipt is your ticket for "same day" re-boarding.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.



● Prospect Hill Apts., front of #16 building, Capner St.	8:00 ^{AM}	9:25	10:50		1:40	3:05	4:30
● Hunterdon Mews Apts, at LINK sign, Garden Lane	8:03	9:28	10:53		1:43	3:08	4:33
● Flemington Arms Apts, in front of #200 building, North Main St	8:05	9:30	10:55		1:45	3:10	4:35
● Deer Path YMCA, at main entrance, W. Woodschurch Rd							4:45
● Regional Court at LINK Sign	8:10	9:35	11:00		1:50	3:15	
● Lowe's, between entry & exit doors, Rte. 31	8:12	9:37	11:02		1:52	3:17	
● Walmart, at main entrance, Rte. 31	8:13	9:38	11:03		1:53	3:18	
● Flemington Food Pantry, at front door, Rte. 31	8:14	9:39	11:04		1:54	3:19	
● BJ's, between entry & exit doors, Rte. 31	d	d	d		d	d	
● Independence Manor, at front door, Rte. 31	d	d	d		d	d	
● Medical Pavilion, at Behavioral Health entrance, Rte. 31	d	d	d		d	d	
● Hunterdon Care Center, at front door, Leisure Ct	d	d	d		d	d	
● HealthQuest, main entrance, Rte. 31	d	d	d		d	d	
● Stop & Shop, between both entrances, Rte. 31	8:20	9:45	11:10		2:00	3:25	
● Sand Hill Professional Bldg, right after front door, Sand Hill Rd	d	d	d		d	d	
● Hunterdon County Complex, at LINK sign, Gauntt Place	8:25	9:50	11:15		2:05	3:30	
● SS&B Building, at LINK sign, 1 Wescott Dr	d	d	d		d	d	
● Medical Arts Building, at front door, 9100 Wescott Dr	d	d	d		d	d	
● Hunterdon Orthopedic Institute, at front door, 8100 Wescott Dr	d	d	d		d	d	
● Hunterdon Medical Center, main entrance, 2100 Wescott Dr	8:28	9:53	11:18	12:45 ^{PM}	2:08	3:33	
● Doctor's Office Building, side entrance, 1100 Wescott Dr	8:29	9:54	11:19	12:46	2:09	3:34	
● Hunterdon Central Regional High School, Rte 31 entrance	d	d	d	d	d	d	
● Kohl's, in between 2 doors, Rte. 202	8:33	9:58	11:23	12:50	2:13	3:38	
● Travel Inn, at office, Rte. 202 North	8:38	10:03	d	12:55	2:18	3:43	
● Reading Rd. @ Reading Ridge Plaza, at entrance sign	d	d	d	d	d	d	
● Reaville Ave @ Schenk Dr	d	d	d	d	d	d	
● Manchester Rd @ Wellington Rd, at LINK sign	8:45	10:10	11:35	1:00	2:25	3:50	
● Flemington South Gardens Senior Housing Complex							
● Manchester Rd - Building 5, at LINK sign	8:48	10:13	11:38	1:03	2:28	3:53	
● Manchester Rd - Building 1, in front of building	8:49	10:14	11:39	1:04	2:29	3:54	
● Manchester Rd - Building 3, at LINK sign	8:50	10:15	11:40	1:05	2:30	3:55	
● Home Depot, Main Entrance, Commerce St.	d	d		d	d	d	
● Ramada Inn, at front door, Rtes. 202/31	d	d		d	d	d	
● Dutch Farmers Market, at LINK sign, Commerce St., Thu Fri only	8:54	10:19		1:09	2:34	3:59	
● ShopRite, at LINK sign, Commerce St.	8:55	10:20		1:10	2:35	4:00	
● Marshalls, at front door, Commerce St.	8:56	10:21		1:11	2:36	4:01	
● The Shoppes @ Flemington, Reaville Ave., at LINK signs	d	d		d	d	d	
● South Main @ Village Commons, at LINK sign	d	d		d	d	d	
● Staples, at front door, Reaville Ave.	9:05	10:30		1:20	2:45	4:10	
● Madison Arms Apts., Rita's parking lot, Broad St.	d	d		d	d	d	
● Kapp Senior Housing, at entrance, Church St.	9:13	10:38		1:28	2:53	4:18	
● Church St @ Brown St, at LINK sign	d	d		d	d	d	
● Main St, in front of Union Hotel	9:20	10:45		1:35	3:00	4:25	
● Park Ave @ Court St, at LINK sign	d	d		d	d	d	

d Demand Drop-off/Pick-up must be prearranged with The LINK @ 1-800-842-0531

● Hunterdon Mews Apts, at LINK sign, Garden Lane	5:00 ^{PM}	6:00	7:15	8:30	9:45		
● Flemington Arms Apts, in front of #200 building, North Main St.	5:05	6:05	7:20	8:35	9:50		
● Prospect Hill Apts., front of #16 building, Capner St.	5:10	6:10	7:25	8:40	9:55		
● Court St @ Main St, at LINK sign	5:15	6:15	7:30	8:45	10:00		
● Dutch Farmers Market, at LINK sign, Commerce St., Thu Fri only	5:19	6:24	7:39				
● ShopRite, at LINK sign, Commerce St.	5:20	6:25	7:40	8:55	10:10		
● Marshalls, at front door, Commerce St.	5:21	6:26	7:41	8:56	10:11		
● Travel Inn, at office, Rte. 202 North	5:25	6:30	7:45	9:00	10:15		
● Kohl's, in between 2 doors, Rte. 202	5:30	6:35	7:50	9:05	d		
● Lowe's, between entry & exit doors, Rte. 31	5:34	6:39	7:54	9:09	10:24		
● Walmart, at main entrance, Rte. 31	5:35	6:40	7:55	9:10	10:25		
● Flemington Food Pantry, at front door, Rte. 31	5:36	6:41	7:56	9:11	10:26		
● BJ's, between entry & exit doors, Rte. 31	5:40	6:45	8:00	9:15	d		
● Independence Manor, at front door, Rte. 31	d	d	d	d	d		
● Medical Pavilion, at Behavioral Health entrance, Rte. 31	d	d	d	d	d		
● Hunterdon Care Center, at front door, Leisure Ct	d	d	8:03	d	d		
● HealthQuest, main entrance, Rte. 31	5:45	6:50	8:05	9:20		11:00	
● Stop & Shop, between both entrances, Rte. 31	5:50	6:55	8:10	9:25	10:40		
● Deer Path YMCA, at main entrance, W. Woodschurch Rd		d	d	d	d		
● Hunterdon Medical Center, main entrance, 2100 Wescott Dr	5:55	7:05	8:20	9:35	10:50		
● Doctor's Office Building, side entrance, 1100 Wescott Dr	5:56	7:06	8:21	9:36	10:51		

d Demand Drop-off/Pick-up must be prearranged with The LINK @ 1-800-842-0531

The Driver is in charge at all times. Footwear and shirts are required. Foul language and/or behavior that is disruptive to the driver or other passengers will not be tolerated. Anyone appearing to be under the influence of alcohol or controlled dangerous substances will not be transported. Smoking is not permitted aboard vehicles. No drinking, eating or littering. Seat belts should be worn at all times. Tipping of drivers is not permitted. For the comfort of all, please observe these simple rules:

- Speak softly when using cell phones.
- Use ear phones when listening to audio equipment.

Passengers who are unable to observe these courtesies are subject to immediate removal from the vehicle and/or loss of future service.

Passenger Conduct

The Driver is in charge at all times. Footwear and shirts are required. Foul language and/or behavior that is disruptive to the driver or other passengers will not be tolerated. Anyone appearing to be under the influence of alcohol or controlled dangerous substances will not be transported. Smoking is not permitted aboard vehicles. No drinking, eating or littering. Seat belts should be worn at all times. Tipping of drivers is not permitted. For the comfort of all, please observe these simple rules:

- Speak softly when using cell phones.
- Use ear phones when listening to audio equipment.

Passengers who are unable to observe these courtesies are subject to immediate removal from the vehicle and/or loss of future service.

No Service Days

New Year's Day
 Labor Day
 Columbus Day
 Veterans Day
 Thanksgiving & President's Day
 Friday after Thanksgiving
 Memorial Day
 4th of July

Passenger Conduct

The Driver is in charge at all times. Footwear and shirts are required. Foul language and/or behavior that is disruptive to the driver or other passengers will not be tolerated. Anyone appearing to be under the influence of alcohol or controlled dangerous substances will not be transported. Smoking is not permitted aboard vehicles. No drinking, eating or littering. Seat belts should be worn at all times. Tipping of drivers is not permitted. For the comfort of all, please observe these simple rules:

- Speak softly when using cell phones.
- Use ear phones when listening to audio equipment.

Passengers who are unable to observe these courtesies are subject to immediate removal from the vehicle and/or loss of future service.

Delay and Service Announcements will be posted to:

- Internet: www.ridethelink.com
- Facebook: (Hunterdon County LINK)
- HCTV Channel 14
- Television: WKXW 101.5 FM
- Radio

Unless you hear an announcement on the radio, the LINK is operating.

To ensure the safety of passengers and drivers, the LINK will monitor weather and road conditions to determine the level of service throughout the service day. Service may be modified or pick up/reschedule, with advanced notice, as a result. LINK is not responsible for passenger refusal to accept modified service on inclement weather days. To check the status of a delayed bus in inclement weather during daytime hours (8:30am – 4:30pm), call 1-800-842-0531. After 4:30pm, call Hunterdon Heights, 1-800-272-4630.

Accessibility Information

All LINK vehicles are wheelchair accessible. The following are allowed aboard LINK vehicles:

- Manual or Electric Mobility Device
- Walker/Cane
- Service Animal
- Personal Aide/Escort
- Portable Oxygen Tank
- Bicycles (space permitting)

Please call 1-800-842-0531 between 8:30am and 4:30pm, Monday-Friday, to discuss accessibility needs.

Transit Connection

TRANS-BRIDGE Bus Lines (to New York)
 Connecting at: Liberty Village Park & Ride,
 Flemington
www.transbridgelines.com
 1-800-962-9135

1-800-842-0531 (V/TDD)
www.ridethelink.com
www.co.hunterdon.nj.us



Funding for operation of the Hunterdon County LINK System is provided by Hunterdon County NJ TRANSIT and the Federal Transit Administration.

Rider input is welcome.
 Call (908) 788-1368/8:30am-4:30pm or write to:
 Hunterdon County Department of Human Services
 PO Box 2900
 Flemington, NJ 08822-2900

LINK Transportation Advisory Committee meetings are open to the public. Any county resident interested in serving as a member may contact the Hunterdon County Department of Human Services, (908) 788-1368, for more information.

Schedules may be made available in large type or on audio cassette by request. All vehicles are wheelchair accessible. LINK does not discriminate on the basis of disability, race, sex, creed or national origin.

Non-Discrimination Policy

Hunterdon County is committed to ensuring that no person is excluded from, or denied the benefits of our services on the basis of race, color, or national origin. Any person who believes that they have, individually or as a member of any specific class of persons, been subject to discrimination on the basis of race, color or national origin, may file a complaint in writing or may request information on Hunterdon County's obligations under Title VI to: Hunterdon County Department of Human Services, Attn: County Administrator, PO Box 2900, Flemington, NJ 08822

"Service Cancelled" or "Operating with Delays"

Hunterdon County LINK Flemington Shuttle Service – weather will be posted as follows:

Delays and service cancellations due to inclement weather will be posted as follows:

Schedule changes for holidays will be announced in the Hunterdon County Democrat newspaper. Other occurrences beyond the LINK's control. Shuttles are approximate and subject to delays based upon traffic, weather, loading times and All pick up and drop off times on the Flemington

Schedule Changes | Delays | Inclement Weather

Car Seats
 LINK vehicles are not equipped with child car seats. Passengers traveling with small children are encouraged to bring car seats aboard LINK vehicles and to use them as appropriate for child.

Bags Aboard Vehicles
 Groceries/shopping bags are limited to 5 per person. Luggage is limited to one carry on item (not to exceed 22") and one personal item, such as a purse or backpack.

Route Deviation
 Upon request, bus will deviate up to 1/2 mile from designated route. Deviation must be requested at least 24 hours in advance of transportation.

Deviation requests will be reviewed and approved by the Hunterdon County Department of Human Services LINK Transportation.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK vehicles are not equipped with child car seats. Passengers traveling with small children are encouraged to bring car seats aboard LINK vehicles and to use them as appropriate for child.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in timetables, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

Effective JANUARY 2015

21 Flemington Shuttle

Saturday Schedule

\$2 per day

LINK
 Hunterdon County Transportation

1-800-842-0531
www.ridethelink.com

9:00AM — 10:00PM
Saturday
Flemington Shuttle Service

- Fare is paid on board vehicle.
- \$2.00 per day, unlimited boarding.
- Exact change is required.
- Your receipt is your ticket for "same day" re-boarding.



Flemington Shuffle Service

9:00AM — 10:00PM
Saturday

Fare Information

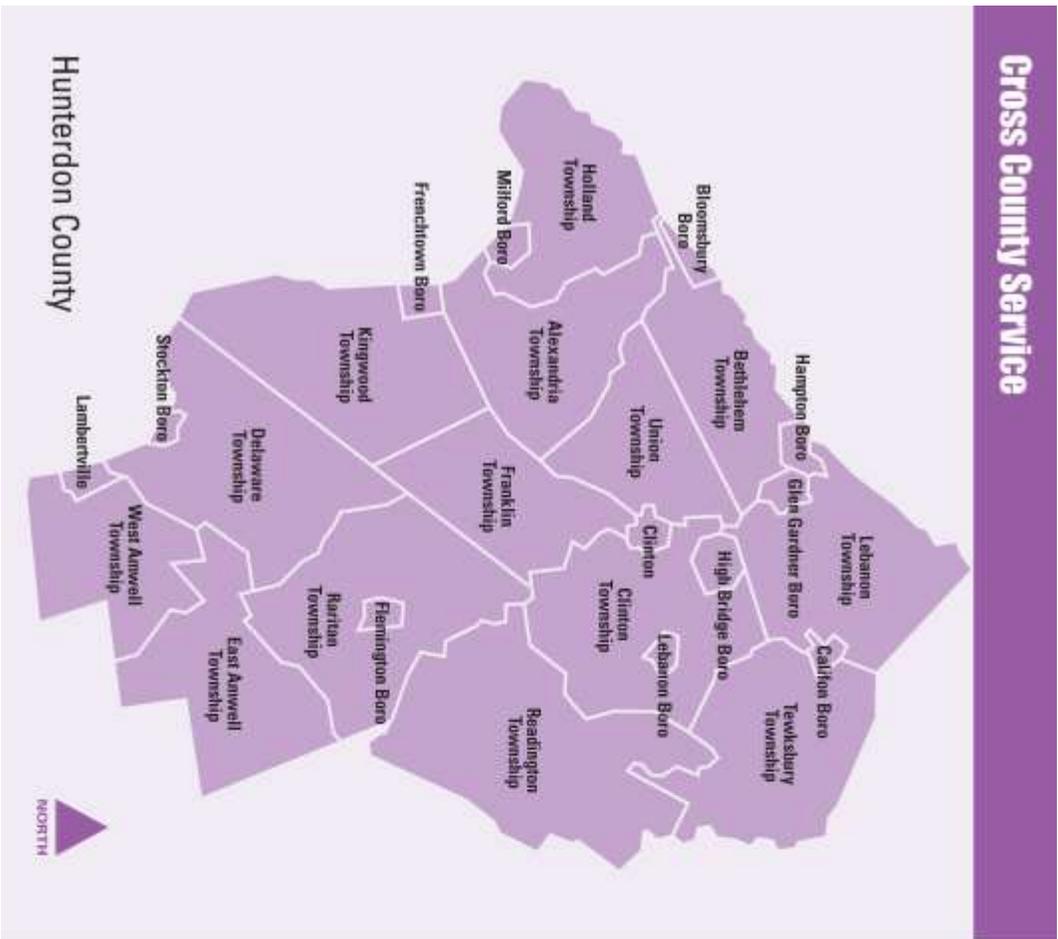
- \$2.00 per day, unlimited boarding.
- Fare is paid on board vehicle.
- Exact change is required.
- Your receipt is your ticket for "same day" re-boarding.



LINK does not assume responsibility for inconvenience, expense or damage resulting from errors in itineraries, delayed buses, failure to make connections, or for shortage of equipment. The schedules shown here are subject to change without notice.

	9:00AM	10:20	11:40	2:00	3:20	4:40	6:00	7:20	8:40
• Hunterdon Mews Apts., at LINK sign, Garden Lane	9:00AM	10:20	11:40	2:00	3:20	4:40	6:00	7:20	8:40
• Flemington Arms Apts., in front of #200 building, North Main St.	9:03	10:23	11:43	2:03	3:23	4:43	6:03	7:23	8:43
• Prospect Hills Apts., at lower entrance, Capner St.	9:05	10:25	11:45	2:05	3:25	4:45	6:05	7:25	8:45
• Park Ave. @ Court St., at LINK sign	d	d	d	d	d	d	d	d	d
• Court St. @ Main St., at LINK sign	9:10	10:30	11:50	2:10	3:30	4:50	6:10	7:30	8:50
• Church St. @ Brown St., at LINK sign	d	d	d	d	d	d	d	d	d
• Kapp Senior Housing, at entrance, Church St.	9:15	10:35	11:55	2:15	3:35	4:55	6:15	7:35	8:55
• Madison Arms Apts., Rita's parking lot, Broad St.	d	d	d	d	d	d	d	d	d
• Staples, at front door, Reaville Ave.	9:20	10:40	12:00PM	2:20	3:40	5:00	6:20	7:40	9:00
• South Main St. @ Village Commons, at LINK sign	d	d	d	d	d	d	d	d	d
• Home Depot, at main entrance, Rtes. 202/31	d	d	d	d	d	d	d	d	d
• Ramada Inn, at front door, Rtes. 202/31	d	d	d	d	d	d	d	d	d
• Dutch Farmers Market, at front door, Commerce St.	9:24	10:44	12:04	2:24	3:44	5:04	6:24	7:44	9:04
• ShopRite, at LINK sign, Commerce St.	9:25	10:45	12:05	2:25	3:45	5:05	6:25	7:45	9:05
• Marshalls, at front door, Commerce St.	9:26	10:46	12:06	2:26	3:46	5:06	6:26	7:46	9:06
Flemington South Gardens Senior Housing Complex									
• Manchester Rd. — Building 5, at LINK sign	9:30	10:50	12:10	2:30	3:50	5:10	6:30	7:50	9:10
• Manchester Rd. — Building 1, in front of building	9:31	10:51	12:11	2:31	3:51	5:11	6:31	7:51	9:11
• Manchester Rd. — Building 3, at LINK sign	9:32	10:52	12:12	2:32	3:52	5:12	6:32	7:52	9:12
• Manchester Rd. @ Wellington Rd., at LINK sign	9:33	10:53	12:13	2:33	3:53	5:13	6:33	7:53	9:13
• The Shoppes @ Flemington, at LINK signs, Reaville Ave.	d	d	d	d	d	d	d	d	d
• Travel Inn, at office, Rte. 202 North	9:40	11:00	12:20	2:40	4:00	5:20	6:40	8:00	9:20
• Kohl's, between 2 doors, Rte. 202/31	9:45	11:05	12:25	2:45	4:05	5:25	6:45	8:05	9:25
• Hunterdon Central Regional High School, Rte. 31 entrance	d	d	d	d	d	d	d	d	d
• Lowe's, at exit doors, Rte. 31	9:51	11:11	12:31	2:51	4:11	5:31	6:51	8:11	9:31
• Walmart, at main entrance, Rte. 31	9:52	11:12	12:32	2:52	4:12	5:32	6:52	8:12	9:32
• Flemington Food Pantry, at front door, Rte. 31	9:53	11:13	12:33	2:53	4:13	5:33	6:53	8:13	9:33
• BJ's, between entry and exit doors, Rte. 31	d	d	d	d	d	d	d	d	d
• Independence Manor, at front door, Rte. 31	d	d	d	d	d	d	d	d	d
• Medical Pavilion, at Behavioral Health entrance, Rte. 31	d	d	d	d	d	d	d	d	d
• Hunterdon Care Center, at front door, Leisure Ct	d	d	d	d	d	d	d	d	d
• HealthQuest, door at side parking lot, Rte. 31	d	d	d	d	d	d	d	d	d
• Stop & Shop, between both entrances, Rte. 31	10:00	11:20	12:40	3:00	4:20	5:40	7:00	8:20	9:40
• Deer Path YMCA, at main entrance, W. Woodschurch Rd	d	d	d	d	d	d	d	d	d
• Sand Hill Professional Bldg, right after front door, Sand Hill Rd	d	d	d	d	d	d	d	d	d
• Hunterdon County Complex, at LINK sign, Gauntt Place	d	d	d	d	d	d	d	d	d
• SS&B Building, at LINK sign, 1 Wescott Dr	d	d	d	d	d	d	d	d	d
• Medical Arts Building, at front door, 9100 Wescott Dr	d	d	d	d	d	d	d	d	d
• Hunterdon Orthopedic Institute, at front door, 8100 Wescott Dr	d	d	d	d	d	d	d	d	d
• Hunterdon Medical Center, main entrance, 2100 Wescott Dr	10:13	11:33	12:53	3:13	4:33	5:53	7:13	8:33	9:53
• Doctor's Office Building, side entrance, 1100 Wescott Dr	10:14	11:34	12:54	3:14	4:34	5:54	7:14	8:34	9:54
• Regional Court, at LINK Sign	10:18	11:38	12:58	3:18	4:38	5:58	7:18	8:38	9:58

d Demand Drop-off/Pick-up must be prearranged with The LINK @ 1-800-842-0531
Demand Stops must be called in no later than the Friday before by 2:00pm



Cross County Service

1-800-842-0531

Wheelchair accessible

V/TDD



Funding for operation of the Hunterdon County LINK System is provided by Hunterdon County, NJTRANSIT and the Federal Transit Administration.

Rider input is welcome. Call (908) 788-1388x30am-4:30pm or write to: Hunterdon County Department of Human Services, PO Box 2900 Flemington, NJ 08822-2900

LINK/Transportation Advisory Committee meetings are open to the public. Any county resident interested in serving as a member may contact the Hunterdon County Department of Human Services, (908) 788-1388, for more information.

Schedules may be made available in large type or on audio cassette by request. All vehicles are wheelchair accessible. LINK does not discriminate on the basis of disability, race, sex, creed or national origin.

Non-Discrimination Policy

Hunterdon County is committed to ensuring that no person is excluded from, or denied the benefits of our services on the basis of race, color, or national origin. Any person who believes that they have, individually or as a member of any specific class of persons, been subject to discrimination on the basis of race, color or national origin, may file a complaint in writing or may request information on Hunterdon County's obligations under Title VI of the Hunterdon County Department of Human Services, Attn: County Administrator, PO Box 2900, Flemington, NJ 08822

1-800-842-0531 (V/TDD)
www.ridethelink.com
www.co.hunterdon.nj.us



Effective JANUARY 2015

Cross County Service

- | | | |
|----------|------------------|------------------|
| Serving: | Alexandria | High Bridge |
| | Bethlehem | Holland |
| | Bloomsturn | Kingwood |
| | Calton | Lambertville |
| | Town of Clinton | Lebanon Borough |
| | Clinton Township | Lebanon Township |
| | Delaware | Milford |
| | East Amwell | Raritan |
| | Flemington | Readington |
| | Franklin | Stockton |
| | Frenchtown | Tewksbury |
| | Glen Gardner | Union |
| | Hempington | West Amwell |



1-800-842-0531
www.ridethelink.com

Cross County Service



**7:00am — 7:00pm
Monday — Friday**

Service within Hunterdon County, NJ.

Service requests must be made in advance. All service offered on a time, space and bus availability basis.

To Request Service: **1-800-842-0631**

Call Central Dispatch at 1-800-842-0631, Monday-Friday, 8:30am-4:30pm, to discuss travel needs. **Rides must be requested by 12 noon the day BEFORE travel is needed.** You are urged to arrange for transportation BEFORE scheduling appointments, employment or activities.

When calling, please be prepared to answer the following questions:

- Where will you need to be picked up (town, location)?
- Where do you want to go (town, location)?
- What time do you need to be there (appointment time, work start time)?
- Will you be traveling one way or making a round trip?
- Do you have any special needs in boarding the vehicle?

Fares

- Fares are based upon designated zone rates: \$32.00-\$40.00 maximum one way. Exact fare will be quoted by dispatcher at the time that transportation is scheduled.
- Reduced rates and cost share options are available for senior citizens, persons with disabilities and income eligible individuals. Call Central Dispatch, 1-800-842-0631, to discuss eligibility and cost options.
- Fares are paid to the driver on board the LINK vehicle.
- Exact change for ticket for subscription riders is required.

Rider Tips

- Be ready 15 minutes before your scheduled pick up time.
- Allow up to 15 minutes after your scheduled pick up time for LINK vehicle to arrive.
- To check the status of a delayed bus between the hours of 8:30am-4:30pm, call 1-800-842-0631. After 4:30pm, call the Hunterdon Helpline, 1-800-272-4530.

Out of County Travel
Call the LINK dispatch office, 1-800-842-0631, to discuss coordinating travel to Somerset, Warren, or Mercer counties or for connections to Trans-Bridge Bus or NJ TRANSIT Rail services.

Tip Cancellation 1-800-842-0631

If your plans change, call Central Dispatch at 1-800-842-0631, Monday-Friday, 8:30am — 4:30pm, to cancel your ride up to one hour before your scheduled pick up time. After 4:30pm or before 8:30am, please leave a message. A one way tip fare is charged for failure to cancel. Three "no shows" will result in a one month rider suspension from service.

Schedule Changes | Delays | Incident Weather
Pick up and drop off times are approximate and subject to delays based upon traffic, weather, loading times and other circumstances beyond the LINK's control.

Schedule changes for holidays will be announced in the Hunterdon County Democrat newspaper.

Delays and service cancellations due to incident weather will be posted as follows:

Hunterdon County LINK Transportation Service — "Service Cancelled" or "Operating with Delays"

Delay and Service Announcements will be posted to:
Internet www.ridethelink.com and Facebook (Hunterdon County LINK)

Television HCTV Channel 14
Radio WXCW 101.5 FM

Unless you hear an announcement on the radio, the LINK is operating.

To ensure the safety of passengers and drivers, the LINK will monitor weather and road conditions to determine the level of service throughout the service day. Service may be modified or pick ups rescheduled, with advanced notice, as a result. LINK is not responsible for passenger refusal to accept modified service on incident weather days.

To check the status of a delayed bus in incident weather during daytime hours (8:30am — 4:30pm), call 1-800-842-0631. After 4:30pm, call Hunterdon Helpline, 1-800-272-4530.

Car Seats
LINK vehicles are not equipped with child car seats. Passengers traveling with small children are encouraged to bring car seats aboard LINK vehicles and to use them as appropriate for child.

Transit Connections

The LINK may be able to assist passengers in connecting to NJ TRANSIT TransBridge Bus services as follows: Please call Central Dispatch to discuss.

NJ TRANSIT Raritan Valley Rail Line

(to Newark/New York)
Connecting at: Whitehouse, Amundale, Lebanon and Hgt. Bridge train stations.
www.njtransit.com
973-275-9555

TRANS-BRIDGE Bus Lines

(to Newark Airport, Newark, New York)
Connecting at: Clinton Point Park and Ride, Liberty Village Park and Ride (Framington), Frenchtown, Hunter's Crossing (Three Bridges), and Lambertville.
www.transbridgebuses.com
1-800-962-9135

No Service Days

- New Year's Day
- Martin Luther King Day
- Lincoln's Birthday
- President's Day
- Good Friday
- Memorial Day
- 4th of July
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving & Friday after Thanksgiving
- Christmas Day

Passenger Conduct

The Driver is in charge at all times. Footwear and shirts are required. Foul language and/or behavior that is disruptive to the driver or other passengers will not be tolerated. Anyone appearing to be under the influence of alcohol or controlled dangerous substances will not be transported. Striking is not permitted aboard vehicles. No drinking, eating or littering. Seat belts should be worn at all times. Tipping of drivers is not permitted. For the comfort of all, please observe these simple rules:

- Speak softly when using cell phones.
- Passengers who are unable to observe these courtesies are subject to immediate removal from the vehicle and/or loss of future service.

Bags Aboard Vehicles

- Grocery/shopping bags are limited to 5 per person.
- Luggage is limited to one carry on item (not to exceed 22") and one personal item, such as a purse or backpack.

Accessibility Information

All LINK vehicles are wheelchair accessible. The following are allowed aboard LINK vehicles:

- Manual or Electric Mobility Device
- Walker/Cane
- Service Animal
- Personal Audio/Visual
- Portable Oxygen Tank
- Bicycles (space permitting)

Please call 1-800-842-0631 between 8:30am and 4:30pm, Monday-Friday, to discuss accessibility needs.





The LINK 1-800-842-0531

Hunterdon County's transportation system, offering service within Hunterdon County.



FOLLOW US ON:



[2015 HOLIDAY SCHEDULES](#)
(no service days)

Please call 1-800-842-0531

First Transit, a professional transportation management, operations, and consulting firm dedicated to serving the public through public and private transportation systems, has immediate opportunities available at our Flemington, New Jersey location. We offer full or part time positions, competitive wages, paid training, health benefits, and paid time off. To qualify, you must be at least 21 years of age, have a valid driver's license, be able to pass background check and pre-employment drug test.

Bus Driver, must have CDL license with passenger endorsement, \$12/hr.
Dispatcher/Scheduler, bi-lingual preferred but not required, \$11/hr.

To apply, send resume to linda.empson@firstgroup.com or call 908-237-0998

Due to high volume, reservations for LINK service must be placed between 8:30 a.m. and 4:30 p.m., Monday-Friday.

Transportation arrangements can be made up to two weeks in advance. Drivers cannot make transportation arrangements.

Please call 1-800-842-0531 to arrange for all transportation.

Flemington Shuffle Service Modified Fixed Route

All day service throughout the Flemington/Raritan area.
8:00am—11:00pm Monday-Friday
9:00am—10:00pm Saturday

Cross County Service Demand Response

Serving Alexandria, Bethlehem, Bloomsbury, Califon, Town of Clinton, Clinton Township, Delaware, East Amwell, Flemington, Franklin, Frenchtown, Glen

No service Sundays.

ROUTE 19/20

Printable Schedule

ROUTE 21

Printable Schedule

Gardner, Hampton, High Bridge, Holland, Kingwood, Lambertville, Lebanon Borough, Lebanon Township, Milford, Raritan, Readington, Stockton, Tewksbury, Union, and West Amwell. All service offered on a time, space and bus availability basis.

7:00am—7:00pm Monday-Friday
No service Saturdays or Sundays.

CROSS COUNTY SERVICES

Printable Schedule

Servicio a Traves del Condado

Lista para imprimir en español

Bulletin Board

- [Inclement Weather Procedures](#)
- [Order Riders' Guides](#)

www.co.hunterdon.nj.us

Contact us: link@co.hunterdon.nj.us

<div class="statcounter"></div>

Are You a Stressed Caregiver?

As America ages, 80% of unpaid caregivers are family members. Caregiving involves long hours, difficult tasks and emotional stress.

Hunterdon Caregiver Initiative seeks to provide support, education, information and referral services for caregivers to enable them to function at their maximum with the minimum level of stress. Caregivers are assisted through emotional support, information and resources to empower them to provide vital and ongoing care.

Caregiver Support Groups

Daytime General Caregiver Group
First Thursday of the month, 1:00 - 3:00 pm
Hunterdon Behavioral Health
5th floor Conference Room
Contact: Kathy Mason (908) 237-2364

Alzheimer's Dementia Support Group
Second Wednesday 7:00 - 9:00 pm
Senior Services Conference Room 4th floor
Contact: Kathy Mason (908) 237-2364

All services are free of charge. Both support groups meet at Hunterdon Medical Center and are facilitated by staff of Hunterdon Behavioral Health, Hunterdon Medical Center.

Briteside Adult Day Center

Are you caring for a loved one with Alzheimer's and/or dementia? Do you know an older adult who would benefit from daily socialization, and cognitive and physical exercise?

Briteside Adult Day Centers, Inc. provides a comfortable, safe, home-like environment with friendly, reliable staff where seniors can build meaningful friendships. Briteside offers confidence and comfort by providing reliability, companionship and affordable care. The highly-trained staff coordinates activities to enhance cognitive skills, promote memory enhancement and encourage interaction with others. Briteside supports seniors in feeling good physically and emotionally. Caregivers are offered some much needed respite and the opportunity to meet other work, family, and social obligations.

Hours of operation at Briteside are Monday through Friday, 7:30 am to 5:30 pm. For more information, please contact Darlene or Petra at (908)782-8080 or visit the website: www.hunterdonhealthcare.org



Briteside Adult Day Center

Hunterdon Healthcare
 The 53rd mile of care

LINK Transportation

Spring is the ideal time to take advantage of the LINK Transportation service.

With advance notice, the LINK can provide service Monday through Friday from 7:00 am to 7:00 pm to most areas throughout Hunterdon County. The Flemington Shuffle routes run continually along the main corridors of Flemington and Raritan Township six days a week from 8:00 am until 11:00 pm, Monday through Friday and 9:00 am until 10:00 pm on Saturdays.

Transportation arrangements can be made easily by contacting our Central Dispatch office at 1-800-842-0531.

If you are interested in joining the Transportation Advisory Committee or have special requests or concerns, please contact the Hunterdon County Transportation Coordinator at (908) 788-1368.



welcome to the **LINK**
Serving Hunterdon County

The LINK is the only mode of community transit in Hunterdon County. The county has partnered with First Transit to provide cross county transportation to ALL its citizens. We have a fleet of 31 buses that travel throughout the county. Our cross county routes consist of North to South, Lebanon to Lambertville and East to West, Holland to Readington. In Flemington we offer the Shuffle service that will take you around Flemington for \$2.00 a day.

It is easy to use the LINK. Call Central Dispatch at 1-800-842-0531 Monday-Friday, 8:30am-4:30pm. It's best to call by noon the day before you need to travel. If you know up to 14 days in advance of your appointment, you may book it. The courteous and knowledgeable dispatcher will schedule your pick-up and return visit, after you answer a few questions. Feel free to call and confirm your pick-up times with dispatch.

How do you pay for your ride? For Seniors, age 60 and older, are given a "cost share" envelope. This is a reduced fare with a suggested donation of \$1.50. Your only responsibility is to return the envelope to

the driver. The LINK is available to all residents of Hunterdon County regardless of your income level. Other public riders pay a cash fare of \$2.00 per zone.

The LINK is here to take you to all your appointments including medical, shopping, visiting, and recreational all throughout the county. All of our buses are wheelchair accessible. If you need to bring an aide or companion they are able to ride at no extra charge.

Many seniors tell of how much they enjoy their time on the LINK. The LINK may be a place where people meet and form personal relationships. When this happens, passengers view their time on the LINK as a social outing to and from their scheduled appointment.

Judy from Flemington says:

*“Thank heavens for the **LINK!**
Without it I wouldn't be able
to enjoy my life the way I do.”*



SEE OUR AD ON PAGE 52

PUBLIC TRANSPORTATION




Cross County Service 7am-7pm
Call between 8:30am & 4:30pm for reservations

Flemington Shuffle
8am-11pm Monday-Friday
9am-10pm Saturdays

1-800-842-0531
www.ridethelink.com

Call Today to Discuss Your Travel Needs!

LINK is a service of Hunterdon County Government

010036

The Greying of New Jersey

Persons 65 or older:

	PERCENT OF POPULATION*	TOTAL POPULATION*
Hunterdon County	14.1 %	128,349
Somerset County	13.3 %	128,349
Warren County	14.9 %	108,692
Mercer County	14.9 %	366,513
New Jersey	14.1 %	8,791,894

*State and County Quickfacts, United States Census Bureau, US Department of Commerce, 2010-2012

NJT ATTACHMENT K1 – NOTARIZED COPIES OF PUBLIC NOTICE

AFFIDAVIT OF PUBLICATION

Publisher's Fee \$33.00 Affidavit \$35.00

State of New Jersey } SS.
Somerset County

Personally appeared [Signature]

Of the **Courier News**, a newspaper printed in Freehold, New Jersey and published in Somerville, in said County and State, and of general circulation in said county, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

05/22/15 A.D 2015

[Signature]
Sworn and subscribed before me, this 22 day of May, 2015

[Signature]

Ad Number: 0000467367

Run Dates: 05/22/15

COUNTY OF HUNTERDON
DEPARTMENT OF
HUMAN SERVICES
Hunterdon County, New Jersey

SENIOR CITIZEN AND
DISABLED RESIDENTS
TRANSPORTATION
ASSISTANCE PROGRAM
NOTICE OF PUBLIC HEARING

The County of Hunterdon, Department of Human Services, will hold a Public Hearing to offer senior citizens, residents with disabilities, their advocates, and other interested individuals the opportunity to be heard regarding the County's Plan for Fiscal Year 2016 funding from the Senior Citizen and Disabled Residents Transportation Assistance Program (SCDRTAP), also known as Casino Revenue, administered by the New Jersey Transit Corporation.

The Public Hearing will be held on Monday, June 22, 2015, at 11:00 am at the Department of Human Services, Community Services Annex (Bldg #3), Route 31, Flemington, New Jersey.

The Plan calls for utilizing the FY2016 allocation of \$351,472.00 between January 1, 2016 and December 31, 2016 for transportation services to senior citizens and disabled residents, which is provided through the County's Consolidated Transportation System "The LINK."

A summary of proposed activities and proposed budget will be available for review and comment at the Public Hearing.

The Public Hearing location is ADA accessible. Members of the public in need of transportation to the Public Hearing may call "The LINK," at 1-800-842-0531 at least 24 hours in advance.

It is the policy of the County of Hunterdon to provide reasonable accommodations for persons with disabilities with advance notification of need. If an accommodation is needed, please contact Kay Strain at (908) 788-1253 (Voice/TDD) 10 days prior to the meeting date.

Interested persons may submit oral or written recommendations on or before Thursday, June 18, 2015 to the County of Hunterdon, Department of Human Services, attention Jennifer Shore @ (908) 788-1368 or Email to jshore@co.hunterdon.nj.us (\$33.00)

0000467367 01

STATE OF NEW JERSEY
HUNTERDON COUNTY

.....
Jeanette Kryzrynalski, of full age, being duly sworn upon her oath,
saith: that she is connected with **THE HUNTERDON
COUNTY DEMOCRAT**, a newspaper published in
Hunterdon County, New Jersey; that a notice of which the
annexed is a true copy, was published on the
21st of May A.D. 2015,

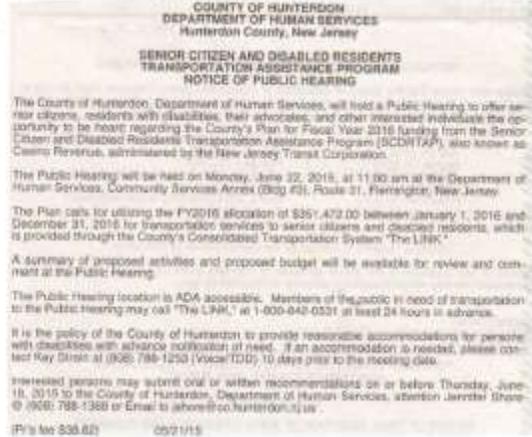
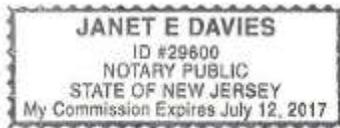
in said newspaper and once a week thereafter successively,
in all week(s), viz.: upon

J. Kryzrynalski
.....

Sworn and subscribed before me this

26th day of **May** A.D. **2015**

Janet E. Davies
.....
Notary Public
My Commission Expires:



ATTACHMENT K2 – LIST OF ORGANIZATIONS FOR PUBLIC HEARING NOTICE

Executive Director Safe In Hunterdon 47 East Main Street Flemington NJ 08822	Greater Raritan One-Stop Career Center 75 Veterans Memorial Drive, Suite 201 Somerville NJ 08876-2950	Executive Director Volunteer Guardianship One-on-One 117 Main Street Flemington NJ 08822
Thomas M. Bay, President Anita's Angels PO Box 163 Flemington NJ 08822	Bruce Black, Director Hunterdon County YMCA 144 West Woodschurch Road Flemington NJ 08822	Denise Brown-Kahney Career & Life Planning 84 Park Ave, Bldg Unit E-103 Flemington NJ 08822
Shu-Chen Chiang Public Health Nursing INTER-OFFICE	Madeline Denlinger Visiting Health & Supportive Services 215 Route 31 Flemington NJ 08822	Bonnie Duncan United Way of Hunterdon 4 Walter Foran Blvd. - Suite 401 Flemington NJ 08822
Carol Dvoor Housing INTER-OFFICE	Scott Elliott Progressive Ctr for Independent Living 4 Walter Foran Blvd., Ste. 410 Flemington NJ 08822	Tom Elliott Somerville Employment Services 75 Franklin Street Somerville NJ 08876
Brian Fitzgerald Easter Seals of New Jersey 25 Kennedy Blvd., Suite 800 East Brunswick NJ 08816	Susan Freedman Hunterdon Healthcare Special Child Health Care Svs. 190 Route 31, Suite 500 Flemington NJ 08822	Martha Gonzales Legal Services of Northwest Jersey 82 Park Avenue Flemington NJ 08822
Christine Hammerstone DSS INTER-OFFICE	Regina Hlasney, Director Meals on Wheels 5 Walter Foran Blvd., Ste 2006 Flemington NJ 08822	Maryann Isham, Director Flemington Area Food Pantry 154 Route 31 North Flemington NJ 08822
Marc Jeffries Comfort Keepers 160 Main Street Suite 7 Flemington NJ 08822	Marie Kisch, Superintendent H.C. Educational Services Comm 51 Sawmill Road Lebanon NJ 08833	Carol Klein, Administrative Director Hunterdon Healthcare Special Child Health Care Svs. 190 Route 31, Suite 500 Flemington NJ 08822
Andrea Krinch, Exec. Director United Cerebral Palsy of North, Central, Southern New Jersey 245 Main Street, Suite 113 Chester NJ 07930	Susan Lax, Director Hunterdon Helpline PO Box 246 Flemington NJ 08822	Linda N. Meacham Fisherman's Mark 50 York St. Lambertville NJ 08530
Katherine Member, Exec. Director Rescare Home Care 4 Main Street Flemington NJ 08822	Donna Michelsen, Exec. Director Family Promise of Hunterdon County 10 East Main Street Flemington NJ 08822	Laine Nauman DSDVS INTER-OFFICE
Terry Newhard, Ex. Director NORWESCAP 201 North Broad Street Phillipsburg NJ 08865	Mark D. Peters, II Institution for Medication Access/Compli PO Box 2156 Flemington NJ 08822	Gary Piscitelli, Ex. Director Hunterdon Behavioral Health Hunterdon Medial Center 2100 Wescott Drive Flemington NJ 08822

Susan Press
School Business Administrator
N. Hunterdon Regional High School Distri
1445 State Route 31
Annandale NJ 08801

Martha Rezell
Asst. Div. Director of Youth Health
Catholic Charities, Diocese of Metuchen
6 Park Avenue
Flemington NJ 08822

Tara Shepherd
HART Commuter Information Services
146 Route 31 North, Suite 400
Flemington NJ 08822

Michael Skoczek, Exec. Director
Center for Educational Advancement
11 Minneakoning Road
Flemington NJ 08822

Darlene Spagnola, Director
Briteside Adult Day Care Center
16 Sand Hill Road
Flemington NJ 08822

Karen Widico, Ex. Director
Hunterdon Prevention Resources
4 Walter Foran Blvd.
Suite 410
Flemington NJ 08822

Beth Wolfmayer
YMCA North Hunterdon Senior Center
285 Route 513
Glen Gardner NJ 08826

ATTACHMENT K3 – LARGE PRINT VEHICLE NOTICE

**SENIOR CITIZEN AND DISABLED RESIDENTS
TRANSPORTATION ASSISTANCE PROGRAM
NOTICE OF PUBLIC HEARING**

The County of Hunterdon, Department of Human Services, will hold a Public Hearing to offer senior citizens, residents with disabilities, their advocates, and other interested individuals the opportunity to be heard regarding the County's Plan for Fiscal Year 2016 funding from the Senior Citizen and Disabled Residents Transportation Assistance Program (SCDRTAP), also known as Casino Revenue, administered by the New Jersey Transit Corporation.

The Public Hearing will be held on Monday, June 22, 2015, at 11:00 am at the Department of Human Services, Community Services Annex (Bldg #3), Route 31, Flemington, New Jersey.

The Plan calls for utilizing the FY2016 allocation of \$351,472.00 between January 1, 2016 and December 31, 2016 for transportation services to senior citizens and disabled residents, which is provided through the County's Consolidated Transportation System "The LINK."

A summary of proposed activities and proposed budget will be available for review and comment at the Public Hearing.

The Public Hearing location is ADA accessible. Members of the public in need of transportation to the Public Hearing may call "The LINK," at 1-800-842-0531 at least 24 hours in advance.

It is the policy of the County of Hunterdon to provide reasonable accommodations for persons with disabilities with advance notification of need. If an accommodation is needed, please contact Kay Strain at (908) 788-1253 (Voice/TDD) 10

days prior to the meeting date.

Interested persons may submit oral or written recommendations on or before Thursday, June 18, 2015 to the County of Hunterdon, Department of Human Services, attention Jennifer Shore @ (908) 788-1368 or Email to jshore@co.hunterdon.nj.us

.

NJT ATTACHMENT K4 – LIBRARY PUBLIC NOTICE INFORMATION



Jennifer Shore
Administrator

**COUNTY OF HUNTERDON NEW JERSEY
DEPARTMENT OF HUMAN SERVICES**

Planning, Mental Health, Alcohol & Drug Abuse, Youth Services, Social Services,
Disability Services, Senior Services, Transportation, Housing

P.O. Box 2900
Flemington, New Jersey 08822-2900
(Location: 8 Gauntt Place)

908-788-1253 V/TDD
908-788-1372 V/TDD
908-806-4204 FAX
humansvc@co.hunterdon.nj.us

TO: Mark Titus, Director
Hunterdon County Library (Main Branch)

FROM: Jennifer Shore, Administrator
Hunterdon County Department of Human Services

DATE: May 19, 2015

RE: Notice of Public Hearing

Enclosed please find a Notice of Public Hearing for the Department's SFY2016 Senior Citizen and Disabled Resident Transportation Assistance Program grant application.

As per this Department's grant requirements, we ask that you please post the Notice in the Main Branch Library until close of Business on Monday, June 22, 2015.

Thank you in advance for your assistance.

Enc. (1)

NJT ATTACHMENT K5 – WEBSITE SCREEN SHOT PUBLIC NOTICE

HOME | Hunterdon County Department of Human Services
 Last Updated: June 01, 2015



Hunterdon County Department of Human Services



**PO Box 2900
 Flemington, N.J. 08822-2900**

JENNIFER SHORE, ADMINISTRATOR
 jshore@co.hunterdon.nj.us

EMAIL: humansvc@co.hunterdon.nj.us
PHONE: 908-788-1253 * FAX: 908-806-4204

DIVISIONS	SERVICES
<p>ORGANIZATIONAL CHART</p> <p>COUNTY ADJUSTER'S OFFICE</p> <p>HOUSING</p> <ul style="list-style-type: none"> The Housing Resource Guide: Prepared for the purpose of aiding social service providers who work with low-income families and individuals in their search for affordable housing. (revised 07/2013) <p>SENIOR, DISABILITIES AND VETERANS SERVICES</p> <ul style="list-style-type: none"> Hunterdon County Senior Center Senior Health and Fitness Office on Disability Services <p>SOCIAL SERVICES</p> <p>TRANSPORTATION SERVICES</p> <ul style="list-style-type: none"> NEW! PUBLIC HEARING - MONDAY, JUNE 22, 2015, 11AM: Senior Citizen and Disabled Residents Transportation Assistance Program. Senior Citizen Transportation Survey 2014 Income Eligibility Form 	<p>ADVISORY COUNCILS AND COMMITTEES- <small>updated 06/01/2015</small></p> <p>HUMAN SERVICES RESOURCE GUIDE Services Available in and around Hunterdon County</p> <p>MENTAL HEALTH It can happen to anyone and affect everyone around them. Find out more...</p> <p>MUNICIPAL ALLIANCE Visit our website for information on resources, history and upcoming events</p> <p>SUBSTANCE ABUSE SERVICES- <small>updated 10/16/2014</small> Local resources to members of our community who are, or know someone, that is struggling with a substance abuse disorder.</p> <p>Got Drugs?  Locations in Hunterdon County for Prescription Drug Drop Boxes</p> <p>YOUTH SERVICES Strengthening Families Program for Children Ages 10-14 at the Family Success Center, Flemington: May 20, 27; June 10, 17, 21 and July 1</p>
<p>EVENTS & MEETINGS</p>	

NJT ATTACHMENT K6 – CAC MEETING PUBLIC NOTICE



COUNTY OF HUNTERDON NEW JERSEY
HUMAN SERVICES ADVISORY COUNCIL
LOCAL ADVISORY COMMITTEE ON ALCOHOLISM & DRUG ABUSE
YOUTH SERVICES COMMISSION
MENTAL HEALTH BOARD



908-788-1253
908-788-1372
908-806-4204 FAX
humansvc@co.hunterdon.nj.us

P.O. Box 2900
Flemington, New Jersey 08822-2900
(Location: 8 Gauntt Place)

- REFERENCE:
- Council
 - Mental Health
 - Youth
 - Disabled
 - Substance
 - Transportation

TRANSPORTATION ADVISORY COMMITTEE

Monday June 22, 2015, 11:00 a.m.
Human Services Conference Room 1, Building 3

AGENDA

I. CONVENE: OPEN PUBLIC MEETING STATEMENT:

"This meeting is being held in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 – 10:4-21. Notice of this meeting has been provided in the Hunterdon County Democrat, the Courier News, and the Hunterdon Review. A public notice announcing this meeting has also been placed in the lobbies of the Hunterdon County Department of Human Services, the first floor Main Street County Complex, 71 Main Street, Building #1, Flemington, NJ; the Route 12 County Complex, Building #3, 314 State Route 12, Flemington, NJ; and County Clerk's Office."

II. * A. MINUTES: Meeting of March 11, 2015. (Draft Attached)

B. CORRESPONDENCE:

1. June 15, 2015 Title VI Program Review
2. County of Hunterdon Transportation Coordinator Posting

III. REPORTS:

- A. **Transportation – Jennifer Shore:**
- B. **System Operations - First Transit:**
- C. **Fiscal – Keith Tustison:**
- D. **NJT Report – Janelle Rivera:**
- E. **HART – Tara Shepherd:**

IV. PRESENTATION:

Public Hearing for the 2016 Combined SCDRTAP and 5311 Application

V. UNFINISHED BUSINESS:

- A. Update on NJT analysis

VI. NEW BUSINESS:

* = Items Require Action

NOTE: If you are unable to attend the meeting, please notify the Hunterdon County Department of Human Services. The next TAC meeting is scheduled for 1:30 pm **July 8th**, 2015.

NJT ATTACHMENT K7 – PUBLIC HEARING TRANSCRIPT

Written transcript to be submitted, under separate cover, when received.

NJT ATTACHMENT L – SCDRTAP APPLICATION COVER LETTER



**COUNTY OF HUNTERDON NEW JERSEY
DEPARTMENT OF HUMAN SERVICES**

Planning, Mental Health, Alcohol & Drug Abuse, Youth Services, Social Services
Disability Services, Senior Services, Transportation, Housing

Jennifer Shore
Administrator

P.O. Box 2000
Huntington, New Jersey 08822-2000
(Location: 8 Garret Place)

908-788-1253
908-788-1372
908-896-4204 FAX
humansvc@co.hunterdon.nj.us

June 16, 2015

Steve Fittante, Director
NJ TRANSIT
Local Programs and Minibus Support
One Penn Plaza East, 4th floor
Newark, New Jersey 07105-2246

Dear Mr. Fittante:

The County of Hunterdon is hereby applying for funds under Senior Citizens & Disabled Residents Transportation Assistance Program (SCDRTAP). The approval of this grant will enable transportation services to be available to the senior citizens and disabled residents in our County. The County of Hunterdon is requesting \$351,472.00 for 2016. The scheduled Public Hearing date is Monday, June 22, 2015. The application will be available at the following location(s): Hunterdon County Department of Human Services and the County Library (Main Branch) as of the following date July 6, 2014.

To my knowledge, all information provided in support of this application is true and correct. If you have questions or require additional information, please contact Jennifer Shore, Human Service Administrator at 908-788-1368.

As the Applicant, the County of Hunterdon agrees to comply with all regulations and administrative guidance required for application to the Senior Citizens and Disabled Resident Transportation Assistance Program for the program year 2016. The Applicant affirms the truthfulness and accuracy of the information it has made in the statements submitted herein and any other submission made to NJ TRANSIT. In signing this document, I declare the foregoing information and any other statement made on behalf of the Applicant are true and correct.

Sincerely,

A handwritten signature in blue ink, appearing to read "John King".

John King, Director
Hunterdon County Board of Chosen Freeholders

FILELINKSCDRTAP2016/NJT Attachment L - Application Cvr Letter.doc

NJT ATTACHMENT M – SCDRTAP RESOLUTION

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

Resolution authorizing the filing of an application to NJ TRANSIT on behalf of The County of Hunterdon for a grant under the Senior Citizen and Disabled Resident Transportation Assistance Act, as amended.

WHEREAS, in 1984 the Governor of New Jersey signed into law legislation creating the "Senior Citizen and Disabled Resident Transportation Assistance Act"; and

WHEREAS, under this law Casino Tax Revenues may be utilized for the provision of elderly (60+) and disabled transportation; and

WHEREAS, the County of Hunterdon must submit an application to NJ Transit Corporation to obtain funding in amount of \$351,472.00 for period covering January 1, 2016 to December 31, 2016;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon, that:

1. The Administrator of the Hunterdon County Department of Human Services shall forward one (1) original application together with one (1) certified copy of this resolution to:

NJ TRANSIT
Local Programs & Minibus Support
One Penn Plaza East- 4th Floor
Newark, NJ 07105-2246; and,

BE IT FURTHER RESOLVED, that the Director of the Board of Chosen Freeholders of the County of Hunterdon is hereby authorized to execute the necessary contractual agreements on behalf of the County of Hunterdon.

ROLL CALL	PRESENT	ABSENT	ABSENT	ABSENT	ABSENT	ABSENT
John W. King, Freeholder Director						
Sumner C. Ajay, Deputy Director						
J. Matthew Hart, Freeholder						
John E. Lewis, Freeholder						
Robert C. Mott, Freeholder						

Adopted June 16, 2015


DENISE B. DOOLAN, CLERK

NJT ATTACHMENT N – OPINION OF COUNSEL LETTER (5311 ONLY)



**COUNTY OF HUNTERDON NEW JERSEY
DEPARTMENT OF HUMAN SERVICES**

Planning, Mental Health, Alcohol & Drug Abuse, Youth Services, Social Services,
Disability Services, Senior Services, Transportation, Housing

Jennifer Shore
Administrator

P.O. Box 2900
Flemington, New Jersey 08822-2900
(Location: 8 Gasport Place)

908-785-1253 V/TDD
908-785-1372 V/TDD
908-486-4204 FAX
jsommers@co.hunterdon.nj.us

June 16, 2015

The County of Hunterdon
Board of Chosen Freeholders
P.O. Box 2900
Flemington, NJ 08822

Attention: John King, Freeholder Director

RE: FTA Non-Urbanized Area Formula Program
July 1, 2015 – December 31, 2016

Dear Freeholder Director King:

This communication will serve as the requisite opinion of counsel to be filed with NJ TRANSIT in connection with the application of the County of Hunterdon for financial assistance pursuant to the provisions of Section 5311 of the Federal Transit Act, as amended for administration, capital, and operating assistance project(s). The legal authority for the County of Hunterdon's ability to carry out administration, capital and/or operating assistance projects directly, by lease, contract, or otherwise is set forth below:

The County of Hunterdon is authorized to provide and assist public transportation by acquisition, construction and operation of existing or additional transit facilities. This assistance may be provided directly or by agreements with other parties.

The authority of the County of Hunterdon to provide funds for the local share of the project is set forth in the Resolution of the Freeholders adopted June 16, 2015.

I have reviewed the pertinent Federal State and local laws, and I am of the opinion that there is no legal impediment to making application for Section 5311 assistance. Furthermore, as a result of my examination, I find that there is no pending or threatened litigation or other action, which might in any way adversely affect the proposed project in the program or the ability of Hunterdon County to carry out such projects in the program.

Sincerely,

A handwritten signature in blue ink that reads "Shana L. Taylor".

Shana L. Taylor, Esq.
Counsel, Hunterdon County

NJT ATTACHMENT O – DISCLOSURE OF LOBBYING ACTIVITIES (5311 ONLY)

DISCLOSURE OF LOBBYING ACTIVITIES (LLL Form)

Complete form to disclose lobbying activities pursuant to 31 U.S.C. 1352.

N/A – My agency does not engage in any lobbying activities.

<p>1. Type of Federal: _____</p> <p>a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance</p>	<p>2. Status of Federal Action: _____</p> <p>a. bid/offer/application b. initial award c. post-award</p>	<p>3. Report Type: _____</p> <p>a. initial filing b. material change</p> <p>For Material Change Only: Year _____ Quarter _____ Date of last report _____</p>	
<p>4. Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if known:</p> <p>Congressional District, if known: _____</p>		<p>5. If Reporting Entity in No 4 is a Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known: _____</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CDFA Number, if applicable _____</p>		
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known: \$ _____</p>		
<p>10. a. Name and Address of Lobbying Registrant address if (if individual, last name, first name, MI):</p>		<p>b. Individuals performing services including different from no. 10a) (last name, first name, MI):</p>	
<p>11. Information request through this form is authorized by title 31 U.S.C Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will available for public inspection. Any person who fails to file the required disclosure shall be subject to civil penalty of not less than 10,000 and no more than \$100,000 for each such failure.</p>	<p>Signature: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Telephone No.: _____</p> <p>Date: _____</p>		
<p>Federal Use Only:</p>		<p>Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)</p>	

NJT ATTACHMENT P – LOBBYING CERTIFICATION

LOBBYING CERTIFICATION

(Required)(An authorized representative of the applicant must sign and submit this certification.)

The undersigned applicant certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to a person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriate funds have been paid or will be paid to any person for making lobbying contracts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure form to Report Lobbying," in Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1801, et. seq.)
- (3) The undersigned shall require that the language of this certification be included in the award documents or all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the 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. [Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Applicant certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801, et seq., apply to this certification and disclosure, if any.

Signature of Applicant's Authorized Representative: 

Print Name of Applicant's Authorized Representative: John King

Title of Applicant's Authorized Representative: Freeholder Director

Date 6/15/15

NJT ATTACHMENT R – 5333(b) CERTIFICATION LETTER (5311 ONLY)



Jessie Shore
Administrator

**COUNTY OF HUNTERDON NEW JERSEY
DEPARTMENT OF HUMAN SERVICES**

Planning, Mental Health, Alcohol & Drug Abuse, Youth Services, Social Services
Disability Services, Senior Services, Transportation, Housing

P.O. Box 2900
Horsington, New Jersey 08822-2900
(Location: 8 Grant Place)

908-788-1253
908-788-1372
908-806-4204 FAX
humansvc@co.hunterdon.nj.us

June 16, 2015

Steve Fittante, Director
NJ TRANSIT
Local Programs and Minibus Support
One Penn Plaza East, 4th floor
Newark, New Jersey 07105-2246

Dear Mr. Fittante:

The County of Hunterdon has made application to NJ TRANSIT and the Federal Transit Administration pursuant to Section 5311 of the Federal Transit Act, as amended for a mass transportation grant to assist in the reimbursement of operating and/or non-operating expenses for the period July 1, 2015 to December 31, 2016.

The County of Hunterdon agrees that, in absence of a waiver by the Department of Labor the terms and conditions of the Special Section 5333(b) Warranty shall apply for the protection of the employees of any employer providing transportation service assisted by the Project, and the employees of any other surface public transportation providers which are eligible recipients; in the transportation service area of the Project. The Warranty arrangement shall be made part of the contract of assistance and shall be binding and enforceable by and upon the parties thereto, by any covered employee or his representative.

Additionally, pursuant to Section (A) of the Special Section 5333(b) Warranty, included with this submission is a listing of all transportation providers in the geographic area of our project and any labor organizations representing the employees of such providers.

Sincerely,

John King
Freeholder Director
Hunterdon County Board of Chosen Freeholders

NJT ATTACHMENT S – 5311 APPLICATION COVER LETTER



Jennifer Shore
Administrator

COUNTY OF HUNTERDON NEW JERSEY
DEPARTMENT OF HUMAN SERVICES

Planning, Mental Health, Alcohol & Drug Abuse, Youth Services, Social Services,
Disability Services, Senior Services, Transportation, Housing

P.O. Box 2900
Huntington, New Jersey 08822-2900
(Location: 8 Grant Place)

908-786-1253
908-786-1372
908-806-4294 FAX
humansev@co.hunterdon.nj.us

June 16, 2015

Steve Fittante, Director
NJ TRANSIT
Local Programs and Minibus Support
One Penn Plaza East, 4th floor
Newark, New Jersey 07105-2246

Dear Mr. Fittante:

The County of Hunterdon is hereby applying for a grant under FTA Section 5311 of the Federal Transit Act, as amended. The approval of this grant will enable public transportation services to be available to the small urban and rural residents of our service area.

The County of Hunterdon, Department of Human Services is requesting NON-OPERATING AND/OR OPERATING ASSISTANCE for the period July 1, 2015 – December 31, 2016. The total amount of federal and state funds requested is as follows:

July 2015- December 2016 NEW ALLOCATION

	OPERATING	NON-OPERATING
FTA Section 5311 Funds:	\$418,346.00	
State match funds:	\$209,173.00	
Local match funds:	\$209,173.00	
Total:	\$836,692.00	

January 2016- December 2016 Innovation Grant (Operating only)

	OPERATING
FTA Section 5311 Funds:	\$100,000.00
State match funds:	\$50,000.00
Local match funds:	\$50,000.00
Total:	\$200,000.00

To my knowledge, all information provided in support of this application is true and correct. If you have questions or require additional information, contact Jennifer Shore, Administrator, County of Hunterdon, Department of Human Services at (908) 788-1368.

Sincerely,

John King
Freholder Director

NJT ATTACHMENT T – 5311 RESOLUTION

STATE OF NEW JERSEY
COUNTY OF HUNTERDON

RESOLUTION

WHEREAS, the Secretary of Transportation is authorized to make grants for a general public transportation program of projects in urban than urbanized areas under Section 5311 of the Federal Transit Act, as amended; and

WHEREAS, the grant for financial assistance will impose certain obligations upon the Subrecipient (The County of Hunterdon, Department of Human Services), including the provision of the local share of the project costs in the program; and

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, as amended, the Subrecipient gives an assurance that it will comply with Title VI and EEO requirements of the Civil Rights Act of 1964 and U.S. Department of Transportation requirements; and

WHEREAS, the Subrecipient is required to adhere to the requirements as specified in the U.S. Department of Transportation's Minority Business Enterprise (MBE) regulation set forth in 49 C.F.R. Part 23, Subpart D.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon, that:

1. The Freeholder Director is authorized to execute and file an application on behalf of Subrecipient (The County of Hunterdon, Department of Human Services) with NJ TRANSIT who as the Designated Recipient will apply to the U.S. Department of Transportation requesting aid in the financing of administration, capital and/or operating assistance projects pursuant to Section 5311 of the Federal Transit Act, as amended; and
2. The Freeholder Director is authorized to execute and file with such applications and assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI and EEO requirements of the Civil Rights Act of 1964; and
3. The Freeholder Director is authorized to set forth and execute affirmative minority business policies pursuant to 47 C.F.R. Part 23, Subpart D; and
4. The Human Services Administrator of the County of Hunterdon is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the application; and
5. The Freeholder Director is authorized to execute grant agreements on behalf of The County of Hunterdon, Department of Human Services for aid in the financing of the administration, capital and/or operating assistance; and
6. The Hunterdon County Chief Finance Officer hereby authorizes the amount of (\$259,173.00) be obligated as the local share required under the provisions of the grant application.

NAME	OFFICE	APPROVED	DATE	DATE	SIGNATURE	REMARKS
John W. Long, Freeholder Director						
Robert J. Jolly, Board Clerk						
J. William Hall, Freeholder						
John D. Long, Freeholder						
Robert G. Smith, Freeholder						

Adopted June 16, 2015


DENISE B. DOOLAN, CLERK