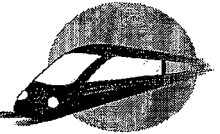


### Paperwork Reduction Act Burden Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2130-0584. Public reporting for this collection of information is estimated to be approximately 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are voluntary. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Railroad Administration 1200 New Jersey Avenue, SE, Washington, D.C. 20590.

March 2011 Narrative Application Form – Service Development Program, Part II Statement of Work

## Narrative Application Form – Service Development Program Part II Statement of Work



### High-Speed Intercity Passenger Rail (HSIPR) Program

### Statement of Work

The quality and completeness of this document will be measured as a Project Readiness evaluation criterion, as outlined in Section 5.2.1 of the NOFA. The applicant must provide a sufficient level of detail regarding scope, schedule, and budget that demonstrates the project is ready to immediately advance to award. Tables have been provided as illustrative examples for capturing data however, applicants can delete or adjust the tables as necessary. This form must be listed in Section H.2 of the Narrative Application Form Part I.

- (1) **Background.** Briefly describe the events that led to the development of this Service Development Program and the issue the program will address. Also describe the transparent, inclusive planning process used to analyze the investment needs and service objectives of the full corridor on which the Service Development Program is located.
- (2) **Scope of Activities.** Clearly describe the scope of the proposed Service Development Program and identify the general objective and key deliverables.
  - (2a) **General Objectives.** Provide a general description of the work to be accomplished through this grant, including program work effort, location, and other parties involved. Describe the end-state of the program, how it will address the need identified in Background (above), and the outcomes that will be achieved as a result of the program, such as:
    - Service(s) that would benefit from the Service Development Program, the stations that would be served, and the State(s) where the service operates;
    - Anticipated service design of the corridor or route with specific attention to any important changes that the Service Development Program would bring to the fleet plan, schedules, classes of service, fare policies, service quality standards, train and station amenities, etc.; and
    - Other rail services, such as commuter rail and freight rail that will make use of, benefit from, or otherwise be affected by, the Service Development Program.
  - (2b) **Description of Work.** Provide a detailed description of the work to be accomplished through this grant by phase, component project, or major task (e.g., FD and Construction) including the geographical and physical boundaries of the program. Address the work in a logical sequence that would lead to the anticipated outcomes and the end state of the activities.
    - Include a description of the activities and the measurable outcomes of each phase or group of activities
    - Substantive activities of the Service Development Program (e.g., specific capital investments proposed);
    - The location(s) of the Service Development Program's component projects, including name of rail line(s), State(s), and relevant jurisdiction(s) (include a map in supporting documentation);
    - Any use of new or innovative technologies; and
    - Any use of railroad assets or rights-of-way, and potential use of public lands and property.

**(2c) Deliverables.** Describe the work products of the program that were provided to FRA during the application process or will be completed as a part of this grant. In the table provided, list the deliverables, both interim and final, that are the outcomes of the phases and/or component projects. The table below should match the information provided in Sections D.14 and D.15 of the Narrative Application Form Part I.

**(3) Project Schedule.** In the table below, estimate the approximate schedule for completing each phase. If there is only one phase, estimate the duration for each component task. For total project duration, reference Section D.3 of the Narrative Application Form Part I.

	Phase or Component Project	Duration		
		Start Month	to	End Month
1			to	
2			to	
3			to	
	Total Duration	[Insert Project Duration from D.3]		

**(4) Project Cost Estimate/Budget.** Provide a high-level cost summary for the phases, if applicable, of Service Development Program work in this section, using the Service Development Application Package Instructions, Narrative Application Form Part I, and the HSIPR Service Development Program Budget and Schedule form as references. The figures in this section of the Statement of Work should match exactly with the funding amounts requested in the SF-424 form, the HSIPR Service Development Program Budget and Schedule form, and in Section D of the Service Development Program Narrative Application Form. If there is any discrepancy between the Federal funding amounts requested in this section, the SF-424 form, the HSIPR Service Development Program Budget and Schedule form, or Section D of the Narrative Application Form Part I, the lesser amount will be considered as the Federal funding request. Round to the nearest whole dollar when estimating costs.

*The total estimated cost for the proposed Service Development Program is provided below, for which the FRA grant will contribute no more than the Federal funding request amount indicated. Any additional expense required beyond that provided in this grant to complete the Service Development Program project shall be borne by the Grantee.*

Service Development Program Overall Cost Summary			
#	Phase	Cost in FY11 Dollars	
1			\$ 00,000
2			\$ 00,000
3			\$ 00,000
	Total program cost		\$ 00,000
Federal/Non-Federal Funding			
		Cost in FY11 Dollars	Percentage of Total Program Cost
	HSIPR Federal funding request	\$ 00,000	00 %
	Non-Federal match amount	\$ 00,000	00 %
	Total program cost	\$ 00,000	100 %